



CONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

25 JUNE 2020

NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Broome will be held on Thursday, 25 June 2020 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 5:00 PM.

Due to the current COVID-19 restrictions on public gatherings, the total number of people allowed in the Council Chambers is limited. Admission preference will be given to people attending to speak on behalf of a deputation or to ask a public question.

Public questions should be submitted by 12 noon on the day of the Council meeting. To have your question responded to at the Council meeting you must be present and read your question. If you cannot be in attendance the question will be processed administratively.

Regards,



J Watt
Acting Chief Executive Officer

24/06/2020

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
Respect
Transparency**

**Integrity
Innovation
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 in section 5.25 of the *Local Government Act 1995* 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.

Should you require this document in an alternative format please contact us.

Councillor Attendance Register										
Councillor		Cr H Tracey	Cr D Male	Cr E Foy	Cr P Matsumoto	Cr C Mitchell	Cr B Rudeforth	Cr M Fairborn	Cr W Fryer	Cr C Marriott
2019	27 June			LOA					R	
2019	25 July			A					R	
2019	29 August				LOA				R	
2019	26 September							A	R	
2019	17 October			A				LOA	R	R
Post 2019 Local Government Elections										
Councillor		Cr H Tracey	Cr D Male	Cr E Foy	Cr P Matsumoto	Cr C Mitchell	Cr B Rudeforth	Cr P Taylor	Cr N Wevers	Cr F West
2019	21 November				LOA			LOA		
2019	12 December									
2020	27 February							LOA		
2020	26 March									
2020	30 April			LOA						
2020	28 May									LOA
2020	25 June	LOA								

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

SHIRE OF BROOME
ORDINARY MEETING OF COUNCIL
THURSDAY 25 JUNE 2020
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**MINUTES OF THE ORDINARY MEETING OF COUNCIL OF THE SHIRE OF BROOME,
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,
ON THURSDAY 25 JUNE 2020, COMMENCING AT 5:00 PM.**

1. OFFICIAL OPENING AND ATTENDANCE

The Chairperson welcomed Councillors, officers and members of the public and declared the meeting open at 5:02pm.

ATTENDANCE

Councillors:	Cr D Male Cr E Foy Cr P Matsumoto Cr C Mitchell (JP) Cr B Rudeforth Cr P Taylor Cr F West Cr N Wevers	Deputy Shire President (Entered at 5:04 pm)
Apologies:	Cr H Tracey	Shire President (Leave of Absence approved at Item 4.)
Leave of Absence:	Nil	
Officers:	Mr J Watt Mr N Cain Mr A Graffen Mr A Santiago Mr D Kennedy Ms L Levi Ms N Roukens	Acting Chief Executive Officer Director Development and Community Director Infrastructure Acting Director Corporate Services Manager Governance, Strategy and Risk Senior Administration and Governance Officer Special Projects Coordinator
Media:	Jakeb Waddell Erin Parke	Broome Advertiser ABC
Public Gallery:	Marissa Murphy Michelle Teoh Andrew Chambers Brendan Renkin Maxine Chi	DCMG

The Chairperson advised that an urgent business item circulated to Councillors prior to the meeting had subsequently been withdrawn by officers.

2. DECLARATIONS OF FINANCIAL INTEREST / IMPARTIALITY

INDIRECT FINANCIAL INTEREST			
Councillor	Item No	Item	Nature of Interest
Cr C Mitchell	9.3.1	COVID-19 Community Support Grants Program	"I am a co-ordinator at Nature Animal Rescue Broome (NARB)."

IMPARTIALITY INTEREST			
Councillor	Item No	Item	Nature of Interest
Cr F West	9.2.1	Project Update Broome Boating Facility	"I'm Vice Chair of the Roebuck Buck Bay Working Group."
Cr F West	9.2.2	Town Beach Geotechnical Investigation and Coastal Adaptation Options Assessment	"I'm Vice Chair of the Roebuck Buck Bay Working Group."

3. PUBLIC QUESTION TIME

Public Question Time opened at 5:04 pm.

Cr E Foy entered the Chambers at 5:04pm.

Public Questions were received from Andrew Chambers prior to the meeting:

Question One (1)

Item 9.2.1 - Further to the response received from the last OCM in May, I am questioning the current plans for public consultation on the proposed Boat Launch Facility at Entrance Point. The Public Consultation has "Information Sessions" (Meet n Greets) being hosted by the Broome Fishing Club and it will be assumed that this will be a ringing affirmation of the plan. What efforts are you making to engage in a similar forum with the rest of the non boat owning, non fishing users of the point? There's growing numbers on the petition against the current proposal with many of Broome's traditional families appearing among that number. What are you doing to engage the constitute?

Response provided by the Acting Chief Executive Officer:

Thanks for the question Andrew.

The process and timeline for the Community Consultation associated with the Broome Boating Facility was presented for endorsement at a Special Council Meeting held on 17 March 2020.

The consultation plan included a Community Information Session at the Broome Fishing Club and Broome Boulevard. It was planned as an informal session that would be manned

by Shire officers and officers from the Department of Transport. Our intention was to provide an opportunity for members of the public to ask questions on parts of the project they may like more information on. The Broome Fishing Club was chosen due to its proximity to the proposed site. Unfortunately, neither session was able to proceed as planned due to the COVID-19 State of Emergency restrictions.

As part of the community consultation process a website was built for the Broome Boating Facility, www.broomeboatingfacility.com.au. The website includes a Frequently Asked Questions section, with extensive information on the project.

As per the CEO's response at last month's meeting the public consultation period for the Broome Boating Facility was open from 18 March 2020 through to 16 April 2020. 1221 responses were received during this time with 72.4% of the respondents being supportive or highly supportive of the project. The response rate is one of the highest survey response rates the Shire has experienced in several years.

Question Two (2)

Item 9.2.3 LPS - Table 2 Stakeholder Analysis - This makes interesting reading as to the perceptions of where the real power lies in Broome. Why do the residents and residential land owners rate as High Interest, Impact and Influence, where the elected members, our Councillors, are only perceived to have a medium Influence and Impact? Does the Administration/Consultants understand the relationship that is supposedly inherent between the electors and their representatives, the Councillors, and that there should be a direct correlation between these ratings unless there are impediments or arrangements the electors are unaware of. Why are the stakeholder ratings different?

Answer provided by the Director of Community Development:

Thank you for your question and input, it is encouraging to see early interest in the project.

The Community Engagement Plan 'Summary Analysis of Stakeholders' has been put together based on an understanding of stakeholder interest more generally experienced for engagement of this type, and specifically in relation to the "Engagement" phase of the project. Interpretation of consultation outcomes and development of Scheme and Strategy text is the stage of the project most influenced by Elected Members as, at the end of the day, it is the Council's document.

The Community Engagement Plan sets out a framework and certainly does not assume each stakeholder group is fixed throughout the process based on the preliminary assessment. This is noted in the Plan, specifically, "Table 2 provides the summary stakeholder analysis, whilst a more detailed stakeholder database will be developed throughout the process. The detailed stakeholder database will be subject to constant refinement during this project." The Plan is flexible, and the engagement methods are designed to ensure stakeholder interests are captured regardless of how the preliminary assessment has been measured.

Once again, thank you for your interest in the project and it is certainly hoped you can participate once consultation is underway by sharing the information through your networks.

Question Three (3)

Kimberley Marine Support/Supply Base Pty Ltd - Can the Administration of the Shire please explain why there is no information on this development available to the ratepayers and

Shire Councillors despite there being a very public announcement last week, by the Managing Director, Andrew Natta on ABC radio, that the project will commence in 2021? They are listed as a major stakeholders in the considerations for the Safe Boating Facility but there seems to be no reciprocal open or public accountability.

Response provided by the Acting Chief Executive Officer:

The Kimberley Marine Supply Base and Broome Boating Facility are separate projects.

The KMSB proposal is a privately funded, commercial project and as such the involvement of the Shire is limited. Kimberley Marine Supply Base are leasing land from the Kimberley Port Authority.

Kimberley Marine Supply Base provided brief project updates to the Shire of Broome Councillors and the Broome Boating Facility Advisory Group (formally Broome Boat Harbour Advisory Group) some months ago. At the time detail was limited and did not extend past the information that has been released by KMSB publicly.

KMSB are listed as a primary stakeholder in the Community Engagement Plan due to the potential proximity of the facilities.

Brendan Renkin asked the following public questions.

Question One (1)

Given that the proposed lease for the Roebuck Bay Caravan Park is 21 years, why did the Shire ask consultants to set the lease period from 2020 to 2040?

Response provided by the Acting Chief Executive Officer:

The current provisions allow for a maximum lease period of 21 years and although the Shire will be requesting a further 21 year lease it is unknown at this stage if such a request would be approved.

The 20 year period aligned with the proposed lease term and also aligned with the "2040 Planning Period Allowance" contained in the CHRMAP.

Question Two (2)

Has the Chinatown revitalisation work benefited land owners and business owners in town? And do we have a plan to measure these benefits?

The Chairperson took the question on notice.

Public Question Time closed at 5:13 pm.

4. APPLICATIONS FOR LEAVE OF ABSENCE

<p><u>COUNCIL RESOLUTION:</u></p>
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<p>(REPORT RECOMMENDATION)</p>

<p>Minute No. C/0620/001</p>

<p>Moved: Cr C Mitchell (JP)</p>

<p>Seconded: Cr N Wevers</p>

That Council, grant Cr H Tracey a Leave of Absence from Councillor duties inclusive of 25 June 2020 through to 01 August 2020.

CARRIED UNANIMOUSLY 8/0

5. CONFIRMATION OF MINUTES

The Chairperson advised that an amendment had been made to the Public Question section of the Minutes from Ordinary Meeting of Council, 28 May 2020.

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/002

Moved: Cr C Mitchell (JP)

Seconded: Cr P Matsumoto

That the Minutes of the Ordinary Meeting of Council held on 28 May 2020, as published and circulated, noting an administrative amendment on page 15 and 16 since circulation of the unconfirmed minutes, be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY 8/0

Reason: A question that was received and processed administratively was omitted in error. This amendment was circulated to Councillors prior to the meeting and re-published to the Shire website.

6. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION

Nil.

7. PETITIONS / DEPUTATIONS

The Chairperson advised that a petition requesting the possible installation of Lifesaving Rings at Gantheaume Point, Broome, was presented at the 28 May 2020 Ordinary Meeting of Council. A report on the petition is presented at item 9.1.1.

8. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

The Acting Chief Executive Officer advised Council 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.

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/003

Moved: Cr E Foy

Seconded: Cr C Mitchell (JP)

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

9.1.2 OBJECTION TO THE RATE RECORD - BROOME ABORIGINAL SHORT STAY ACCOMODATION FACILITY

Item 9.1.2 and any attachments are confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((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”.

CARRIED UNANIMOUSLY 8/0

9. REPORTS FROM OFFICERS

9.1 OUR PEOPLE

9.1.1 PETITION - REQUEST FOR POSSIBLE INSTALLATION OF LIFESAVING RINGS AT GANTHEAUME POINT, BROOME.

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	GOC33
AUTHOR:	Director Development and Community
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development and Community
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

A petition requesting possible installation of Lifesaving Rings at Gantheaume Point, Broome, was presented at the May 2020 Ordinary Meeting of Council.

The petition was lodged following the death of a young woman who was swept off the rocks and could not be resuscitated.

The officer recommendation is for Council to, in response to the petition, endorse the Chief Executive Officer to further explore the installation of Lifesaving Rings at the North and West cliff edges of Gantheaume Point, Broome and table the petition with the Yawuru Park Council for consideration.

BACKGROUND

On 14 March 2020, two young women were swept from rocks at Gantheaume Point, Broome.

Although both women were pulled from the ocean, one of the women was unable to be resuscitated.

A petition was presented by Councillor Wevers, on behalf of Jack Castellarin, to the May 2020 Ordinary Meeting of Council with the following preamble:

“We the Residents and Electors of Broome request the Shire of Broome look intently into the option of installing lifesaving rings at the two very popular swimming and bathing spots of the North and West cliff edges of Gantheaume Point.”

The following reasons were cited in support of the petition:

“On the 14th March this year Broome resident Rebecca Neufeld lost her life when she was swept into the water at the swimming and jumping rockpools at Gantheaume

Point. Swimming and jumping at the rockpools has been a popular pastime for the young people of Broome for as long as we can remember, and sadly this has not been the first time that someone has found themselves in a dangerous position on this section of the coast.

Liferings are currently installed at 76 dangerous coastal locations around WA through the Recfishwest Angel Rings program. We the Broome residents implore the Broome Council to learn from Bec's passing and install these vital lifesaving devices at these popular swimming spots so a tragedy like this never happens again."

COMMENT

The purpose of this Agenda Item is to consider the request articulated within the petition to explore the potential installation of Life Saving Rings at the North and West cliff edges of Gantheaume Point, Broome.

Angel Rings

The petition refers to Lifesaving Rings being installed as part of the Recfishwest Angel Rings program.

Angel Rings are life buoys designed to keep someone afloat and away from rocks until help arrives or a rescue can be organised.

The Angel Ring is stored on a bracket provided by Recfishwest and either bolted to a rock using epoxy set stainless bolts or stainless threaded rods or set in 40kg of rapid-set concrete in natural fissures and capped with local stone, with all recommended pole designs and sizing specifications provided by Recfishwest.

Recfishwest are the peak body for Recreational Fishing in WA, representing the interests of more than 750,000 fishers.

The organisation is funded by the State Government to implement the Western Australian Fishing Safety Program by working with key government departments, volunteer organisations and stakeholder groups focused on aquatic environment, recreation and safety.

The Fishing Safety Program involves public awareness campaigns, education, communications, developing and supporting fishing safety ambassadors, being a low-cost supplier of high-quality safety equipment and installation of safety equipment and infrastructure across the state.

Recfishwest provide Angel Rings, brackets and signage detailing appropriate use of the Angel Rings as part of the funding allocation from the State Government as part of the WA State-wide Safe Fishing Strategy.

All other costs are to be negotiated by relevant land owners and may include install, labour costs and maintenance costs.

The officer recommendation is for Council to, in response to the petition, endorse the Chief Executive Officer to further explore the installation of Lifesaving Rings at the North and West cliff edges of Gantheaume Point, Broome.

CONSULTATION

The land referred to in the petition is jointly vested between the Shire of Broome and Yawuru Native Title Holders Aboriginal Corporation RNTBC (the Yawuru Prescribed Body Corporate) and managed by the Department of Biodiversity, Conservation and Attractions in accordance with the Management Agreement as part of the Yawuru Prescribed Body Corporate Indigenous Land Use Agreement.

Shire officers are required to consult with Yawuru Park Council, Nyamba Buru Yawuru and Department of Biodiversity, Conservation and Attractions, in the first instance, prior to proceeding with any exploration of installation at the subject location.

An installation of this type will require approval through the Yawuru Park Council, of which Shire representatives are voting members.

Recfishwest will also be consulted.

It is important to note the objective of the Angel Rings Program is to:

- provide devices to assist in the prevention of drowning at key fishing locations; and
- promote greater awareness of the dangers associated with rock fishing.

The site, and purpose, identified in the petition may not meet the relevant criteria of either of the consultees.

STATUTORY ENVIRONMENT

The *Shire of Broome Standing Orders Local Law 2003* require a petition of this nature, in order to be effective, to –

- Be addressed to the President of the Shire of Broome;
- Be made by residents and / or electors of the district;
- State the request on each page of the petition;
- Contain the names, addresses and signatures of the residents and / or electors making the request, and the date each resident and / or elector signed;
- Contain a summary of the reasons for the request; and
- State the name of the person upon whom, and an address at which, notice to the petitioners can be given.

It is incumbent on the member of Council presenting the petition to be familiar with the nature and contents of the petition, and to ascertain it is in the form prescribed above.

The submitted petition:

- Is addressed to the President of the Shire of Broome;
- Has largely been made by residents and / or electors of the district (some ineligibility has occurred);
- Does not state the request on each page of the petition;
- Has provision to state the names, addresses and signatures of the residents and / or electors making the request, and the date each resident and / or elector signed, not all petitioners have completed the petition appropriately;
- Contains a summary of the reasons for the request; and
- States the name of the person upon whom, and an address at which, notice to the petitioners can be given.

A total of 718 eligible petitioners appeared on the documentation submitted, with over 1,200 in total.

Petitioners were deemed ineligible for several reasons including:

- Not residents and / or electors of the district;
- Illegible entries;
- Incorrect / incomplete entries; and
- Not all the submitted pages contain the request.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The officer recommendation, as presented, incurs research time as the only cost to the Shire.

Following further exploration, and any Council decision to proceed with, or along the lines of, the petition, additional costs will be incurred.

Determination of these costs will be presented to Council for consideration.

RISK

Very little risk is involved with the officer recommendation as the purpose of the item seeks only endorsement to explore the possibility of installation of Life Saving Rings, and not the actual installation.

STRATEGIC IMPLICATIONS

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

Accessible and safe community spaces

Participation in recreational and leisure activity

A healthy and safe environment

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/004

Moved: Cr F West

Seconded: Cr N Wevers

That Council:

1. ***Accepts submission of the petition presented at the May 2020 Ordinary Meeting of Council requesting the possible installation of Lifesaving Rings at Gantheaume Point, Broome, as per the Shire of Broome Standing Orders Local Law 2003.***

- 2. Requests the Chief Executive Officer to further explore the possibility of installation of Lifesaving Rings at the North and West cliff edges of Gantheaume Point, Broome.**
- 3. Noting the tenure of the land, requests the Chief Executive Officer to table the contents of the petition at the August 2020 meeting of the Yawuru Park Council, for consideration.**
- 4. Requests the Chief Executive Officer report on progress of the petition through the Yawuru Park Council meeting minutes as tabled with Council.**

CARRIED UNANIMOUSLY 8/0

Attachments

Nil.

9.1.3 CHINATOWN TOWN TEAM MEMBERSHIP

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	PLA102
AUTHOR:	Chinatown Place Activation Coordinator
CONTRIBUTOR/S:	Manager Community and Economic Development Director Development and Community
RESPONSIBLE OFFICER:	Director Development and Community
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report provides an update on the Shire initiated Chinatown Town Team initiative and closes the loop on the Shire-led Expression of Interest process, which commenced in line with a previous Council resolution.

The Officer Recommendation is for Council to endorse the current structure and membership of the Chinatown Town Team, and endorse the role of the Broome Chamber of Commerce and Industry in the coordination of the Chinatown Town Team.

BACKGROUNDPrevious Considerations

OMC 28 March 2019

Item 9.2.1

At the March 2019 Ordinary Meeting of Council, Council resolved to adopt the Chinatown Place Management Plan and request the Chief Executive Officer to seek Expressions of Interest (**EOI**) for community and stakeholder representation on Team Chinatown.

The Chinatown Place Management Plan (**the Plan**) outlines the purpose of a Town Team and recognises the benefits to the Chinatown precinct from having a dedicated volunteer group to drive activation.

The Plan also outlines it is important for any Town Team committee to have a broad range of representatives on the panel including community and stakeholders who have skills, interest and capacity to be involved.

As a result, the Shire initiated the process of establishing the Chinatown Town Team (**CTT**).

The Shire subsequently commenced an EOI process in April 2019. This EOI process was open for all members of the public and lead to several submissions from members of the Broome community, including some Chinatown traders wishing to be involved in the CTT.

Officers met with the group and provided further information regarding options to formalise a structure to move forward, including the application and expenditure of funds set aside by the Shire to seed activation initiatives.

On 18 July 2019, a meeting of 31 Chinatown traders and business owners was coordinated by the Broome Chamber of Commerce and Industry.

At this time, the group agreed to take ownership for the activation of the Chinatown precinct and, after discussions with Shire officers, communication was provided to the original group updating them of the change in direction.

An initial steering group of 11 participants was formed following a further meeting on 25 August 2019, at which the group determined to take on the role as an independent dedicated Chinatown Town Team supported by the Broome Chamber of Commerce and Industry (BCCI).

On 13 August 2019, the Shire President, Chief Executive Officer and CTT representatives reached a shared agreement regarding the general community representation being a critical requirement of the group's membership composition.

On 16 August 2019, submissions from the previous Shire-led EOI process were provided to the BCCI to be included in the new CTT model.

On 12 November 2019, the Shire President, Deputy President and Chief Executive Officer of the Shire met with the BCCI Chief Executive Officer and reiterated the Shire's expectation of community representation as part of the CTT.

Various meetings and correspondence have occurred since, leading to the CTT playing a key role, alongside the Shire, in gaining trader participation in the successful 2019 Chinatown Christmas Trails event.

COMMENT

Since the inception of the CTT under the leadership of BCCI, the group has had several meetings, which Shire officers attended. Discussions about the scope of CTT work took place at these meetings.

Several preliminary activation concepts were informally presented by the CTT to the Shire as a way of demonstrating their place making ideas and intentions for the activation of Chinatown. These included:

- Cool Fashion Weekend in conjunction with Shinju Matsuri Festival
- Broome Chinatown Art and Sound Festival
- Chinatown Carnival Dance Party
- Broome Art and Vintage Market
- Busker stations
- Maj Hong lessons and game sessions

The CTT has also been reviewing the implementation of Way Finding Signage and has also expressed an interest in collaborating with the Shire on the development of the Chinatown Mobile Application Device.

In order to meet the Shire's expectations of community representation on the CTT committee, an additional advertising process was undertaken by BCCI to seek interested members of the public to apply and be included on the CTT panel.

The EOI was advertised on social media channels from 7 March 2020 and closed 11 March 2020.

This resulted in two (2) community representatives being appointed to the CTT.

As pointed out by the group, it is noted traders taking part in the committee are also community members residing in Broome so provide a 'dual' perspective.

As a result of the process, the current CTT committee consists of the following members:

1. Elaine Jolliffe – Broome Chamber of Commerce and Industry (carries out the role of ensuring governance is adhered to under the BCCI Constitution)
2. Peter Taylor – Bizspace
3. David Galwey – Galwey Pearls
4. Cori Fong – Betty's Frock Shop
5. Marisa Ferraz – Sun Pictures
6. Peter Coppin – Roebuck Bay Hotel
7. Tony Molloy – Betta Home Living
8. Tamyla Strahan – Paspaley Plaza
9. Anthony Simmons – Short Street Gallery
10. James Down – Broome Gallery
11. Andrew Chambers – Sun Pictures/Community Representative
12. Jane Wendland – The Aarli
13. Melanie Virgo – Broome Visitor Centre
14. Carlee Ryan – General Community Representative
15. Clancy McDowell - General Community Representative
16. Angela Depp – Broome Chinese Community

Following a return to pre-COVID-19 trade within the precinct, the CTT will commence to formalise their activations plan and seek funding from the Shire.

Shire Officers request Council to endorse the new CTT model under the BCCI leadership and its complete membership composition including stakeholders and community representatives.

CONSULTATION

Chinatown Town Team
Broome Chamber of Commerce and Industry
Chinatown Revitalisation Steering Committee

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no financial implications associated with the Officer Recommendation.

For general information, the seed funding for the CTT is included with the Chinatown Revitalisation Project Stage 2 (**CRP2**) budget as part of the CPAC allocation under the Financial Assistance Agreement.

An amount of \$20,000 was initially set aside for the 2019-2020 financial year. As there has been no formal requests for this funding from the CTT (due to the delay in reaching an agreed membership and also because of the impact of COVID-19), it has been noted these funds will not be spent in the allocated financial year, thus the Shire has requested the CRP2 Steering Committee to re-allocate the amount to the CRP2 Construction funding pool.

A further \$30,000 has been allocated for the CTT activation initiatives in the 2020-2021 financial year. A formal request for funding is required from the CTT for the Shire to review and consider the funding dispersal to the group.

RISK

The Shire expected the CTT to have general community representatives on its panel with a key objective being to ensure place making initiatives are informed by a non-biased, independent community perspective with the aim of creating a balanced approach to precinct activation.

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

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/005

Moved: Cr F West

Seconded: Cr P Matsumoto

That Council:

- 1. Acknowledges the Broome Chamber of Commerce and Industry has taken on the coordination role for the Chinatown Town Team.**
- 2. Endorses the current membership of the Chinatown Town Team as:**
 - i) Elaine Jolliffe – Broome Chamber of Commerce and Industry (carries out the role of ensuring governance is adhered to under the BCCI Constitution)**
 - ii) Peter Taylor – Bizspace**
 - iii) David Galwey – Galwey Pearls**
 - iv) Cori Fong – Betty's Frock Shop**
 - v) Marisa Ferraz – Sun Pictures**

- vi) Peter Coppin – Roebuck Bay Hotel**
- vii) Tony Molloy – Betta Home Living**
- viii) Tamyla Strahan – Paspaley Plaza**
- ix) Anthony Simmons – Short Street Gallery**
- x) James Down – Broome Gallery**
- xi) Andrew Chambers – Sun Pictures / community member**
- xii) Chelsea Stewart- Allure Pearls**
- xiii) Jane Wendland – The Aarli**
- xiv) Melanie Virgo – Broome Visitor Centre**
- xv) Carlee Ryan – General Community representative**
- xvi) Clancy McDowell - General Community representative**
- xvii) Angela Depp – Broome Chinese Community**

CARRIED UNANIMOUSLY 8/0

Attachments

Nil

9.2 OUR PLACE

Cr F West declared an Impartiality Interest in Item 9.2.1, the reason being “I’m Vice Chair of the Roebuck Bay Working Group”. Cr F West declared that she will consider the matter on its merits and vote accordingly.

9.2.1 PROJECT UPDATE BROOME BOATING FACILITY

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	CTE33
AUTHOR:	Special Projects Coordinator
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report provides Council with an update on the proposed Broome Boating Facility (**BBF**) and a high-level overview of the community survey results.

A detailed community survey report and refined concept plans for the BBF will be presented to the August 2020 OMC for Council consideration.

BACKGROUND

Previous Considerations

OMC 19 December 2013	Item 12.2
OMC 28 February 2019	Item 9.3.1
OMC 29 August 2019	Item 9.3.1
SMC 17 March 2020	Item 6.3.1

At the Special Council Meeting on the 17 March 2020 Council resolved:

COUNCIL RESOLUTION:

Moved: Cr B Rudeforth

Seconded: Cr H Tracey

That Council:

- 1. Endorses the new concept for the Broome Boating Facility at the revised Entrance Point location as found in Attachment 5 for the purposes of commencing broader community consultation;**
- 2. Endorse changing the name of the existing Broome Boat Harbour Advisory Group to Broome Boating Facility Advisory Group;**
- 3. Receives and endorses the minutes of the Broome Boat Harbour Advisory Group as found in Attachment 1 and Attachment 2;**
- 4. Note the community consultation process as outlined in this report; and**
- 5. Requests the Chief Executive Officer to present any community submissions received**

through the consultation period in addition to the final concepts of the Broome Boating Facility to Council for formal consideration of endorsement.

CARRIED UNANIMOUSLY 8/0

Following this resolution Shire Officers commenced BBF Community Consultation including:

Website and Survey	<p>Launching of the BBF website and survey www.broomeboatingfacility.com.au</p> <p>This website was created specifically for the BBF project. The website included detailed information, concept images, project background and frequently asked questions.</p> <p>Open from 18 March – 16 April 2020</p>
Community Information Displays	<ul style="list-style-type: none"> • Shire Administration Office • BRAC • Library • Broome Boulevard • Broome Fishing Club • Department of Transport (Broome Office) • Tackle World • Kimberley Outback and Camping Supplies • NBY Offices <p>These displays directed community members to the website to complete the survey.</p> <p>Unfortunately, a number of these locations were closed during the consultation period due to COVID-19 restrictions.</p>
Community Information Sessions	<p>Unfortunately, these could not proceed due to COVID-19 restrictions.</p> <p>Additional information was included on the Shire of Broome's social media accounts in response to the cancellations (please refer to Social Media overview below).</p>
Shire of Broome E-Newsletter	<p>Information on the project and survey included in the Shire of Broome E-Newsletter</p> <ul style="list-style-type: none"> • 25 March 2020 – encouraging completion of the survey • 18 May 2020 – publication of the survey results
Media Release	<p>Information on the project and survey</p> <ul style="list-style-type: none"> • 18 March 2020 – encouraging completion of the survey • 26 April 2020 – publication of the survey results
Broome Advertiser	<ul style="list-style-type: none"> • 26 March 2020 – encouraging completion of the survey • 7 May 2020 – publication of the survey results
Social Media	<ul style="list-style-type: none"> • 18 March 2020 – Advertising opening of

	<p>Community Survey</p> <ul style="list-style-type: none"> • 25 March 2020 – Requesting questions from the community • 30 March 2020 – Video Interview with Harold Tracey, Shire President • 12 April 2020 – Video Interview with Wes Franks, President Broome Fishing Club • 15 April 2020 – Reminder to complete the Survey post • 26 April 2020 – Post Survey Post, overview of results
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Community survey results will be used to inform and refine the BBF concept designs and Business Case.

COMMENT

Community Survey Results

The table below provides a high-level overview of the community survey results.

1221 Responses	
Questions	
1. Please rate your support for the proposed Broome Boating Facility?	<ul style="list-style-type: none"> • Not supportive – 23.51% • Neutral – 2.29% • Supportive – 6.80% • Highly Supportive – 67.40%
2. Do you own a boat or regularly go boating?	<ul style="list-style-type: none"> • Yes – 84.11% • No – 15.89%
3. Do you want to provide any comments or suggestions on the proposed concept design below?	<ul style="list-style-type: none"> • 936 provided a written response or wrote 'No' • 285 skipped the question

The 1221 responses received exceeded expectations and is one of the highest community survey response rates for the Shire of Broome (**SoB**).

Shire officer's and the Department of Transport (**DoT**) have been collating the 936 written survey responses into key themes. Detailed responses are being prepared for each of the key themes. A full report is currently being prepared considering all responses received. DOT is concurrently refining the design of the BBF in response to the submissions received.

This report will be presented to the Broome Boating Facility Advisory Group (**BBFAG**) for consideration. It will then be presented to Council for consideration. Shire officers and the DoT are working to present the community survey results and refined concept designs to the August 2020 Ordinary Meeting of Council (**OMC**).

A high-level overview of the key themes is listed below:

- Design considerations:
 - All tide access
 - Ramp design
 - Carparking design
 - Jetty design
 - Road alignment
 - Breakwater design
 - Will allow for use by larger boats
 - Picnic areas / shade / landscaping / drink fountains / toilets
 - Fish cleaning and washdown bays
 - Stair access to the beach
 - Pedestrian / cycling access and facilities
 - Provisions for land-based anglers
 - Retention of as much of the beach and rocks as possible
 - Memorial plaques
- Safety
 - BBF will improve safety for boat users in the community
- Questions raised around construction methods / costs / timeframes / alternate boat ramps during construction
- Environmental Impact
 - Impact to dinosaur trackways
 - Impact to the beach, popular location for locals and families
 - Impact to marine life / sand movements / fish stock / reef systems / sea birds
 - Impact to Aboriginal land
- Some key themes for responses not in support of the BBF
 - Facilities adequate as they are
 - Upgrade to existing facilities
 - Cost of the project and future maintenance costs
 - Size and scale of the project too large
 - Visual impact of the project
 - Safety concerns with proximity of recreational boats to shipping channel

All comments received during the community consultation process are being considered by DoT in the refinement of the BBF concept designs.

Road Alignment

Shire officers are working closely with Kimberley Port Authority, Nyamba Buru Yawuru and DoT to explore alternate road alignment options for the BBF. This would see a dedicated public access road to the BBF that avoids interactions with port traffic. This would improve safety for all community members accessing Entrance Point.

Two road alignment options off Kavite Road are currently being explored with the Kimberley Port Authority. Officers are working with Department of Transport to finalise the road alignment and for the road construction to be included in the BBF Business Case.

Business Case

DoT have recently closed a tender to develop a Business Case for the BBF. It is anticipated that work on the Business Case will commence in July 2020 and take approximately 12 weeks to complete.

The refined BBF concept designs and community survey results will be presented to the August 2020 OMC for Council consideration. Results from the community survey will be used to inform the Business Case.

CONSULTATION

The Shire of Broome agreed to lead the community consultation process at the February OMC 2019 and the Community Engagement Plan (**Attachment 1**) was endorsed by Council.

The Community Engagement Plan included the following engagement methods for primary and secondary stakeholders:

Primary Stakeholders	Secondary Stakeholders
<ul style="list-style-type: none"> • Broome Boat Facility Advisory Group (previously BBHAG) • Shire of Broome Council • Dinosaur Coast Management Group • Environs Kimberley • Kimberley Marine Supply Base Pty Ltd • Broome North Fishing Club 	<ul style="list-style-type: none"> • Broome Community • Tourism WA • Shire Staff • Development WA • Cruise Broome • Recfishwest • Tourism operators • Boating Industry Association • Broome Sailing Club • Broome Chamber of Commerce and Industry • Boat and watercraft owners (Broome, state, national)
<p>Collaborate</p> <p>To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.</p>	<p>Involve</p> <p>To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.</p>

At the Special Meeting of Council on the 17 March 2020 Council noted the Community Consultation process and timeline outlined in the Comment section of this report.

Prior to the community consultation period there was extensive consultation with the BBFAG and the Nyamba Buru Yawuru Heritage Advisory Group. Members of the BBFAG include:

- Shire of Broome (**SoB**)
- Department of Transport (**DoT**)
- Nyamba Buru Yawuru (**NBY**)

- Broome Fishing Club
- Kimberley Port Authority
- Kimberley Development Commission
- Kimberley Marine Tourism Association

In November 2019 NBY were engaged by the SoB and DoT to undertake a MOLA (Multi Objective Land Allocation) mapping report. The mapping process used is called MOLA and is essentially a multi criteria analysis that uses numerous spatial (GIS) datasets including heritage, environmental, engineering and tenure to analyse the impact of the project footprint.

The MOLA map report proposed the BBF location at Entrance Point (shown in the concept plan). This location was then endorsed by the BBFAG on the 24 February 2020.

The Dinosaur Coast Management Group have been engaged on matters relating to Dinosaur Trackway Field Studies. Shire Officer's and the DoT have continued to work closely with the Dinosaur Coast Management Group. Since the previous report to Council on the 17 March 2020 there have been several emails and phone call between all parties.

Once the BBF concept designs have been refined, Shire Officer's and the DoT will liaise directly with the Dinosaur Coast Management Group. All information will be presented to Council for consideration at the August 2020 OMC.

If the refined BBF concept plans are endorsed by Council in August, further engagement is proposed to take place on the final concept. Timelines and methods will be finalised with DoT and presented to Council for consideration at the August 2020 OMC. The table below includes an overview of the proposed community consultation process (please note this may be subject to change):

Targeted one on one meetings with Primary Stakeholders	Continue to consult and collaborate during the detailed design phase
BBFAG	Continue to consult and collaborate during the detailed design phase
Website	Updated project information and concept designs included on the website. www.broomeboatingfacility.com.au
BBF Mailing List	Several community members have signed up to the BBF mailing list. Updated project information and concept designs will be emailed to this group.
Community Information Displays with updated concept designs	<ul style="list-style-type: none"> • Shire Administration Office • BRAC • Library • Broome Boulevard • Paspaley Plaza • Broome Fishing Club • Department of Transport (Broome Office) • Tackle World • Kimberley Outback and Camping Supplies • NBY Offices
Community Information Sessions	<ul style="list-style-type: none"> • Broome Boulevard • Broome Fishing Club <p>Opportunity for members of the community to come and ask questions of SoB staff and DoT.</p>
3D Model	Work with DoT to create a 3D model of the BBF and display at a prominent location.
Shire of Broome E-Newsletter	Information on the project and updated concept designs.
Media Release	Information on the project and updated concept designs.
Broome Advertiser	Information on the project and updated concept designs.
Social Media	Information on the project and updated concept designs.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The development of the Business Case for BBF is fully funded by the Department of Transport's Royalties for Regions Grant. The Department of Transport are the beneficiary and fund holder for the project.

RISK

The following risks have been considered based on the BBF's current position.

Risk	Type (Health, Financial Impact, Service Interruption, Compliance, Reputational, Property Environment)	Rank (based on measures of consequence and likelihood)	Mitigation
Funding is not secured to construct the BBF	Reputational	High	Work closely with key stakeholders to complete the Business Case and consideration by Council. Continue to lobby the State Government.
Community concerns relating to Dinosaur Trackways / environmental impact on Broome landscape	Reputational	Medium	Ensure all community survey results are considered and a detailed report provided to Council for consideration. Concept designs for the BBF refined where possible to minimise impact to the site. Continue to work closely with the Dinosaur Coast Management Group.
Project timeframes	Financial Reputational	Medium	Work closely with Department of Transport to ensure the timely delivery of the Business Case for consideration by Council. Ensuring the Business Case can be considered by the State Government for budget considerations and possible future election commitments.

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 tropical climate design principles and

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

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

MOTION:

(REPORT RECOMMENDATION)

Moved: Cr C Mitchell (JP)

Seconded: Cr B Rudeforth

That Council:

1. ***Note the progress on the Broome Boating Facility Project outlined in this report;***
2. ***Note the community engagement undertaken and outlined in this report and the impacts of COVID-19 on this process; and***
3. ***Note the refined Concept Plans for the Broome Boating Facility and a full report of the Community Survey results are to be presented to the August 2020 Ordinary Meeting of Council for consideration.***

Cr N Wevers moved an amended Motion.

Cr C Mitchell and Cr B Rudeforth accepted the amendment to the Motion as shown underlined below.

COUNCIL RESOLUTION

(REPORT RECOMMENDATION)

Minute No. C/0620/006

Moved: Cr C Mitchell (JP)**Seconded: Cr B Rudeforth****That Council:**

- 1. Note the progress on the Broome Boating Facility Project outlined in this report;**
- 2. Note the community engagement undertaken and outlined in this report and the impacts of COVID-19 on this process;**
- 3. Note the refined Concept Plans for the Broome Boating Facility and a full report of the Community Survey results are to be presented to the August 2020 Ordinary Meeting of Council for consideration.**
- 4. Notes that Councillors have not been provided with an opportunity to review community submissions; and**
- 5. Arranges for the holding of the previously cancelled Community Information sessions now that COVID-19 restrictions have been eased.**

CARRIED 7/1

Reason: To enable Councillors the opportunity to review community submissions and ensure that the cancelled community information sessions occur now that the COVID-19 restrictions are eased.

Attachments

1. Attachment 1 - Community Engagement Plan

COMMUNITY ENGAGEMENT PLAN

Project name:	Recreational Boating Facility Business Case
Project owner:	Sam Mastrolembo
Project manager:	Jeremy Macmath

IDENTIFY TARGET STAKEHOLDERS

Primary Stakeholders	
<ul style="list-style-type: none"> Broome Boat Harbor Advisory Group <ul style="list-style-type: none"> Kimberley Port Authority Nyamba Buru Yawuru Department of Transport Shire of Broome Council Broome North Fishing Club Dinosaur Coast Management Group Environs Kimberley Kimberley Marine Supply Base Pty Ltd (KMSB) Kimberley Marine Tourism Association Broome Fishing Club Kimberley Development Commission (observer) 	
Secondary Stakeholders	
<ul style="list-style-type: none"> Broome Community Tourism WA Shire Staff LandCorp Cruise Broome Consultants Recfishwest Tourism Operators Boating Industry Association Broome Sailing Club Broome Chamber of Commerce and Industry Boat and watercraft owners (Broome, state, national) 	
Tertiary Stakeholders	
<ul style="list-style-type: none"> Other State and Federal Government Authorities Potential Funding Bodies Media Agencies <ul style="list-style-type: none"> Print (Broome Advertiser, West Australian, Western Angler) Radio/TV (GWN, ABC, Red FM) 	

COMMUNITY ENGAGEMENT PLAN**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.	4
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.	5

Engagement Matrix

The engagement level for this project is varied, based on the level of Stakeholder:

For **Primary Stakeholders**, the level of engagement for the project will be “**Collaborate**”, based on it being a high profile, long-running project with major advantages in gaining buy-in from multiple stakeholders and significant risks should a solution not be identified.

For **Secondary Stakeholders**, the level of engagement for the project will be “**Involve**”, whereby community concerns and aspirations will be highly valued and reflected in project development.

Tertiary Stakeholders will be utilized to distribute information.

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

COMMUNICATION TOOLS

The following communication tools have been selected for this project:

Targeted Communication

Stakeholder Meetings

- Ongoing Broome Boat Harbour Advisory Group Meetings
- Individual stakeholder meetings as required

Broad Communication

Information Sessions

- 'Meet and Greet' - information session at Broome Fishing Club, launching public display boards that will remain erected for duration of project
- 'Question Time' - Focused engagement sessions to target fishing community, including during fishing competitions and at fishing clinics.

Information Displays

- Public Displays in Shire Administration Office, Library, Fishing Stores and Boulevard Shopping Centre
- Public Displays at key Shire events, including Australia Day, Christmas Party and any other events that fall within project period.
- Project signage at Entrance Point boat ramp

Advertising – Print Media

- Shire News and formal notices in the Broome Advertiser
- Advertorial in key industry magazines or Recfishwest broadcasts

Other

- Quarterly fact sheet for general public Shire of Broome Website updates
- Social Media presence
- Questionnaire

The way these tools will be used throughout the project will depend on the project stage and the engagement level of the audience, as demonstrated in the Engagement Action Plan below.

COMMUNITY ENGAGEMENT PLAN**ENGAGEMENT ACTION PLAN**

The Action Plan outlines the course of engagement activities based on phases of the project. Exact dates are to be confirmed and are pending initial project phase development. Status to be updated following

Engagement Phase One: Demand Study and Concept Option Development							
Date	Tool/Activity	S/holder involved	Purpose	Resp. Officer	Budget (ex GST)	Communication/ message	Feedback/ Follow up
Bi monthly	BBHAG Meeting	BBHAG	Collaborate	SPC	Nil	Project status updates	Meeting minutes and via following meeting update
Bi monthly	One on one Meetings	Primary	Collaborate	SPC, MCED	Nil	Introduce project, discuss project history and present concept options. Present project status updates	Meeting minutes and via following meeting update
TBC	Meet and Greet at Broome Fishing Club	All	Collaborate	SPC	\$2000	Introduce project, discuss project history and present concept options	Establishment of mailing list for feedback and launch of questionnaire.
TBC	Public Display Boards: BFC events, Boulevard, Fishing Stores	All	Collaborate	SPC	\$1500	Introduce project, present project history and concept options. To be launched at key dates and to be manned by project representatives.	Establishment of mailing list for feedback and launch of questionnaire.
TBC	Public Display Boards- Shire Admin and Library	All	Involve	SPC	\$500	Introduce project, present project history and concept options. To be unmanned.	Establishment of mailing list for feedback and launch of questionnaire.
TBC	Website Updates	All	Inform	SPC, MPO	Nil	Major Milestones or updates (quarterly updates at a minimum)	Link to mailing list and questionnaire.
TBC	Shire News and Broome Advertiser Notices	All	Inform	SPC, MPO	\$2000	Major Milestones or updates (quarterly updates at a minimum)	Via mailing list and questionnaire
Quarterly	Quarterly Fact Sheet	All	Inform	SPC, MPO	\$2000	Quarterly Project Update	Via mailing list and questionnaire
Weekly	Social Media Presence	All	Inform	SPC, MPO	Nil	To monitor and respond to comments that may arise following released of public information	Via mailing list and questionnaire

COMMUNITY ENGAGEMENT PLAN

Engagement Phase Two: Masterplan Finalisation and Preliminary Design							
Date	Tool/Activity	S/holder involved	Purpose	Resp. Officer	Budget (ex GST)	Communication/ message	Feedback/ Follow up
Bi monthly	BBHAG Meeting	BBHAG	Collaborate	SPC	Nil	Present final master plan and project status update	Meeting minutes and via following meeting update
Bi monthly	One on one Meetings	Primary	Collaborate	SPC, MCED	Nil	Present final master plan and project status updates	Meeting minutes and via following meeting update
TBC	Public Display Boards: Fishing club events, Boulevard, Fishing Stores	All	Collaborate	SPC	\$1500	Present final masterplan option and project status updates. To be launched at key dates and to be manned by project representatives.	Via mailing list and questionnaire
TBC	Public Display Boards- Shire Admin and Library	All	Involve	SPC	\$500	Present final master plan	Via mailing list and questionnaire
TBC	Project Signage at Entrance Point boat ramp	All	Inform	SPC	\$2000	Invite community to review masterplan	Via mailing list and questionnaire
TBC	Website Updates	All	Inform	SPC, MPO	Nil	Present final master plan	Via mailing list and questionnaire
TBC	Shire News and Broome Advertiser Notices	All	Inform	SPC, MPO	\$2000	Present final master plan	Via mailing list and questionnaire
Quarterly	Quarterly Fact Sheet	All	Inform	SPC, MPO	\$2000	Present final master plan	Via mailing list and questionnaire
Weekly	Social Media Presence	All	Inform	SPC, MPO	Nil	To monitor and respond to comments that may arise following released of public information	Via mailing list and questionnaire

COMMUNITY ENGAGEMENT PLAN

Engagement Phase Three: Business Case Preparation							
Date	Tool/Activity	S/holder involved	Purpose	Resp. Officer	Budget (ex GST)	Communication/ message	Feedback/ Follow up
Bi monthly	BBHAG Meeting	BBHAG	Collaborate	SPC	Nil	Present Business Case, thank stakeholders, process moving forward	Meeting minutes and via following meeting update
Bi monthly	One on one Meetings	Primary	Collaborate	SPC, MCED	Nil	Present Business Case, thank stakeholders, process moving forward	Meeting minutes and via following meeting update
TBC	Community Event- BFC	All	Inform	SPC	\$2500	Present Business Case, thank stakeholders, process moving forward	Project follow up via mailing list
TBC	Website Updates	All	Inform	SPC, MPO	Nil	Announce completion of Business Case and process forward	Project follow up via mailing list
TBC	Shire News and Broome Advertiser Notices	All	Inform	SPC, MPO	\$2000	Announce completion of Business Case	Project follow up via mailing list
TBC	Advertorial in Recfishwest, fishing media	All	Inform	SPC, MPO	\$2000	Announce completion of Business Case	Project follow up via mailing list
Quarterly	Quarterly Fact Sheet	All	Inform	SPC, MPO	\$2000	Announce completion of Business Case and process moving forward	Project follow up via mailing list
Weekly	Social Media Presence	All	Inform	SPC, MPO	Nil	Announce completion of Business Case and process moving forward	Project follow up via mailing list

COMMUNITY ENGAGEMENT PLAN

FEEDBACK ACTION PLAN

Date	Tool/ Activity	Stakeholders involved	Responsible Officer	Budget (ex GST)	Communication / message
TBC	Feedback Report	Primary	SPC, MPO	Nil	To occur following endorsement by Council
TBC	Project Questionnaires	Secondary	SPC, MCED	\$2000	One per project phase, giving stakeholders opportunity to provide comment on the project. Questionnaires to target key feedback to inform design development. Information used to inform feedback report.
TBC	Media Release	All	MPO, SPC	Nil	To occur following endorsement by Council
TBC	Social Media Responses	All	MPO, SPC	Nil	As needs
TBC	Face to Face Meetings	Primary	SPC, MCED	Nil	Following completion of each project phase.
TBC	Thank you message	All	SPC, MCED	Nil	Event, following completion of Business Case
TBC	Acknowledgement of contributions	All	SPC	Nil	To be included within the Business Case.

Cr F West declared an Impartiality Interest in Item 9.2.1, the reason being “I’m Vice Chair of the Roebuck Bay Working Group”. Cr F West declared that she will consider the matter on its merits and vote accordingly.

9.2.2 TOWN BEACH GEOTECHNICAL INVESTIGATION AND COASTAL ADAPTATION OPTIONS ASSESSMENT

LOCATION/ADDRESS:	Town Beach, Front of Roebuck Bay Caravan Park, Broome
APPLICANT:	Nil
FILE:	PLA95.3
AUTHOR:	Coordinator Planning Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development and Community
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report details the findings of the Town Beach Geotechnical Investigation and Coastal Adaptation Options Assessment and its recommendation.

This report further advises how the information is being used in decision-making processes to respond to risks associated with coastal processes for this location.

It is recommended Council notes the findings of the report and endorse “Accommodate” as the Shire’s preferred coastal adaptation response.

Furthermore, it is recommended that Council commence towards the implementation of the “Accommodate” option and consider further as part of the 2021-2022 Annual Budget process.

BACKGROUND

Previous Considerations

OMC 30 June 2016 (CVS) Item 9.2.2

OMC 31 August 2017 (CHRMAP) Item 9.2.3

OMC 28 May 2020 (RBCP Tender) Item 9.2.1

Town Beach is a significant location for Broome locals and for visitors to the town, playing an important role in recreation, culture and heritage.

The coastal risks affecting the Town Beach Foreshore were identified through a Coastal Hazard Risk Management Adaptation Planning (**CHRMAP**) process, which was formally adopted by the Council in 2017. This identified the current risk posed from coastal erosion at Town Beach Reserve and the Roebuck Bay Caravan Park (**RBCP**) as an ‘extreme’ risk with ‘major’ consequence.

Completed in 2015, the CHRMAP risk assessment was based on a previous study of coastal vulnerability (**CVS**) for the Broome townsite and described coastal erosion ‘hazard lines’ dissecting the RBCP. These planning allowances for coastal processes were based on procedures outlined in the State Coastal Planning Policy.

Geotechnical studies along Town Beach were recommended in the CHRMAP to confirm the '*structure and extent of rock along the shoreline*' to inform coastal erosion risk and design of potential adaptation concepts.

COMMENT

The level of risk to the Shire associated with the coastal hazards and processes in the Town Beach precinct has been identified as an 'extreme' likelihood by 2040 and of 'major' consequence in the CHRMAP. The risk is expanded as a result of Council leasing lands at risk of coastal processes to third parties on commercial terms. These leases include the RBCP and Town Beach Café. The CHRMAP noted the section of the coast in front of the RBCP is protected informally in the form of the rocks at the base of the dunes, however there was uncertainty as to the future stability of the dunes in this location. The CHRMAP recommended a geotechnical investigation be performed to determine its resilience to coastal erosion.

In line with the recommendations of the CHRMAP, a more detailed Town Beach Geotechnical Investigation and Coastal Adaptation Options Assessment (the Report) has been commissioned. The primary objective of the geotechnical investigations is to identify the extent and nature of underlying rock visible at the shoreline, and the capacity to either provide natural coastal protection to the assets located on adjacent lands, or suitable foundations for coastal protection or beach access structures.

The geotechnical investigation performed revealed submerged rock was evident throughout the site although not at a level to substantially mitigate erosion risk to the overlying dunes. Further assessment was undertaken of the pindan headland stability, which provided an option to leave 'as is' subject to management including vegetation cover being maintained and development excluded from the area. The risk assessment performed in the detailed study noted the following:

- Current risk of storm erosion in the CVS and CHRMAP: this 'hazard line' identified areas may be impacted by a 100yr ARI erosion event, which has a 1% chance of occurring each year. It is noted however the erosion applied to the Western Beach portion of the study area, did not allow for exposed beach rock and rock underlying the foredune. 2040 Planning Period Allowance in the CVS and CHRMAP: this 'hazard line' identifies areas within a conservative 'coastal processes allowance'. For context, the 40m allowance for the Western Beach nominally allows for a 26m shoreline erosion (approximately 170 years of erosion at the existing rates of 0.15m/yr) and 14m storm erosion in 100 years in 2040.
- The foredune along the Western Beach has been relatively stable for at least 50 years but will continue to be subject to progressive erosion of the toe of the dune at spring tides, and occasional storm erosion. Nourishment of this foredune with imported sand to maintain the current position, and rebuilding the dune following severe storms, is required as part of the coastal adaptation "Accommodation" option. This allows for further consideration in the Masterplan of the proximity of relocatable Cabins and Safari Tents to the coast.
- In short, the risk report identified the 'extreme' level of erosions shown in the CVS and CHRMAP are unlikely to be realised in the next 20 years. The report concludes the coast in the study area has a history of stability and the hazard lines represent in the CVS and CHRMAP are a conservation allowance from a regional assessment

do not represent a predication of likely coastal erosion in the next 20 years at the site.

- The Report recommends the preferred coastal adaptation approach for the study area is to “accommodate” coastal hazards through design and management strategies. The “accommodate” approach is based on the assessment of coastal hazards, geotechnical investigations, planned development of the Roebuck Bay Caravan Park (i.e. the RBCP Masterplan), multi-criteria assessment and concept budget estimate. Furthermore, the “accommodate” recommendation is consistent with the recommendations of the CHRMAP, which has previously been adopted by the Shire of Broome and was developed in accordance with the State Planning Policy 2.6 - State Coastal Planning.

To implement the accommodate recommendations the following will need to be undertaken:

- Develop a Foreshore Management Plan;
- Refurbish the existing foredune along the western beach to rework existing rock to mitigate erosion of the toe of the steep dune at spring tides, importing suitable sand for dune nourishment, regrading and stabilisation with vegetation.
- Implement an ongoing monitoring program and undertake nourishment of the western beach dunes to retain foredunes at this location.
- Ensure redevelopment of the RBCP considers the findings of the Report, particularly, no sites are seaward of the adjusted current risk of stormwater (100ya ARI) hazard line and the development is setback around the Pindan Hedland.
- Around the Pindan Headland, leave as much vegetation as possible on the slopes, restrict development on the high sides of the slope and if failure occurs after a rainfall or tidal event, the failed area must be remediated so the toe of the slope is reinstated to at least where it was prior to failure.
- Review stormwater overflow drainage to ensure capacity of outlets to accommodate coastal erosion, and to mitigate impacts on foredune and beaches; and
- Inspection, refurbish and/or replace existing beach access stairs. The best estimate indicative cost of implementation of the “accommodate” option is \$1.6 million (inclusive of a coastal path). Development of the Foreshore Management Plan will assist in prioritising the other items and development of an implementation schedule. It is expected that the implementation would occur over multiple years. It is recommended the Foreshore Management Plan be undertaken in the first and second quarters of 2020-2021 to inform implementation to be funded commencing in 2021-2022.

In relation to the leases for the RBCP and Town Beach Café leases both expire in October 2020.

Shire officers are in discussions with the current lessees of Town Beach Café to extend their lease for an additional 12 months. This provides an opportunity to reexplore opportunities on this site. All future developments at this site will need to comply with building recommendations identified in the Report.

The tender for the RBCP lease was advertised on the 6 June 2020 and closes 31 July 2020.

To minimise any risk to the Shire for the RBCP, the Shire is: providing all available coastal process information to perspective lessees;

- adjusted the lease boundaries for the site to account for the hazard lines contained in the report;
- will require any lessee to acknowledge the existence of coastal processes and the risk they pose at the site subject to the lease;
- clarify the extent of the Shire's coastal adaptation commitment in responding to the risk of coastal processes at the site subject to the lease; and
- Require the lessee to indemnify the Shire for any loss incurred as a result of coastal processes.

Given the investment requirements specified in the RBCP Tender, and the expected revenue generated from the subsequent lease, the implementation of the "accommodate" option should be developed in conjunction with the lessee to ensure it remains the appropriate level of response by the Shire, as a landlord, in response to the redevelopment proposed through the tender process and revenue generated.

It is recommended Council notes the findings of the Town Beach Geotechnical Investigation and Coastal Adaptation Options Assessment and endorses "Accommodate" as the Shire's preferred coastal adaptation response in this area.

CONSULTATION

The Town Beach Geotechnical Investigation and Coastal Adaptation Options Assessment was undertaken by Seashore Engineering who are a specialist coastal engineering firm.

The Department of Transport through their Maritime Team provided input to the scoping of the project and technical review.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

POLICY IMPLICATIONS

The report has considered all coastal adaptation options as required by State Planning Policy 2.6 – State Coastal Planning.

FINANCIAL IMPLICATIONS

The RBCP and Town Beach Café leases have provided significant revenue to the Shire over many years. Lands included in these leases are now known to be at risk of coastal processes, particularly in the longer term.

Financial investment in coastal adaptation will minimise the risks and impacts of coastal processes on these assets and their ability to continue to provide an ongoing revenue stream for the Shire. This will maintain an important tourist asset in the Shire and for the community at large.

No funds have been allocated in the draft 2020-2021 Annual Budget for the coastal adaptation response recommended by this report. However, the Foreshore Management Plan (\$22,500) is considered integral to the prioritisation and development of an implementation schedule for the coastal adaptation response and is therefore

recommended to be undertaken in 2020/2021 to inform further budgeting commencing in 2021/2022.

The best estimate cost (P50) of implementation of the “accommodate” option is \$1.6 million (inclusive of a coastal path). Of this, approximately \$1.1 million is attributed to the RBCP lease area with the remaining \$0.5 million relating to the coastal path and other items not directly impacting the RBCP lease.

Cost estimates attributed to the RBCP lease area can be summarised as follows:

Management Plans / Further investigations	\$67,500
Stabilisation measures	\$480,000
Beach access maintenance and renewal	\$297,000
Storm damage works allowance	\$225,000
Annual monitoring and sand nourishment	\$21,000

RISK

Parts of the RBCP and Town Beach leases are at risk of coastal processes. The level of risk is identified as ‘extreme’ and the consequences ‘major’ under the CHRMAP. Risk can be minimised through coastal adaptation.

Should Council not endorse the preferred “Accommodate” coastal adaptation response, risks will not be minimised. This is likely to have adverse consequences on the tender process relating to the RBCP and achieving of the RBCP master plan vision.

STRATEGIC IMPLICATIONS

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

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 tropical climate design principles and

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.

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:

Responsible resource allocation

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

(REPORT RECOMMENDATION)

Minute No. C/0620/007

Moved: Cr B Rudeforth

Seconded: Cr C Mitchell (JP)

That Council:

- 1. Notes the findings of the Town Beach Geotechnical Investigation and Coastal Adaptation Options Assessment and the preferred “Accommodate” coastal adaptation response.**
- 2. Endorses “Accommodate” as the Shire’s preferred coastal adaptation response at Town Beach in the area west of the Jetty Groyne.**
- 3. Requests the Chief Executive Officer to develop a Foreshore Management Plan for the Town Beach area west of the Jetty Groyne with funding to be identified through the Quarter 1 2020-21 Finance and Costing Review.**
- 4. Considers funding for the implementation of the “Accommodate” option in the 2021-2022 Annual Budget process.**

CARRIED 6/2

Cr E Foy and Cr N Wevers requested to have their votes recorded against in the Minutes.

Attachments

- 1. Attachment 1 - Town Beach Geotechnical and Erosion Study**
- 2. Attachment 2 - RBCP Risk Management Response**



Town Beach– Geotechnical Investigation and Coastal Adaptation Options Assessment



**Seashore Engineering
June 2020**

Report SE098-02

For Shire of Broome



Executive Summary

Town Beach is a significant location for Broome locals and for visitors to the town, with an important role in recreation, culture and heritage.

The coastal risks affecting the Town Beach Foreshore were identified through a Coastal Hazard Risk Management Adaptation Planning (CHRMAP) process, which was formally adopted by the Shire of Broome Council in 2017 (1). This identified the current risk posed from coastal erosion at Town Beach Reserve and the Roebuck Bay Caravan Park (RBCP) as a 'major risk' of having an impact on economic, environmental and social characteristics (Shire of Broome RFQ).

The CHRMAP risk assessment was based on a previous study of coastal vulnerability (CVS) for the Broome townsite completed in 2015 (2) which described coastal erosion 'hazard lines' dissecting the Roebuck Bay Caravan Park. These planning allowances for coastal processes were based on procedures outlined in the State Coastal Planning Policy (3).

Geotechnical studies along Town Beach were recommended in the CHRMAP to confirm the 'structure and extent of rock along the shoreline' to inform coastal erosion risk and design of potential adaptation concepts.

The primary objective of the geotechnical investigations was to identify the extent and nature of underlying rock that is visible at the shoreline, and its capacity to either provide natural coastal protection to the assets located on the modified foredunes, or suitable foundations for coastal protection or beach access structures. Submerged rock was evident throughout the site but not at a level that would substantially mitigate erosion risk to the overlying dunes. Further assessment was undertaken of the Pindan Headland stability which requires consideration by the Shire.

The preferred coastal adaptation approach for the study area is to "Accommodate" coastal hazards through design and management strategies to minimise risk. This is based on the assessment of coastal hazards, geotechnical investigations, planned development of the Roebuck Bay Caravan Park, multi-criteria assessment and concept budget estimate. This aligns with previous recommendations in the CHRMAP, adopted by the Shire of Broome.

The foredune along the Western Beach has been relatively stable for at least 50 years, but will continue to be subject to progressive erosion of the toe of the dune at spring tides, and occasional storm erosion. Nourishment of this foredune with imported sand to maintain the current position, and rebuilding the dune following severe storms, is required as part of the coastal adaptation "Accommodation" option. This allows for further consideration in the Masterplan of the proximity of relocatable Cabins and Safari Tents to the coast.



Further details are provided in the report Appendices on the “Protect” option, which involves constructing a rock revetment along the Western Beach to protect the Caravan Park. At this stage, the potential financial return identified in the Shire of Broome’s Business Case would not appear to offset the high capital cost of this coastal protection structure on a relatively stable coast.

The preferred coastal adaptation approach includes 21 specific recommended actions for the “Accommodation” option that are outlined in this report and the drawings, for consideration by the Shire of Broome.



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Limitations of this Report

This report and the work undertaken for its preparation, is presented for the use of the client. The report may not contain sufficient or appropriate information to meet the purpose of other potential users. Seashore Engineering does not accept any responsibility for the use of the information in the report by other parties.

Document Control

Index	Author	Date	Review	Date	Comment
Draft A	HD, SB	22.04.2020	WSA, MJE	22.04.2020	Draft issue to Shire.
Rev 0	SB	09.06.2020	SB	09.06.2020	Final following review by Shire and DoT.



1. Introduction

1.1. BACKGROUND

Town Beach is a significant location for Broome locals and for visitors to the town, with an important role in recreation, culture and heritage. The Staircase to the Moon draws thousands of visitors each year, the children's water park and playground is highly popular and regular night markets attract large crowds. The area is also significant due to its heritage and history of Indigenous culture, Pioneer Cemetery, Old Jetty, Catalina Flying Boat wrecks, café and Roebuck Bay Caravan Park (Shire of Broome RFQ).

The coastal risks affecting the Town Beach Foreshore were identified through a Coastal Hazard Risk Management Adaptation Planning process, which was formally adopted by the Shire of Broome Council in 2017 (1). This identified the current risk posed from coastal erosion at Town Beach reserve and the Roebuck Bay Caravan Park (RBCP) as a 'major risk' of having an impact on economic, environmental and social characteristics (Shire of Broome RFQ).

This risk assessment was based on a previous study of coastal vulnerability (CVS) for the Broome townsite completed in 2015 (2) which described coastal erosion 'hazard lines' dissecting the Roebuck Bay Caravan Park. These planning allowances for coastal processes were based on procedures outlined in the State Coastal Planning Policy (3).

Geotechnical studies along Town Beach were recommended in the CHRMAP to confirm the 'structure and extent of rock along the shoreline' to inform coastal erosion risk and design of potential adaptation concepts. This is the basis of the current study.

The Shire of Broome issued an RFQ in September 2010 for *Geotechnical and Erodibility Investigations and Adaptation Option Design Analysis for Town Beach Foreshore (in front of Roebuck Bay Caravan Park)*. This project was part-funded by a Department of Transport (DoT) Coastal Adaptation and Projection grant.

Seashore Engineering, in partnership with Galt Geotechnics, were engaged by the Shire of Broome in December 2019 to undertake the following scope of works (as outlined in the RFQ, section 3.1):

- Task 1 - Inception Meeting and Site Visit
- Task 2 - Desktop Review/Approvals for Geotechnical Investigations
 - Summary of desk-top review provided to Principal
 - Copies of any approvals being sought or obtained are to be provided to the Principal
- Task 3 - Geotechnical Investigations (GALT)
 - Provide the Principal a succinct report presenting all data and information found during the desk-top review, field work and laboratory testing / computer analysis.
- Task 4 (a)- Development and Scoping of Coastal Adaptation Options.
Supply the Principal with an interim report detailing:



- Adaptation options;
- A multi-criteria analysis of each option assessing the matters set out above; and
- Recommended option for implementation.
- A workshop is to be undertaken with the Principal to discuss options and findings of the multi-criteria analysis.
- Task 4 (b) - Development and Scoping of Coastal Adaptation Options
 - A conceptual design of the preferred coastal adaptation option is to be developed.
 - A detailed breakdown of estimated cost for construction is to be documented, include ongoing maintenance actions and costs.
- Task 5 (a) Reporting (a copy of the draft report to be supplied to the Principal)
 - Task 5 (b) – Reporting
 - A copy of the final report is to be supplied, incorporating any comments / feedback provided by the Principal.

An Inception meeting for the project was held in December 2019 with the Shire of Broome and DoT. The Shire noted that Planning had been undertaken for the Roebuck Bay Caravan Park by Brighthouse Consulting in 2019 and required consideration by Seashore in this study. This RBCP Redevelopment Plan was updated in January 2020 to include a coastal path and public reserve along the foreshore (Figure 1.1).

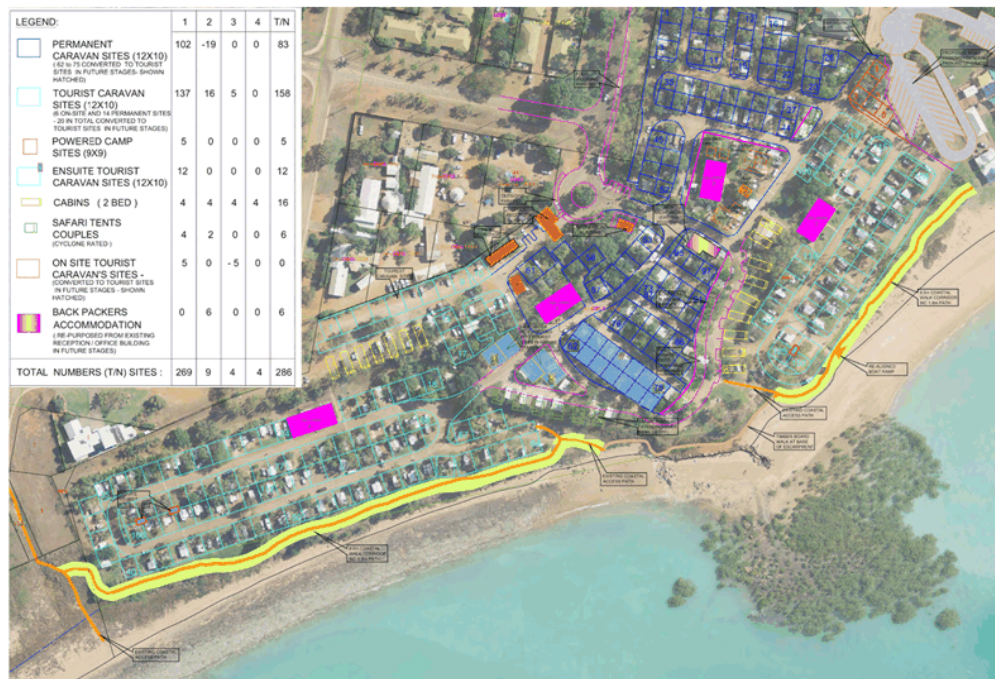


Figure 1.1 Roebuck Bay Caravan Park Redevelopment Concept (4).



The Shire also noted that advertising for a new 21-year lease for the Caravan Park was proposed in 2020, and were concerned that the hazard lines for the preferred coastal adaption option identified in the CHRMAP (“Accommodation”) reduced the available land area and potential economic return to the Shire of the new lease.

1.2. SITE INSPECTION

The site inspection of Town Beach was scheduled and undertaken in February 2020 to coincide with Geotechnical Investigations. The site inspection report is provided in Appendix C.

The project site includes a large Special Use reserve (Lot 555) for caravan park and camping that includes the Roebuck Bay Caravan Park, Town Beach café, water playground and public landscaped foreshore areas, and the adjacent coastal reserve (Lot 556) that includes the boat ramp carpark and public landscaped foreshore areas.

The adjacent coastline includes three relatively distinct, yet integrated, coastal areas that are used in this study (Figure 1.2):

- **The Western Beach** is dominated by an intertidal rock platform/ramp, with a narrow perched sandy beach behind the rock and at the base of the foredune.
- **The Pindan Headland** and adjacent rock outcrops and mangroves which is a reasonably complex feature that largely controls the beach planforms to the west and east.
- **Town Beach**, a sandy macrotidal embayed beach within Roebuck Bay.

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Figure 1.2 Location of Town Beach relative to key landmarks (above) and site location (below)



1.2.1. Western Beach

The beach to the west of the Pindan Headland is dominated by an intertidal rock platform/ramp, with a narrow perched sandy beach behind the rock and at the base of the foredune. The coastal dune has been regraded for the RBCP, with assets limited to grassed park sites, trees and services (Figure 1.3).

The Western Beach has a *steep foredune with some evidence of erosion*. Previous attempts to stabilise the foredune with dumped concrete, rock and mulch are apparent. A large natural drainage gully is evident to the immediate west. The concrete beach access structure and retaining wall, which may act as an informal drainage structure is damaged.

The *existing land-use is limited to grassed campsites and trees*, providing the *potential for an erosion buffer* through a development setback. Coastal protection options require consideration of future uses of the RBCP, erosion risk, impacts on the beach and downdrift impacts.



Figure 1.3 Western Beach with wide rock platform and steep foredunes.

1.2.2. Pindan Headland

The Pindan headland and natural rock outcrops and mangrove stands act to separate and control the adjacent beaches. Erosion of the steep Pindan cliff was evident during the site inspection. The current cliff face is located about 5m behind a line of rock armour that is assumed to be a previous effort at stabilisation. The line of rock armour across the beach, that looks like an informal groyne, is incorporated into natural rock outcrops (Figure 1.4).

The Pindan Headland has required consideration of geotechnical stability and confirmation of the extent of natural rock outcrops. Previous coastal protection along the base of the headland is ineffective. Land use immediately behind the headland includes an access road, parkland and viewing areas, with access controlled by low fencing. This fencing is immediately adjacent to the crest in one place. Permanent style accommodation units/vans are located further landward, along a west facing escarpment partially faced with stone.



Figure 1.4 Pindan headland with beach rock and mangrove stands to seaward. Concrete dumped along Western Beach foredune evident to left of photo.



1.2.3. Town Beach

Town Beach is a south facing beach with its planform (shape) controlled by the abutment to an old jetty to the east, currently being refurbished, and a stand of mangroves and natural rock to the west. Natural rock was evident through areas of the mangroves stand, and on the beach adjacent to the pindan headland.

The foredune behind Town Beach has been regraded as parkland and sites for the Roebuck Bay Caravan Park (RBCP). The main assets are the foreshore café, water park and a carpark, which services a concrete boat ramp which runs across the beach at the eastern end.

Town Beach appears to be stable with limited evidence of erosion. Assets are reasonably setback with a foredune evident and foredune topography that lends itself towards ongoing foredune management. The Café has been identified in previous studies as having some coastal inundation risk. Informal drainage and coastal protection structures were identified. The public boat ramp was in reasonable condition and well maintained, however beach access structures were largely informal or damaged (Figure 1.5). Rock protection works were underway to the jetty abutment.



Figure 1.5 Town Beach with western section of Roebuck bay Caravan Park. Refurbishment of jetty abutment works underway.



2. Geotechnical Investigations

The CHRMAP noted "There is uncertainty as to the future stability of the dune fronting the caravan park and this should be the focus of a geotechnical investigation in future years, to determine its resilience to coastal erosion."

The primary objective of the geotechnical investigations for this study was to identify the extent and nature of underlying rock, visible at the shoreline, and its capacity to either provide natural coastal protection to the assets located on the modified foredunes, or suitable foundations for coastal protection or beach access structures.

Geotechnical investigations were undertaken GALT Geotechnics on 3 and 4 February 2020, and comprised (Figure 2.1):

- Cone penetration tests (CPTs) at 12 locations (CPT01 to CPT09, including CPT07A to CPT07C), extending to refusal at depths of between 0.9 m and 12.3 m;
- Excavation of test pits at 20 locations (TP01 to TP21, excluding TP04), extending to depths of between 0.5 m and 3.2 m; and
- Testing with a Perth sand penetrometer at 9 locations (PSP01 to PSP09) in between the test pits along each section extending to depths of between 0.45 m and 0.9 m.

A survey was undertaken by MNG Surveyors on 4 February 2020 to assess the surface elevations at the test pit locations, CPT locations and adjacent rock outcropping. A draft GALT geotechnical report (Rev0) was issued to the Shire in March 2020, and a finalised report (Rev1) that included further detail on rock outcrops and the Pindan Headland is provided in Appendix B.



Figure 2.1 Geotechnical Sampling Sites including Test Pits (TP) and Cone Penetrometer Tests (CPT).



2.1. SITE CONDITIONS

Geologic mapping identifies the shoreline area as generally underlain by SAND, with some areas of Silty SAND (locally known as 'Pindan Sand'). Subsurface conditions are summarised by GALT as follows:

Western side along beach (TP01 to TP10 & TP19 to TP21):

- SAND: fine to coarse grained, sub-rounded to rounded, pale brown to brown, varying from 5 – 20% shell fragments, dry, typically loose, extending from the surface to depths of between 0.4 m and 1.4 m
- Clayey SAND: fine to medium grained, red-brown, 10 – 20% low plasticity fines, moist, extending to depths of between 2.2 m and 2.9 m; overlying
- Inferred SANDSTONE present at depths varying from 0.5 m to 2.2 m below the surface (elevations generally 3.5 to 6.0m AHD, sloping upwards towards the land).

Eastern side along the beach (TP11 to TP16):

- SAND (SP): fine to coarse grained, sub-rounded to rounded, pale brown to brown, with shell fragments, dry to moist, extending from the surface to depths of between 1.2 m to 2.7 m; overlying
- Inferred SANDSTONE (elevations generally 2.0 to 4.0m AHD, sloping upwards towards the land).

A typical section is shown in Figure 2.2, with all sections provided in the full Galt 2020 Geotechnical report attached.

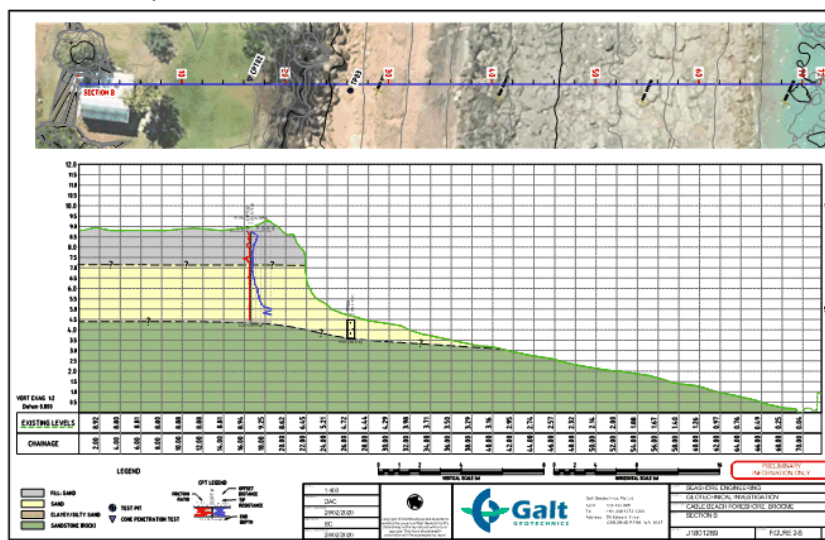


Figure 2.2 Geotechnical Investigations – Section B - Western Beach (Galt 2020)



2.2. ROCK OUTCROPS AND SUBSURFACE ELEVATIONS

Subsurface rock elevations are summarised in Figure 2.3. Test Pit sites *along the beach*, with the mini excavator, encountered subsurface Sandstone in 10 of the 20 test pits, with elevations ranging from 1.7mAHD to 4.0mAHD. Rock at these levels provides erosion protection to the beach and foredune toe at lower tide levels, but would be submerged at highest astronomic tide (5.3mAHD), and provide limited coastal protection to the overlying foredune.

CPT sites along the foredune encountered rock at all cross sections with elevations ranging from -3.7mAHD to 6.3mAHD. There were two sites (CPT01, CPT04) where rock levels were marginally above HAT.

The approximate extent of rock outcrop near the Pindan Headland is identified in Figure 2.4. Rock outcrops were also observed throughout the mangroves but are sparse and difficult to survey (Figure 2.6). The features provide a local control on the beaches to the west and east. The steep embayed section on the western side of the Pindan Headland is evident, in the gap between adjacent outcrops.



Figure 2.3 Compiled Surface, Rock and Groundwater Elevations (mAHD) from test pits above (above) and CPTs (below), interpreted from Galt 2020.

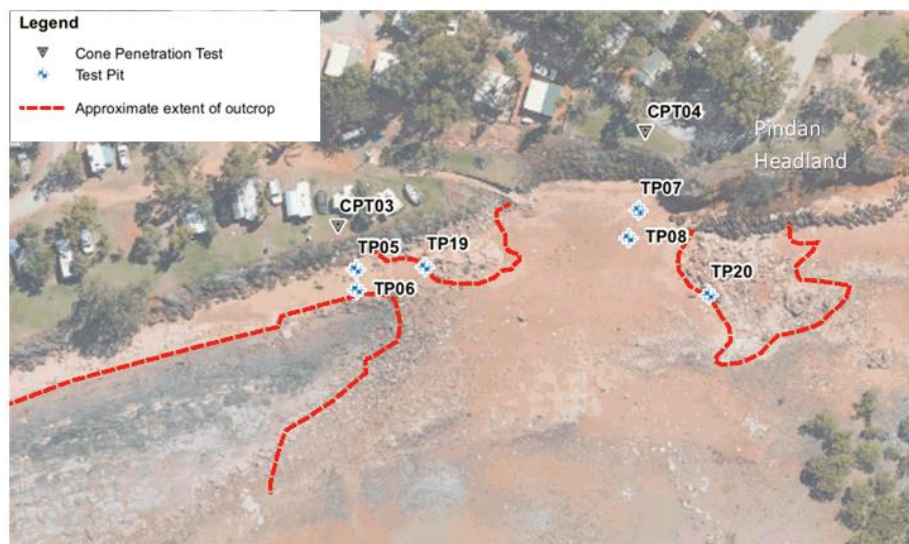


Figure 2.4 Approximate Extent of Outcrop (Galt 2020)



Figure 2.5 Test Pit with GALT Geotechnical Engineer, MNG Surveyor, YAWRU Cultural Monitors and Mini Digger



Figure 2.6 Rock Outcrops and Cobbles Observed in Mangroves



2.3. PINDAN HEADLAND

Following the site inspections, GALT were requested to provide advice on the slope stability of the Pindan Headland (Figure 2.7), which is provided in Appendix B and summarised herein.

"The 'Pindan Headland' along the western portion of the beach is noted as having very steep slopes (near vertical in places). Various boulders and outcrops are present within this area but based on our investigation the soil comprising the slope is primarily a sand and clayey/silty sand. We consider that in its current state this slope is "meta-stable" and is likely held in the current steep angle by desiccation or other cementation processes. Despite the current state, the slope angle recommendations outlined above still apply to this area. We do however understand that remediation of this slope to the recommended 1V:3H (permanent slopes) may not be practical and consider that there is an option to leave the slope "as is" (5).

Leaving the Pindan Headland in its current state has a risk of slope failure (slumping, collapse, erosion) particularly during or following rainfall events, wave action, tidal events and cyclone events. In order to leave the slope "as is", we recommend that the following measures are undertaken:

- *Leave as much vegetation as possible on the slopes to reduce the probability of localised slip failures and erosion.*
- *Restrict development on the high side of the slope. An exclusion zone extending from a 1V:3H line from the toe of the slope should identify areas not be developed.*
- *Footpaths may be constructed in this exclusion zone but should be considered temporary structures. A guard rail should be installed to prevent trafficking adjacent to the crest of the slope (within around 1 m).*
- *If a failure occurs after a rainfall or tidal event or similar, the failed area must be remediated such that the toe of the slope is reinstated to at least where it was prior to failure." (Galt 2020)*

It is noted that where steeper slopes are required than those discussed, temporary or permanent slope retention must be employed. Surcharges (such as structures, plant and soil stockpiles) must not be placed at or close to the crest of unsupported excavations.



Figure 2.7 Pindan Headland, Fencing and Road within RBCP (Feb 2020), note proximity of fence to crest.



2.4. IMPLICATIONS FOR COASTAL ADAPTATION

The geotechnical investigations identified an underlying sand stone rock layer throughout most of the project site. The elevation of this rock layer is not sufficient to provide substantial coastal protection to assets in the RBCP that are constructed on the modified coastal dunes. However, the underlying rock may provide suitable foundation for piled structures and any beach access or coastal protection structures required in the future.

The elevation of the rock platform along the Western Beach is in the order of 3.0 to 4.0mAHD. This provides protection to the coastal dune from waves for 90% of the time. However, during spring tides the rock platform is submerged, and waves are able to erode the toe of the coastal dune, where there is a thick layer of erodible sand overlying rock.

Rock outcrops observed and surveyed around the Pindan Headland and mangroves provides a strong local control for beach planform and are the key factor in the observed stability of Town Beach.

Locally, the observed rock does not stabilise the Pindan Headland. Waves are still able to erode the toe of the Pindan cliffs, and localised slope failures have been evident and require risk mitigation.



3. Metocean Conditions

3.1. WATER LEVELS

Broome experiences a semi-diurnal tidal regime, with a lowest to highest astronomical tidal range of 10.5. There is a biannual tidal cycle, with equinoctial peaks in April and September. Tidal planes for Broome as derived from the 2016 DoT submergence curve are outlined in Table 3.1 (6). Inter-annual tidal cycles are evident and produce tidal peaks approximately every 4 to 5 years.

Table 3.1 Tidal planes

Tidal Level	LAT	MLWS	MLWN	MSL	MHWN	MHWS	HAT
Water Level (mAHD)	-5.2	-3.7	-0.8	0.1	1.1	4.0	5.3
% Time Submerged	100	97	65	52	35	1	<1
Hours per Year Submerged	8,770	8,540	5,660	4,290	3,070	127	0.1

Note - LAT: Lowest Astronomical Tide, MLWS: Mean Low Water Springs, MLWN: Mean Low Water Neaps, MSL: Mean Sea Level, MHWN: Mean High Water Neaps, MHWS: Mean High Water Springs, HAT: Highest Astronomic Tide.

Water levels exceeding MHWS occur for about 130 hours per year, are typically limited to a 3-4 day period every 2-4 weeks during the spring tide cycle. This may occur approximately 20 times per year, but more frequently during period of elevated mean sea levels (Figure 3.2).

The majority of high-water level events (above 4.5m AHD) are non-cyclonic. However, for extreme events, say exceeding 50-year average recurrence interval (ARI), then cyclonic activity is more likely to be the source (7). Design ARI water levels are presented below in Table 3.2.

Table 3.2 Present Day Design Water Levels at Broome from CVS & CHRMAP (1)

ARI	1	10	50	100	200	500
Design Water Level (mAHD)	5.04	5.26	5.36	5.39	5.41	5.48
Wave Set-up Allowance (Roebuck Bay)	0.00	0.00	0.10	0.20	0.30	0.40
Subtotal	5.04	5.26	5.46	5.59	5.71	5.88
Difference to HAT	-0.16	0.06	0.26	0.39	0.51	0.68



Figure 3.1 Tidal Regime at Town Beach

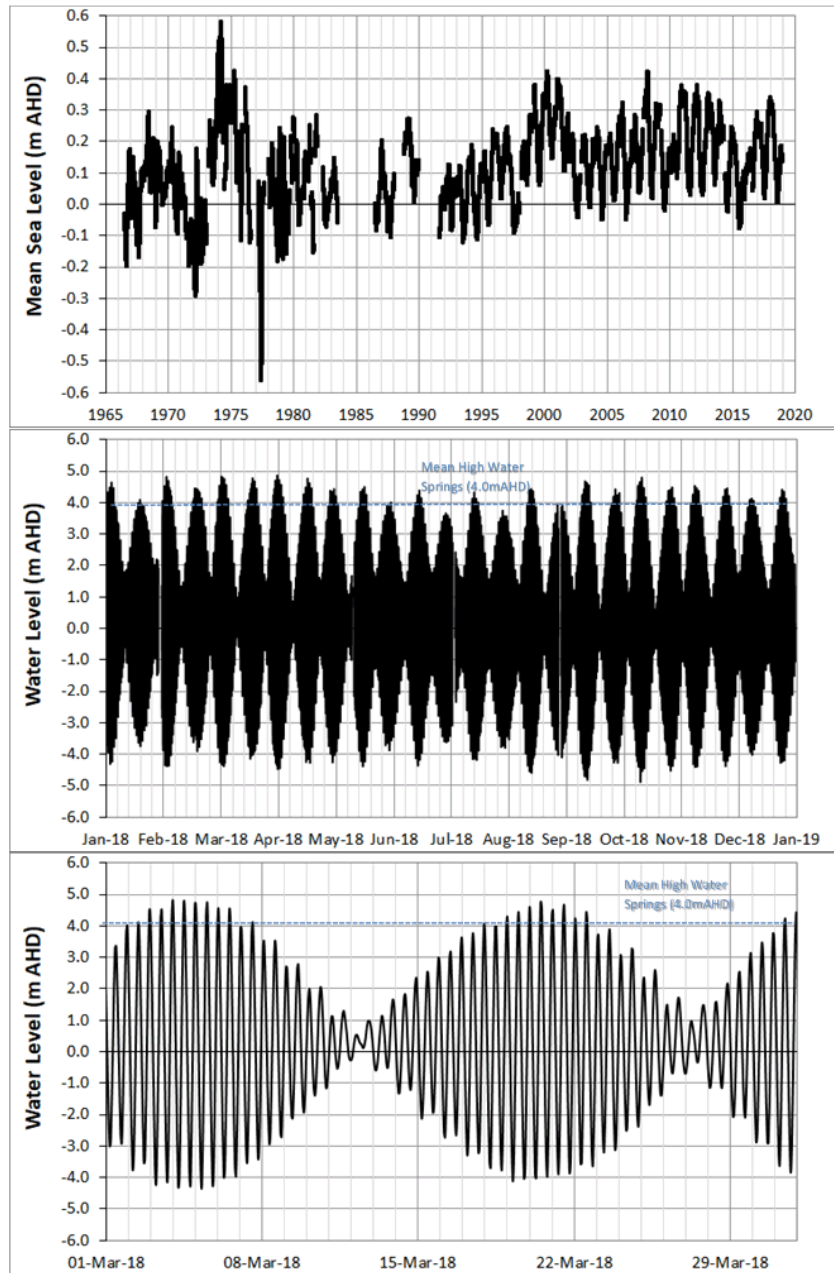


Figure 3.2 Broome Water levels over last 50 years (upper), 12-month period (middle), and 30-day spring-neap tidal cycle (lower).



3.2. WINDS

Broome generally experiences two distinct seasons of winds. Quasi monsoonal winds prevail during the wet period from October to March, with a land-sea breeze cycle (SE to SW) prevalent during the dry period from May to September.

This combination provides a clearly bimodal wind distribution, with east-southeast (dry season) and west-northwest (wet season) prevailing winds. The Yawru seasonal calendar (Table 3.3) and monthly distributions show how the relative frequency of wind directions varies over the course of a year (Table 3.4).

Table 3.3 Yawru Seasonal Calendar

Yawru Season	Man-gala	Marrul	Wirralburu	Barrgana	Wirilburu	Laja
Months	Dec-Mar	Apr-May	May-Jun	Jun-Aug	Sep-Oct	Late Sep-Nov
Description	The Wet. Strong NW winds.	Changing season. Little wind or rain.	Cooling season. Strong SSE winds. No rain	Cold season. Strong dry SE wind	Warming-up season. W winds begin	Hot time. Build-up to wet season

Table 3.4 Monthly distribution of relative frequency of wind direction at Broome (8)

Direction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
0.0	0%	1%	1%	0%	0%	0%	0%	0%	0%	0%	0%	0%
22.5	3%	2%	2%	1%	1%	1%	1%	1%	1%	1%	1%	1%
45.0	2%	2%	2%	2%	2%	1%	1%	1%	1%	1%	1%	1%
67.5	2%	2%	3%	4%	4%	4%	3%	2%	1%	1%	1%	2%
90.0	2%	3%	5%	11%	16%	17%	13%	8%	4%	2%	1%	2%
112.5	1%	2%	4%	6%	13%	15%	13%	9%	5%	2%	1%	1%
135.0	2%	2%	4%	6%	9%	12%	13%	10%	6%	3%	2%	2%
157.5	1%	2%	3%	4%	5%	5%	6%	6%	4%	2%	2%	1%
180.0	2%	2%	4%	4%	4%	5%	6%	7%	5%	3%	3%	2%
202.5	2%	2%	2%	2%	2%	2%	3%	3%	4%	3%	2%	2%
225.0	4%	4%	5%	4%	3%	3%	3%	5%	8%	8%	7%	4%
247.5	10%	9%	8%	5%	3%	2%	3%	6%	10%	13%	12%	10%
270.0	27%	24%	16%	9%	4%	3%	4%	9%	17%	24%	30%	30%
292.5	15%	13%	8%	4%	2%	1%	2%	3%	7%	12%	15%	17%
315.0	9%	9%	5%	2%	1%	1%	1%	2%	5%	8%	10%	9%
337.5	4%	4%	3%	1%	1%	1%	1%	1%	2%	2%	3%	3%
360.0	2%	2%	2%	1%	1%	1%	0%	1%	1%	1%	1%	2%



3.3. WAVES

Wave heights were monitored offshore of Entrance Point (BR012) by DoT using a seabed mounted Acoustic Wave and Current (AWAC) instrument over 12-months in 2018. This deployment recorded a maximum wave height of 1.8m, associated with a strong westerly wind event, and about 10 events where wave heights exceeded 1m, two of which were associated with tropical cyclones (Figure 3.4). Mean wave height was 0.4m and mean wave direction was southwest, with south easterly wind waves recorded during the dry season.

Roebuck Bay is largely sheltered from the prevailing offshore swells from the west through to the southwest. Wave heights monitored inshore of Entrance Point (BR08) over 12-months in 2011/2012 by DoT recorded a maximum wave height of 1m, associated with a strong south easterly wind event. Mean wave height for the data set was 0.18m and mean wave direction was southerly (Figure 3.5).

Wave modelling undertaken by Cardno for the Broome Vulnerability Study identified a 50 yr and 100yr ARI wave height (H_{mo}) within Roebuck Bay of 2.32m and 2.55m respectively (2).



Figure 3.3 Location of BR012 and BR08 (Locations presented via Google Earth)

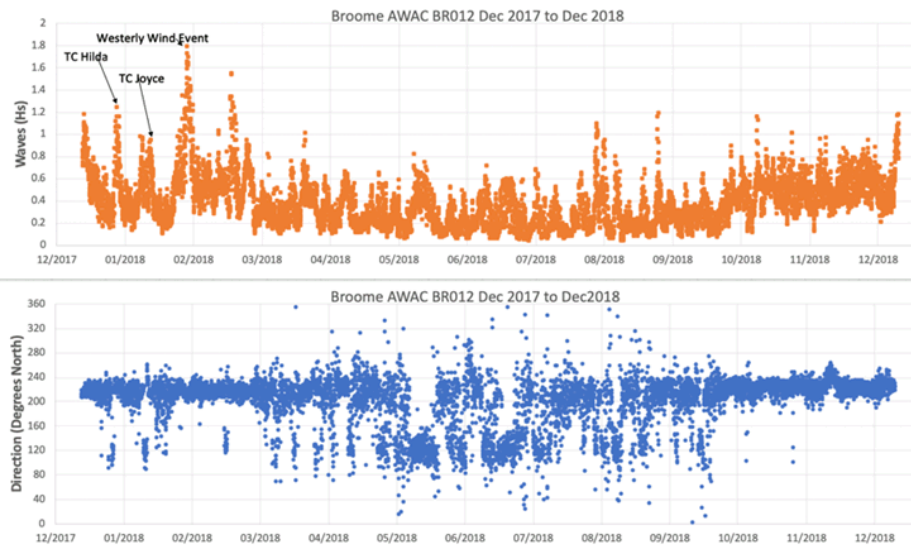


Figure 3.4 Offshore (Entrance Point) Wave Height and Direction (DoT AWAC BR012)

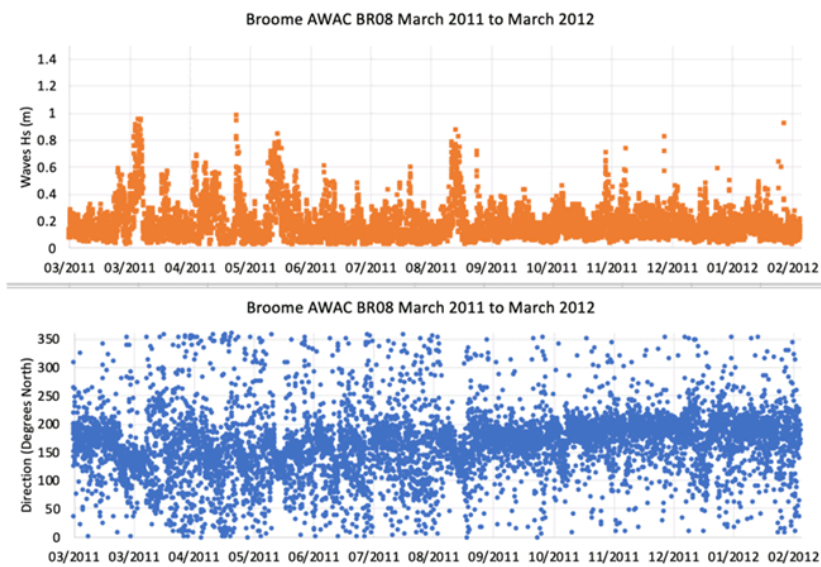


Figure 3.5 Inshore (Roebuck Bay) Wave Height and Direction (DoT AWAC BR08)



3.4. RAINFALL

The mean annual rainfall at Broome Airport is 624mm. Rainfall is highly variable throughout the year, and from year to year (seasonal characteristics are outlined in Table 3.3). The highest annual rainfall is 1599mm, recorded in 2018. The highest monthly rainfall of 945mm was recorded recently in January 2018, with a daily rainfall on 30/01/2018 of 440mm.

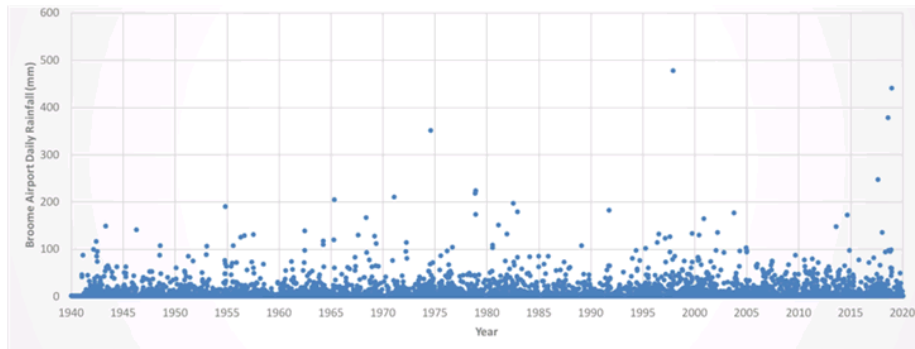


Figure 3.6 Broome Airport Daily Rainfall (1940 – 2020)

The scour of drainage channels along the coast in Roebuck Bay can occur during these high rainfall events, in particular high intensity events that can overwhelm the stormwater system (Figure 3.7).



Figure 3.7 Runoff erosion adjacent to Simpson's Beach Carpark, immediately west of Caravan Park, Dec 2018 (9)

3.5. TROPICAL CYCLONES

Broome has a complex surge record, demonstrating surge generated by barometric pressure, by wind setup or by wave setup, but generally not simultaneously due to effects of shore aspect and surge/wave fetch generation. Broome exhibits a wide spread of cyclone paths associated with high surge, which is related to a dissociation between the different water level components (barometric pressure, wind setup and wave setup). The largest single measured surge event was caused by TC Sally (1971), which caused onshore winds during its approach and passed nearby and to the south of Broome, travelling almost westwards, thus producing strong onshore winds (9).



Figure 3.8 below shows cyclones that had observed central Pressure <990hPa, tracked <200km to north or west of Broome or tracked <100km and to east of Broome. The colour coding represents the most severe; red represents a <950hPa, within 100km to West (Cat 4 & 5) and orange: <970hPa, within 100km to West (Cat 3). Extreme wave levels, typically associated with tropical cyclones have been previously outlined in Table 3.2.

Year	Date	Name	Cyc ID	Min CP (hPa)	Nearest Point (km)	Bearing (°N)	Nearest CP (hPa)	Speed (km/hr)	Direction (°N)	Avg Speed (km/hr)
1970	4/12/1970	BEVERLEY-EVA	AU197071_03U	970	123	6	970	13	126	12
1970	29/12/1970	LORIS	AU197071_06U	980	134	286	980	21	168	19
1971	10/12/1971	SALLY	AU197172_04U	950	78	175	963	11	92	6
1972										
1973	10/03/1973	MADGE	AU197273_09U	952	103	348	990	11	252	18
1974	9/01/1974	FIONA-GWENDA	AU197374_09U	982	22	187	990	11	88	16
1975	16/02/1975	TRIXIE	AU197475_10U	925	124	317	978	5	225	6
1976										
1977	5/03/1977	KAREN	AU197677_10U	970	71	323	977	8	207	12
1977	25/03/1977	LEO	AU197677_12U	960	193	331	990	18	233	17
1978	31/01/1978	VERN	AU197778_04U	964	90	257	965	10	138	10
1979										
1980	15/02/1980	ENID	AU197980_10U	930	68	351	990	20	261	18
1981										
1982	3/03/1982	IAN	AU198182_13U	964	92	347	981	11	181	9
1983										
1984	28/02/1984	CHLOE	AU198384_16U	955	103	304	975	23	232	20
1984										
1985	9/03/1985	LINDSAY	AU198485_13U	950	23	272	958	25	142	25
1986										
1987	2/02/1987	DAMIEN	AU198687_03U	980	157	353	982	11	240	10
1987	24/02/1987	ELSIE	AU198687_05U	940	88	279	947	12	199	13
1988										
1989										
1990										
1991										
1992										
1993	17/12/1993	NAOMI	AU199394_01U	960	88	241	960	20	160	16
1994										
1995	19/12/1995	GERTIE	AU199596_04U	965	175	294	975	23	199	20
1996										
1997	5/01/1997	RACHEL	AU199697_07U	965	105	330	988	8	244	9
1998										
1999										
2000	4/03/2000	STEVE	AU199900_06U	975	22	357	990	15	250	21
2000	19/04/2000	ROSITA	AU199900_12U	930	32	228	930	18	130	18
2000	8/12/2000	SAM	AU200001_01U	935	109	234	940	10	138	11
2001	15/02/2001	VINCENT	AU200001_04U	980	59	294	990	22	127	14
2002	4/02/2002	CHRIS	AU200102_04U	915	147	289	950	12	199	12
2003	28/02/2003	GRAHAM	AU200203_03U	985	113	289	985	14	115	8
2004	25/03/2004	FAY	AU200304_08U	910	101	313	950	12	199	11
2005										
2006	19/01/2006	DARYL	AU200506_06U	976	138	347	976	12	244	10
2007										
2008										
2009	19/12/2009	LAURENCE	AU200910_01U	925	99	335	987	9	234	8
2010										
2011										
2012										
2013										
2014										
2015										
2016										
2017	27/12/2017	HILDA	AU201718_06U	980	13	272	980	12	207	12
2018	11/01/2018	JOYCE	AU201718_09U	978	71	300	987	12	185	10
2019										

Figure 3.8 Tropical Cyclone Record for Broome

The impact of Tropical Cyclone Rosita, in April 2000, has been documented (10) (Figure 3.9). The scour of drainage channels and deposition of a sediment lobe was evident west of the Caravan Park (now Demco Drive) and along Town Beach. The daily rainfall was on 163mm; however, this was relatively unseasonal, and is likely to have been associated with high intensity based on the observed impact. These localised drainage events can have a greater impact on the coastal morphology of the beaches and foredunes during Tropical Cyclones than elevated ocean water levels and waves.



Figure 3.9 Tropical Cyclone Rosita Impacts on study area (Shire of Broome, April 2000)



4. Coastal Processes

4.1. BEACH CLASSIFICATION AND GEOMORPHOLOGY

Roebuck Bay occurs near the geomorphic transition between the Pilbara coast to the south and the Kimberley coast to the north. The 20km wide bay is bordered by Sandy and Bush points in the south and the prominent Entrance Point at Broome in the north. In between, the shoreline curves for 70 km, extending 18 km to the east. The southern and eastern bay shore is dominated by 2 km wide mud flats, backed by a 500 m wide fringe of mangroves and the very low gradient Roebuck Plain, extending up to 25 km inland. The mangroves terminate in the northeast corner of the bay at Crab Creek (11).

The northern shore of Roebuck Bay commences at Crab Creek and extends west for 14 km to Dampier Creek and then southwest for 8 km to Entrance Point, the entrance to Broome harbour. Broome township is located 5 km northeast of the point. The town abuts the western side of Dampier Creek and faces west and south across the bay. All the beaches between Crab Creek and Entrance Point tend to face south and are protected by the limited fetch and shallow tidal flats and shoals within the bay (12) (Figure 4.1).

The study area is sited within the Broome townsite on the western shoreline of Roebuck Bay. To the north east of the site, there are extensive areas of mangroves along the western tidal ebb shoals of Dampier Creek. The shoreline includes perched beaches with local rock control, coastal dunes, pindan cliffs and coastal protection structures.

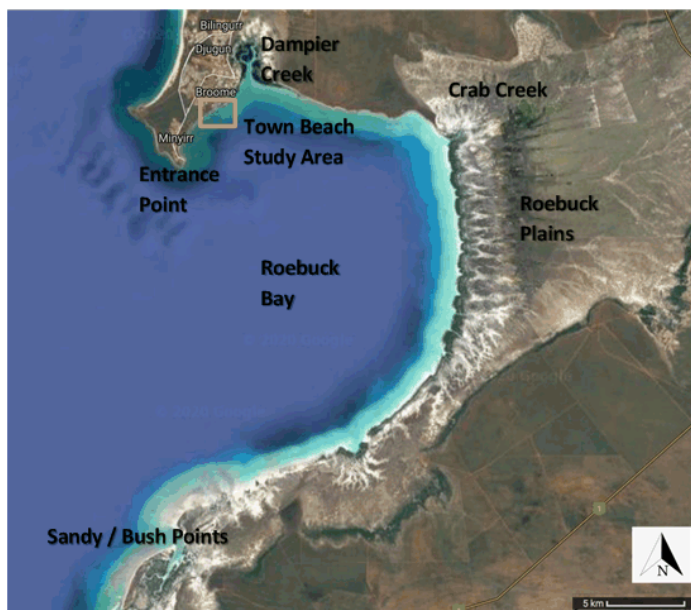


Figure 4.1 Regional Coastal Setting



Town Beach is a 330m long sandy beach with an arcuate planform and is controlled at the northern end by the abutment for the old Broome Timber jetty, and at the southern end by rock outcrops and mangroves. To the west there is a 4,500m long beach with an elongated arcuate planform and intertidal beach rock backed by sand dunes and pindan cliffs. This beach extends from Town Beach to the Port of Broome at Entrance Point.

These beaches are identified by Short (11) as Tidal Sand/Mud flats with a wide low gradient, small high tide beach (Figure 4.3). Intertidal flats may contain tidal draining channels and may lie adjacent to deeper tidal channels. Scattered mangroves commonly occur in higher intertidal zone. The beaches are usually calm, with only low wind chop during strong onshore winds.

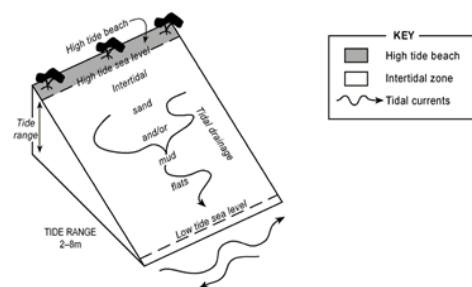


Figure 4.2 Tidal Sand/Mud Flat Beach Schematic by Short (12)



Figure 4.3 Coastal Geomorphic Features



4.2. STORM EROSION

Planning allowances for acute storm erosion, defined as the 100yrARI event, were assessed for the wider Broome Coastal Vulnerability study. This is the basis of the risk assessment for storm erosion in the CHRMAP. The erosion impact of more frequent but less severe tropical cyclones and spring tide events on the beaches and foredunes was not assessed. Note that over the 21-year lease period there is a 19% probability of the 100yr ARI event occurring.

It is noted in the CVS that the very large spring tidal range at Broome (~8m) limits exposure of the dune base and Pindan cliffs to wave activity at or near high water at spring tides. Storms of longer duration (but less severe wave heights) have greater opportunity to attack the upper shore face than storms of higher wave height, but shorter duration. In particular, the sensitivity analysis within Roebuck Bay for the CVS demonstrated that two storms of very different recurrence probabilities (as defined by the peak wave height), but similar peak water levels, caused very similar beach erosion (2).

The large tidal range means that should a cyclone with the central pressure and track of the synthesised design cyclone (refer to as Cyclone #02442, Figure 4.4) occur in nature, but with a small difference in the timing of peak surge relative to high water, its apparent “severity” in terms of shoreline damage would reduce (2).

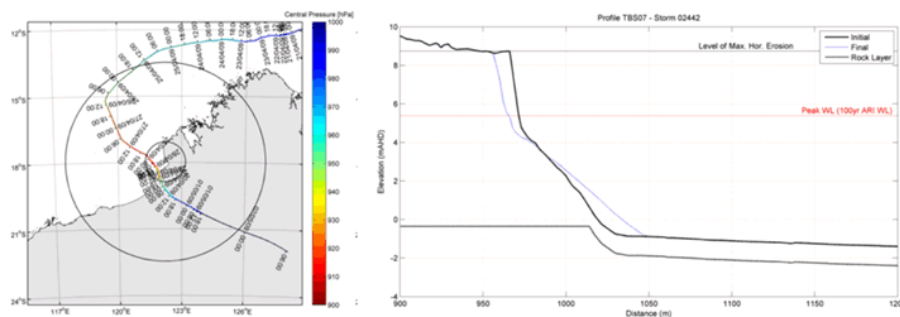


Figure 4.4 Synthesised Design Cyclone Used for Storm Erosion Modelling for 100yrARI Event in Roebuck Bay (L) and Erosion Impact (TBS07).

Sediment sampling in the CVS identified a medium grained sand on the Western Beach, with $d_{50} = 0.36\text{mm}$ (Sample 190) and <1% fines, and a coarser sand on the beach and intertidal flats at Town Beach ($d_{50} = 0.60\text{mm}$). Sediment sampling undertaken previously by Seashore in 2016 identified coarser material at Town Beach ($d_{50} = 1.0\text{mm}$).

Storm erosion modelling in the CVS for both sites was based on a finer d_{50} of 0.30mm , which is likely to result in increased erosion in the model, particularly at Town beach where the sand is significantly coarser and the erosion response highly mitigated. (Table 4.1). For context, sensitivity analysis in the CVS identified a finer grain size (0.15mm) than modelled (0.30mm) would increase the storm erosion allowance from 7m to 30m.



Table 4.1 Storm Erosion Allowances (100yrARI) for Study Area

Location	CHRMAP Allowance	Note
Western Beach	14.0m	Based on CVS Town Beach South (E). Three profiles modelled (TB05 – TB07) with results ranging from 7.0 – 13.9m. Closest profile was 9.4m (TBS07). Conservative upper value (14m) adopted
Pindan Headland	~7.0m	This appears to be based on interpolation of adjacent erosion allowances. Erosion behaviour of Pindan slopes was not specifically considered.
Town Beach	7.0m	Based on Town Beach Central (South of Groyne). One profile modelled (TBC02) but with significantly finer grain size (0.3mm) than measured (0.6mm).

Geotechnical investigations for this study have better defined the 'rock layer' assumed in the CVS. However, remodelling the 100yrARI storm event with the observed rock layer is not within the scope and has not been undertaken for this study. Should remodelling occur in the future, it is expected the observed underlying rock will modify the erosion response along the Western Beach to some extent due to wave breaking on the rock platform during rising water levels at the onset of the event, and falling water levels as the storm recedes. However, extensive erosion can be expected at the peak of the storm during higher water levels as the rock platform is submerged. In this context, the CVS predictions of erosion under the 100yrARI have been adopted for this study.

4.3. HISTORIC SHORELINE CHANGE

4.3.1. Foreshore Development

There has been progressive development of the foreshore areas in the study area since 1965. The original development of the Roebuck Bay Caravan Park was on the coastal dunes and immediately behind the Pindan Headland, with a footprint of ~10,000m².

The major expansion of the RBCP occurred between 1974 and 1984. This included the 300m 'West Beach Extension #1' (Figure 4.5) that would have required regrading of the coastal dune and seaward reclamation, and the 'Town Beach Extension', that included development of sites immediately behind the beach at the western end of Town Beach.

A smaller 'West Beach Extension' occurred between 1984 and 1990 that increased the RBCP footprint to ~70,000m². The Town Beach Café is evident by 1995, and the waterpark, carpark and concrete boat ramp by 2007.

In general, the RBCP has been operating at the site in its present configuration for in the order of 30 years, with the main public infrastructure at Town Beach being in place for approximately 20 years.

Seashore Engineering



Figure 4.5 Foreshore Development (1965 – 2016)



4.3.2. Coastline Movements

Planning allowances for historic shoreline change were assessed for the wider Broome Coastal Vulnerability Study based on historic aerial photography from 1965 to 2012 and 50m shoreline transects. This is the basis of the risk assessment for future shoreline change in the CHRMAP. This assessment has been updated with recent aerial photography and coastal monitoring data (9). The CVS (2) noted approximate positional accuracy was imagery was estimated as 10m for 1949, 3m for 1965, 15m for 1974, 15m for 1984, 5m for 1990, 5m for 1995, and 2m for 2000 and 2012.

The historical rate of erosion identified in the CVS for Town Beach South (West) and Town Beach South (East), was assessed as the approximate maximum observed, 0.15m/year (2). The Pindan Headland was only identified by one profile, and the unique behaviour of this section of the coast does not appear to have been considered due in part to the regional scale of the CVS. It was noted that the mangroves to the south and the groyne to the north have created a stable beach form for Town Beach and the adopted historic shoreline movement rate is 0m/year (2).



Figure 4.6 Locations of analysis areas and transects as defined in the Cardno CVS (2)



Table 4.2 Historic Shoreline Change Allowances for Study Area

Location	CHRMAP Allowance (2040)	Note
Western Beach	5.0m	CVS allowed 4.5m (2010-2040) based on 30x upper value of erosion observed across wider Town Beach South (E) of 0.15m/yr. CHRMAP rounded up to 5.0m, and applied to 25yr planning period (2015-2040).
Pindan Headland	5.0m	Only one profile assessed. Erosion rate based on wider behaviour observed of sandy beach and foredune on Town Beach South, through to Entrance Point. Not likely to be representative on Pindan Cliff behaviour.
Town Beach	0m	Based on CVS Town Beach Central. 50m profiles across beach showed relative stability from 1965 – 2012.

Note: CVS planning allowances are of 30yrs from 2010-2040. The CHRMAP appears to have applied these same allowances over a 25yr planning period from 2015-2040.

Coastline movements were reviewed and updated for this study using aerial photography from 1965 to 2018. In general, the behaviour of the coast observed in the CVS had not changed since 2015, with moderate erosion of the Western Beach (Profile B) of 0.1m/yr. from 1984 to 2018, and relative stability of Town Beach (Figure 4.7). Note the accretion observed in profile B (rocky shoreline) is associated with the expansion of the RBCP between 1974 and 1984.

In general, the sandy coastline in the study area (i.e. excluding the Pindan Headland), has been stable over the past 50 years. With the exception of a potential acceleration of erosion due to sea level rise and the potential for severe storm erosion, the sandy coastline is likely to retain that stability over at least the next 20 years. Future shoreline behaviour would be subject to the usual inter-annual variation in mean sea level, high tide occurrence and cyclone frequency and characteristics.

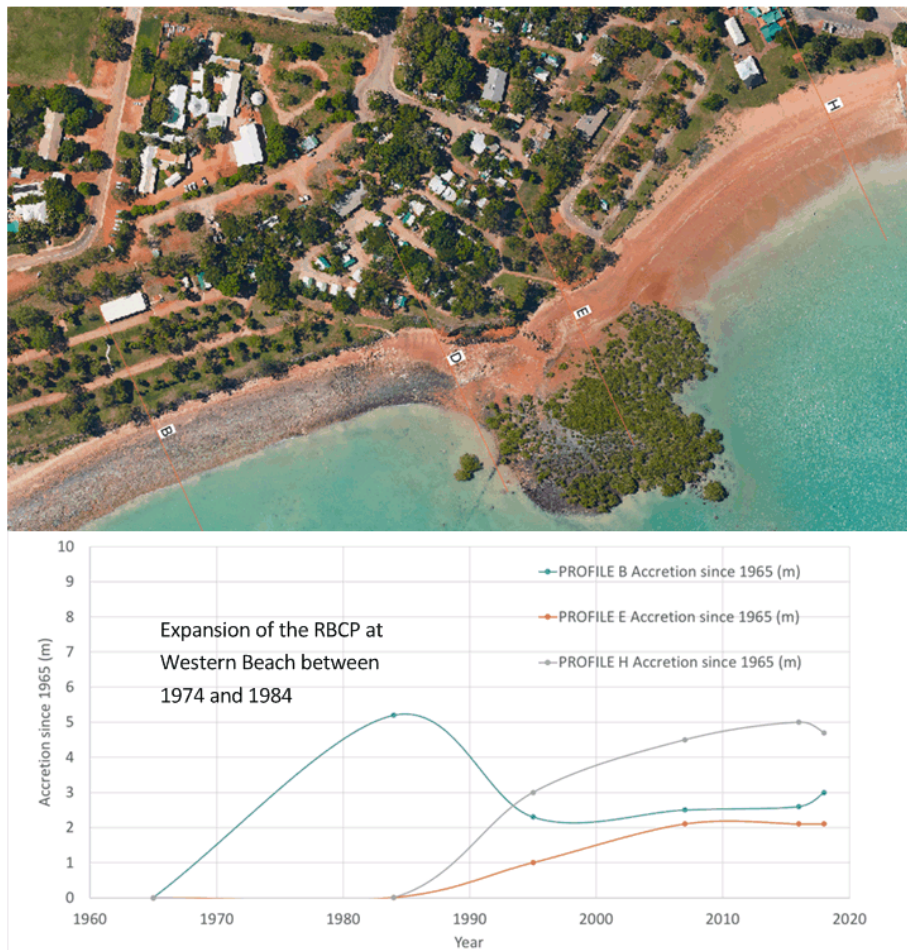


Figure 4.7 Coastline Movements (1965 to 2018) mapped at four cross sections using the vegetation line

The stability of the Pindan Headland and potential remediation are outlined in Section 2.3, noting consideration of allowance for a permanent stable slope of 1V:3H. Review of aerial photography for the Pindan Headland from 1965, 2016 and 2018 noted the following:

- There has been 8-10m erosion of the crest of the Pindan Headland between 1965 and 2018 (Figure 4.8). This equates to an erosion rate of 0.15-0.19m/yr over a 50-year period.
- The 'non-linear' nature of the coastal behaviour is evident by water appears to be a localised slip failure between 2016 and 2018, that results in 2m erosion of the crest over a 10m width (Figure 4.9). This followed severe rainfall in early 2018.
- The typical procedures of assessing coastal erosion behaviour based on the movement of the toe of the erosion scarp can be misleading in these areas, as slope failure can result in accretion of the toe.

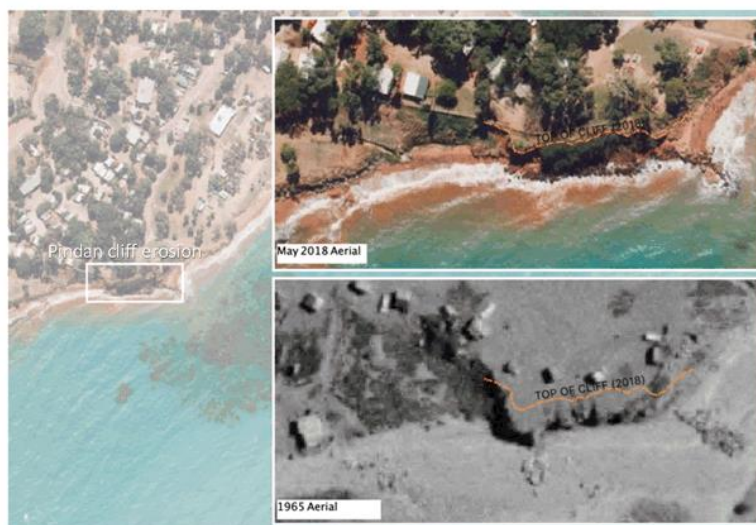


Figure 4.8 Pindan Headland showing longer term change (1965-2018)



Figure 4.9 Pindan Headland showing localised slope failure between 2016 and 2018



4.4. COASTAL RESPONSE TO SEA LEVEL RISE

Planning allowances for the coastal response to sea level rise in the Broome Coastal Vulnerability were based on a prescribed allowance of '100 times the predicted sea level rise' outlined in the Stage Coastal Planning Policy (13).

IPCC 2019 suggest allowing for 0.2m SLR over next 20 years (14), which is similar to allowances in the State Coastal Planning Policy. In practice, at the project site, sea level rise is likely to result in more frequent erosion of the steep dune during spring tides (Figure 4.10).



Figure 4.10 Spring Tide (4.5m AHD) on 16/03/2020 (Shire of Broome)

It is important to clarify that the CHRMAP Hazard lines are planning allowances, not predictions. In particular, S3 is based on the Bruun Rule. This rule is applied to uniform sandy beaches to assess the response of the shore to sea level rise (Figure 4.11). The Bruun Rule is not strictly applicable on tidally dependent beaches, where tidal energy has a greater impact on beach morphology than wave energy and sediment grading can be wide and sediments poorly sorted. Alternate conceptual models of the effects of sea level rise on sandy coast behaviour are also available (15), (16).

The CVS (2) noted that "the allowance for erosion caused by sea level rise (as presented in SPP2.6) is likely to provide an *extremely conservative estimate of shoreline erosion* due to sea level rise. Nevertheless, for planning purposes it has been adopted within this report." For context, the CVS noted a brief analysis of mean beach slopes (typically 1:10) and the capacity for dunes to be replenished with sands on macrotidal beaches during low tides suggest an allowance of 40m for 100yrs may be more applicable than the mandated 90m.

QLD Government Coastal Hazard Guidelines (17) note that for beaches in moderate wave energy environments where the tide has a greater effect on beach morphology, a modified Bruun Rule approach may need to be adopted. These beaches are typified by a steep sandy upper beach and wide flat intertidal zone comprised of finer sediment. The Bruun Rule is not applicable over the entire profile of these beaches but can be used on the upper beach profile. It is considered that sea level rise will predominately impact on the upper beach and dune area and this component of the profile will control the shoreline response to sea level rise. Nominally, for the beaches in the study area with a slope of 1:10, this method suggests an allowance of 10m over 100yrs.

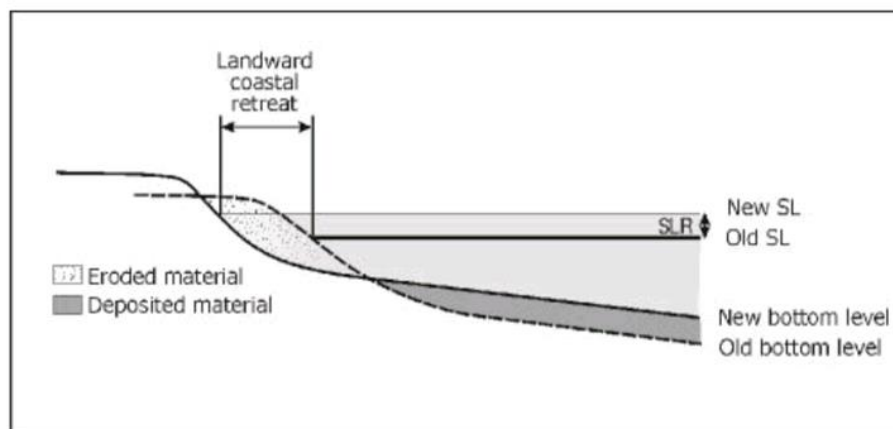


Figure 4.11 Schematic Illustration of the Bruun Model (15) and Local Context



4.5. RISK ASSESSMENT

The coastal hazard lines for the Broome CHRMAP identify areas of:

- *Current Risk of Storm Erosion:* This 'hazard line' identifies areas that may be impacted by a 100yrARI erosion event which has a 1% change of occurrence each year. It is noted however that:
 - The erosion applied to the Western Beach in the closest profile (TBS07) Figure 4.13) in the CVS does not allow for exposed beach rock and rock underlying the foredune.
 - The erosion of the Pindan Headland was not considered separately.
 - The erosion applied to Town Beach was based on TBC02 which did not show erosion above HAT (Figure 4.13), and had a much finer grain size than observed.
- *2040 Planning Period Allowance:* This 'hazard line' identifies areas within a conservative 'coastal processes erosion allowance'. For context, the 40m allowance for the Western Beach nominally allows for 26m shoreline erosion (~170 years of erosion at existing rates of 0.15m/yr.) and 14m storm erosion in a 100yr in 2040.

It is important for the Shire to understand that the "extreme" level of erosion risk to the Town Beach Reserve and Caravan Park, identified in the CHRMAP (Figure 4.12), are in part based on the fact that the seaward fringe of these assets is exposed to coastal processes, and has been for many years. The hazard lines do not represent a prediction of likely coastal erosion.

Nominally, with a doubling of the currently observed erosion rates, for the 20-year planning period (2020-2040), assets within 20m of the coastal vegetation line along the Western Beach, and 10m of the coastal vegetation line along Town beach, would be exposed to coastal erosion in a 100yrARI event. It is noted that the 100yrARI event has a nominal 20% probability of occurring during the 20yr planning period.



Table 5.12: Coastal Compartment 6 – Town Beach Coastal Erosion Risk

Asset	Conseq Erosion	Likelihood 2040	Risk Level 2040	Likelihood 2070	Risk Level 2070	Likelihood 2110	Risk Level 2110
Town Beach Foreshore	Mod.	Almost Certain	H	Almost Certain	H	Almost Certain	H
Town Beach Reserve	Major	Likely	E	Almost Certain	E	Almost Certain	E
Town Beach Caravan Park	Major	Likely	E	Almost Certain	E	Almost Certain	E
Town Beach Car Park	Mod.	Likely	H	Almost Certain	H	Almost Certain	H
Shire Assets (Café, Waterpark, toilets / BBQ facilities)	Major	Unlikely	M	Possible	H	Likely	H

Table 5.6: Tolerance Scale - Erosion

Risk Level	Action Required	Acceptance / Tolerance
Extreme	Immediate action required to eliminate or reduce the risk to acceptable levels	Unacceptable / Intolerable
High	Immediate to short term action required to eliminate or reduce the risk to acceptable levels	Tolerable
Medium	Short to medium term action to reduce the risk to acceptable levels, or accept risk	Tolerable / Acceptable
Low	Accept Risk	Acceptable

Figure 4.12 CHRMAP Risk Matrices for Town Beach and Caravan Park

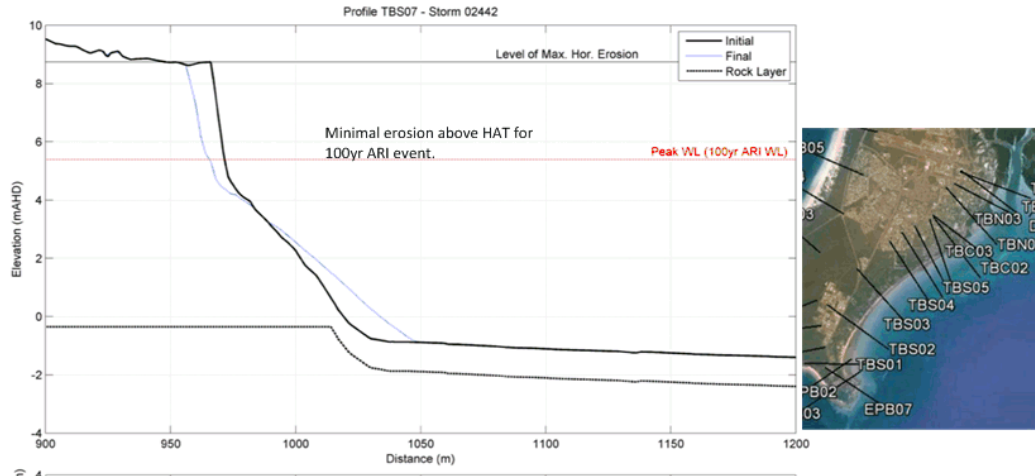


Figure 4.13 Modelled 100yrARI storm erosion at Town Beach (TBS07), with inset of profile locations (2)



5. Design Concepts

The following Design Concepts were developed following the geotechnical investigations, review of coastal processes and consideration of the adaptation framework in the Coastal Planning Policy. These were the four Coastal Adaptation Options that were workshopped at the Multi Criteria Stage with the Shire of Broome and the Department of Transport.

The coastal adaptation concepts for the 'Accommodation' and 'Protection' options were subsequently refined following with MCA and are outlined further in Section 7.

5.1. OPTION 1 – MINIMAL INTERVENTION

The Minimal Intervention Option was based on the following design elements:

- The existing rubble/rock on the Western Beach is to remain as is
- Maintain existing walling east of Pindan Headland
- Maintain existing beach access stairs
- Develop Foreshore Management Plan for Town Beach (vegetation, nourishment following events)
- Develop Emergency Response Plan for Caravan Park
- The café is to remain as is
- No camp sites or infrastructure seaward of the "immediate Coastal Process Hazards Distances" in the Cardno CVS (2).

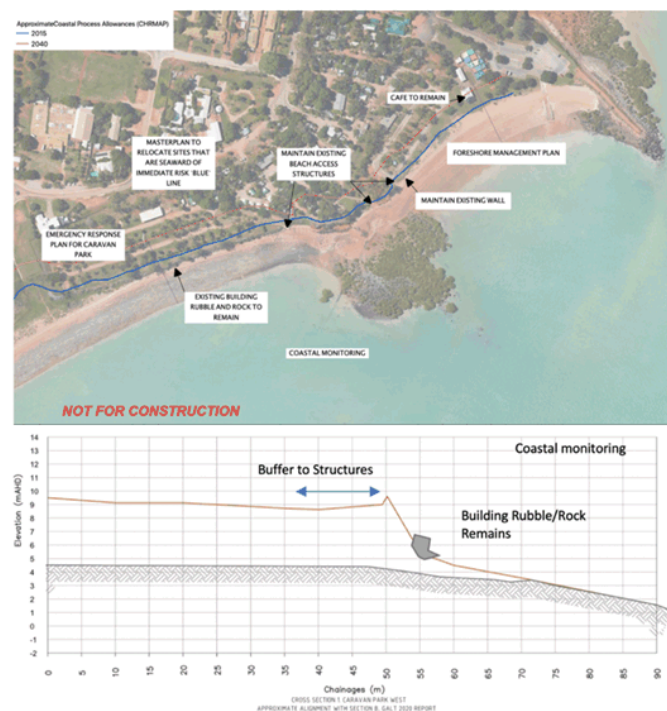


Figure 5.1 Schematic of Minimal Intervention Option



5.2. OPTION 2 – MANAGED RETREAT

The Managed Retreat Option was based on the following design elements:

- Remove all existing rubble/rock on the Western Beach
- Remove rock around toe of Pindan headland
- Remove existing walling east of Pindan Headland
- Remove existing beach access stairs and create informal beach access
- Develop Foreshore Management Plan for Town Beach (vegetation, nourishment following events)
- Develop Emergency Response Plan for Caravan Park
- Relocate Café behind “2040 Planning Horizon” in Cardno CVS
- No camp sites or infrastructure seaward of the “2040 Planning Horizon” in Cardno CVS

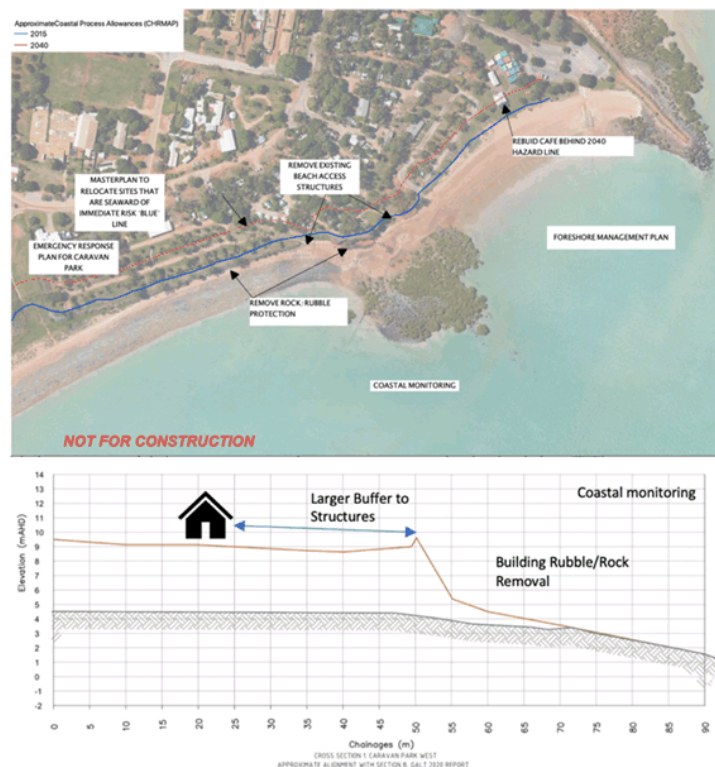


Figure 5.2 Schematic of Managed Retreat Option



5.3. OPTION 3 – ACCOMMODATION

The Accommodate Option was based on the following design elements:

- Remove building rubble and rework existing rock on the Western Beach
- Dune nourishment and stabilisation on the Western Beach
- Rework rock around toe of Pindan headland
- Rework existing walling east of Pindan Headland
- Maintain existing beach access stairs
- Develop Foreshore Management Plan for Town Beach (vegetation, nourishment following events)
- Develop Emergency Response Plan for Caravan Park
- Rebuild Café in similar location as piled structure and raised floor levels
- No camp sites or infrastructure seaward of the “Immediate Coastal Process Hazards Distances” in the Cardno CVS (2).
- Permanent Structures to be designed on piles

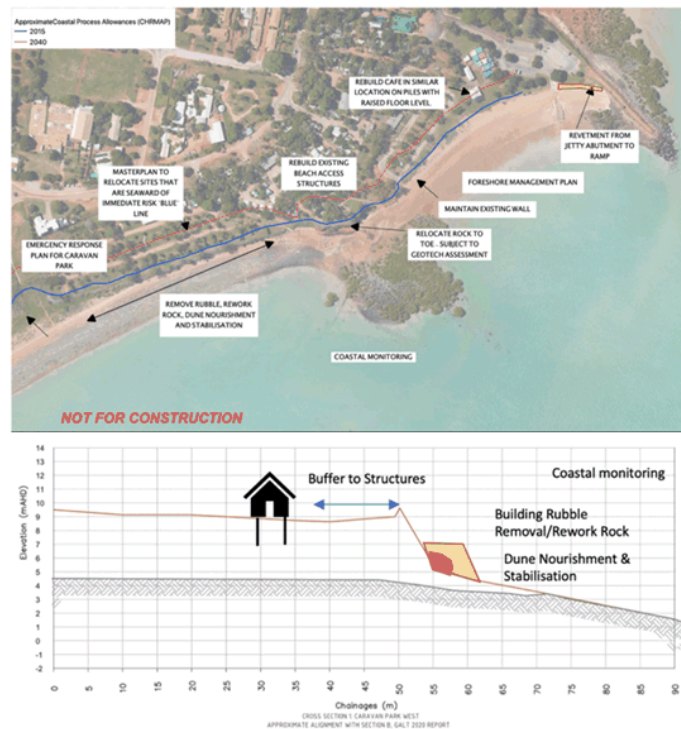


Figure 5.3 Schematic of Accommodate Option for MCA



5.4. OPTION 4 – PROTECTION

The Protection Option is based on the following design elements:

- Remove building rubble and construct rock revetment on Western Beach
- Dune nourishment and stabilisation on the Western Beach
- Rework rock around toe of Pindan headland
- Rework existing walling east of Pindan Headland
- Maintain existing beach access stairs
- Develop Foreshore Management Plan for Town Beach (vegetation, nourishment following events)
- Develop Emergency Response Plan for Caravan Park
- Rebuild Café in similar location as piled structure and raised floor levels
- Reduced buffer required for camp sites or infrastructure seaward of the “Immediate Coastal Process Hazards Distances” in the Cardno CVS (2).

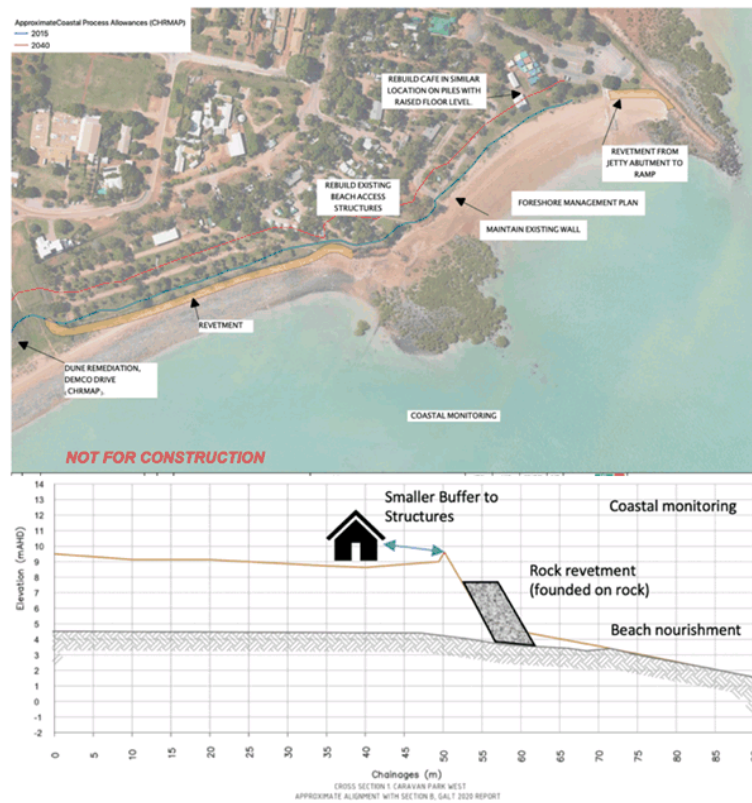


Figure 5.4 Schematic of Protect Option for MCA



6. Multi Criteria Analysis

A multi criteria analysis (MCA) was conducted on the four Coastal Adaptation Concepts that incorporated scores for nine different criteria; effectiveness, site conditions, technical data, construction, maintenance, economics, environmental, social and safety. This is based on an established planning and design procedure for coastal structures (18). For each coastal adaptation option a Town Beach, a score of 1 to 5 (1 being poor and 5 being excellent) was assessed for each criterion.

The MCA was completed in the context of assessing a preferred approach to coastal adaptation. This may not address all matters that may be relevant for consideration at the site by the Shire of Broome, but provides a broad assessment of wider issues relevant to longer term coastal planning at the site.

An initial online workshop was facilitated by Stuart Barr (Seashore Engineering) on the 12th of March with officers from the Shire of Broome and DoT, with a focus on qualitative assessment of options.

Following this workshop, the Shire provided initial feedback and updated the preferred weightings of each criteria (Table 6.1) for the quantitative analysis. A second meeting with Stuart Barr (Seashore Engineering), Demont Hanson (DoT) and Luke Cervi (Shire of Broome) was held on the 9th of April 2020. This allowed further input from DoT and the Shire of Broome to assess the quantitative scoring for each criteria and option. The results of the MCA are summarised in Table 6.3.

Table 6.1 Shire of Broome MCA Weighted Criteria

	Aspect	Weighting
Technical	Functional Requirements (performance)	8%
	Physical conditions	8%
	Technical data	8%
	Construction	8%
	Maintenance	8%
	SUB TOTAL	40%
Other	Economics	15%
	Environment	15%
	Social considerations	15%
	Safety	15%
	SUB TOTAL	60%
	TOTAL	100%



Table 6.2 Shire of Broome MCA – Description of Criteria

Aspect	Considerations
Economics	<ul style="list-style-type: none"> Capital cost of option Lifespan of option Annual maintenance costs of option Potential for loss of income (reduction of useable/leasable area) Potential impact on landward assets Other - Risk of vandalism, insurance, etc
Environment	<ul style="list-style-type: none"> Morphological and sedimentological impacts Impacts of construction Impacts of maintenance Other – water quality, vegetation, etc
Social considerations	<ul style="list-style-type: none"> Beach accessibility Visual appearance of option Useable area Construction impacts Maintenance impacts
Safety	<ul style="list-style-type: none"> Implementation risks Post implementation risks <ul style="list-style-type: none"> Risk to property Risk to person

Table 6.3 Summary of MCA scores

(5 = excellent; 4 = good; 3 = satisfactory; 2 = below average; 1 = poor)

Weighted MCA (Sensitivity Analysis) (Shire of Broome Weightings)					
Description	Weighting	Option - 1 'Minimal Intervention'	Option - 2 'Managed Retreat'	Option - 3 'Accommodate' (CHRMAP/ combined planning approach)	Option - 4 'Protect'
Functional requirements (performance)	8.0%	2.0	2.5	4.0	4.0
Physical conditions	8.0%	3.0	3.0	3.5	4.0
Technical data	8.0%	3.5	2.0	3.5	3.0
Construction	8.0%	4.0	2.0	3.5	3.0
Maintenance	8.0%	2.0	3.0	3.5	4.0
Economics (Capital & Maintenance)	15.0%	4.0	2.5	3.0	1.5
Environment	15.0%	2.0	2.5	3.0	2.5
Social Considerations	15.0%	2.5	3.0	3.5	3.0
Safety	15.0%	2.0	2.5	4.0	3.5
Total Weighted Score (out of 45)		24.6	23.2	31.2	27.1



The MCA identified Accommodate (Option 3) as the preferred option. This is also the preferred coastal adaptation option identified in the Shire of Broome CHRMAP (1).

The Shire of Broome noted a perceived financial benefit of an increased return from new RBCP lease if the available area for redevelopment and building options are maximised with the construction of a rock revetment along the Western Beach. Nominally, the 'Protection' option maximises the available area for redevelopment and flexibility for building options. This potential benefit had not been quantified by the Shire at the time of the MCA, and was not directly considered in the MCA, where the economic assessment of options was based on capital and maintenance costs.

In March 2020, the Shire of Broome requested Seashore to develop the concept for the preferred 'Accommodate' option (Option 3). This is outlined in Section 7. However, further detail was also requested on the 'Protection' option (Option 4) and the potential financial benefit to the Shire, which is outlined further in Section 8.



7. Preferred Coastal Adaptation Concept

The preferred coastal adaptation concept is based on the ‘**Accommodation**’ of coastal hazards through design and management strategies to mitigate risk. This was the preferred approach following the MCA. The preferred coastal adaptation concepts for the “Accommodation” is outlined in the Drawings as Appendix A.

The coast in the study area has a history of stability. The relatively undeveloped nature of the foreshore areas and the land use zoning as a leased Caravan Park, allows this lower cost and more flexible and sustainable coastal adaptation option to be considered. In general, this approach requires:

- suitable consideration being given to the relocation or adaptation of lower cost structures impacted by coastal erosion.
- adaption of existing higher cost or not easily relocatable structures to mitigate potential impacts of erosion and coastal inundation.
- identifying suitable locations and designs for any new structures or land uses; and
- managing the coast, where required, to limit erosion and maintain beach access and amenity.

The State Coastal Planning Policy notes “If sufficient justification can be provided for not avoiding development of land that is at risk from coastal hazards then **Accommodation** adaptation measures should be provided that suitably address the identified risks. Such measures would involve design and/or management strategies that render the risks from the identified coastal hazards acceptable.”

The recommended planning approach in the Broome CHRMAP for the study area was to *Accommodate* developable land located on land prone to coastal erosion within the 2110 planning timeframe, and land uses exempted by Part 7 of SPP2.6 Schedule 1 (e.g. Community use of foreshore).

Specific recommendations from the CHRMAP for the study area¹ included:

- Develop an appropriate Emergency Response Plan for the Roebuck Bay caravan park; and
- Undertake a foreshore management plan;

For Shire Structures in foreshore areas, the following was also recommended:

- *Managed Retreat* for minor structures within the erosion hazard area;
- *Accommodate* for minor structures in the defined storm surge inundation area;

¹ CHRMAP included recommendations for revetment construction east of the study area (since completed) and nourishment of the dunes at Demco Drive, west of the study area, that are not specifically considered in this report.



7.1. GENERAL

1. Develop a Foreshore Management Plan to manage beach access and protect and enhance existing dune vegetation. This would require better definition of beach access and installation of dune fencing or similar.
2. Review existing and proposed development in the Roebuck Bay Caravan Park Redevelopment Concept that is seaward of the 'Adjusted ² Current Risk of Storm Erosion' (100yrARI) hazard line and the projected permanent stable slope (1V:3H) for the Pindan Headland, in particular:
 - 2.1. Remove or adjust proposed caravan sites seaward of the 'Adjusted Current Risk of Storm Erosion' (100yrARI) hazard line, which includes an allowance for localised slope failure of the Pindan Cliff (1V:3H).
 - 2.2. Review recommendation for GALT 2020 (5) for mitigation of slope stability risk.
 - 2.3. Ensure existing services in this area are documented on an asset management plan, and their capacity for relocation at the time of renewal is considered.
 - 2.4. Review location of restricted access fencing behind Pindan Headland.
3. Review existing and proposed development in the Roebuck Bay Caravan Park Redevelopment Concept that is seaward of the '2040 Coastal Processes Allowance' hazard line, in particular:
 - 3.1. Proposed safari tents are suitably designed to accommodate localised erosion of the steep embankment.
 - 3.2. Ensure potential coastal erosion risk to park visitors is mitigated in an Emergency response plan for caravan park (as per CHRMAP). Nominally this could be integrated with an existing Cyclone Management Plans, with some consideration of coastal erosion during spring tides, and stormwater overflow events.
 - 3.3. Review existing road layout and access to mitigate coastal erosion risk
4. Review stormwater overflow drainage to ensure capacity of outlets to accommodate coastal erosion, and to mitigate impacts on foredune and beaches.
5. Inspect, refurbish and/or replace existing beach access stairs.

7.2. WESTERN BEACH

The main issues for the Western Beach are foredune management to maintain reasonable coastal protection for existing and proposed land-uses, and the maintenance of beach access at the eastern end. The following is recommended:

1. Refurbish existing foredune by removing 'dumped' concrete rubble, reworking existing rock to mitigate erosion of the toe of the steep dune at spring tides, importing suitable sand for dune nourishment, regrading and stabilisation with vegetation.
2. Develop a program for ongoing monitoring and nourishment of this foredune, to better understand the mechanisms of erosion and sustainable sand nourishment volumes and sand sources. Nominally this should be based on maintenance sand nourishment to retain the present foredune location.
3. Ensure trees immediately behind the foredune are regularly inspected for health and stability.

² The "Current Risk of Storm Erosion" line from the Cardno CVS (2015) was smoothed to connect to the 1V:3H allowance for slope failure at the Pindan Cliff area.



4. Planning and design of the proposed coastal access path should ensure it does not become a future liability for the Shire that requires high cost coastal protection. The siting should ensure setbacks to the dune crest are maximised, path materials allow for movement and future maintenance (i.e. flexible materials), and the future removal of the path if threatened by erosion is considered.
6. Siting of well designed and relocatable 'Cabins' or 'Safari Tents' between the seaward road along the Western Beach within the RBCP the seaward side of the '2040 Coastal Processes Allowance' hazard line is reasonable. The location of relocatable structures between the seaward road along the Western Beach within the RBCP and the "Adjusted Current Risk of Storm Erosion" hazard line can be considered on a case by case basis provided the dune buffer is maintained and reinstated following a storm.



Figure 7.1 Western Beach including view west from Pindan Headland (L) and location of proposed coastal path in Roebuck Bay Caravan Park Redevelopment Concept (R).

7.3. PINDAN HEADLAND

The Pindan Headland has vertical cliffs of unconsolidated material with relatively complex erosion mechanisms. These landforms are unique natural features that are evident throughout Broome. The following is recommended:

1. GALT 2020 note leaving the Pindan Headland in its current state has a risk of slope failure (slumping, collapse, erosion) particularly during or following rainfall events, wave action, tidal events and cyclone events. In order to leave the slope "as is", GALT 2020 recommend that the following measures are undertaken:
 - 1.1. Leave as much vegetation as possible on the slopes to reduce the probability of localised slip failures and erosion.
 - 1.2. Restrict development on the high side of the slope. An exclusion zone extending from a 1V:3H line from the toe of the slope should not be developed.
 - 1.3. Footpaths may be constructed in this exclusion zone but should be considered temporary structures. A guard rail should be installed to prevent trafficking adjacent to the crest of the slope (within around 1 m).
 - 1.4. If a failure occurs after a rainfall or tidal event or similar, the failed area must be remediated such that the toe of the slope is reinstated to at least where it was prior to failure. "
2. Refine the program for ongoing coastal monitoring of the Pindan Headland, in particular post-event monitoring.



3. Review options for reuse and/or relocation of existing armour rock at the toe of the Pindan Cliffs.
4. Ensure design and siting of proposed coastal walkway in RBCP Concept Plan suitable in terms of foundations, wave impacts, cliff stability, environmental impacts and durability.



Figure 7.2 Pindan Headland (L), fencing and road at crest (C) and site of proposed coastal boardwalk (R).

7.4. TOWN BEACH

Town Beach has a history of stability and remains a suitable site for the ongoing focus of public recreational activities and tourism. The following is recommended:

1. Existing boat ramp to remain, with ongoing maintenance. Potential for sand removed from ramp to be used to nourish dune on Western Beach to be considered.
2. Works consider the planned completion of the current jetty abutment refurbishment in 2020 and future jetty construction.
3. Beach access to be better defined, particularly where there is existing coastal dune vegetation.
4. The relatively minor risk of storm surge inundation to existing café is communicated to the existing leasees, with consideration of short-term mitigation (e.g. public access control, batter boards).
5. The proposed redevelopment of the Café maintains the existing coastal setback from the coastal vegetation line and opportunities to modify the finished floor levels at the detailed design stage to mitigate future risk associated with sea level rise (flood-proofing).
6. The refurbishment of the existing 'dumped' rock protection is considered following the inspection and design of maintenance and/or refurbishment of adjacent stormwater drainage and beach access structures.



Figure 7.3 Town Beach including view east from Pindan Headland (L), dumped revetment and beach access acting as informal drainage (C) and Town Beach Café (R).



8. Coastal Protection Concept

Further detail was requested by the Shire of Broome on the non-preferred 'Protection' option (Option 4), in particular the potential scope and cost of any future rock revetment along the Western Beach, and the potential financial benefit to the Shire.

The State Coastal Planning Policy notes "Where sufficient justification can be provided for not avoiding the use or development of land that is at risk from coastal hazards and accommodation measures alone cannot adequately address the risks from coastal hazards, then coastal **Protection** works may be proposed for areas where there is a need to preserve the foreshore reserve, public access and public safety, property and infrastructure that is not expendable."

The "Protection" concept involves the construction of a coastal rock revetment along the foredune of the Roebuck Bay Caravan Park, to protect leased areas from erosion and allow increased development in this area. This option was being considered by the Shire due to the perceived increased financial return from a 21-year lease of the Caravan Park. This requires consideration in the context of the relative long-term stability of the coast in this area, but the capacity of all unconsolidated dunes to be subject to occasional storm erosion impacts.

The protection option is outlined in Appendix E and assumes:

- Structure would be founded on underlying rock identified during the geotechnical investigations for this study.
- The typical section would be a sloped rock armour structure with a crest level in the order of 7mAHD, with the use of the local Kimberly Quartzite.
- Rock armour sizes and costs similar to existing structures east of Town Beach (completed 2019) and for the Broome Town Jetty abutment (to be completed 2020).
- Upper batter flattened and stabilised.
- Beach access provided across structure in existing location.
- 320m length from western end of caravan park to existing beach access stairs.

The "Protection" concept does not extend around the Pindan Headland, as further consideration is required of the mechanism of Pindan cliff erosion and suitable mitigation for these unique landforms.

Nominally, this option allows relocation of the site of the proposed coastal path closer to the coast, and the construction of more permanent structures in the RBCP, subject to the required approvals. Further consideration of the social and environmental impacts of the structure would be required, and a more refined assessment of the potential financial longer-term costs and benefit to the Shire of the 'protect' concept of coastal adaptation.



Figure 8.1 Rock Revetments using Kimberly Quartzite north of Town beach (L) and underway at Broome Town Jetty abutment (R).



9. Financial Assessment

9.1. CAPITAL COSTS

A budget estimate for the preferred 'Accommodation' coastal adaptation concept is provided in Appendix D. This is a concept screening cost estimate (AACE Class 5). The 'best estimate' cost (P50) is \$1.6M, with a possible (P90) cost of \$2.5M. These estimates are limited to coastal adaptation works and allow for planning, design and construction of various items. They do not allow for significant upgrades to stormwater assets, redevelopment works within the Caravan Park, redevelopment of the Café or existing works on the Broome Town Jetty abutment.

The primary difference between the 'Accommodation' and 'Protect' options is the substantial cost of the construction of a 320m rock revetment along the foredune of the Western Beach. An initial estimate for this structure was provided to the Shire on 07/04/2020. This was based on units' rates from completed and ongoing coastal rock works at Town beach, and previous cost estimates for a similar structure at Cable Beach. Based on a 300-400m structure and a linear rate of \$15K/m, a first pass estimate for the Roebuck Bay Caravan Park seawall in the order of \$4.5M to \$6.0M.

A refined estimate based on a ~320m structure is \$5M, with further detail provided in Appendix D.

9.2. MAINTENANCE COSTS

The primary maintenance cost for the 'Accommodation' option is the ongoing monitoring and nourishment of the coastal dune along the Western Beach. Based on historic rates this annual sand nourishment costs are likely to be reasonably low at ~\$20,000/year, (or ~\$400,000 over the 21 year lease period). However, higher costs can be expected following a substantial erosion event associated with a tropical cyclone.

Maintenance costs for the revetment are dependent upon the level of damage accepted in the design. Nominally a conservatively designed structure will have limited maintenance of its design life. However, there are opportunities to reduce capital costs and accept increased maintenance cost (e.g. 2%p.a.) at the design stage.



9.3. FINANCIAL IMPLICATIONS FOR MASTER PLANNING

The Shire of Broome provided Seashore Engineering financial details of the proposed Roebuck Bay Caravan Park Masterplan (19) in May 2020, following completion of the draft coastal adaptation report. This was in the context of the perceived financial benefit to the Shire of constructing a revetment along the Western Beach. The financial details of the masterplan have been briefly reviewed in this context.

The RBCP Masterplan is based on the provision of a mix of visitor options including permanent caravan sites (83), powered caravan sites (158), powered camp sites (5), ensuite caravan sites (12), 2 bed cabins (16), cyclone rated safari tents (6) and backpackers accommodation (6).

In general, the powered caravan sites are located on the coastal areas of the site, and permanent sites and cabins towards the back of the site. This approach is consistent with the preferred approach to mitigating coastal hazards but locating higher value infrastructure further from the coast, as tourist caravan sites are typically limited to grassed areas with water and power.

Nominally, the construction of a revetment along the Western Beach would allow a 'front row' of cabins and/or safari tents to developed. However, this would require further assessment of demand. For this assessment we have simply assumed the same mix of visitor options in the RBCP Masterplan are provided, but an increased financial return would be achieved from the front row.

The following is noted:

- There are 25 sites along the 'front row' of the Western Beach.
- Seven (7) cabins can be shifted to the front row' if a revetment is constructed.
- The peak rent for the cabins is \$209/night compared to \$50/night for a powered site based on the Masterplan.
- The annual income for these 7 'front row' cabins, assuming occupancy rates in the Master Plan, would be \$250,000/yr compared to \$60,000/yr for the powered sites.
- This simple assessment does not allow for the capital cost of building the cabins, nor the loss of revenue from converting cabins at the back of the site to campsites.

Further economic analysis would be required by the Shire of Broome to assess the demand for additional 'high quality' accommodation than what was allowed for in the Master Plan that could be provided along this 'front row'. This is beyond the scope of this current study. Based on this brief assessment above, assuming the existing mix of visitor options in the Master Plan, the financial benefit to the Shire of constructing a \$5M seawall along the Western Beach is not apparent and the accommodation of coastal hazards remains the preferred approach.



It is also noted that the design of *relocatable* Cabin and Safari Tents that can be removed if threatened by erosion, and a commitment to maintenance of the dune along the Western Beach with sand nourishment, would allow some of these structures to be located closer to the coast than currently identified in the Masterplan.

Seashore Engineering



Figure 9.1 Safari Tents and Relocatable Cabins (4)

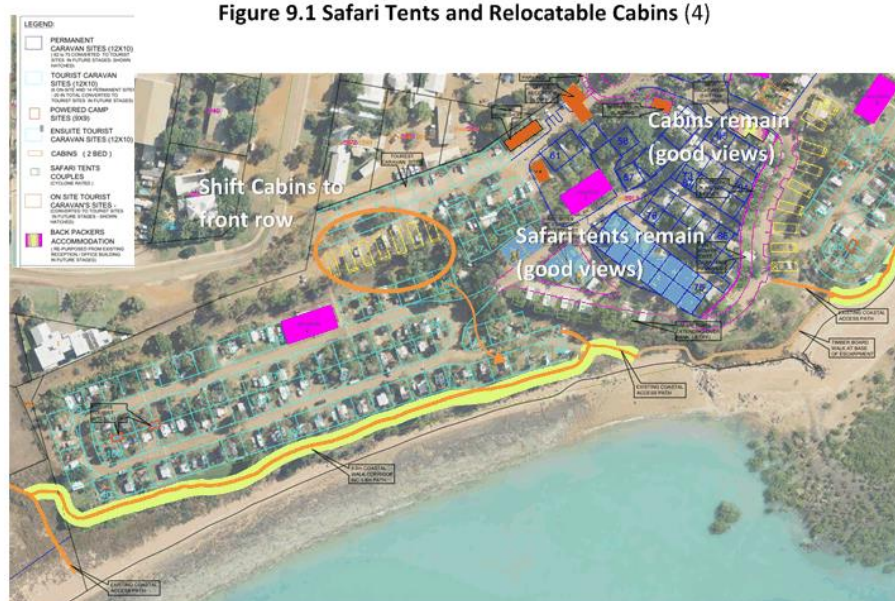


Figure 9.2 Concept for Shifting Cabins to Front Row



10. Implementation and Future Adaptation

10.1. IMPLEMENTATION

The preferred coastal adaptation concepts requires suitable funding, time and a range of resources for implementation. These include:

- Items that require consideration in the Roebuck Bay Caravan Park Redevelopment Plan and associated lease renewal.
- Items that would typically be considered in Asset Management Plans by Engineering Services (e.g. inspections, maintenance of drainage assets and beach access structures).
- Coastal monitoring actions that nominally require refinement of the existing coastal management scope.
- Development and implementation of a Foreshore Management Plan, including sand nourishment of the Western Beach foredune.
- Higher value capital projects (e.g. revetment upgrades or replacement, stormwater and beach access stairs).
- Items that require consideration in the Café redevelopment.

10.2. FUTURE ADAPTATION

The nature of coastal systems is dynamic. This requires ongoing coastal monitoring to better understand the unique behaviour of the coastal area being managed. Future adaptation of these coastal adaptation concepts beyond 2040 requires further consideration, in particular:

- The potential to proceed with “Accommodation” in the short term, and transition to a “Protect” approach in the future, if coastal erosion is more severe than anticipated (i.e. monitor and build the revetment later if required), or costs of sand nourishment substantially higher than budgeted.
- Progressive planning strategies to allow for adaptation to predicted sea level rises in the order of 1 meter in the next 100 years, and the local coastal response of a macrotidal beach to these changes.



11. Recommendation

The preferred coastal adaptation approach for the study area is to “Accommodate” coastal hazards through design and management strategies to minimise risk. This is based on the assessment of coastal hazards, geotechnical investigations, planned development of the Roebuck Bay Caravan Park, multi-criteria assessment and concept budget estimate. This aligns with previous recommendations in the CHRMAP, adopted by the Shire of Broome.

The foredune along the Western Beach has been relatively stable for at least 50 years, but will continue be subject to progressive erosion of the toe of the dune at spring tides, and occasional storm erosion. Nourishment of this foredune is required as part of this preferred coastal management approach.

The preferred coastal adaptation approach includes 21 specific recommended actions that are outlined in this report and the drawings, for consideration by the Shire of Broome.

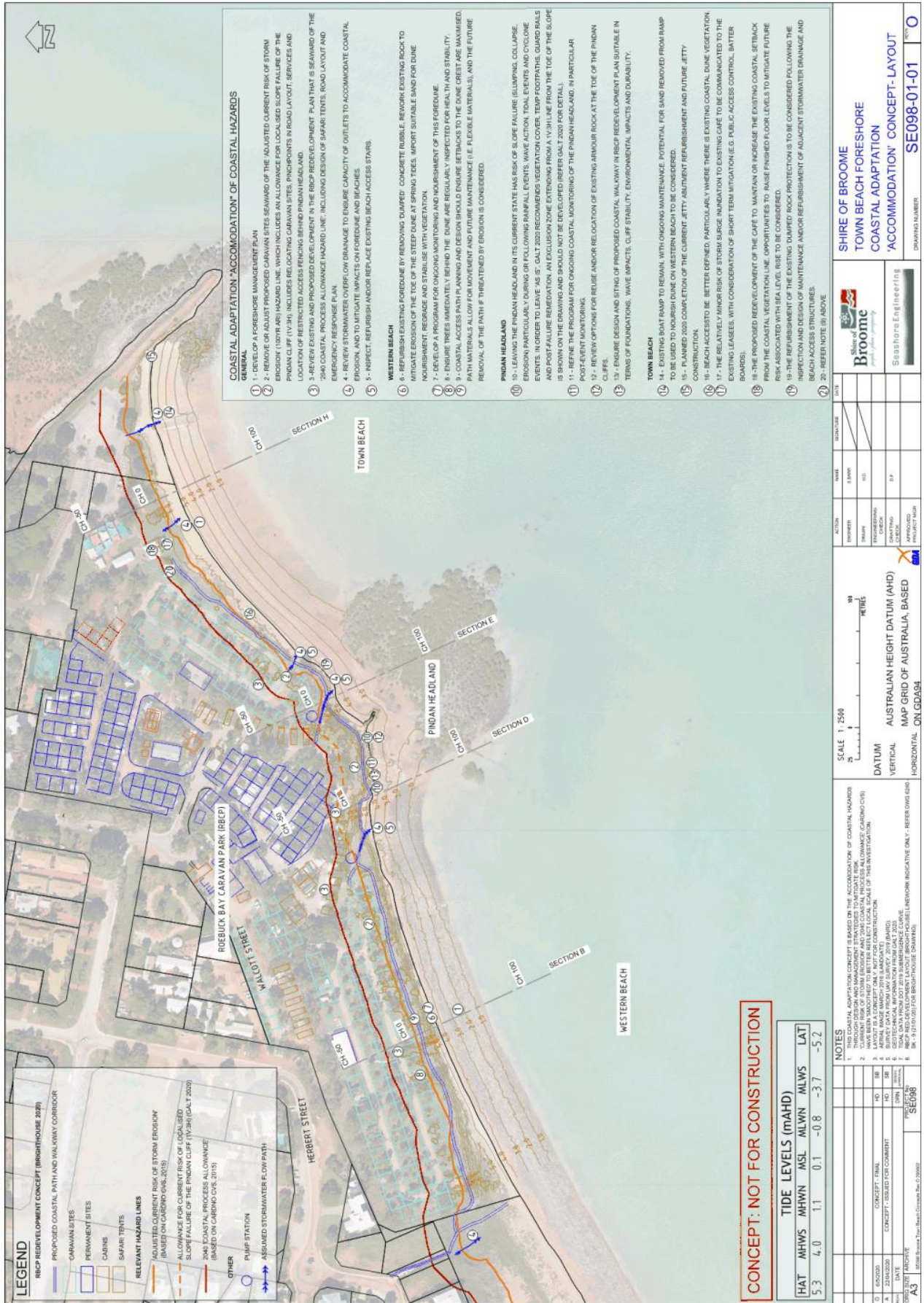


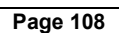
12. References

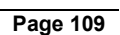
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Appendix A Concept Design Drawings









Appendix B Galt Geotechnical Report

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Report on GEOTECHNICAL STUDY COASTAL EROSION ASSESSMENT TOWN BEACH, BROOME

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APPENDIX B:	CONE PENETRATION TESTS
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APPENDIX D:	UNDERSTANDING YOUR REPORT

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1. INTRODUCTION

This report presents the outcomes of Galt Geotechnics Pty Ltd's (Galt's) geotechnical study for the coastal erosion assessment at Town Beach, Broome (the "site"). The location of the site relative to the surrounding area is shown on Figure 1, Site and Location Plan.

This report supersedes our previous report J1901253 001 R Rev0 and includes revised commentary around the Pindan Headland.

2. SITE DESCRIPTION AND PROPOSED DEVELOPMENT

The site comprises the Town Beach Foreshore, being the portion in front of the Roebuck Bay Caravan Park, as shown on Figure 1, Site and Location Plan.

We understand that the coastal risks affecting Town Beach were identified through a Coastal Hazard Risk Management Adaptation Planning Process which was formally adopted by Shire of Broome Council in 2017. This assessment identified that the current risk posed from coastal erosion impacting Town Beach and the caravan park is significant. The existing assets and the foreshore itself could be lost by coastal erosion processes.

The affected area is approximately 750 m long and approximately 30 m to 50 m wide. From data provided, the elevation of the crests of the dunes varies from about RL 6.5 m AHD in the east to RL 8.7 m AHD in the west (however rising further to the north, away from the coast). The high-water mark appears to be about RL 4.5 m to RL 5.0 m AHD (approximately).

The western half (approximate) of the beach is referred to as the 'Pindan Headland', and has sections of near-vertical slopes and rock outcropping on the beach.

We understand that a seawall may be required to protect the site from future erosion. We also understand that a concept plan for the beach has been developed and includes construction of safari and eco-tents on the high side of the dunes, as well as timber boardwalks and footpaths.

3. PROJECT OBJECTIVES

The objectives of the study were to:

- ✦ assess subsurface soil and groundwater conditions along the proposed dune protection alignment, with emphasis on:
 - the depth and level of soil overlying rock;
 - rock strength and type; and
 - cross sectional variation
- ✦ provide recommendations on suitable excavation batter slopes;
- ✦ provide recommendations and geotechnical design parameters for earth retaining structures; and
- ✦ recommend appropriate site preparation procedures including compaction criteria.

4. FIELDWORK

Fieldwork was conducted on 3 and 4 February 2020 and comprised:

- ✦ cone penetration tests (CPTs) at 12 locations (CPT01 to CPT09, including CPT07A to CPT07C), extending to refusal at depths of between 0.9 m and 12.3 m;

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- ✦ excavation of test pits at 20 locations (TP01 to TP21, excluding TP04), extending to depths of between 0.5 m and 3.2 m; and
- ✦ testing with a Perth sand penetrometer at 9 locations (PSP01 to PSP09) in between the test pits along each section extending to depths of between 0.45 m and 0.9 m.

General

A geotechnical engineer from Galt positioned the tests, observed the test pitting and CPTs, and logged the materials encountered in the test pits.

A survey was undertaken by MNG Surveyors on 4 February 2020 to assess the surface elevations at the test pit locations, CPT locations and any adjacent rock outcropping.

The fieldwork was conducted in general accordance with AS 1726-2017 "Geotechnical site investigations".

Photographs of the site taken during our study are presented in Appendix A, Site Photographs.

The tests were positioned relative to the boundaries and surrounding site features. The approximate test locations are shown on Figure 1, Site Location Plan. Details of the CPTs and test pits are summarised in Table 1.

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Table 1: Summary of Tests

Test Name	Test Depth (m)	Depth to Groundwater (m)	Surface Elevation (m AHD)	Approximate Rock Elevation (m AHD)
CPT01	3.5	DT 1.1	9.8	6.3
CPT02	4.4	DT 4.1	8.8	4.4
CPT03	12.3	DT 6.8	8.6	-3.7
CPT04	5.5	DT 1.3	11.1	5.6
CPT05	5.1	DT 1.4	7.0	1.9
CPT06	2.7	DT 1.5	5.8	2.9
CPT07	0.9	DT 0.8	7.3	Not encountered ³
CPT07A	1.1	DT 0.9	7.2	Not encountered ³
CPT07B	1.2	DT 0.9	7.1	Not encountered ³
CPT07C	2.8	DT 0.4	6.1	3.3
CPT08	2.7	DT 0.2	6.5	3.8
CPT09	3.1	DT 1.1	5.9	2.8
TP01	0.5	GNE ²	4.5	4.0
TP02	1.5		5.2	3.7
TP03	0.9		4.5	3.6
TP05	2.9		4.4	Not encountered
TP06	2.2		3.9	1.7
TP07	3.2		4.5	Not encountered
TP08	2.9		3.8	Not encountered
TP09	3.0		5.0	Not encountered
TP10	2.3		4.3	2.1
TP11	2.7		5.8	Not encountered
TP12	2.2		4.9	2.7
TP13	2.3		5.9	Not encountered
TP14	2.1		5.2	3.1
TP15	2.2		4.9	Not encountered
TP16	2.1		5.5	Not encountered
TP17	2.2		4.9	2.7
TP18	1.2		3.9	2.7
TP19	1.7		3.7	2.0
TP20	1.8		2.3	Not encountered
TP21	1.1		3.9	Not encountered

- Notes:**
1. Surface elevation taken from the MNG survey
 2. GNE – Groundwater not encountered
 3. CPT07, CPT07A & CPT07B likely refusing on rock or other fill inclusion.

Cone Penetration Tests

Cone penetration tests (CPTs) were undertaken using a 12 tonne track mounted CPT rig supplied and operated by Probedrill Pty Ltd. The testing was undertaken in accordance with AS 1289.6.5.1. The results of the CPTs are presented in Appendix B, Cone Penetration Test Results, along with a method of interpretation proposed by Robertson et al. (1986)¹.

¹ Robertson, P.K., Campanella, R.G., Gillespie, D. and Grief, J. (1986) "Use of Piezometer Cone Data".

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Test Pits

Test pits were excavated by a Yanmar ViO35 (4 tonne) excavator using a 450 mm wide bucket supplied and operated by BJ Davies Plumbing. The test pit reports are presented in Appendix C - Test Pit Reports, along with a list of notes and abbreviations and the method of soil description used on the reports.

Additional test pits (TP19 to TP21) were excavated adjacent to some rock outcrops to confirm that it was naturally formed and not imported onto the beach. In each instance, rock was shown to extend down to at least 1 m depth along the test pit wall.

Perth Sand Penetrometer (PSP) Testing

PSP tests were conducted at a frequency of one test per section, typically in between the test pits, and in accordance with AS 1289.6.3.3. PSP blow counts were recorded in 0.15 m intervals rather than per 0.3 m and carried out to a greater depth than the 0.4 m covered by the standard. Results of the PSP testing are presented in Table 2: Summary of PSP Test Results. Section numbers are shown on Figure 1, Site and Location Plan.

Table 2: Summary of PSP Test Results

Depth (mm)	Location								
	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9
0-150	SET	SET	SET	SET	SET	SET	SET	SET	SET
150-300	0	1	2	2	1	1	2	2	3
300-450	1	3 HB	5 HB	7 HB	3	1	2	2	6
450-600	2				3	2	4	6	10
600-750	5				5	4	6	8	15+
750-900	9				5	6	9	10	

Notes: 1. HB – Hammer bounce refusal

5. SITE CONDITIONS

5.1 Geology

The Broome sheet of the 1:50,000 scale Environmental Geology series map indicates that the shoreline area is generally underlain by SAND described as:

- ✦ SAND; white, medium-grained, well-sorted, sub-angular quartz and shell debris, locally shelly and lithoclastic; and
- ✦ SAND, pale yellowish brown, occasionally pink due to included ferruginous dust, fine to medium-grained quartz, moderately sorted.

Some areas are shown to be underlain by Silty SAND (locally known as “Pindan sand”), described as:

- ✦ Silty SAND, red, fine-grained, sub-rounded quartz, variable silt content, homogeneous; and
- ✦ Silty SAND, light grey, fine-grained, sub-rounded to well-rounded quartz and occasionally mica, variable silt content.

The findings of our investigation are generally consistent with the geological mapping.

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5.2 Subsurface Conditions

Western side along beach (TP01 to TP10 & TP19 to TP21):

- ✦ SAND: fine to coarse grained, sub-rounded to rounded, pale brown to brown, varying from 5 – 20% shell fragments, dry, typically loose, extending from the surface to depths of between 0.4 m and 1.4 m
- ✦ Clayey SAND: fine to medium grained, red-brown, 10 – 20% low plasticity fines, moist, extending to depths of between 2.2 m and 2.9 m; overlying
- ✦ Inferred SANDSTONE present at depths varying from 0.5 m to 2.2 m.

Eastern side along the beach (TP11 to TP16):

- ✦ SAND (SP): fine to coarse grained, sub-rounded to rounded, pale brown to brown, with shell fragments, dry to moist, extending from the surface to depths of between 1.2 m to 2.7 m; overlying
- ✦ Inferred SANDSTONE

The subsurface conditions at the caravan park side, inferred from the CPT data, are generally consistent with the subsurface at the beach level, with a layer of FILL: SAND generally present at the western side, decreasing in thickness towards the east. This is shown on the geological sections in Figures 2A-2I.

The approximate extent of rock outcrop is shown on Figure 3.

The CPT data was interpreted in accordance with the Robertson et al. (1986) method of CPT interpretation.

5.3 Groundwater

Groundwater was not encountered across the site within the investigated depth. We note that the tide was low during our investigation.

6. GEOTECHNICAL ASSESSMENT

6.1 Subsurface Profile

A geological model for the site was derived based on the ground conditions encountered in the test pits and CPTs, as well as field observations.

Cross-sections showing the inferred subsurface profile at nine locations along the dune alignment are presented on Figures 2A-2I.

6.2 Excavation and Slopes

The subsurface materials at the toe of the dunes (probable location of the seawall) generally comprise SAND overlying Clayey/Silty SAND. Excavations up to the top of the sandstone layer can be readily achieved using conventional earthmoving equipment (10 tonne excavator or similar).

We note that where excavations extend below the groundwater table (expected to be close to sea level), instability and collapse of unsupported slopes should be expected. Dewatering may be necessary to facilitate any excavations below the water table.

Excavations at least 1 m above the groundwater level must be battered at slopes no steeper than 1V:1.5H for temporary slopes (where no man entry of excavations is required, 1V:2H if man entry is required) and 1V:3H for permanent slopes

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where no external restraint is provided to the slope. Even at these slope angles erosion and rilling will occur. Personnel must not be allowed to work within excavations at the base of slopes during or immediately after heavy rainfall events.

During any works, existing slopes at the site should be assessed and ensure that they conform to the slope angles stated above. We recommend that the slopes are flattened as required or the alignment of any seawall is moved forward so that the average slope from the toe of the excavation to the crest of the slope is flatter than 1V:1.5H (where no man entry of excavations is required, 1V:2H if man entry is required during construction).

Pindan Headland

The 'Pindan Headland' along the western portion of the beach is noted as having very steep slopes (near vertical in places). Various boulders and outcrops are present within this area but based on our investigation the soil comprising the slope is primarily a sand and clayey/silty sand. We consider that in its current state this slope is "meta-stable" and is likely held in the current steep angle by desiccation or other cementation processes. Despite the current state, the slope angle recommendations outlined above still apply to this area. We do however understand that remediation of this slope to the recommended 1V:3H (permanent slopes) may not be practical and consider that there is an option to leave the slope "as is".

Leaving the Pindan Headland in its current state has a risk of slope failure (slumping, collapse, erosion) particularly during or following rainfall events, wave action, tidal events and cyclone events. In order to leave the slope "as is", we recommend that the following measures are undertaken:

- ✦ Leave as much vegetation as possible on the slopes to reduce the probability of localised slip failures and erosion.
- ✦ Restrict development on the high side of the slope. An exclusion zone extending from a 1V:3H line from the toe of the slope should not be developed.
- ✦ Footpaths may be constructed in this exclusion zone but should be considered temporary structures. A guard rail should be installed to prevent trafficking adjacent to the crest of the slope (within around 1 m).
- ✦ If a failure occurs after a rainfall or tidal event or similar, the failed area must be remediated such that the toe of the slope is reinstated to at least where it was prior to failure.

Where steeper slopes are required than those discussed, temporary or permanent slope retention must be employed. We can assist with this if required.

Surcharges (such as structures, plant and soil stockpiles) must not be placed at or close to the crest of unsupported excavations.

A geotechnical engineer must be consulted where there is any doubt regarding the stability or safety of unsupported excavations.

6.3 Earth Retaining Structures

Retaining structures may be designed in accordance with AS 4678-2002 "Earth Retaining Structures". For the design of retaining structures, the parameters in Table 3: Retaining Wall Geotechnical Design Parameters are considered appropriate for design of retaining walls.

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Table 3: Retaining Wall Geotechnical Design Parameters

Layer Description	Bulk Unit Weight (kN/m ³)	Angle of Internal Friction (deg.)	Wall Friction = 0°		Wall Friction = 0.5Φ	
			Coefficient of Active Earth Pressure, K _a	Coefficient of Passive Earth Pressure, K _p	Coefficient of Active Earth Pressure, K _a	Coefficient of Passive Earth Pressure, K _p
SAND, loose; and Clayey SAND	16	32	0.31	3.3	0.27	5.0
SAND, medium dense	17	34	0.28	3.5	0.25	5.7
SAND, dense to very dense	18	36	0.26	3.9	0.22	6.5

- Notes:**
1. Depth below current ground level
 2. Bulk unit weight provided. Effective unit weight must take into account below the water table.
 3. ϕ' – Friction angle (effective) (cohesionless soils)
 4. A horizontal ground surface behind the wall has been assumed.
 5. The retaining wall designer should make an independent assessment of the parameters appropriate to the construction method to be used, including alternative values of wall friction.

Compaction plant can augment the lateral earth pressure acting on retaining walls. Hand operated compaction equipment is recommended within 2 m of any retaining walls to minimise compaction pressures.

It is important to note that some ground movement will occur behind any soil retaining system, including gravity retaining walls.

Retaining walls can move and rotate under imposed soil loading resulting in settlement behind the wall. This must be considered in the design and during construction of the retaining walls in order that adjacent structures are not adversely affected.

The retaining wall must be designed to accommodate the design groundwater level. Where Silty SAND / Clayey SAND is present behind a retaining wall, this must be excavated and replaced with clean, free-draining fill, or additional allowance for hydraulic pressure must be allowed for on the rear of the retaining wall.

Detailed design of retaining structures should be undertaken using methods appropriate to the proposed retention system. We can provide further advice and design, if required.

6.4 Site Preparation

The site preparation measures outlined below are aimed at improvement of the site prior to construction of gravity retaining walls (if adopted). This site preparation will not be required below a rock revetment.

- ✦ Excavate to the required level and stockpile material for potential re-use as structural fill (see Section 6.6). Depending on the required excavation and footing depth, dewatering may be required to facilitate the excavation and compaction to the required depth. We recommend dewatering to at least 1 m below the base of footings / excavation. We can provide further advice on this if required.
- ✦ Any areas of soft silty or clayey soils or unsuitable material (not encountered in our test holes) must be removed and replaced with approved fill as outlined in Sections 6.6.
- ✦ Where fill is required to build up levels, use approved fill (see Section 6.6), placed and compacted in layers of no greater than 300 mm loose thickness. Each layer must be compacted to the achieve the density specified in Section 6.5.

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- ✦ Excavate to the underside of footings and check the in-situ density to a depth of 0.9 m. Should the density be less than specified in Section 6.5, moisture condition and compact the ground to achieve the required density or remove and replace with approved granular fill as outlined in Section 6.6.

6.5 Compaction

Approved granular fill and the *in situ* sands must be compacted using suitable compaction equipment to achieve a dry density ratio of at least 95% MMDD (maximum modified dry density) as determined in accordance with AS 1289.5.2.1 at a moisture content within 2% of optimum moisture content (OMC).

Where clean sand (<5% gravel, <5% fines) is used as fill, a Perth sand penetrometer (PSP) may be used for compaction control in accordance with AS 1289.6.3.3. The following minimum PSP blow counts may be assumed to correspond to a dry density ratio of 95% MMDD:

- ✦ Depth range 0 m to 0.15 m: SET
- ✦ Depth range 0.15 m to 0.45 m: 10 blows
- ✦ Depth range 0.45 m to 0.75 m: 12 blows
- ✦ Depth range 0.75 m to 1.05 m: 14 blows (or 7 blows for depth range 0.75 m to 0.9 m)

If the above blow counts cannot be achieved, a site-specific PSP correlation should be carried out to determine the PSP blow count correlating to a DDR of 95% MMDD. The correlation must:

- ✦ be done on site;
- ✦ use the nuclear density gauge (NDG) to determine density at a minimum of 5 points with varying density to a depth of 300 mm below surface;
- ✦ have at least 1 point at or in excess of 95% MMDD;
- ✦ use a calibrated PSP to determine the PSP blow count from 150 mm to 450 mm at each of the NDG test points; and
- ✦ be plotted on a chart of PSP blow count vs DDR.

Density testing of silty, clayey and gravelly soils must be undertaken using a nuclear density gauge (NDG).

Over-excavation and replacement of loose materials must be done where the minimum dry density ratio cannot be achieved.

Fill must be placed in horizontal layers of not greater than 0.3 m loose thickness. Each layer must be compacted by suitable compaction equipment, and carefully controlled to ensure even compaction over the full area and depth of each layer.

Care will need to be taken when compacting in the vicinity of existing structures. This is particularly important if vibratory compaction is being carried out. Tynan (1973)² provides assistance with the selection of compaction equipment for use adjacent to structures.

Large compaction equipment (self-propelled vibrating rollers, etc.) must not be used within 2 m behind retaining walls. Hand compaction plant must be used.

² Tynan (1973) Ground Vibration and Damage Effects on Buildings, Australia Road Research Board, Special Report No. 11.

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Compaction near Groundwater

Compaction within 1 m of the groundwater table may cause capillary rises in the groundwater which liquefy the *in situ* sands and make compaction difficult. This issue can be addressed by adopting one or more of the following measures:

- ✦ Lowering the groundwater table to at least 1 m below the compacted surface.
- ✦ Compacting without vibrations (i.e. static rolling).

We can provide further advice regarding groundwater and compaction related issues during earthworks if required. Compaction control testing will need to test the compaction achieved throughout the entire thickness of any pioneer layer, if used.

Testing Frequency

After compaction, verify that the required level of compaction has been achieved by testing at the base of excavation and through the full depth of any fill and to a minimum depth of 0.9 m. The frequency of testing should be as follows:

- ✦ on each lift of fill at the rate of 1 test per 500 m³ or at least 2 tests per layer, whichever is greater; and
- ✦ at 25 m centres along gravity retaining wall footings and strip footings (where present).

6.6 Approved Fill

Imported granular fill must comply with the material requirements as stated in AS 3798-2007, "Guidelines on Earthworks for Commercial and Residential Developments".

Generally, the sandy material (natural SAND and Silty SAND) present on site is considered suitable for re-use as inert structural fill (other than any sand containing deleterious material – nothing specific was noted during the investigation).

Any sand containing oversize (>100 mm) or putrescible demolition rubble or rubbish is not suitable for re-use as structural fill.

Any organic-rich sand or sand containing significant proportions of plastic fines (i.e. clayey soils) must not be used.

Where doubt exists, a geotechnical engineer must be engaged to inspect and approve the use of potential fill materials.

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7. CLOSURE

We draw your attention to Appendix D of this report, "Understanding your Report". The information provided within is intended to inform you as to what your realistic expectations of this report should be. Guidance is also provided on how to minimize risks associated with groundworks for this project. This information is provided not to reduce the level of responsibility accepted by Galt, but to ensure that all parties who rely on this report are aware of the responsibilities each assumes in so doing.

GALT GEOTECHNICS PTY LTD

A handwritten signature in black ink, appearing to read 'Sean Coffey'.

Sean Coffey
Geotechnical Engineer

A handwritten signature in black ink, appearing to read 'Owen Woodland'.

Owen Woodland CPEng
Geotechnical Engineer

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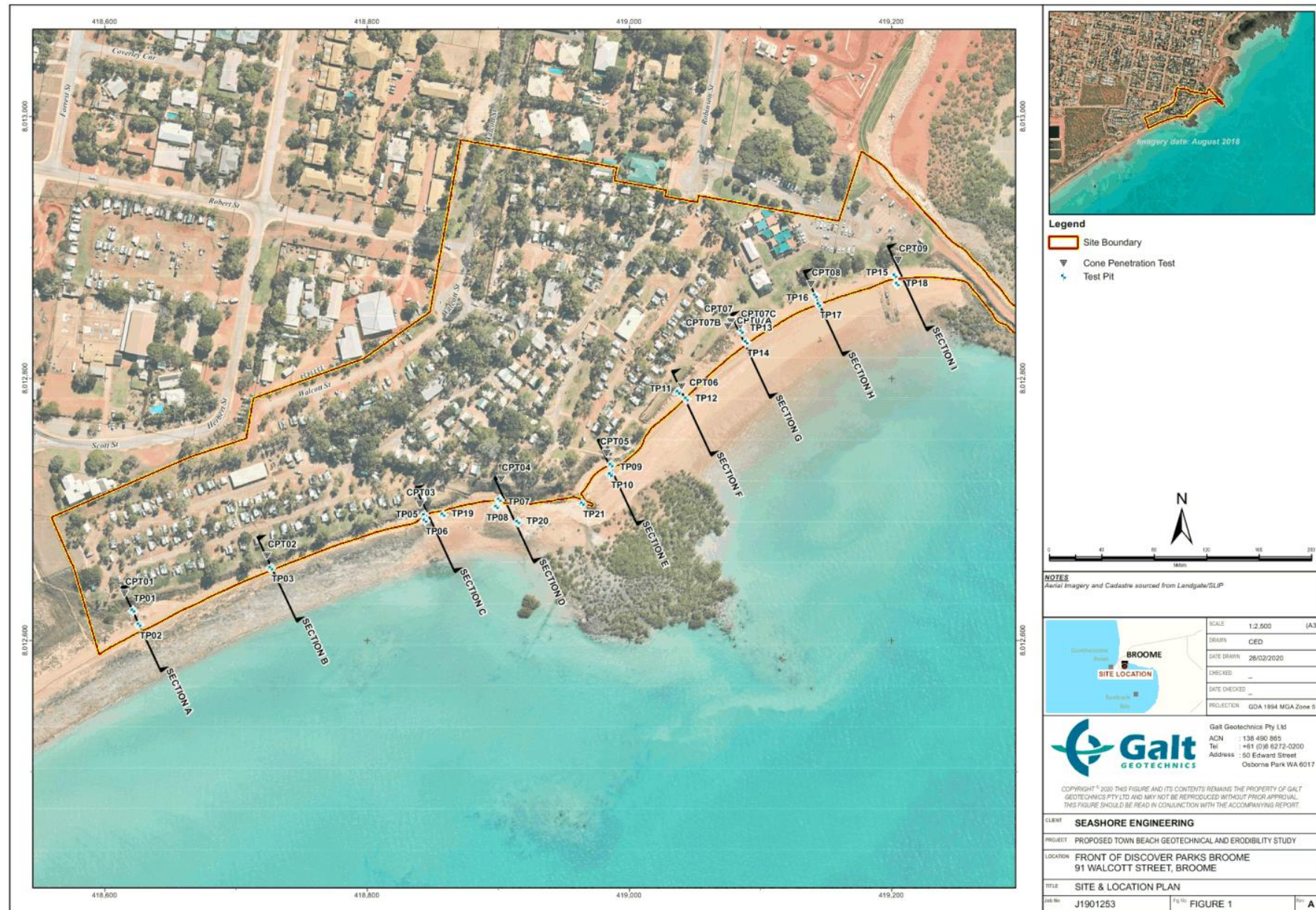


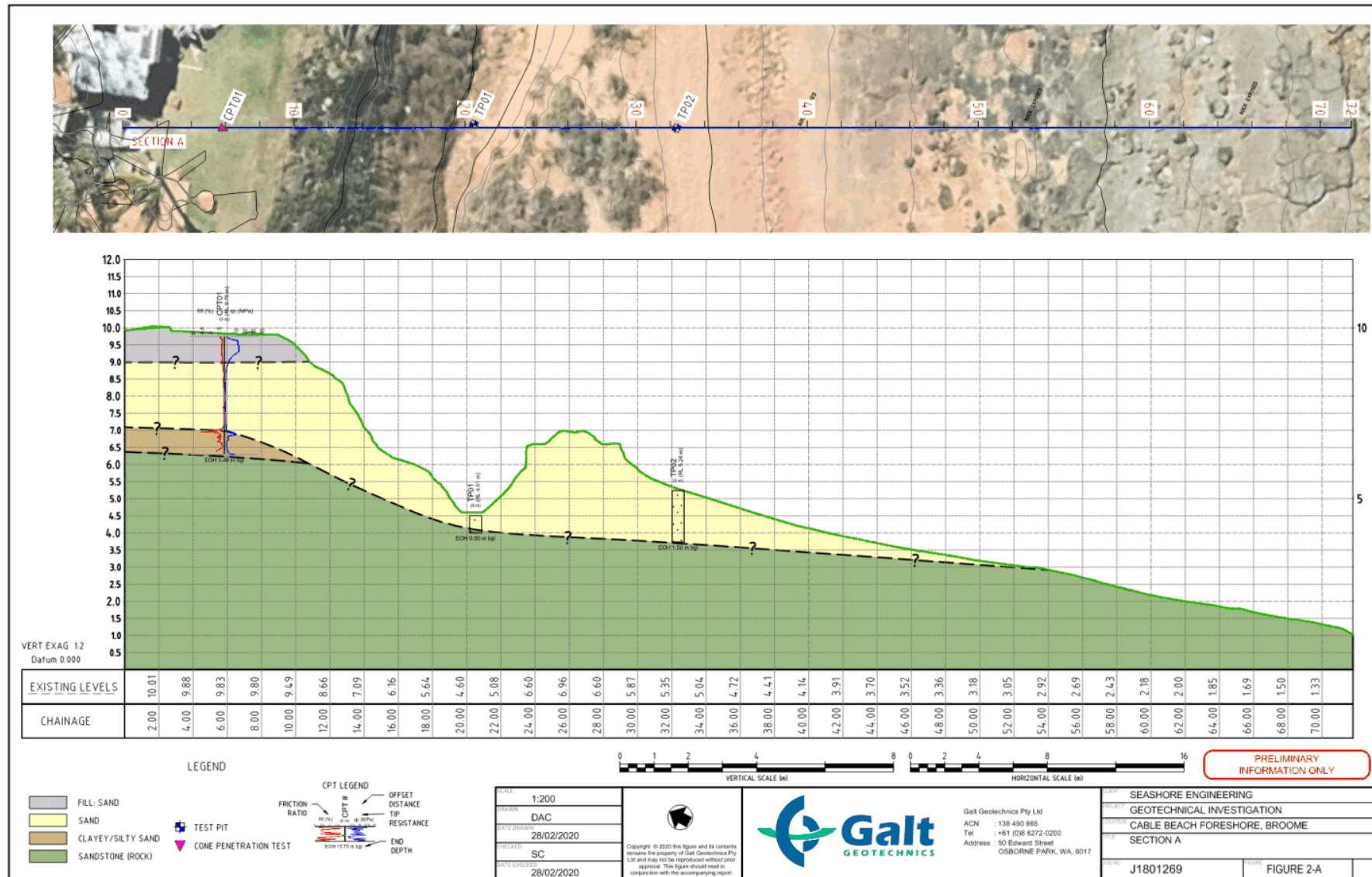
Figures

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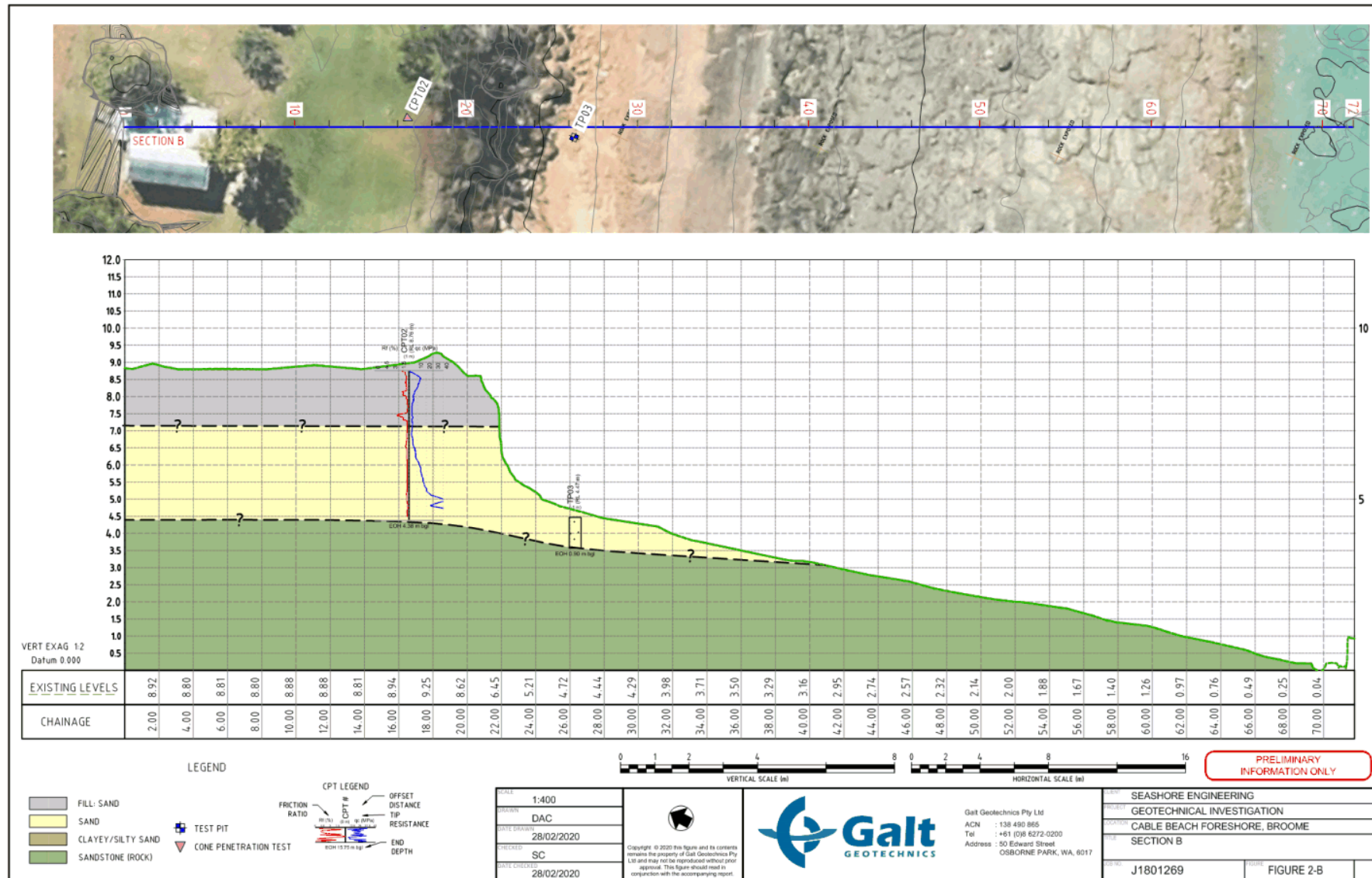
Galt Geotechnics Pty Ltd

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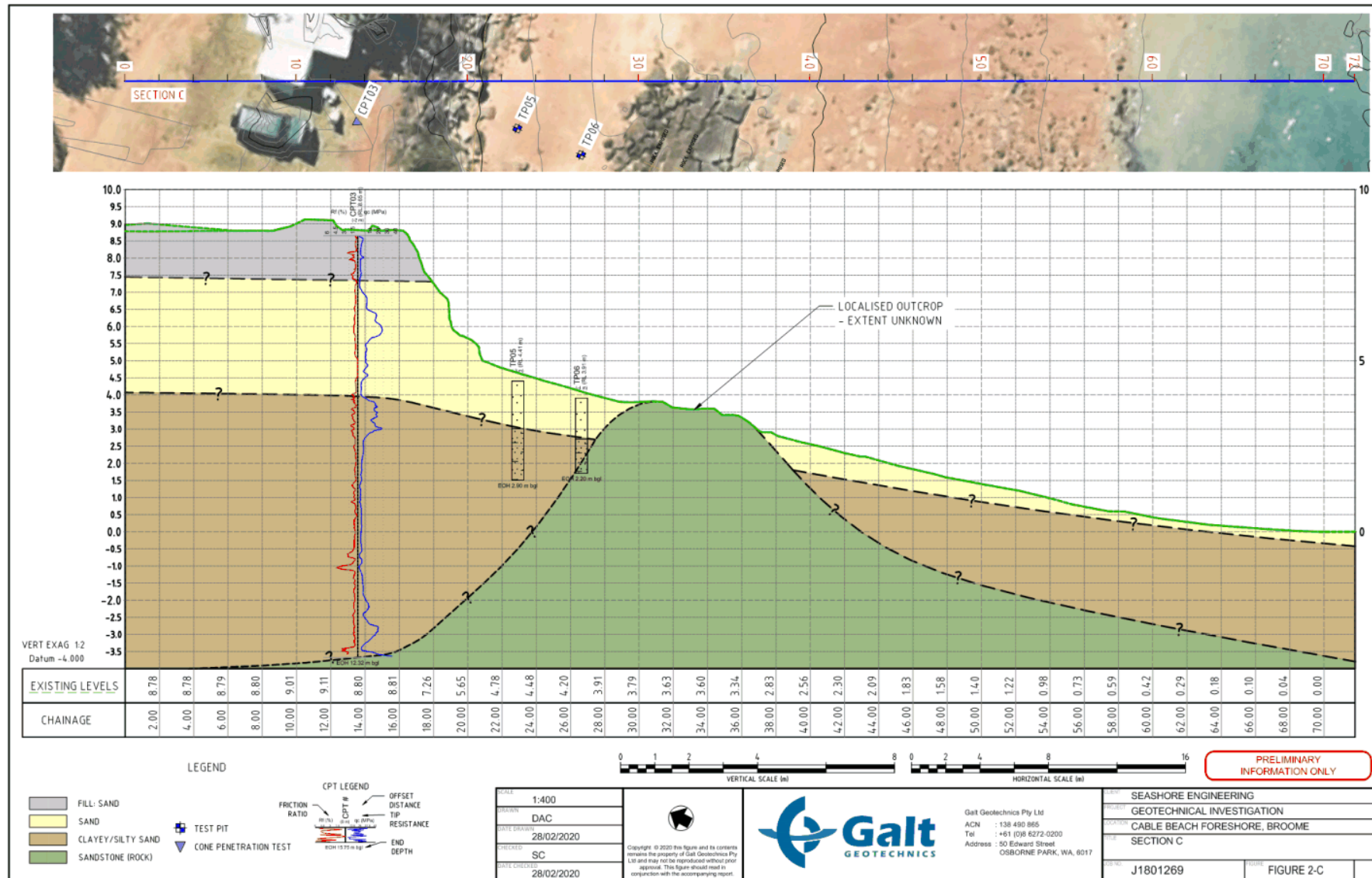




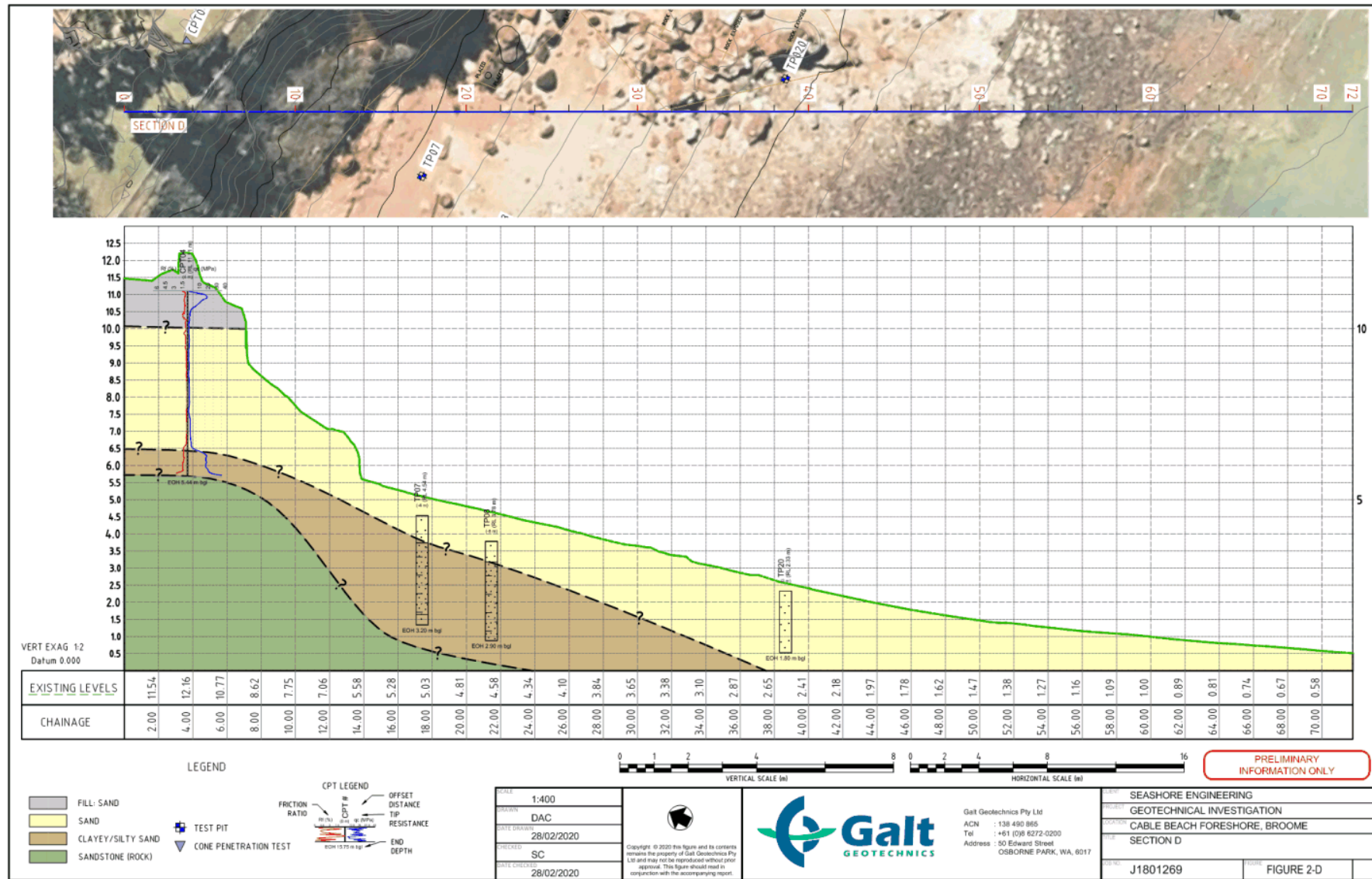
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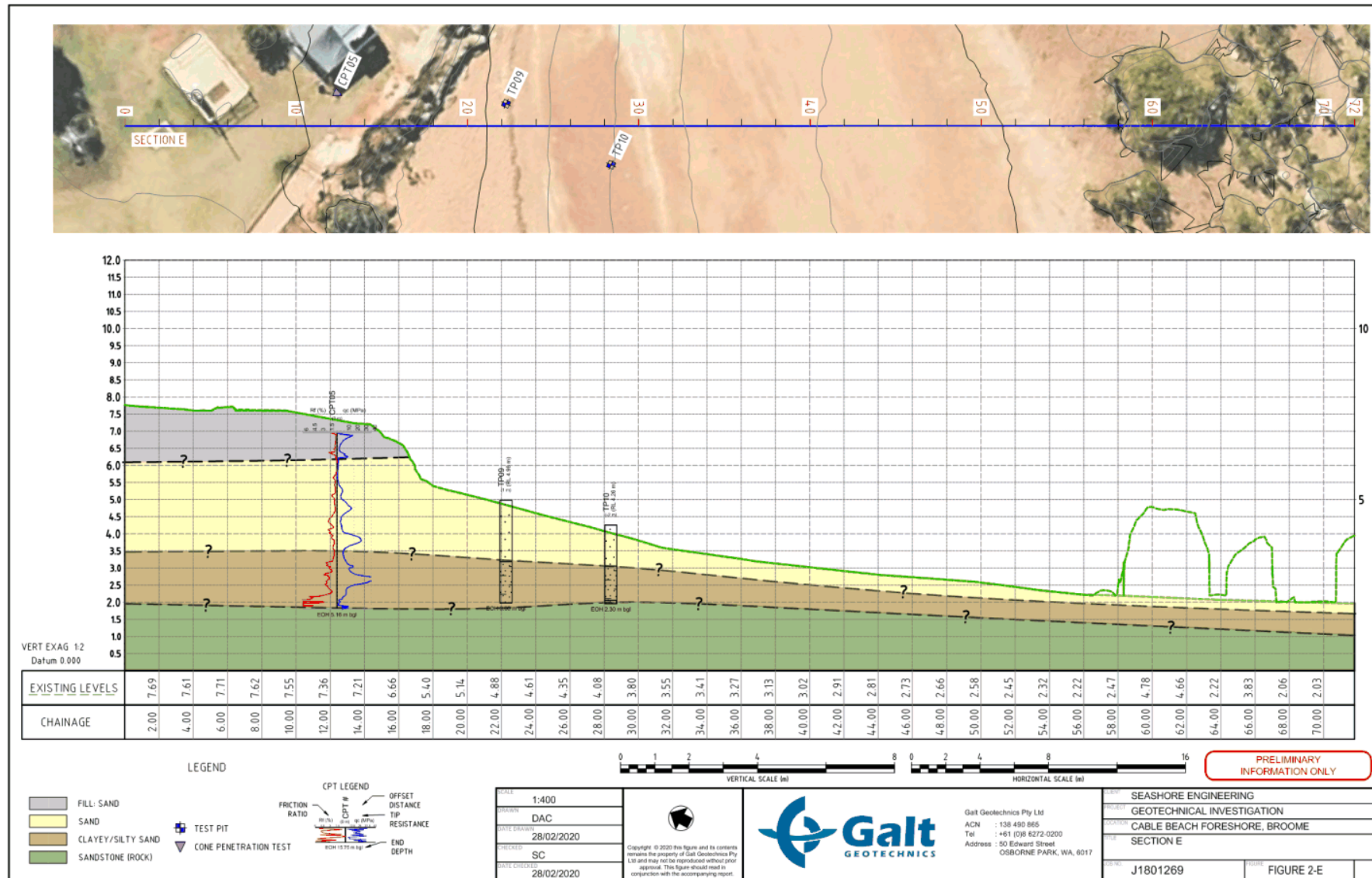


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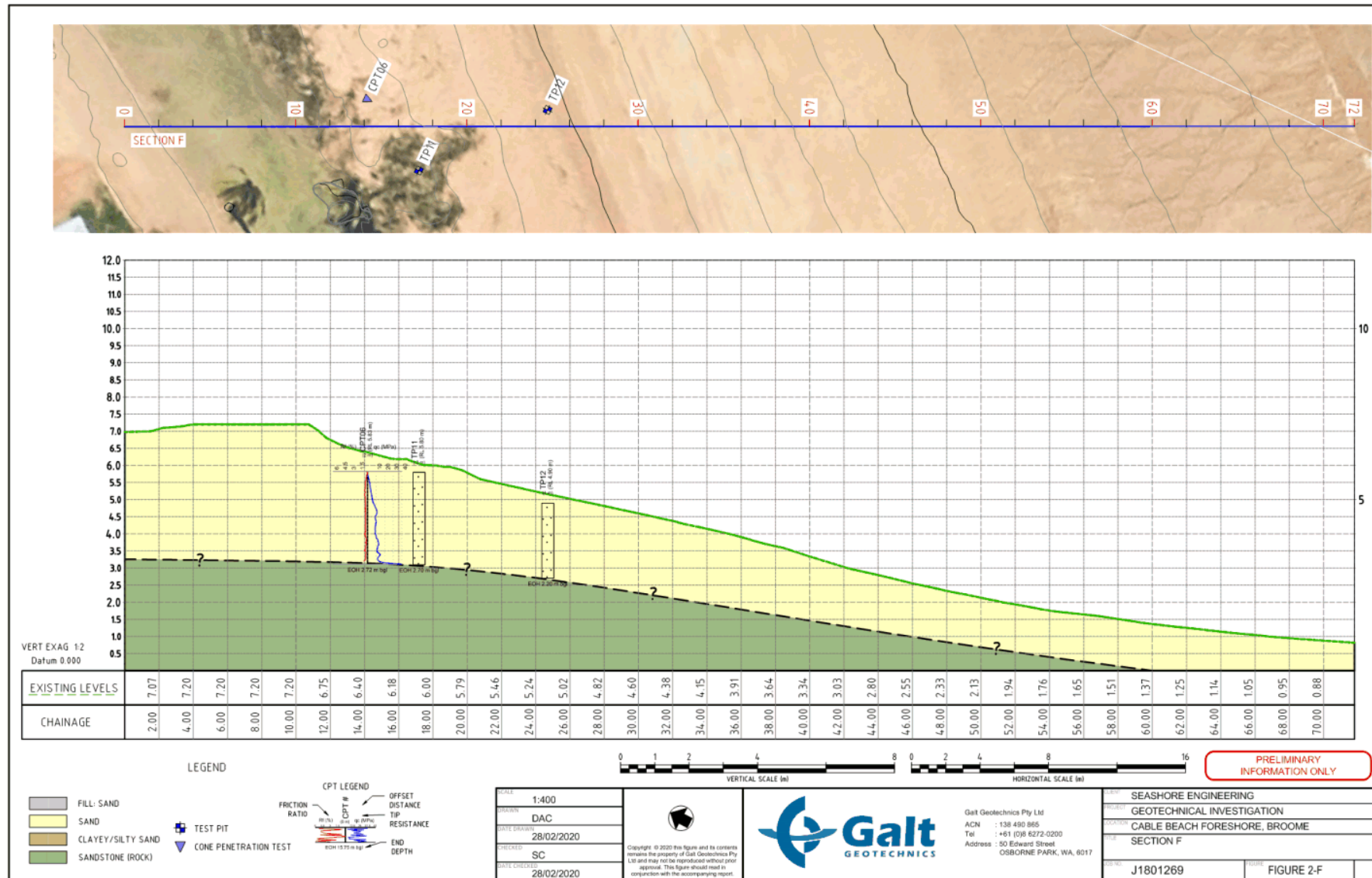


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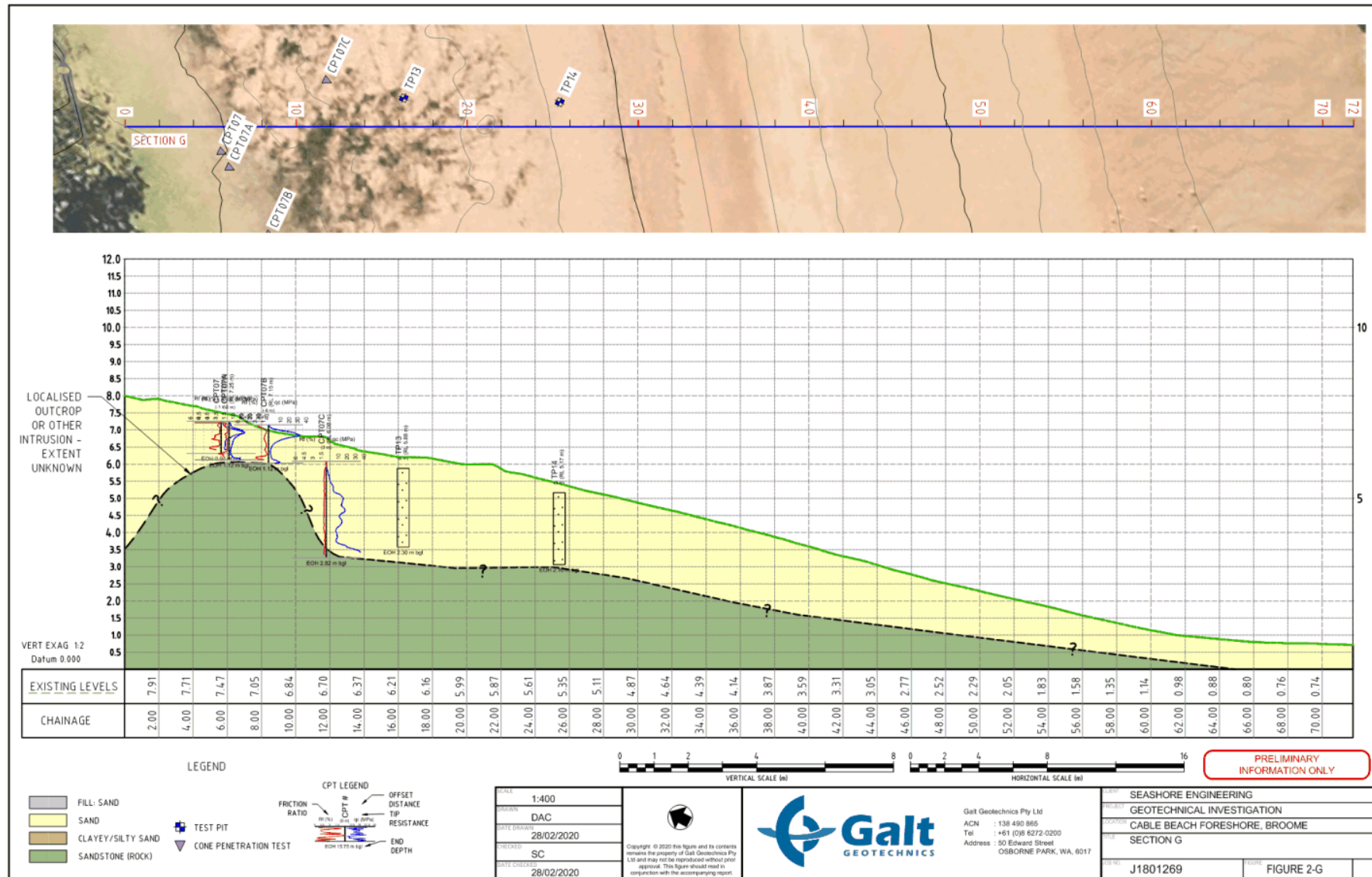




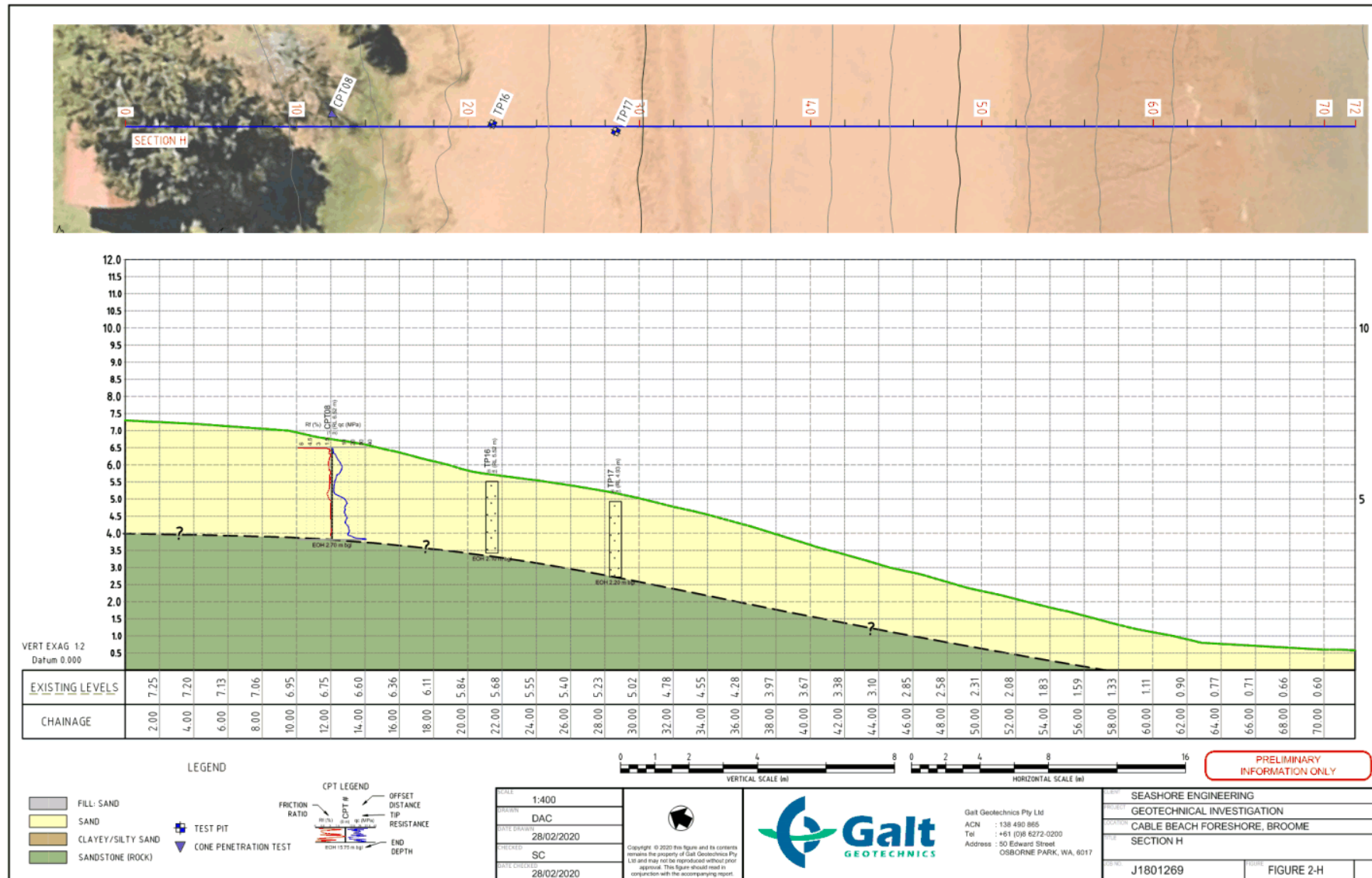
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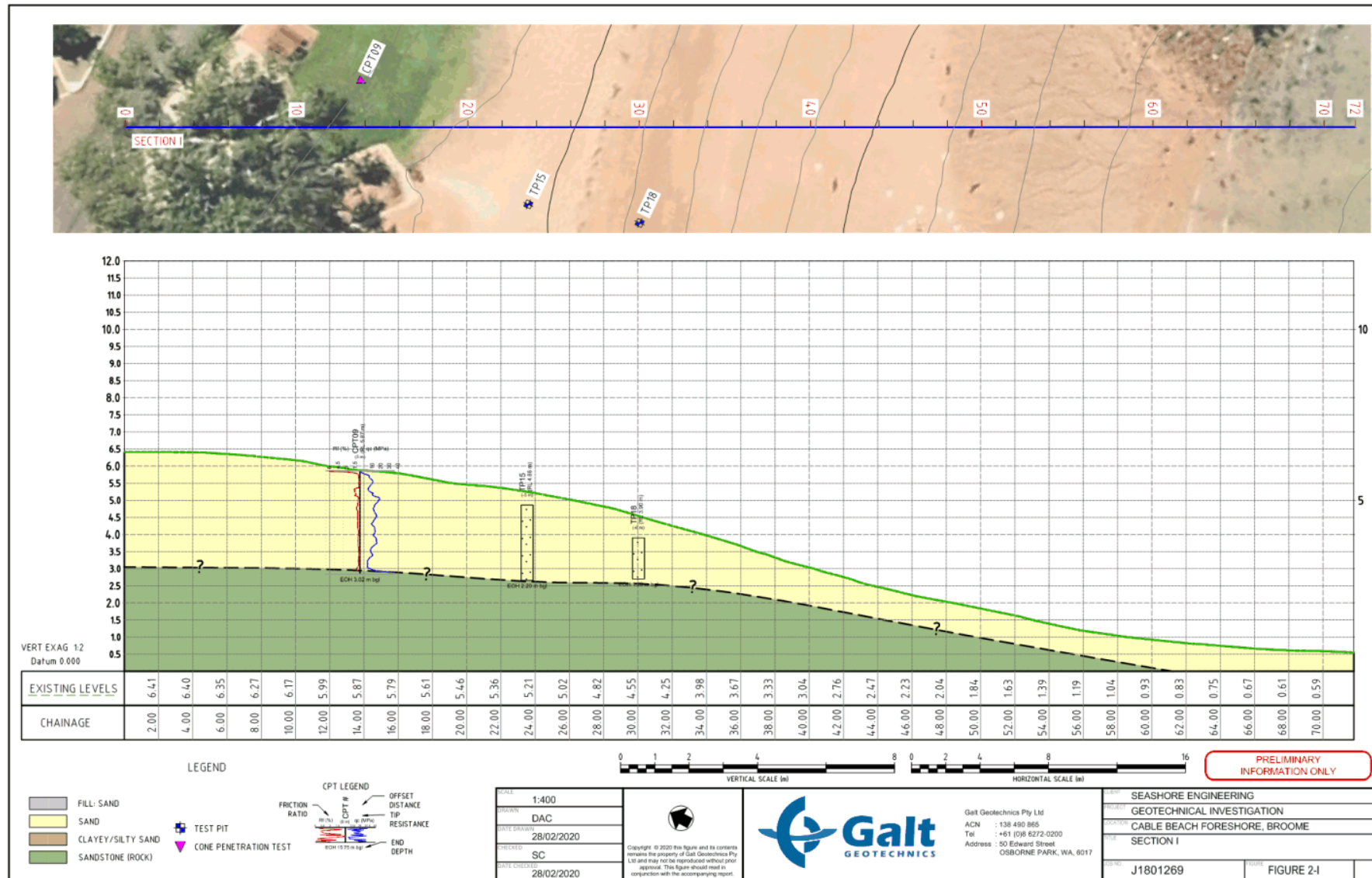


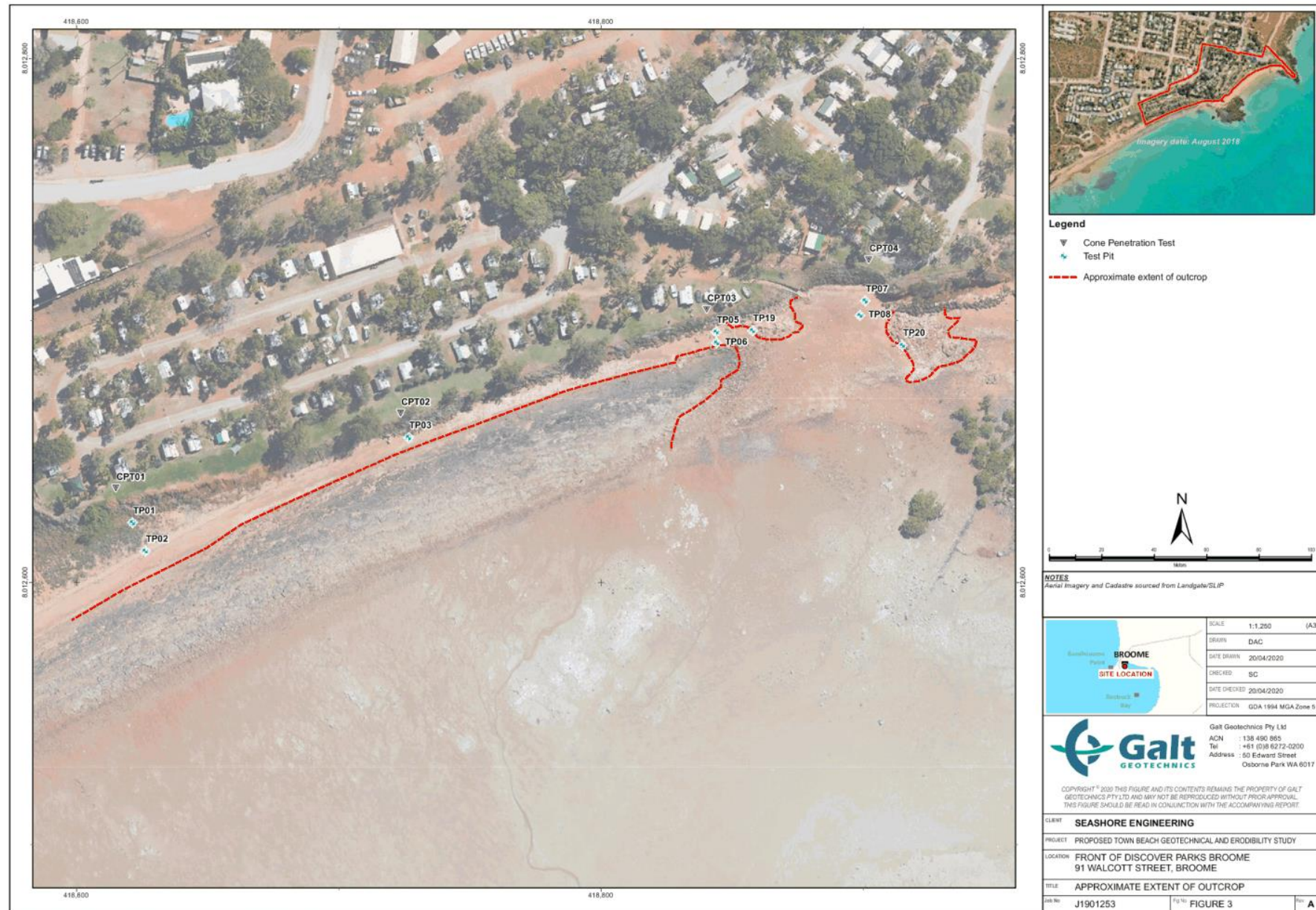
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Appendix A: Site Photographs

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Photograph 1: Looking south at testing pitting near TP15



Photograph 2: Looking east at construction works at the far eastern end of the beach

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Photograph 3: Looking southwest from near CPT08



Photograph 4: CPT rig and excavator in operation

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Photograph 5: Looking southwest from near TP10



Photograph 6: Looking east from just below the cliff face

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Photograph 7: Looking south at rock outcropping near TP03



Photograph 8: Looking down from CPT04 on top of cliff at rock outcrops

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Photograph 9: Rock outcrops along the beach to the north of existing mangroves



Photograph 10: Looking east from near TP03

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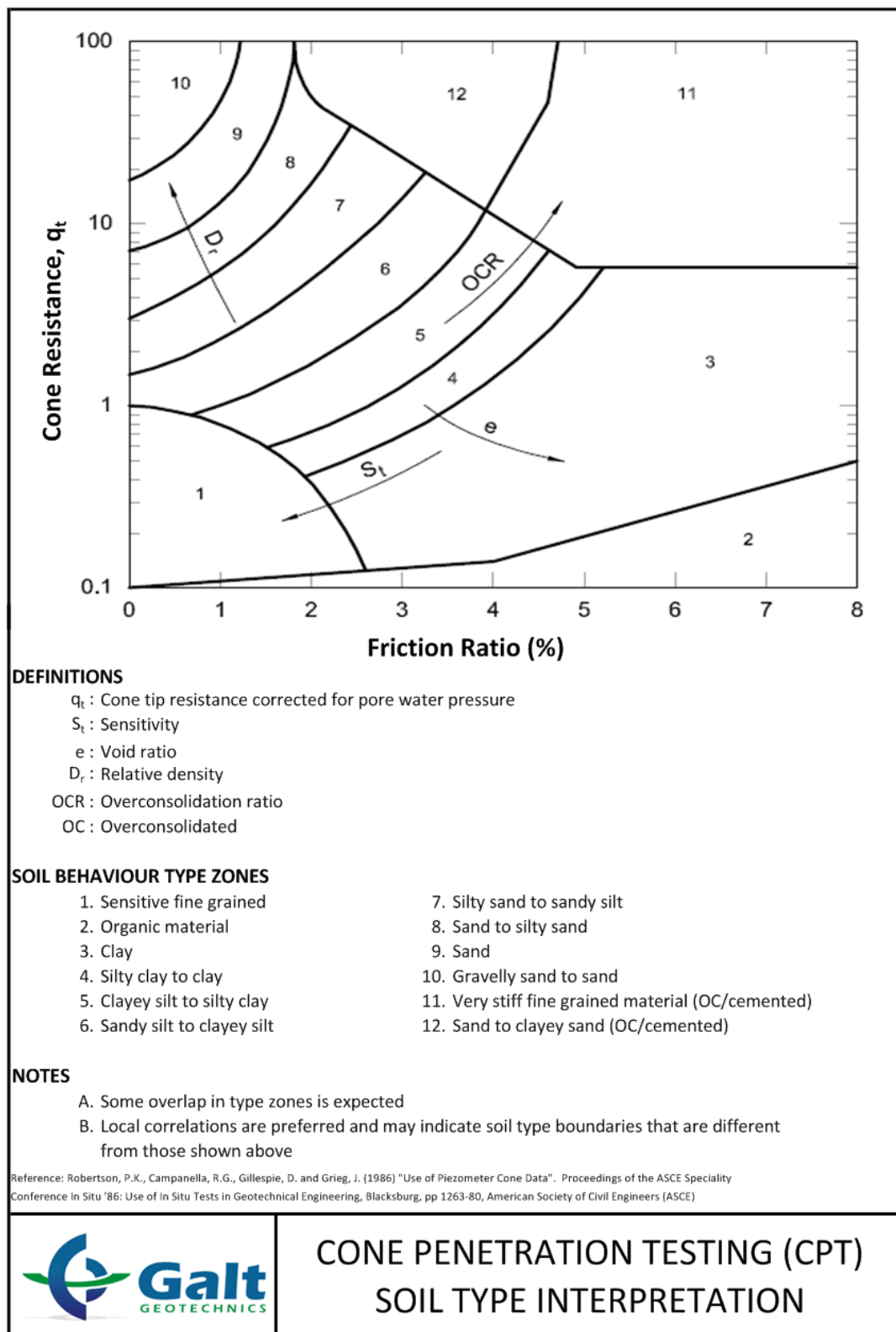


Appendix B: Cone Penetration Tests

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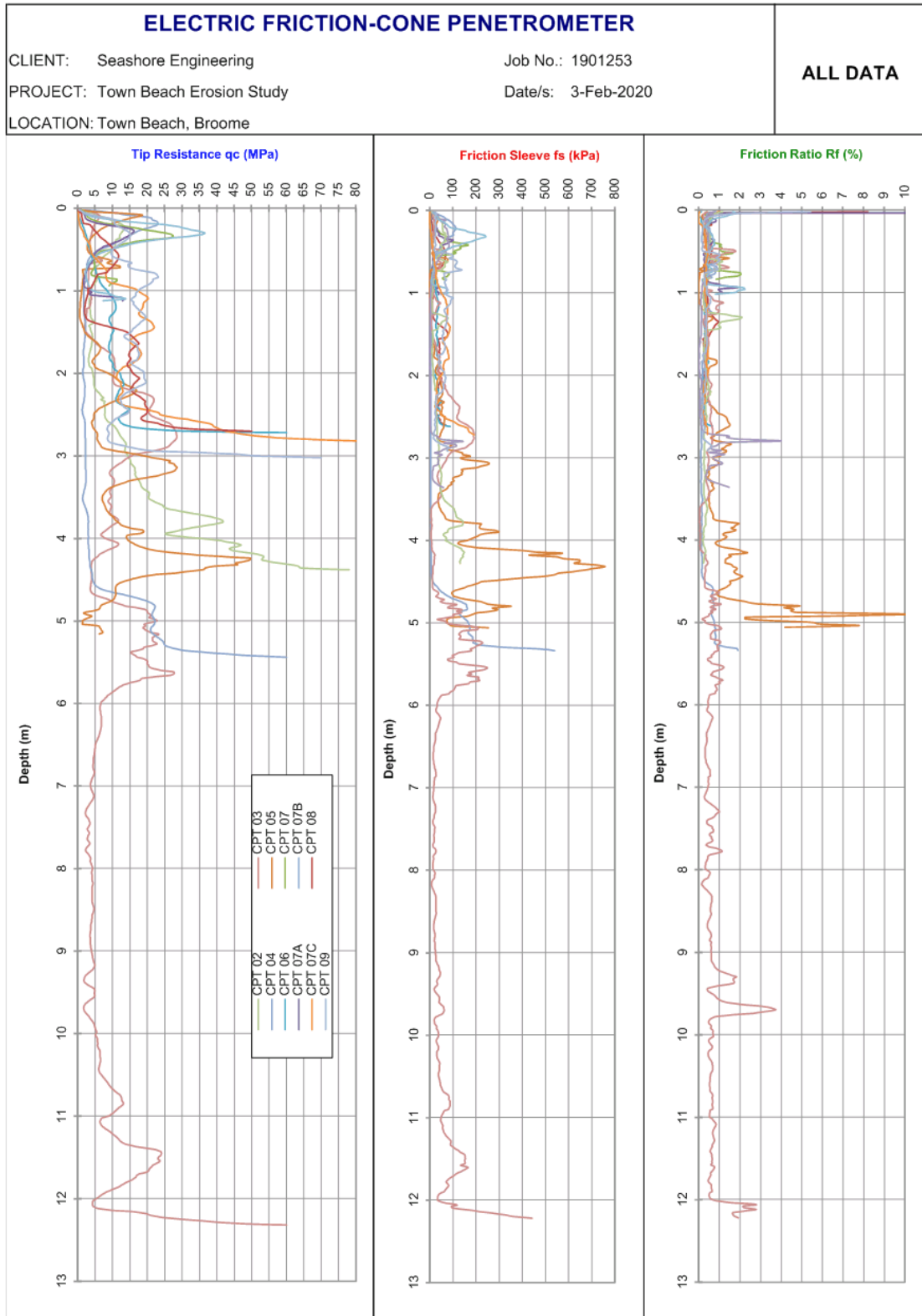
Galt Geotechnics Pty Ltd

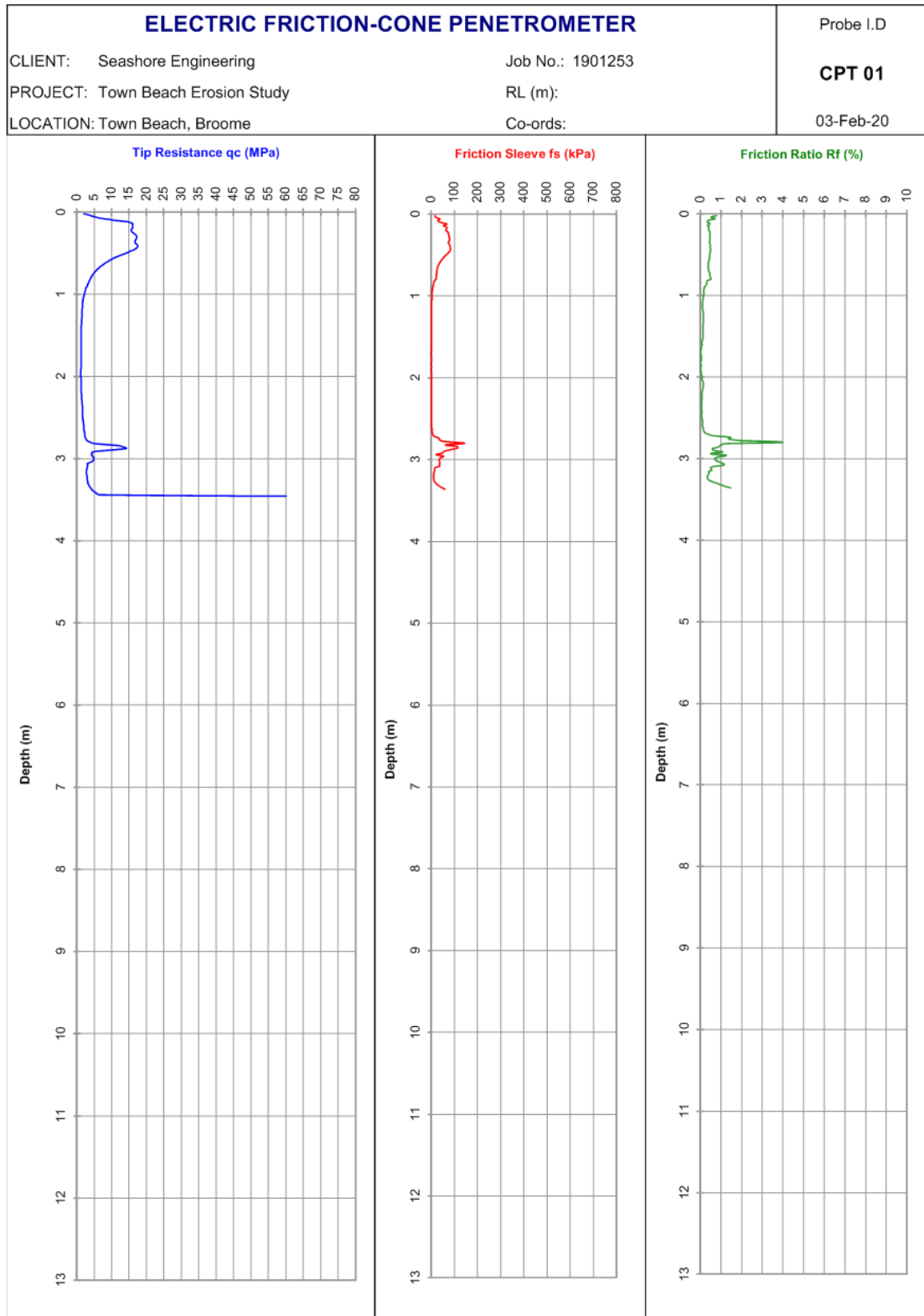
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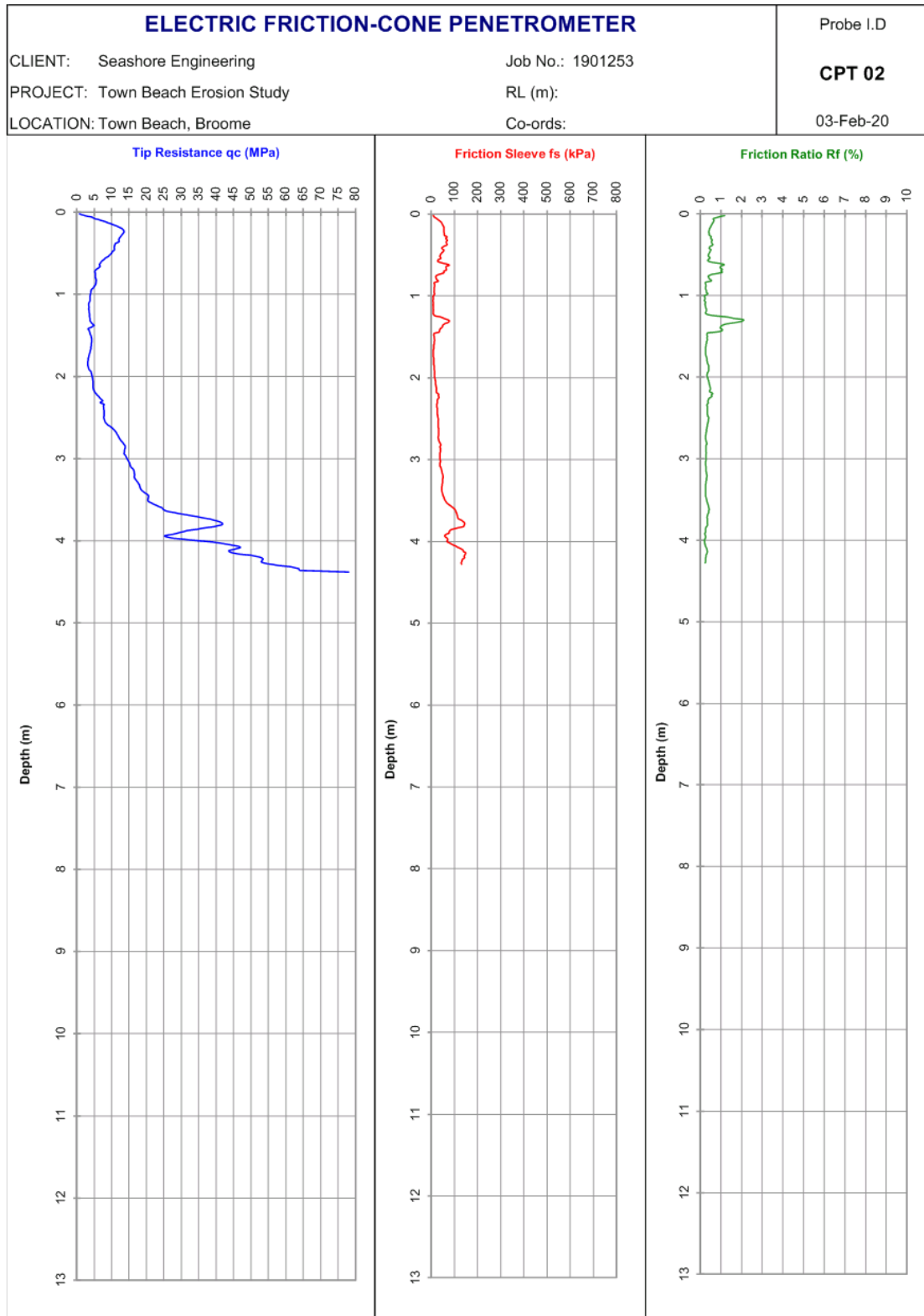


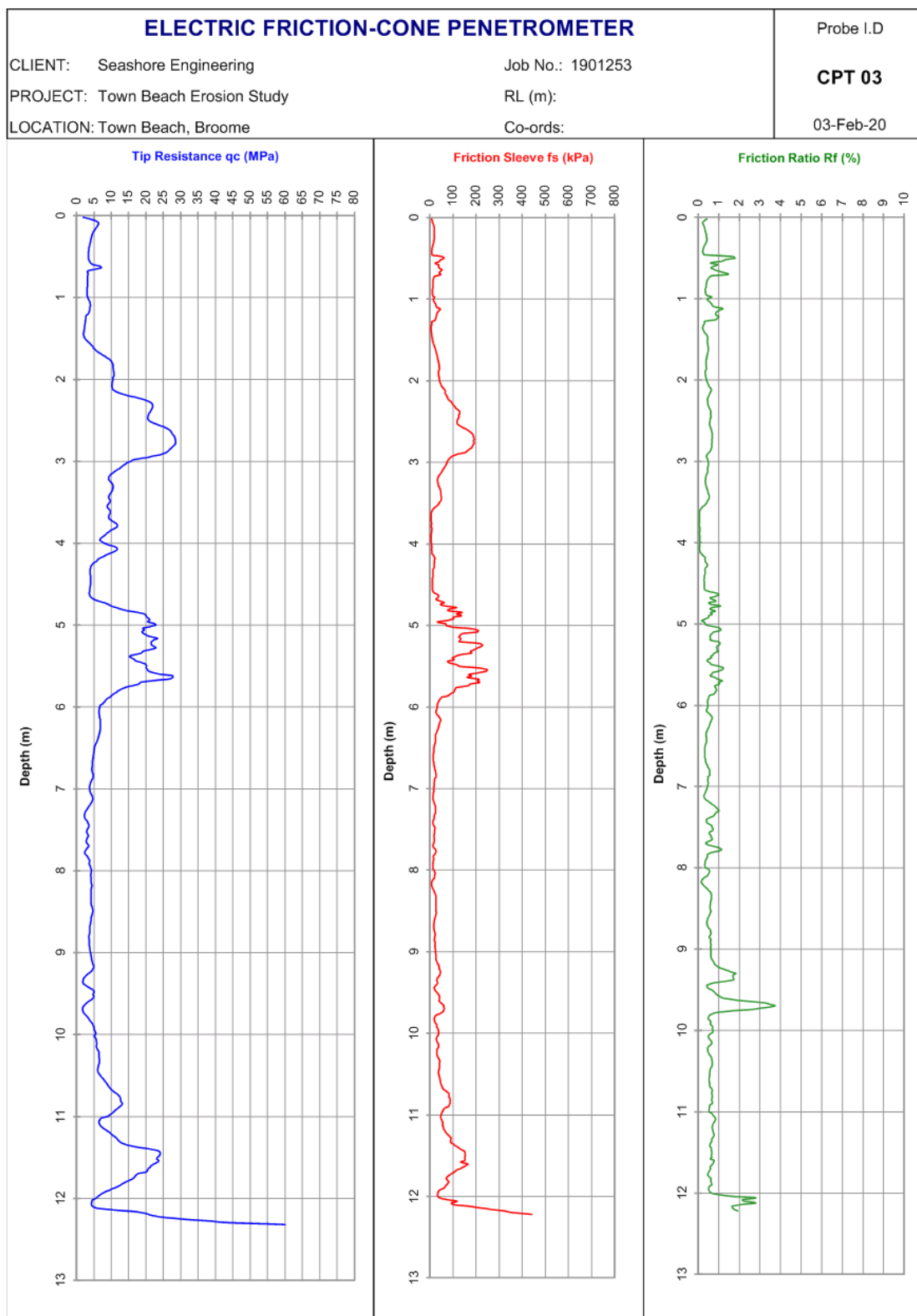
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Galt Form PMP18
RL 0 October 2009





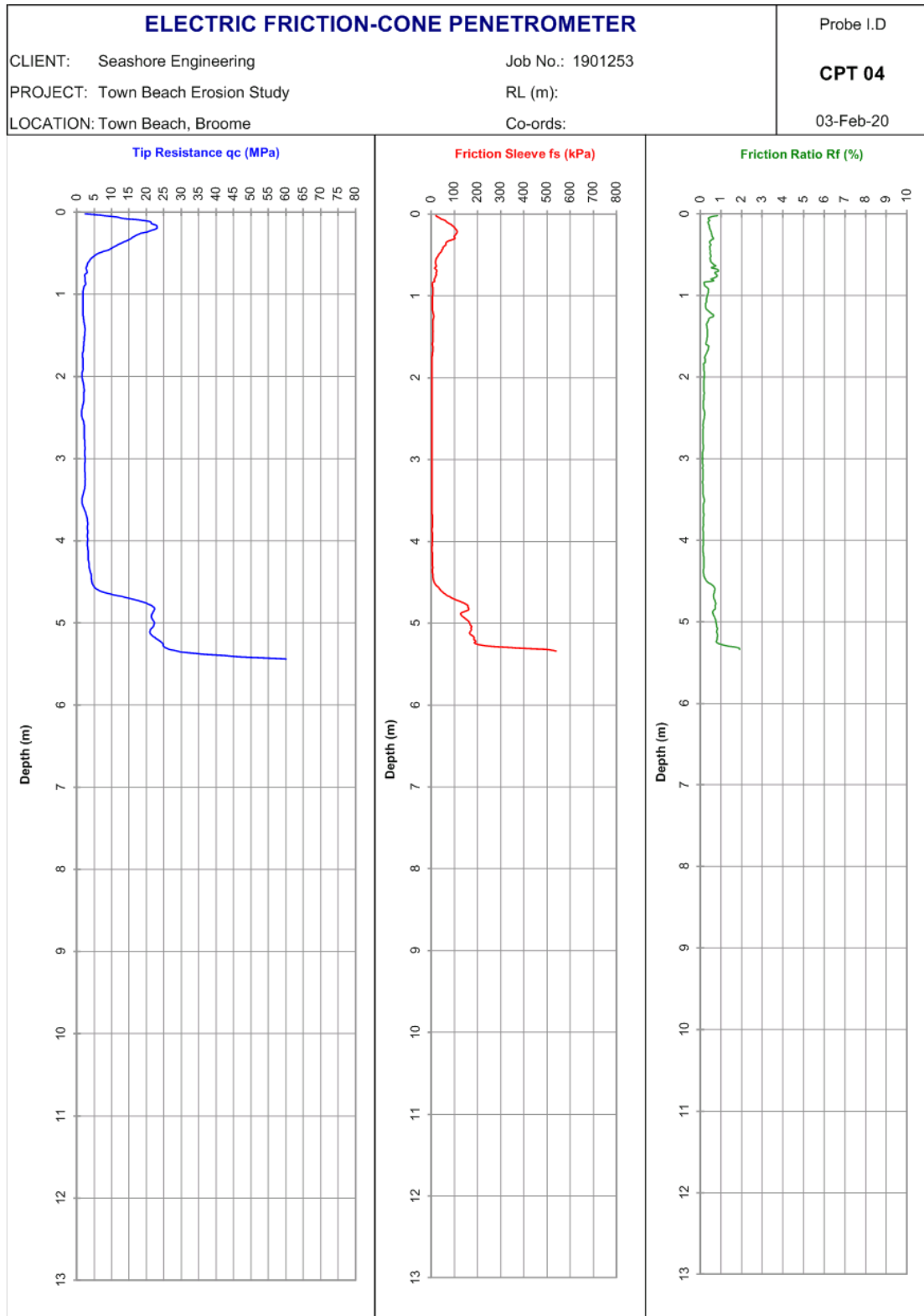


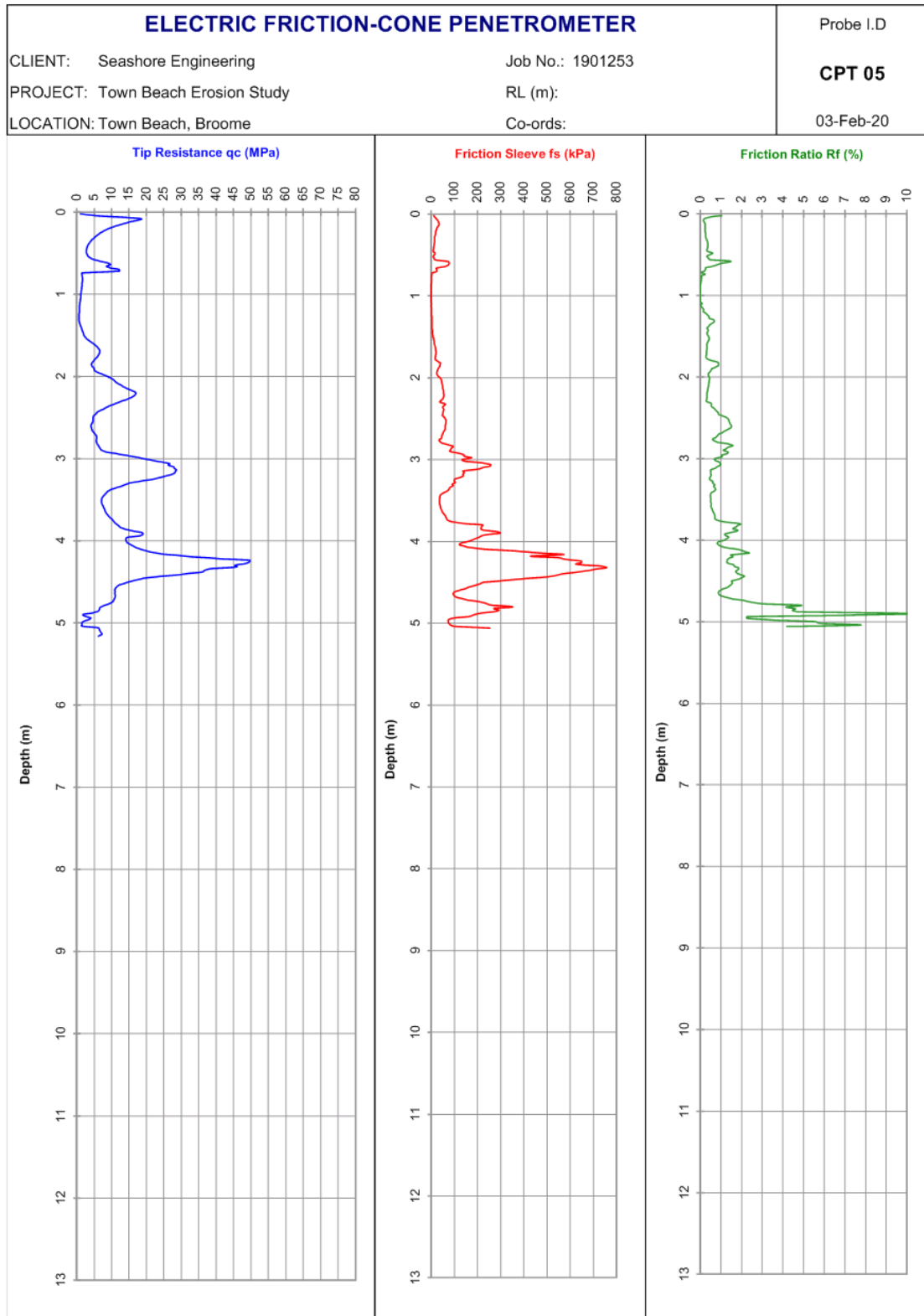


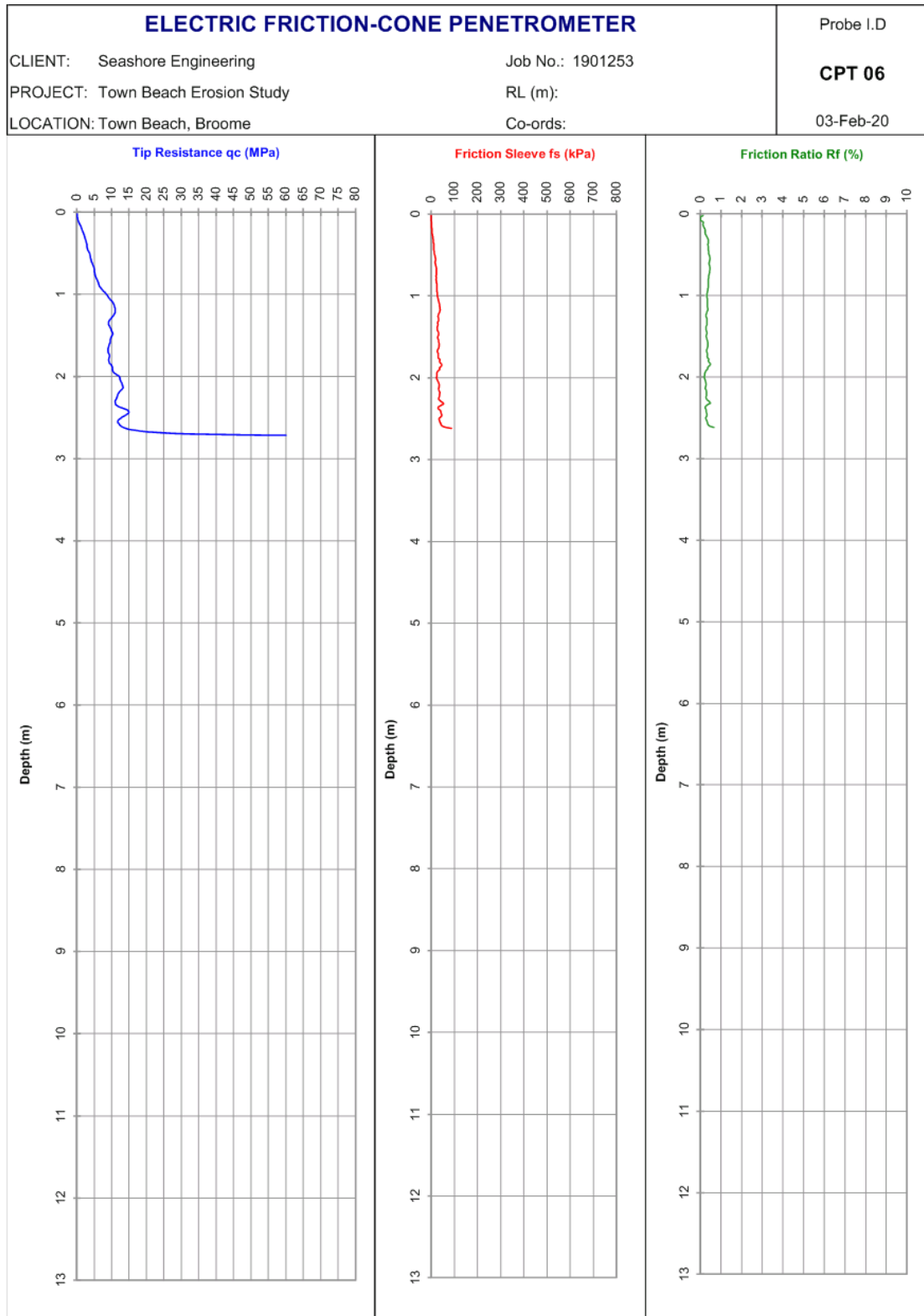
PROBEDRILL
GEOTECHNICAL SURVEY
Tested in accordance with AS 1289.6.5.1-1999
 and IRTF 2001 for friction reducer

Approx. water (m): Dry to 6.8
 Dummy probe to (m):
 Refusal: 60 MPa

Cone I.D.: EC40
 File: GL0732M
 Rig Type: 12 Tonne Track (M1)



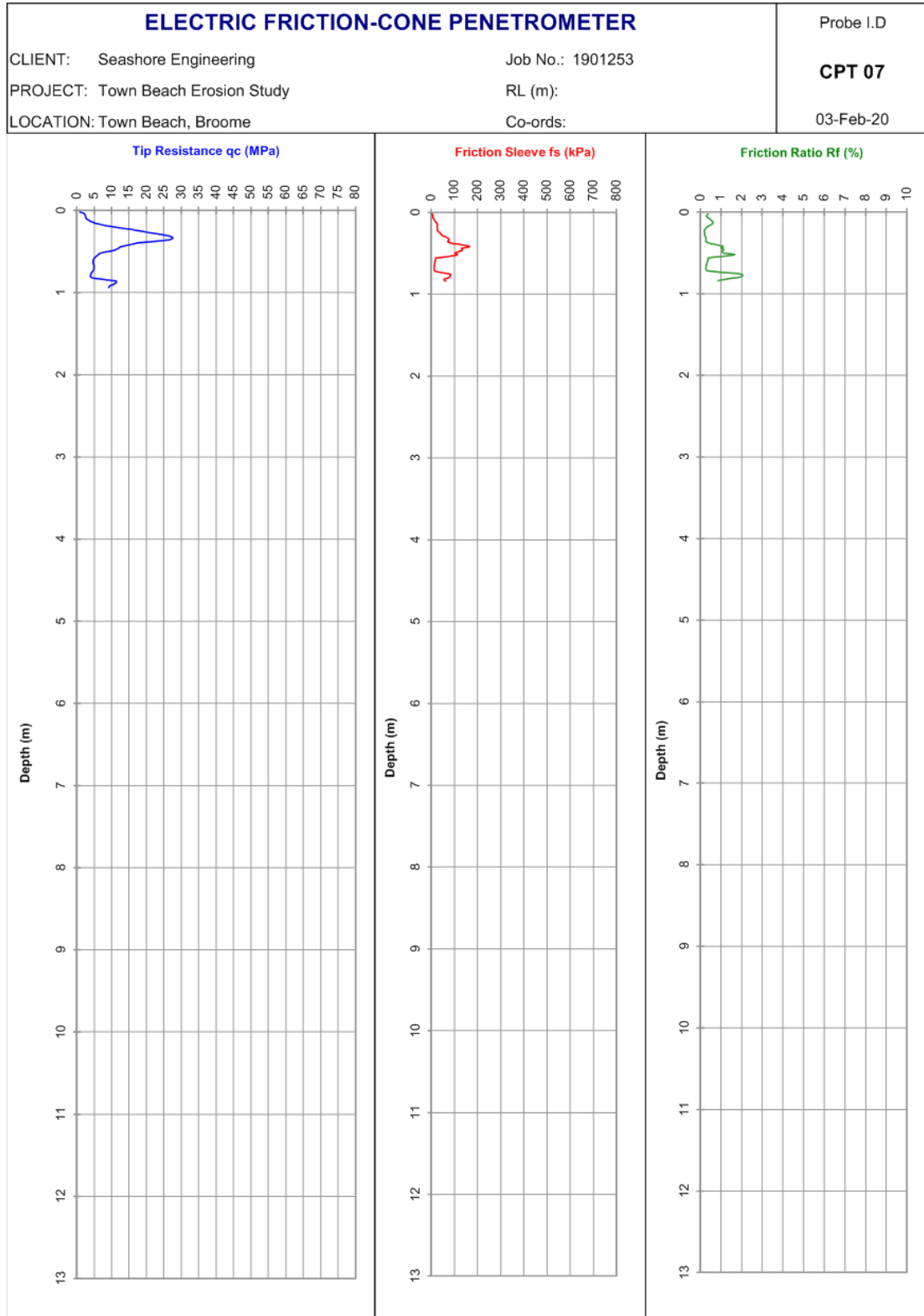


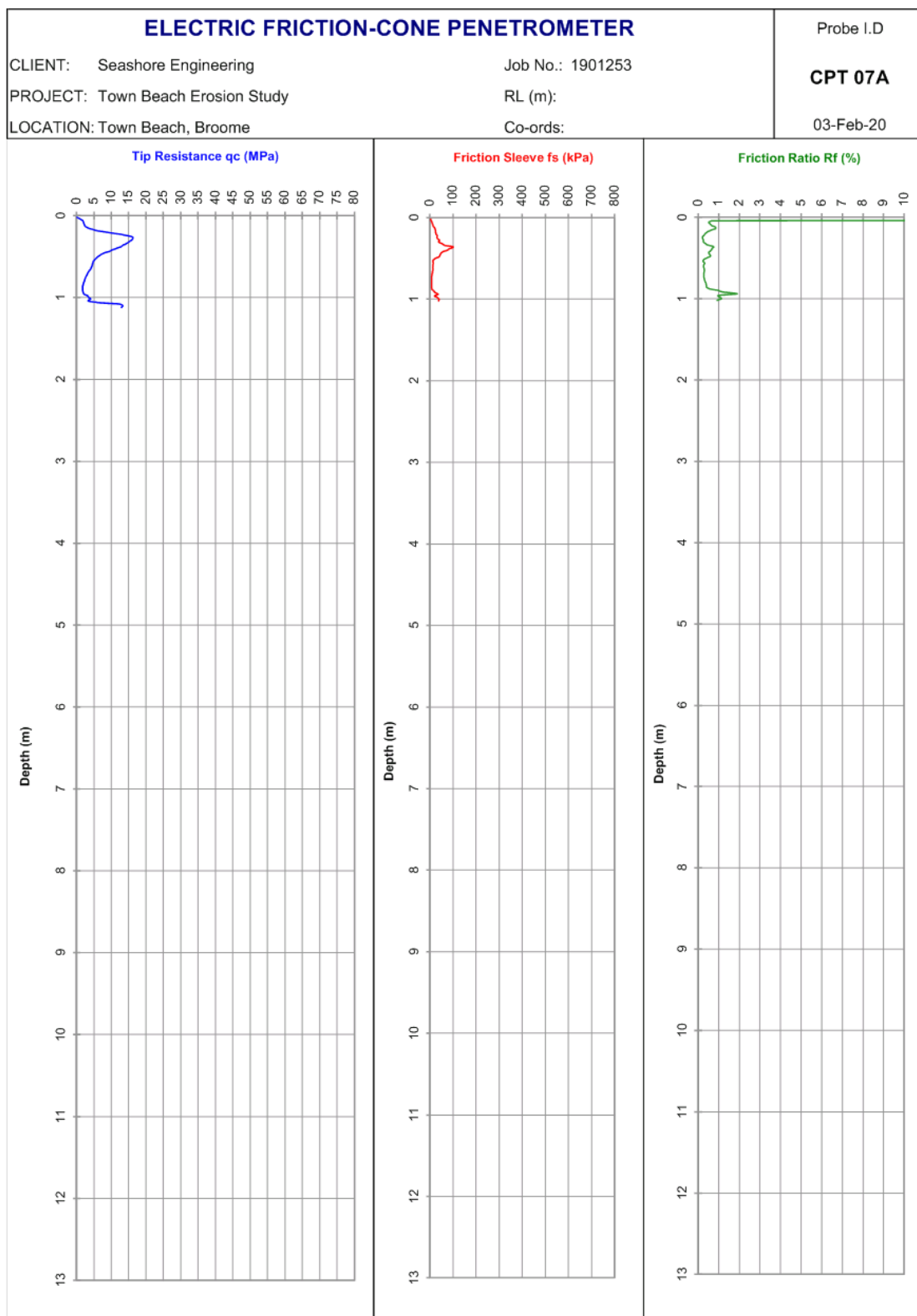


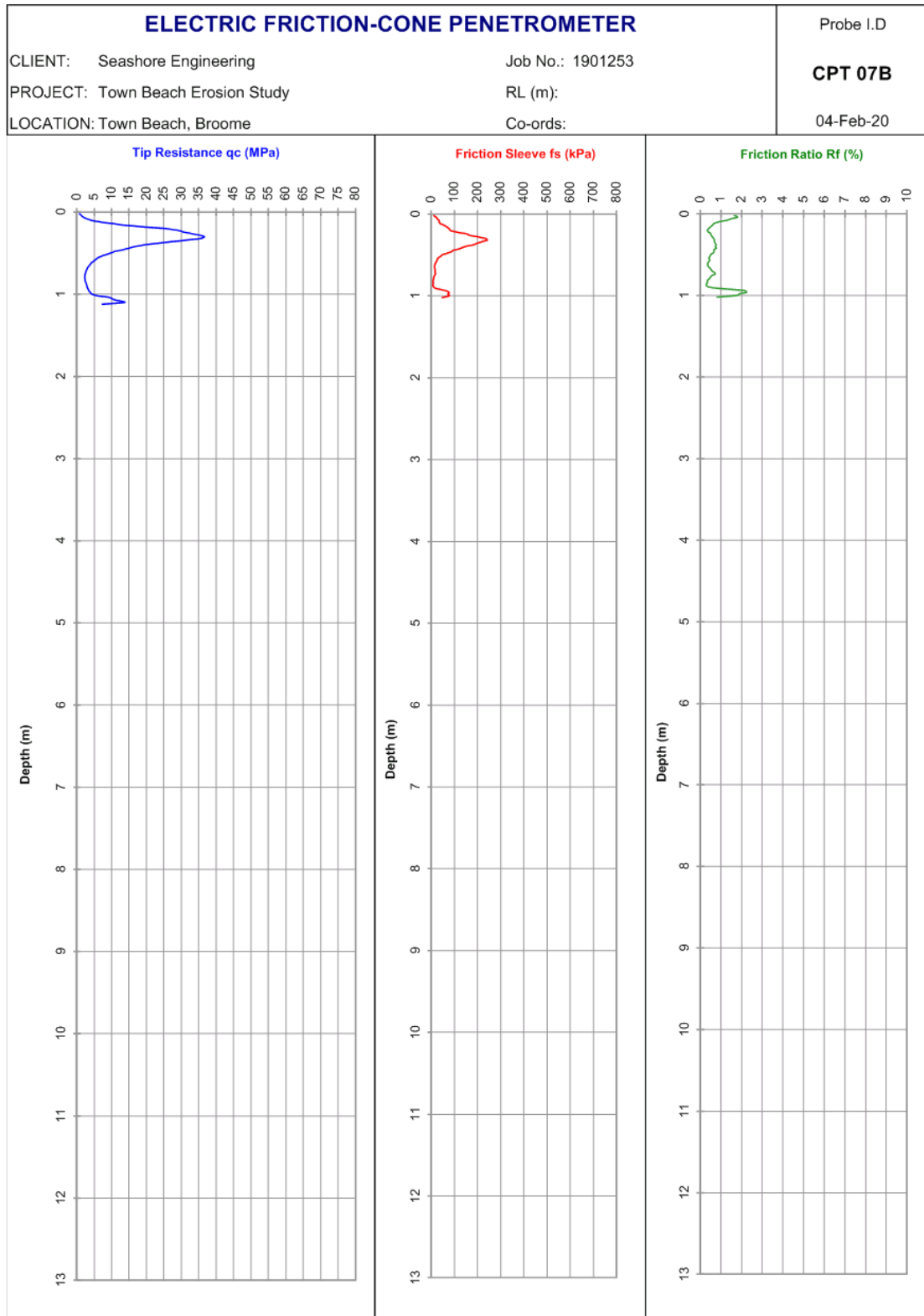
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GEOTECHNICAL SURVEY
Tested in accordance with AS 1289.6.5.1-1999
 and IRTF 2001 for friction reducer

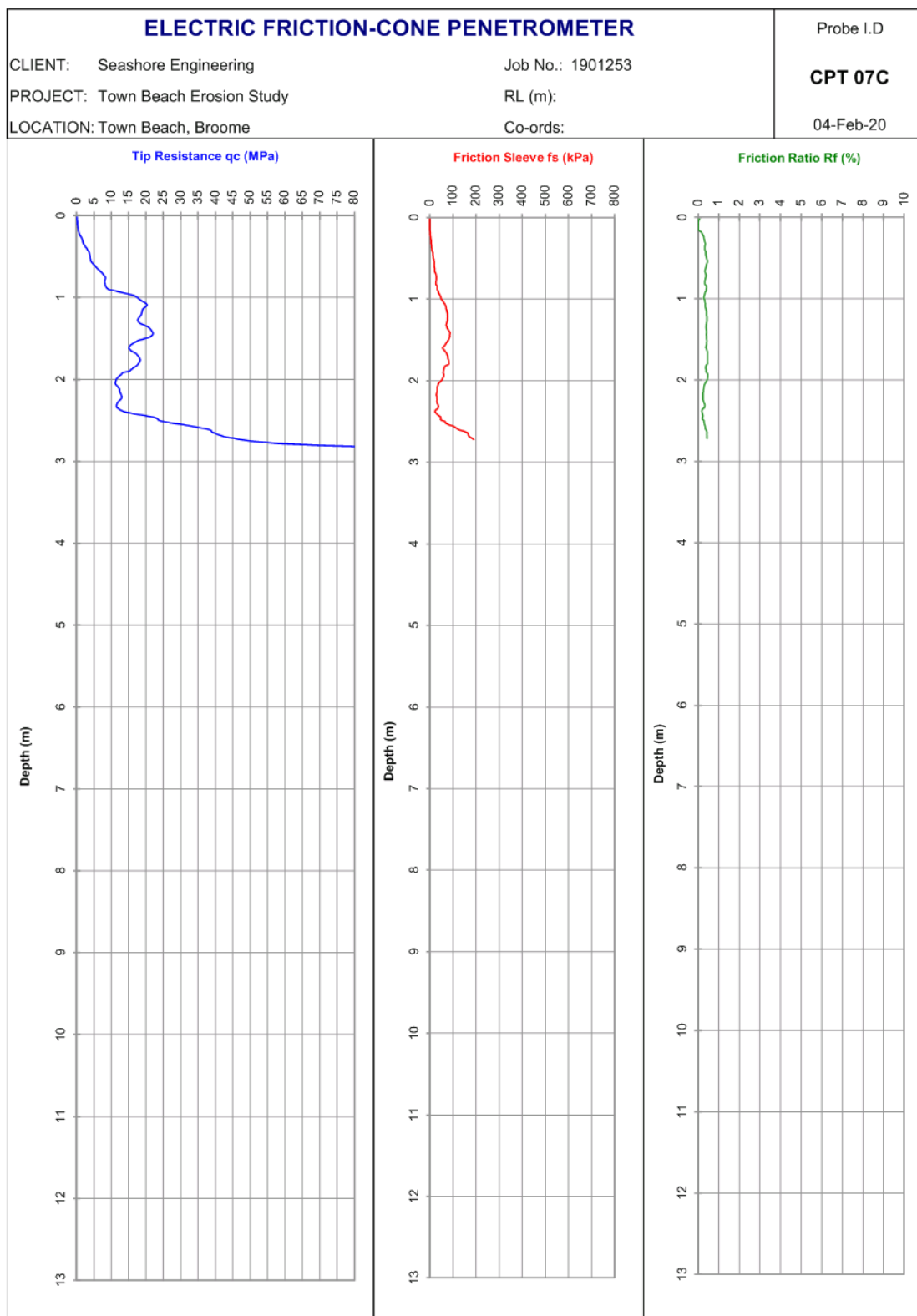
Approx. water (m): Dry to 1.5
 Dummy probe to (m):
 Refusal: 60 MPa

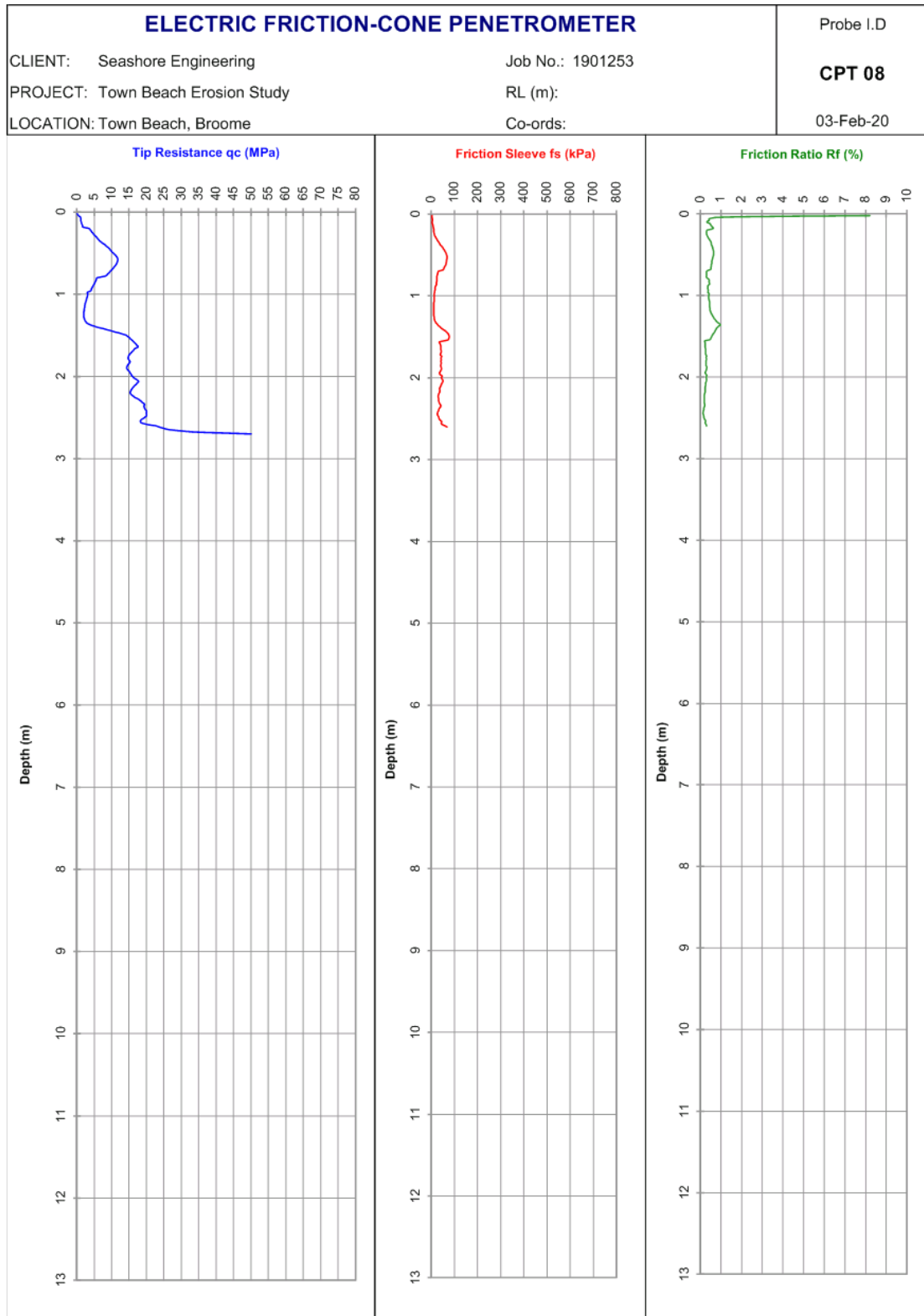
Cone I.D.: EC40
 File: GL0729M
 Rig Type: 12 Tonne Track (M1)

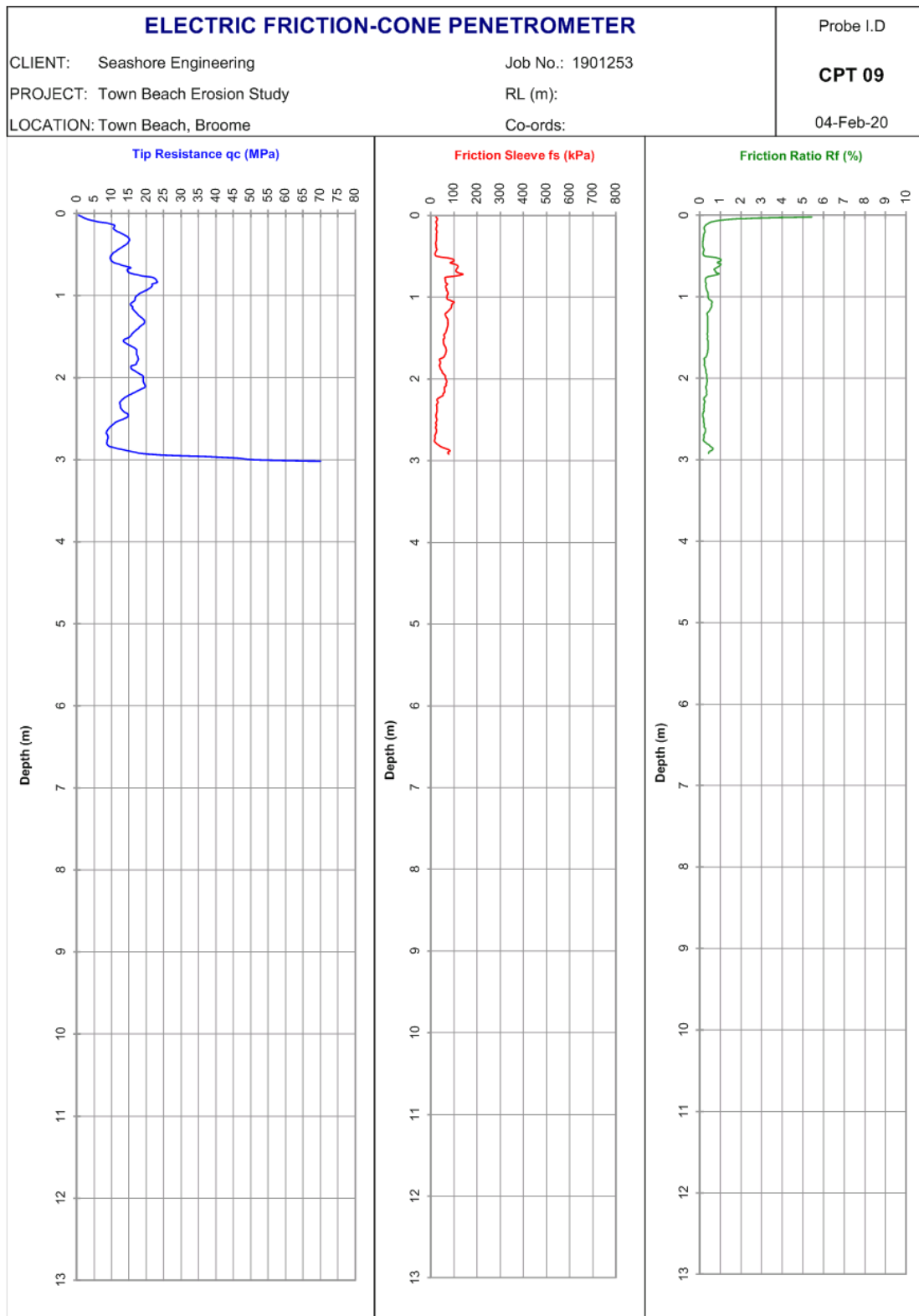














Appendix C: Test Pit Reports

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METHOD OF SOIL DESCRIPTION BOREHOLE AND TEST PIT REPORTS



GRAPHIC LOG & SOIL CLASSIFICATION SYMBOLS

Graphic	USCS	Soil Name
		FILL (various types)
		COBBLES / BOULDERS
	GP	GRAVEL (poorly graded)
	GW	GRAVEL (well graded)
	GC	Clayey GRAVEL
	GM	Silty GRAVEL
	SP	SAND (poorly graded)
	SW	SAND (well graded)
	SC	Clayey SAND

Graphic	USCS	Soil Name
	SM	Silty SAND
	ML	SILT (low liquid limit)
	MH	SILT (high liquid limit)
	CL	CLAY (low plasticity)
	CI	CLAY (medium plasticity)
	CH	CLAY (high plasticity)
	OL	Organic SILT (low liquid limit)
	OH	Organic SILT (high liquid limit)
	Pt	PEAT

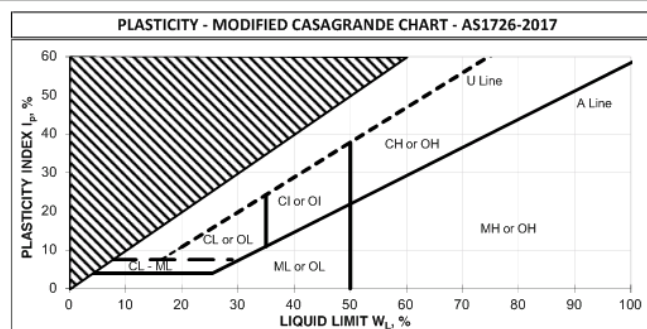
NOTE: Dual classification given for soils with a fines content between 5% and 12%.

SOIL CLASSIFICATION AND INFERRED STRATIGRAPHY

Soil descriptions are based on AS1726-2017. Material properties are assessed in the field by visual/tactile methods in combination with field and laboratory testing techniques (where used).

NOTE: AS 1726-2017 defines a fine grained soil where the total dry mass of fine fractions (<0.075 mm particle size) exceeds 35%.

PARTICLE SIZE	
Soil Name	Particle Size (mm)
BOULDERS	>200
COBBLES	63 to 200
GRAVEL	Coarse 19 to 63
	Medium 6.7 to 19
	Fine 2.3 to 6.7
SAND	Coarse 0.6 to 2.36
	Medium 0.21 to 0.6
	Fine 0.075 to 0.21
FINES	SILT 0.002 to 0.075
	CLAY <0.002



RESISTANCE TO EXCAVATION		
Symbol	Term	Description
VE	Very easy	All resistances are relative to the selected method of excavation
E	Easy	
F	Firm	
H	Hard	
VH	Very hard	

MOISTURE CONDITION	
Symbol	Term
D	Dry
M	Moist
W	Wet

CEMENTATION	
Cementation	Description
Weakly cemented	Soil may be easily disaggregated by hand in air or water
Moderately cemented	Effort is required to disaggregate the soil by hand in air or water

CONSISTENCY		
Symbol	Term	Undrained Shear Strength (kPa)
VS	Very Soft	0 to 12
S	Soft	12 to 25
F	Firm	25 to 50
St	Stiff	50 to 100
VSt	Very Stiff	100 to 200
H	Hard	>200

ORGANIC SOILS	
Material	Organic Content % of dry mass
Inorganic soil	<2%
Organic soil	2% to 25%
Peat	>25%

DENSITY		
Symbol	Term	Density Index (%)
VL	Very Loose	<15
L	Loose	15 to 35
MD	Medium Dense	35 to 65
D	Dense	65 to 85
VD	Very Dense	>85

EXPLANATORY NOTES TO BE READ WITH BOREHOLE AND TEST PIT REPORTS



METHOD OF DRILLING OR EXCAVATION

AC	Air Core	E	Excavator	PQ3	PQ3 Core Barrel
AD/T	Auger Drilling with TC-Bit	EH	Excavator with Hammer	PT	Push Tube
AD/V	Auger Drilling with V-Bit	HA	Hand Auger	R	Ripper
AT	Air Track	HMLC	HMLC Core Barrel	RR	Rock Roller
B	Bulldozer Blade	HQ3	HQ3 Core Barrel	SON	Sonic Rig
BH	Backhoe Bucket	N	Natural Exposure	SPT	Driven SPT
CT	Cable Tool	NMLC	NMLC Core Barrel	WB	Washbore
DT	Diatube	PP	Push Probe	X	Existing Excavation

SUPPORT

T Timbering

PENETRATION EFFORT (RELATIVE TO THE EQUIPMENT USED)

VE	Very Easy	E	Easy	F	Firm
H	Hard	VH	Very Hard		

WATER

▶	Water Inflow	▼	Water Level
◀	Water Loss (complete)		
◁	Water Loss (partial)		

SAMPLING AND TESTING

B	Bulk Disturbed Sample	P	Piston Sample
BLK	Block Sample	PBT	Plate Bearing Test
C	Core Sample	U	Undisturbed Push-in Sample
CBR	CBR Mould Sample		U50: 50 mm diameter
D	Small Disturbed Sample	SPT	Standard Penetration Test
ES	Environmental Soil Sample		Example: 3, 4, 5 N=9
EW	Environmental Water Sample		3,4,5: Blows per 150 mm
G	Gas Sample		N=9: Blows per 300 mm after
HP	Hand Penetrometer		150 mm seating interval
LB	Large Bulk Disturbed Sample	VS	Vane Shear; P = Peak
M	Mazier Type Sample		R = Remoulded (kPa)
MC	Moisture Content Sample	W	Water Sample

ROCK CORE RECOVERY

TCR = Total Core Recovery (%) = $\frac{CRL}{TCL} \times 100$

RQD = Rock Quality Designation (%) = $\frac{ALC > 100}{TCL} \times 100$

TCL Length of Core Run

CRL Length of Core Recovered

ALC>100 Total Length of Axial Lengths of Core Greater than 100 mm Long

Sheet 1 OF 1

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TEST PIT: TP02

Sheet 1 OF 1

Job Number: J1901253				Easting: 418626.055 m		Contractor: BJ Davies Plumbing		Date: 04/02/2020	
Client: Seashore Engineering				Northing: 8012612.002 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 5.235 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling			Field Material Description							
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED	GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	m		0.0	5.24					SAND: fine to coarse grained, sub-rounded to rounded, pale brown to brown, 10-20% shell fragments	D	VL		
			0.5										
			1.0										
			1.5	3.74					Hole terminated at 1.50 m Refusal on rock Groundwater not encountered				
			2.0										
			2.5										
			3.0										
			3.5										

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 101 GLE Log G5 EXCAVATION J1901253.GPJ <<DrawnFile>> 26/02/2020 15:43 10.0.000 Dage DGG CPT Print Monitoring Tools Ltd GALT 1.01 2013 02 21





TEST PIT: TP03

Sheet 1 OF 1

Job Number: J1901253				Easting: 418726.544 m		Contractor: BJ Davies Plumbing		Date: 04/02/2020	
Client: Seashore Engineering				Northing: 8012655.345 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 4.466 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description								
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED	GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	E	F-H	0.0	4.47					SAND: fine to coarse grained, pale brown to brown, 10-30% shell fragments				L D
			0.5										
			1.0	3.57						Becoming well cemented, excavated in gravel, cobbles and boulders			
			1.0						Hole terminated at 0.90 m Refusal on rock Groundwater not encountered				
			1.5										
			2.0										
			2.5										
			3.0										
			3.5										

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALTUB 101 GLE Log GG EXCAVATION J1901253.GPJ <<DrawnFile>> 26/02/2020 15:43 10:000 Dage DGG OPT Print Monitoring Tools L16 GALT 1.01 2013 02 21





TEST PIT: TP05

Sheet 1 OF 1

Job Number: J1901253				Easting: 418843.817 m		Contractor: BJ Davies Plumbing		Date: 04/02/2020	
Client: Seashore Engineering				Northing: 8012695.599 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 4.407 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description								
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS	
BH	m		0.0	4.41				SAND: fine to coarse grained, sub-rounded to rounded, pale brown to brown, with shell fragments, large boulder present from approximately 0.5 to 1.0 m depth					
			0.5										
			1.0										
			1.5	3.01					Clayey SAND: fine to medium grained, red-brown, 10-20% low plasticity fines				
			2.0										
			2.5										
			3.0	1.51				Hole terminated at 2.90 m Target depth Groundwater not encountered					
			3.5										

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
------------------	--

GALTUB 1.01 GLE Log G5 EXCAVATION_2181253.GPJ <<DrawnFile>> 26/02/2020 15:43 10.0.00 Dage DGG CPT Print Monitoring Tools Ltd GALT 1.01 2019 02-21 Pj GALT 1.01 2013-02-21





TEST PIT: TP06

Sheet 1 OF 1

Job Number: J1901253				Easting: 418843.982 m		Contractor: BJ Davies Plumbing		Date: 04/02/2020	
Client: Seashore Engineering				Northing: 8012691.569 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 3.908 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description						
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	E		0.0	3.91				SAND: fine to coarse grained, sub-rounded to rounded, pale brown to brown, with shell fragments		L	
			0.5								
			1.0								
			1.5	2.71					Clayey SAND: fine to medium grained, red-brown, 10-20% low plasticity fines, moderately cemented 100 mm layer at 1.7 m depth		
			2.0				SC			L - MD	
			2.5	1.71				Hole terminated at 2.20 m Refusal on rock Groundwater not encountered			
			3.0								
			3.5								

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 101 GLE Log G5 EXCAVATION J1901253.GPJ <<DrawnFile>> 26/02/2020 15:43 10:000 Dage DGG CPT Print Monitoring Tools Ltd GALT 1.01 2019 02-21 Pj GALT 1.01 2013-02-21





TEST PIT: TP07

Sheet 1 OF 1

Job Number: J1901253 Client: Seashore Engineering Project: Coastal Erosion Assessment Location: Town Beach, Broome				Easting: 418900.656 m Northing: 8012707.472 m Datum: MGA94 Zone 50 Surface RL: 4.537 m AHD				Contractor: BJ Davies Plumbing Machine: Yanmar VIO35 Operator: Neville Bucket:				Date: 04/02/2020 Logged: PA Checked Date: 27/02/2020 Checked By: SC			
---	--	--	--	---	--	--	--	---	--	--	--	--	--	--	--

Excavation				Sampling			Field Material Description						
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS	
BH			0.0	4.54				SAND: fine to coarse grained, sub-rounded to rounded, pale brown, with shell fragments				Thin scrap metal wiring at 0.2 m depth	
			0.5				SP						
			1.0	3.74				Clayey SAND: fine to medium grained, red-brown mottled yellow, 10-20% low plasticity fines					
			1.5				SC						
			2.0										
			2.5										
			3.0	1.64				SAND: fine to medium grained, grey mottled orange mottled red, moderate to well cemented in localised areas					
			3.5	1.34				Hole terminated at 3.20 m Target depth Groundwater not encountered					

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 1.01 GLE Up 05 EXCAVATION 21891253.GPJ <<DrawnFile>> 26/02/2020 15:43 10:000 Dage DGG OPT Print Monitoring Tools Ltd GALT 1.01 2019 02-21 PJ GALT 1.01 2013-02-21



TEST PIT: TP08

Sheet 1 OF 1

Job Number: J1901253				Easting: 418898.608 m		Contractor: BJ Davies Plumbing		Date: 04/02/2020	
Client: Seashore Engineering				Northing: 8012702.042 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 3.782 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description							
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	m		0.0	3.78			SP	SAND: fine to coarse grained, pale brown, with shell fragments	D	L		
			0.5	3.18				Clayey SAND: fine to medium grained, red-brown, 10-20% low plasticity fines				
			1.0									
			1.5				SC		M	L - MD		
			2.0									
			2.5									
			3.0	0.88				Hole terminated at 2.90 m Target depth Groundwater not encountered				
			3.5									

Sketch & Other Observations




Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALTUB 1.01.GLB Log G5 EXCAVATION, J1901253.GPJ <<DrawnFile>> 26/02/2020 15:43 10:000 Dage DGG OPT Print Monitoring Tools Ltd GALT 1.01 2019 02 21 Pj GALT 1.01 2013 02 21





TEST PIT: TP09

Sheet 1 OF 1

Job Number: J1901253 Client: Seashore Engineering Project: Coastal Erosion Assessment Location: Town Beach, Broome				Easting: 418986.037 m Northing: 8012733.955 m Datum: MGA94 Zone 50 Surface RL: 4.983 m AHD				Contractor: BJ Davies Plumbing Machine: Yanmar VIO35 Operator: Neville Bucket:				Date: 03/02/2020 Logged: PA Checked Date: 27/02/2020 Checked By: SC			
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Excavation				Sampling		Field Material Description							
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS	
BH			0.0	4.98				SAND: fine to coarse grained, sub-rounded to rounded, pale brown, with shell fragments					
			0.5										
			1.0										
			1.5										
			2.0	3.18				Clayey SAND: fine to medium grained, red-brown, 10-30% low to medium plasticity fines, 10-20% gravel and cobbles					
			2.5										
			3.0	1.98				Hole terminated at 3.00 m Target depth Groundwater not encountered					
			3.5										

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALTUB 101.GLB Log G5 EXCAVATION J1901253.GPJ <<DrawnFile>> 26/02/2020 15:43 10.0.000 Dage DGG CPT Print Monitoring Tools L10 GALT 1.01 2019 02 21 PJ GALT 1.01 2013 02 21





TEST PIT: TP10

Sheet 1 OF 1

Job Number: J1901253				Easting: 418985.391 m		Contractor: BJ Davies Plumbing		Date: 03/02/2020	
Client: Seashore Engineering				Northing: 8012726.893 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 4.258 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description						
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	F-H		0.0	4.26				SAND: fine to coarse grained, sub-rounded to rounded, pale brown, with shell fragments		L	
			0.5				SP			D	
			1.0								
			1.5	3.06				Clayey SAND: fine to medium grained, red-brown, 10-30% low plasticity fines, 10-20% gravel and cobbles		L - MD	
			2.0				SC		M		
			2.06					ROCK: low to medium strength, pale white, fine to medium grained, possible Sandstone			
			1.96					Hole terminated at 2.30 m Refusal Groundwater not encountered			
			2.5								
			3.0								
			3.5								

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 1.01 GLE Log OG EXCAVATION 2181253.GPJ <<DrawnFile>> 26/02/2020 15:43 10.000 Dage DGG CPT Print Monitoring Tools Ltd GALT 1.01 2019 02-21 PJ GALT 1.01 2013-02-21



TEST PIT: TP11

Sheet 1 OF 1

Job Number: J1901253				Easting: 419037.07 m		Contractor: BJ Davies Plumbing		Date: 03/02/2020	
Client: Seashore Engineering				Northing: 8012789.614 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 5.796 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description							
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH			0.0	5.80				SAND: fine to coarse grained, sub-rounded to rounded, pale brown, with shell fragments	D			
			0.5					Becoming brown, trace shell fragments	L			
			1.0									
			1.5				SP		M			
			2.0									
			2.5									
			3.0									Possible rock at base of excavation
			3.10					Hole terminated at 2.70 m Collapse Groundwater not encountered				
			3.5									

Sketch & Other Observations




Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 1.01 GLE Log G5 EXCAVATION, J1901253.GPJ <<DrawnFile>> 26/02/2020 15:43 10.000 Dage DGG, CPT, Print, Monitor Tools, L&C GALT 1.01 2013 02-21 Pj GALT 1.01 2013-02-21



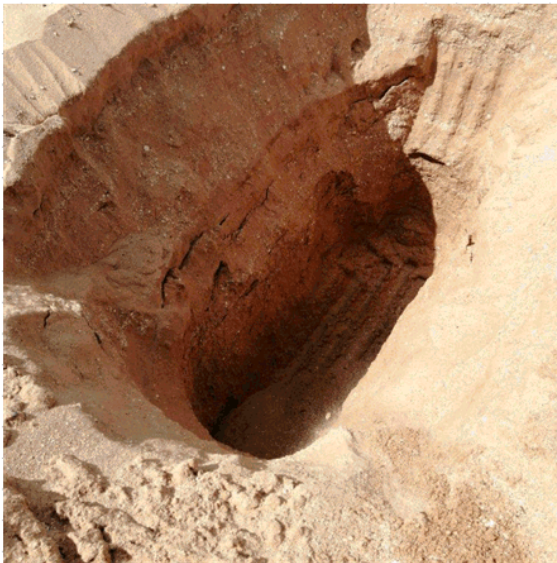

TEST PIT: TP12

Sheet 1 OF 1

Job Number: J1901253				Easting: 419043.45 m		Contractor: BJ Davies Plumbing		Date: 03/02/2020	
Client: Seashore Engineering				Northing: 8012784.302 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 4.901 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description						
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	m		0.0	4.90				SAND: fine to coarse grained, sub-rounded to rounded, pale brown to brown, trace shell fragments	D	L	
			0.5								
			1.0				SP	Becoming brown, with shell fragments			
			1.5						M	L - MD	
			2.0								
			2.5	2.70				Hole terminated at 2.20 m Refusal on rock Groundwater not encountered			
			3.0								
			3.5								

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALTUB 101 GLE Up GS EXCAVATION J1901253 GPT <<DrawnFile>> 26/02/2020 15:43 10:000 Dage DGG CPT Print Monitoring Tools Ltd GALT 1.01 2013 02 21 P1 GALT 1.01 2013 02 21




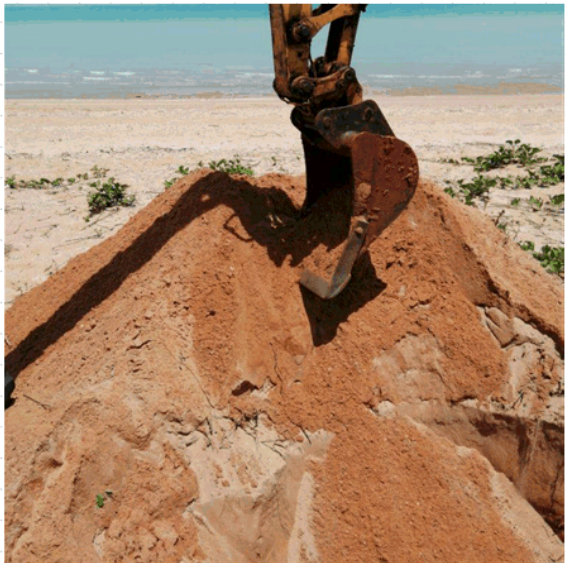
TEST PIT: TP13

Sheet 1 OF 1

Job Number: J1901253				Easting: 419085.452 m		Contractor: BJ Davies Plumbing		Date: 03/02/2020	
Client: Seashore Engineering				Northing: 8012836.046 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 5.876 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description							
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	m		0.0	5.88				SAND: fine to coarse grained, sub-rounded to rounded, pale brown, trace shell fragments	D			
			0.5				SP	Becoming brown, 10-20% shell fragments increasing with depth				
			1.0									
			1.5									
			2.0									
			2.5	3.58				Hole terminated at 2.30 m Collapse Groundwater not encountered				
			3.0									
			3.5									

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 1.01 GLE Log G5 EXCAVATION, J1901253.GPJ <<DrawnFile>> 26/02/2020 15:43 10.000 Dage DGG, CPT, Photo, Monitoring Tools, L1c GALT 1.01 2013 02 21 P1 GALT 1.01 2013 02 21





TEST PIT: TP14

Sheet 1 OF 1

Job Number: J1901253				Easting: 419089.094 m				Contractor: BJ Davies Plumbing				Date: 03/02/2020			
Client: Seashore Engineering				Northing: 8012827.684 m				Machine: Yanmar VIO35				Logged: PA			
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50				Operator: Neville				Checked Date: 27/02/2020			
Location: Town Beach, Broome				Surface RL: 5.166 m AHD				Bucket:				Checked By: SC			

Excavation				Sampling			Field Material Description					
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH			0.0	5.17				SAND: fine to coarse grained, sub-rounded to rounded, pale brown, trace shell fragments	D			
			0.5					Becoming brown				
			1.0				SP			L - MD		
			1.5						M			
			2.0									
			2.5	3.07				Hole terminated at 2.10 m Refusal on rock Groundwater not encountered				
			3.0									
			3.5									

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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G:\TUB 101\G18 Log G5 EXCAVATION_2181253.GPJ <<DrawnFree>> 26/02/2020 15:43 10.0.000 Dage DGG CPT Print Monitoring Tools Ltd GALT 1.01 2013 02 21 03 2013 02 21



TEST PIT: TP15

Sheet 1 OF 1

Job Number: J1901253				Easting: 419202.456 m		Contractor: BJ Davies Plumbing		Date: 03/02/2020	
Client: Seashore Engineering				Northing: 8012878.463 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 4.858 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description						
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	F		0.0	4.86				SAND: fine to coarse grained, sub-rounded to rounded, pale brown to brown, trace shell fragments	D		
			0.5								
			1.0				SP	Becoming medium to coarse grained, red-brown, with shell fragments, pockets of rock excavated as cobbles and boulders	L - MD		
			1.5						M		
			2.0								
			2.5	2.66				Hole terminated at 2.20 m Collapse Groundwater not encountered			
			3.0								
			3.5								

Sketch & Other Observations	

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUT 1.01 GLE Log G5 EXCAVATION J1901253.GPJ <<DrawingFile>> 26/02/2020 15:43 10.0.000 Dage DGC OPT Print: Monitoring Tools L6c GALT 1.01 2019-02-21 P15 GALT 1.01 2013-02-21



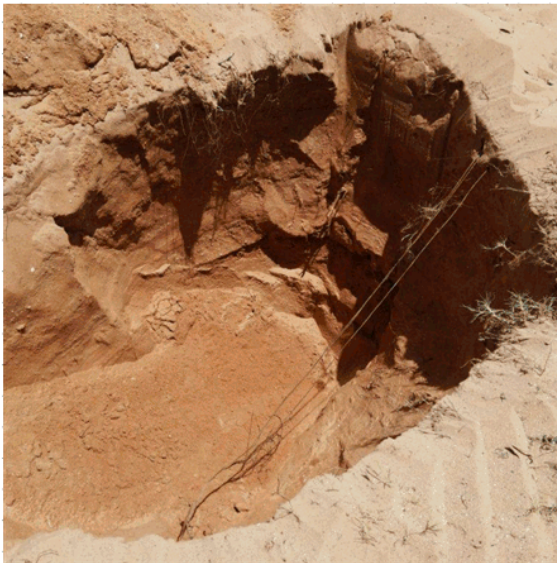

TEST PIT: TP16

Sheet 1 OF 1

Job Number: J1901253				Easting: 419141.806 m		Contractor: BJ Davies Plumbing		Date: 03/02/2020	
Client: Seashore Engineering				Northing: 8012863.292 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 5.518 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description						
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	m		0.0	5.52				SAND: fine to coarse grained, sub-rounded to rounded, pale brown, trace shell fragments	D	L	
			0.5				Becoming medium to coarse grained, brown, with shell fragments				
			1.0				SP		M	MD - D	
			1.5								
			2.0								
			2.5	3.42				Hole terminated at 2.10 m Collapse Groundwater not encountered			
			3.0								
			3.5								

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 101 0418 Log 055 EXCAVATION J1901253.GPJ <<DrawnFile>> 26/02/2020 15:43 10.0.000 Dage DGG OPT Print Monitoring Tools Ltd GALT 1.01 2013 02 21





TEST PIT: TP17

Sheet 1 OF 1

Job Number: J1901253				Easting: 419144.459 m		Contractor: BJ Davies Plumbing		Date: 03/02/2020	
Client: Seashore Engineering				Northing: 8012856.577 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 4.927 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description						
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	m		0.0	4.93				SAND: fine to coarse grained, sub-rounded to rounded, pale brown to brown, 10-20% shell fragments	D		
			0.5								
			1.0				SP			L - MD	
			1.5								
			2.0								
			2.5	2.73				Hole terminated at 2.20 m Refusal on rock Groundwater not encountered			
			3.0								
			3.5								

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 1.01 GLE Up GS EXCAVATION 2181253.GPJ <<DrawnFile>> 26/02/2020 15:43 10.000 Dage DGG CPT Print Monitoring Tools Ltd GALT 1.01 2013 02 21 03 2013 02 21




TEST PIT: TP18

Sheet 1 OF 1

Job Number: J1901253				Easting: 419204.22 m		Contractor: BJ Davies Plumbing		Date: 03/02/2020	
Client: Seashore Engineering				Northing: 8012872.116 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 3.903 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description						
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	m		0.0	3.90				SAND: fine to coarse grained, sub-rounded to rounded, pale brown, trace shell fragments	D	L	
			0.5				SP	Becoming brown, with shell fragments, trace clayey sand nodules	M	MD - D	
			1.0								
			1.5	2.70				Hole terminated at 1.20 m Refusal on rock Groundwater not encountered			
			2.0								
			2.5								
			3.0								
			3.5								

Sketch & Other Observations




Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 1.01 GLE Log G5 EXCAVATION J1901253.GPJ <<DrawnFile>> 26/02/2020 15:44 10:000 Dage DGG CPT Print Monitoring Tools Ltd GALT 1.01 2013 02 21





TEST PIT: TP19

Sheet 1 OF 1

Job Number: J1901253				Easting: 418857.671 m		Contractor: BJ Davies Plumbing		Date: 04/02/2020	
Client: Seashore Engineering				Northing: 8012696.211 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 3.708 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description						
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	m		0.0	3.71			SP	SAND: fine to coarse grained, sub-rounded to rounded, pale brown to brown, with shell fragments	D	L	Adjacent to rock outcrop
			0.5	3.21				Clayey SAND: fine to medium grained, red-brown, 20-30% low plasticity fines			
			1.0				SC		M	L - MD	Rock outcrop extending to 1.0 m in TP Wall
			1.5								
			2.0	2.01				Hole terminated at 1.70 m Refusal on rock Groundwater not encountered			
			2.5								
			3.0								
			3.5								

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 1.01 GLE Log G5 EXCAVATION J1901253.GPJ <<DrawnFile>> 26/02/2020 15:44 10:000 Dage DGG CPT Print Monitoring Tools L6c GALT 1.01 2019 02 21 PJ GALT 1.01 2019 02 21





TEST PIT: TP20

Sheet 1 OF 1

Job Number: J1901253				Easting: 418914.799 m		Contractor: BJ Davies Plumbing		Date: 04/02/2020	
Client: Seashore Engineering				Northing: 8012690.622 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 2.327 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description							
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	m		0.0	2.33				SAND: fine to coarse grained, sub-rounded to rounded, pale brown, with shell grit				
			0.5									
			1.0				SP	With fines, grey mottled orange	D - M	L - MD		Rock outcrop adjacent to TP extending down TP wall to approximately 1.0 m depth
			1.5									
			2.0	0.53				Hole terminated at 1.80 m Target depth Groundwater not encountered				
			2.5									
			3.0									
			3.5									

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 101 GLE Lap 055 EXCAVATION J1901253.GPJ <<DrawnFree>> 26/02/2020 15:44 10:000 Dage DGG CPT Print: Monitoring Tools L10 GALT 1.01 2013 02 21 P11 GALT 1.01 2013 02 21





TEST PIT: TP21

Sheet 1 OF 1

Job Number: J1901253				Easting: 418964.09 m		Contractor: BJ Davies Plumbing		Date: 04/02/2020	
Client: Seashore Engineering				Northing: 8012704.524 m		Machine: Yanmar VIO35		Logged: PA	
Project: Coastal Erosion Assessment				Datum: MGA94 Zone 50		Operator: Neville		Checked Date: 27/02/2020	
Location: Town Beach, Broome				Surface RL: 3.946 m AHD		Bucket:		Checked By: SC	

Excavation			Sampling		Field Material Description								
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED	GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
BH	m		0.0	3.95				SP	SAND: fine to coarse grained, sub-rounded to rounded, pale brown, trace shell fragments	D - M	L - MD		Rock outcrop adjacent to TP extending down TP approximately 1 m depth
			0.5					SP	Becoming brown, with shell fragments, trace clayey sand nodules				
			1.0	3.15				SC	Clayey SAND: fine to medium grained, red-brown, 10-20% low plasticity fines				
			1.0	2.85					Hole terminated at 1.10 m Target depth Groundwater not encountered				
			1.5										
			2.0										
			2.5										
			3.0										
			3.5										

Sketch & Other Observations

Comments:	See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions
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GALT LUB 101 GLE Log G5 EXCAVATION J1901253.GPJ <<DrawnFile>> 26/02/2020 15:44 10:000 Dage DGG OPT Print: Monitoring Tools L10 GALT 1.01 2013-02-21



Appendix D: Understanding your Report

www.galtgeo.com.au
50 Edward Street OSBORNE PARK WA 6017

Galt Geotechnics Pty Ltd

ABN: 64 625 054 729



UNDERSTANDING YOUR REPORT

GALT FORM PMP11 Rev3

1. EXPECTATIONS OF THE REPORT

This document has been prepared to clarify what is and is not provided in your report. It is intended to inform you of what your realistic expectations of this report should be and how to manage your risks associated with the conditions on site.

Geotechnical engineering and environmental science are less exact than other engineering and scientific disciplines. We include this information to help you understand where our responsibilities begin and end. You should read and understand this information. Please contact us if you do not understand the report or this explanation. We have extensive experience in a wide variety of projects and we can help you to manage your risk.

2. THIS REPORT RELATES TO PROJECT-SPECIFIC CONDITIONS

This report was developed for a unique set of project-specific conditions to meet the needs of the nominated client. It took into account the following:

- ✦ the project objectives as we understood them and as described in this report;
- ✦ the specific site mentioned in this report; and
- ✦ the current and proposed development at the site.

It should not be used for any purpose other than that indicated in the report. You should not rely on this report if any of the following conditions apply:

- ✦ the report was not written for you;
- ✦ the report was not written for the site specific to your development;
- ✦ the report was not written for your project (including a development at the correct site but other than that listed in the report); or
- ✦ the report was written before significant changes occurred at the site (such as a development or a change in ground conditions).

You should always inform us of changes in the proposed project (including minor changes) and request an assessment of their impact.

Where we are not informed of developments relevant to your report, we cannot be held responsible or liable for problems that may arise as a consequence.

Where design is to be carried out by others using information provided by us, we recommend that we be involved in the design process by being engaged for consultation with other members of the project team. Furthermore, we recommend that we be able to review work produced by other members of the project team that relies on information provided in our report.

Galt Geotechnics Pty Ltd

www.galtgeo.com.au
50 Edward Street OSBORNE PARK WA 6017

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ABN: 64 625 054 729

Form PMP11 Rev3
30 November 2017



3. SOIL LOGS

Our reports often include logs of intrusive and non-intrusive investigation techniques. These logs are based on our interpretation of field data and laboratory results. The logs should only be read in conjunction with the report they were issued with and should not be re-drawn for inclusion in other documents not prepared by us.

4. THIRD PARTY RELIANCE

We have prepared this report for use by the client. This report must be regarded as confidential to the client and the client's professional advisors. We do not accept any responsibility for contents of this document from any party other than the nominated client. We take no responsibility for any damages suffered by a third party because of any decisions or actions they may make based on this report. Any reliance or decisions made by a third party based on this report are the responsibility of the third party and not of us.

5. CHANGE IN SUBSURFACE CONDITIONS

The recommendations in this report are based on the ground conditions that existed at the time when the study was undertaken. Changes in ground conditions can occur in numerous ways including anthropogenic events (such as construction or contaminating activities on or adjacent to the site) or natural events (such as floods, groundwater fluctuations or earthquakes). We should be consulted prior to use of this report so that we can comment on its reliability. It is important to note that where ground conditions have changed, additional sampling, testing or analysis may be required to fully assess the changed conditions.

6. SUBSURFACE CONDITIONS DURING CONSTRUCTION

Practical constraints mean that we cannot know every minute detail about the subsurface conditions at a particular site. We use professional judgement to form an opinion about the subsurface conditions at the site. Some variation to our evaluated conditions is likely and significant variation is possible. Accordingly, our report should not be considered as final as it is developed from professional judgement and opinion.

The most effective means of dealing with unanticipated ground conditions is to engage us for construction support. We can only finalise our recommendations by observing actual subsurface conditions encountered during construction. We cannot accept liability for a report's recommendations if we cannot observe construction.

7. ENVIRONMENTAL AND GEOTECHNICAL ISSUES

Unless specifically mentioned otherwise in our report, environmental considerations are not addressed in geotechnical reports. Similarly, geotechnical issues are not addressed in environmental reports. The investigation techniques used for geotechnical investigations can differ from those used for environmental investigations. It is the client's responsibility to satisfy themselves that geotechnical and environmental considerations have been taken into account for the site.

Geotechnical advice presented in a Galt Environmental report has been provided by Galt Geotechnics under a sub-contract agreement. Similarly, environmental advice presented in a Galt Geotechnics report has been provided by Galt Environmental under a sub-contract agreement.

Unless specifically noted otherwise, no parties shall draw any inferences about the applicability of the Western Australian state government landfill levy from the contents of this document.

O:\Administration\Standard Forms and Documents\PMP11-Rev3 Understanding your Report.docx

Galt Geotechnics Pty Ltd

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ABN: 64 625 054 729



Appendix C Seashore Engineering Site Inspection

Seashore Engineering



SITE INSPECTION REPORT No.01	BROOME - TOWN BEACH - COASTAL ADAPTATION	Date: Tuesday 04/02/20 - Wed 05/02/20 Time: Tue PM, Wed AM.
Client	Shire of Broome	
Inspection by:	Stuart Barr (Seashore)	
Synopsis	Inspection of Town Beach during geotechnical investigations and to assess coastal adaptation options. Initial assessment of coastal geomorphology	
Contract Personnel	Luke Cervi	
Weather	Neap tides, light/moderate onshore winds, rain in evening, hot & humid.	
Observations - Coastal Geomorphology /Processes	<p>Town Beach is a sandy macrotidal embayed beach within Roebuck Bay. The south facing beach is controlled by the abutment to an old jetty to the east, currently being refurbished, and a stand of mangroves and natural rock to the west. Inspections and test pits identified natural rock through areas of the mangroves stand, and on the beach adjacent to the pindan headland.</p> <p>The foredune behind the beach has been regraded as parkland and sites for the Roebuck Bay Caravan Park (RBCP). The main assets at the foreshore at a café, water park and a carpark, which services a concrete boat ramp which runs across the beach at the eastern end.</p> <p>The Pindan headland and adjacent rock is a reasonably complex feature that largely controls the beach planforms to the west and east. Erosion of the Pindan cliff is evident, about 5m behind a line of rock armour expected to be a previous stabilisation effort. The line of rock armour across the beach is incorporated into natural rock, with limited influence evident on the beach.</p> <p>The beach to the east of the Pindan Headland is dominated by a supratidal rock platform, with a narrow perched sandy beach behind the rock and at the base of the foredune. Previous attempts to stabilise the foredune with dumped concrete, rock and mulch are apparent. The coastal dune has been regraded for the RBCP, with assets limited to grassed park sites, trees, services. A large natural drainage gully is evident to the immediate west.</p> <p>Medium grain sand mixed with Pindan clay is evident.</p>	

Seashore Engineering

SITE INSPECTION REPORT No.01	BROOME - TOWN BEACH - COASTAL ADAPTATION	Date: Tuesday 04/02/20 - Wed 05/02/20 Time: Tue PM, Wed AM.
Design Considerations (Coastal Adaptation)	<p>Coastal adaptation has been considered in three separate areas:</p> <ul style="list-style-type: none">• Town Beach• Pindan Headland• Western Beach <p>Town Beach is well controlled with limited evidence of erosion. Assets are reasonably setback with a foredune evident and foredune topography that itself towards ongoing foredune management. The Café has been identified at some inundation risk which needs to be clarified. Some consideration required to longer term protection to boat ramp approach and carpark in the context of current works to the jetty abutment. Drainage also requires consideration.</p> <p>The Pindan Headland requires consideration of geotechnical stability and review of the extent of natural rock identified in the feature survey. Previous coastal protection is ineffective. Land use immediately behind the headland is limited to parkland and viewing areas, with access controlled by low fencing. Permanent vans are located further landward, along a west facing escarpment partially faced with stone.</p> <p>The Western Beach has a steep foredune partially protected by dumped concrete and rock, with some evidence of erosion. The existing land-use is limited to grassed campsites and trees, providing the potential for an erosion buffer though development setback. Coastal protection options require consideration of future uses of the RBCP, erosion risk, impacts on the beach and downdrift impacts.</p>	
<p>General Notes:</p> <p>Geotechnical inspections by GALT indicated rock at a number of meters depth along most areas, with some shallowing towards the western extent. Assessment of results and reporting required to determine levels and assumed geological subsurface profile.</p> <p>Met Luke (SoB) onsite to discuss the Masterplan being developed for RBCP site by Shire in context of a future 21-year lease in 2020, including potential commercial redevelopment of the caravan park, reconstruction of the beach café, and excising an easement for a coastal path along the foreshore. For consideration in assessment of adaptation options.</p> <p>Further consideration required of drainage and beach access, which are all generally in poor condition.</p>		

Seashore Engineering



**SITE INSPECTION
REPORT No.01**

**BROOME - TOWN BEACH - COASTAL
ADAPTATION**

Date: Tuesday 04/02/20 -
Wed 05/02/20
Time: Tue PM, Wed AM.



Town Beach with western section of Roebuck bay Caravan Park. Refurbishment of jetty abutment works underway.



Pindan headland with beach rock and mangrove stands to seaward. Concrete dumped along Western Beach foredune evident to left of photo.



Western Beach with wide rock platform and steep foredunes.

Seashore Engineering



SITE INSPECTION
REPORT No.01

BROOME - TOWN BEACH - COASTAL
ADAPTATION

Date: Tuesday 04/02/20 -
Wed 05/02/20
Time: Tue PM, Wed AM.



Galt Geotechnical investigations, with YAWRU Cultural Monitors and MNG Surveyor



Probedrill CPT Rig



Beach access and drainage structures, generally in poor condition.



Appendix D Concept Cost Estimate



Town Beach Coastal Adaptation
Shire of Broome
Concept Cost Estimate

Date: 9/6/20
Rev: 2
Budget Type: Concept Phase
Ref: SE098-01-01, 02 & 03

Description: This proposed coastal adaptation concept is based on the 'Accommodation' of coastal hazards through design and management strategies to mitigate risk. This is for the Roebuck Bay Caravan Park and adjacent foreshore areas including the Western Beach, Pindan Headland and Town beach.

		P50 Cost Estimate				P90 Cost Estimate				
Item No.	Description	Unit	Rate (\$ Ex GST)	Quantity	Amount (\$ Ex GST)	Unit	Rate (\$ Ex GST)	Quantity	Amount (\$ Ex GST)	
Item General										
1	Foreshore Management Plan - Environmental Consultant	Item	\$ 22,500	1	\$ 22,500	Item	\$ 28,125	1	\$ 28,125	
2	Review RBCP Redevelopment Plan for areas seaward of the Current Risk of Storm Erosion (100yr AR) hazard line - Planning Consultant	Item	\$ 7,500	1	\$ 7,500	Item	\$ 9,375	1	\$ 9,375	
3	Review RBCP Redevelopment Plan for areas seaward of the '2040 Coastal Processes Allowance' hazard line - Planning Consultant	Item	\$ 7,500	1	\$ 7,500	Item	\$ 9,375	1	\$ 9,375	
4	Review stormwater overflow drainage in RBCP - Engineering Consultant	Item	\$ 45,000	1	\$ 45,000	Item	\$ 56,250	1	\$ 56,250	
5	Inspect, Refurbish and Replace Existing Beach Access Stairs									
	5.1 Town Beach Concrete Stairs	Item	\$ 72,000	2	\$ 144,000	Item	\$ 112,500	2	\$ 225,000	
	5.2 Western Beach Concrete Stairs & Retaining Wall	Item	\$ 150,000	1	\$ 150,000	Item	\$ 234,375	1	\$ 234,375	
					Subtotal	\$ 376,500			Subtotal	\$ 562,500
Western Beach										
6	Refurbish Existing Foredune as per drawing concept SE098-01-02A	m	\$ 750	320	\$ 240,000	m	\$ 1,125	330	\$ 371,250	
7	Annual nourishment of dune (300m x 4m x 0.2m/yr)	m3/yr	\$ 75	240	\$ 18,000	m3/yr	\$ 94	360	\$ 33,750	
8	Arborist inspection of tree health and stability	Item	\$ 3,000	1	\$ 3,000	Item	\$ 3,750	1	\$ 3,750	
9	Coastal access path construction (flexible materials)	m	\$ 200	330	\$ 66,000	m	\$ 250	413	\$ 103,125	
10	Allowance for rebuilding post-storm dune erosion (300m x 2m x 5m)	m3	\$ 75	3,000	\$ 225,000	m3	\$ 75	3,000	\$ 225,000	
					Subtotal	\$ 552,000			Subtotal	\$ 736,875
Pindan Headland										
11	Mitigate Risk of Slope Failure - nominal allowance for Geotechnical advice and post-event slope reinstatement (refer GALT 2020)	Item	\$ 75,000	f	\$ 75,000	Item	\$ 150,000	f.25	\$ 187,500	
12	Revise Coastal monitoring scope to include focus on Pindan Headland.	Item	\$ 7,500	f	\$ 7,500	Item	\$ 9,375	f	\$ 9,375	
13	Review options for relocation of existing armour rock at toe of Pindan Headland.	Item	\$ 15,000	f	\$ 15,000	Item	\$ 18,750	f.25	\$ 23,438	
14	Coastal boardwalk construction	m	\$ 3,000	130	\$ 390,000	m	\$ 3,750	162.5	\$ 609,375	
					Subtotal	\$ 487,500			Subtotal	\$ 820,688
Town Beach										
15	Existing Boat Ramp - Nominal allowance for maintenance	Item	\$ 15,000	1	\$ 15,000	Item	\$ 18,750	1	\$ 18,750	
16	Completion of Jetty Abutment (separate project)	Item	\$ -	0	\$ -	Item	\$ -	0	\$ -	
17	Better definition of beach access - nominal allowance for fencing	Item	\$ 3,000	1	\$ 3,000	Item	\$ 3,750	1	\$ 3,750	
18	Mitigation of storm surge risk to existing Café - nominal allowance for barrier boards or similar.	Item	\$ 15,000	1	\$ 15,000	Item	\$ 18,750	1	\$ 18,750	
19	Café Redevelopment (separate project)	Item	\$ -	0	\$ -	Item	\$ -	0	\$ -	
20	Refurbishment of dumped rock protection (seawall) at western end of Town Beach	Item	\$ 3,000	50	\$ 150,000	Item	\$ 3,750	63	\$ 234,375	
21	Coastal access path construction (flexible materials)	Item	\$ 300	180	\$ 54,000	Item	\$ 375	225	\$ 84,375	
					Subtotal	\$ 237,000			Subtotal	\$ 360,000
					Total (Items 1 - 20)	\$ 1,653,000			Total (Items 1 - 20)	\$ 2,489,063

- Notes:
- Quantities**
- Coastal path lengths as per Brighthouse 2020 Redevelopment Plan for Roebuck Bay Caravan Park.
 - Dune nourishment for western beach assumes 0.2m/yr. ongoing erosion. No allowance for storm erosion quantities.
 - Nourishment volumes will vary from year to year and may require large volumes some years and very limited volumes in calm years.
 - Beach access paths assume only 3 existing access points refurbished.
 - Price totals do not include Town Beach jetty abutment and Café redevelopment (separate projects)

Rates

- Rates based on similar works in southwest of WA. Does not allow for regional cost indices at concept stage
- Rates for individual items are nominal.
- 50% to all existing costs in the 'Accommodation' estimate based on Rawlinson's 2020 Regional Price Variation of 150 from Broome

Limitations

- This is a Concept Screening Budget Estimate (AAEC Class 5)
- This estimate and the work undertaken for its preparation is presented for the use of the Shire of Broome for this project.
- The estimate may not contain sufficient or appropriate information to meet the purpose of other potential users.
- Seashore Engineering does not accept any responsibility for the use of the information in this cost estimate by other parties.

ESTIMATE CLASS	LEVEL OF PROJECT DEFINITION	Secondary Characteristics			
		END USAGE	METHODOLOGY	EXPECTED ACCURACY RANGE	PREPARATION EFFORT
		Typical purpose of estimate	Typical estimating method	Typical variation in low and high ranges (%)	Typical degree of effort relative to least cost index of 1.00
Class 5	0% to 2%	Concept Screening	Capacity Factored, Parametric Models, Judgment, or Analogy	L: -10% to -60% H: +10% to +100%	1
Class 4	1% to 15%	Study or Feasibility	Equipment Factored or Parametric Models	L: -10% to -30% H: +10% to +10%	2 to 4
Class 3	10% to 40%	Budget, Authorisation or Control	Semi-Detailed Unit Costs with Assembly Level Line Items	L: -10% to -20% H: +10% to +30%	3 to 10
Class 2	30% to 70%	Control or Bid Tender	Detailed Unit Cost with Formal Detailed Take-Off	L: -5% to -15% H: +5% to +20%	4 to 20
Class 1	50% to 100%	Check Estimate or Bid/Tender	Detailed Unit Cost with Detailed Take-Off	L: -5% to -10% H: +5% to +15%	5 to 100

Notes:

(a) The state of process technology and availability of appropriate reference cost data affect the range markedly. The - value represents typical percentage variation of actual costs from the cost estimate after application of contingency (typically at a 50% level of confidence) for given scope.

(b) If the range index value of '1' represents 0.005% of project costs, then an index value of 100 represents 0.5%. Estimate preparation effort is highly dependent upon the size of the project and the quality of estimating data and tools.

Item 9.2.2 - TOWN BEACH GEOTECHNICAL INVESTIGATION AND COASTAL ADAPTATION OPTIONS ASSESSMENT



Town Beach Coastal Adaptation
Shire of Broome
Concept Cost Estimate

Date: 9/6/20
Rev: 2
Budget Type: Concept Phase
Ref: SE098-01-04 & 05

Description: This proposed coastal adaptation concept is based on the 'Protection' from coastal hazards through design and management strategies to mitigate risk, in particular rock revetments. This is for the Roebuck Bay Caravan Park and adjacent foreshore areas including the Western Beach, Pindan Headland and Town beach.

		P50 Cost Estimate				P90 Cost Estimate				
Item No.	Description	Unit	Rate (\$ Ex GST)	Quantity	Amount Ex GST	\$	Unit	Rate (\$ Ex GST)	Quantity	Amount (\$ Ex GST)
Item General										
1	Foreshore Management Plan - Environmental Consultant	Item	\$ 22,500	1	\$ 22,500		Item	\$ 28,125	1	\$ 28,125
2	Review RBCP Redevelopment Plan for areas seaward of the Current Risk of Storm Erosion (100yr AR) hazard line - Planning Consultant	Item	\$ 7,500	1	\$ 7,500		Item	\$ 9,375	1	\$ 9,375
3	Review RBCP Redevelopment Plan for areas seaward of the '2040 Coastal Processes Allowance' hazard line - Planning Consultant	Item	\$ 7,500	1	\$ 7,500		Item	\$ 9,375	1	\$ 9,375
4	Review stormwater overflow drainage in RBCP - Engineering Consultant	Item	\$ 45,000	1	\$ 45,000		Item	\$ 56,250	1	\$ 56,250
5	Inspect, Refurbish and Replace Existing Beach Access Stairs									
5.1	Town Beach Concrete Stairs	Item	\$ 72,000	2	\$ 144,000		Item	\$ 112,500	2	\$ 225,000
5.2	Western Beach Concrete Stairs & Retaining Wall	Item	\$ 150,000	1	\$ 150,000		Item	\$ 187,500	1.25	\$ 234,375
				Subtotal	\$ 376,500				Subtotal	\$ 562,500
Western Beach										
6	Construct rock revetment	m	\$ 15,000	320	\$ 4,800,000		m	\$ 22,500	330	\$ 7,425,000
7	Ongoing nourishment of beach (300m x 4m x 0.2m/yr)	m ³ /yr	\$ 75	240	\$ 18,000		m ³	\$ 94	300	\$ 28,125
8	Arborist inspection of tree health and stability	Item	\$ 3,000	1	\$ 3,000		Item	\$ 3,750	1	\$ 3,750
9	Coastal access path construction (flexible materials)	m	\$ 200	330	\$ 66,000		m	\$ 250	412.5	\$ 103,125
				Subtotal	\$ 4,887,000				Subtotal	\$ 7,560,000
Pindan Headland										
10	Mitigate Risk of Slope Failure - nominal allowance for Geotechnical advice and post-event slope reinstatement (refer GALT 2020)	Item	\$ 75,000	1	\$ 75,000		Item	\$ 150,000	1.25	\$ 187,500
11	Revise Coastal monitoring scope to include focus on Pindan Headland.	Item	\$ 7,500	1	\$ 7,500		Item	\$ 9,375	1	\$ 9,375
12	Review options for relocation of existing armour rock at toe of Pindan Headland.	Item	\$ 15,000	1	\$ 15,000		Item	\$ 18,750	1.25	\$ 23,438
13	Coastal boardwalk construction	m	\$ 3,000	130	\$ 390,000		m	\$ 3,750	162.5	\$ 609,375
				Subtotal	\$ 487,500				Subtotal	\$ 829,688
Town Beach										
14	Existing Boat Ramp - Nominal allowance for maintenance	Item	\$ 15,000	1	\$ 15,000		Item	\$ 18,750	1	\$ 18,750
15	Completion of Jetty Abutment (separate project)	Item	\$ -	0	\$ -		Item	\$ -	0	\$ -
16	Better definition of beach access - nominal allowance for	Item	\$ 3,000	1	\$ 3,000		Item	\$ 3,750	1	\$ 3,750
17	Mitigation of storm surge risk to existing Café - nominal allowance for barrier boards or similar.	Item	\$ 15,000	1	\$ 15,000		Item	\$ 18,750	1	\$ 18,750
18	Café Redevelopment (separate project)	Item	\$ -	0	\$ -		Item	\$ 0	0	\$ -
19	Refurbishment of dumped rock protection (seawall) at western end of Town Beach	Item	\$ 3,000	50	\$ 150,000		Item	\$ 3,750	62.5	\$ 234,375
20	Coastal access path construction (flexible materials)	Item	\$ 300	180	\$ 54,000		Item	\$ 375	225	\$ 84,375
				Subtotal	\$ 237,000				Subtotal	\$ 360,000
				Total (Items 1 - 20)	\$ 5,988,000				Total (Items 1 - 20)	\$ 9,312,188

Notes:

Quantities

- Coastal path lengths as per Brighthouse 2020 Redevelopment Plan for Roebuck Bay Caravan Park.
- Beach nourishment for western beach assumes 0.2m/yr ongoing erosion to retain a sandy beach in front of the revetment. No allowance for storm erosion quantities.
- Beach access paths assume only 3 existing access points refurbished.
- Price totals do not include Town Beach jetty abutment and Café redevelopment (separate projects)

Rates

- Rates based on similar works in southwest of WA. Does not allow for regional cost indices at concept stage.
- Rates for individual items are nominal.
- 50% to all existing costs in the 'Accommodation' estimate based on Rawlinson's 2020 Regional Price Variation of 150 from Broome

Limitations

- This is a Concept Screening Budget Estimate (AACE Class 5)
- This estimate and the work undertaken for its preparation is presented for the use of the Shire of Broome for this project.
- The estimate may not contain sufficient or appropriate information to meet the purpose of other potential users.
- Seashore Engineering does not accept any responsibility for the use of the information in this cost estimate by other parties.

ESTIMATE CLASS	LEVEL OF PROJECT DEFINITION Expressed as % of complete definition	END-USE Typical purpose of estimate	Secondary Characteristics		
			METHODOLOGY Typical estimating method	EXPECTED ACCURACY RANGE Typical variation in low and high ranges [%]	PREPARATION EFFORT Typical degree of effort relative to least cost index of 1 [h]
Class 5	0% to 2%	Concept Screening	Capacity Factored, Parametric Models, Judgment, or Analogy	L: -20% to -50% H: +20% to +100%	1
Class 4	1% to 10%	Study or Feasibility	Equipment Factored or Parametric Models	L: -15% to -30% H: +20% to +50%	2 to 4
Class 3	10% to 40%	Budget, Authorization, or Control	Semi-Detailed Unit Costs with Assembly Level Line Items	L: -10% to -30% H: +10% to +30%	3 to 10
Class 2	30% to 70%	Control or Bid Tender	Detailed Unit Cost with Formatted Detailed Take-Off	L: -5% to -15% H: +5% to +20%	4 to 20
Class 1	50% to 100%	Check Estimate or Bid Tender	Detailed Unit Cost with Detailed Take-Off	L: -3% to -15% H: +3% to +15%	5 to 100

Notes: [a] The state of process technology and availability of applicable reference cost data affect the range markedly.
[b] The range index value of 1 represents 0.005% of project costs. If an index value of 100 represents 0.5%, estimate preparation effort is highly dependent upon the size of the project and the quality of estimating data and tools.

SE098 Broome Coastal Adaptation Options -Concept Cost Estimate Rev O 200608.xlsx



Western Beach Rock Revetment
Shire of Broome
Preliminary Construction Cost Estimate (P50 & P90)

Date: 9/6/20
Rev: 2
Budget Type: Concept Phase
Ref: SE098-01-04 & 05

Description: Construction of ~320m rock revetment along Western Beach to protect Roebuck Bay Caravan Park.

		P50 Cost Estimate				P90 Cost Estimate				
Item No.	Description	Unit	Rate (\$ Ex GST)	Quantity	Amount Ex GST	(\$	Unit	Rate (\$ Ex GST)	Quantity	Amount (\$ Ex GST)
1 Preliminaries										
1.1	Management Plans and Reporting	item	\$ 150,000	1	\$	150,000	item	\$ 255,000	1	\$ 255,000
1.2	Survey	item	\$ 150,000	1	\$	150,000	item	\$ 255,000	1	\$ 255,000
1.3	Site Establishment and Mobilisation	item	\$ 300,000	1	\$	300,000	item	\$ 510,000	1	\$ 510,000
1.4	Site Reinstatement and Decommissioning	item	\$ 300,000	1	\$	300,000	item	\$ 510,000	1	\$ 510,000
				SUBTOTAL (ITEM 1)	\$	900,000			SUBTOTAL (ITEM 1)	\$ 1,530,000
2 Buried Revetment Construction										
2.1 Supply and Delivery of Rock										
2.1.1	Armour	Tonne	\$ 160	13,680	\$	2,188,862	Tonne	\$ 272	13,680	\$ 3,721,066
2.1.2	Geotextile	m2	\$ 15	3,840	\$	57,600	m2	\$ 26	3,840	\$ 97,920
				Subtotal	\$	2,246,462			Subtotal	\$ 3,818,986
2.2 Placement of Rock/Geotextile										
2.2.2	Armour	Tonne	\$ 40	13,680	\$	547,216	Tonne	\$ 68	13,680	\$ 930,266
2.2.3	Geotextile	m2	\$ 6	3,840	\$	23,040	m2	\$ 10	3,840	\$ 39,168
				Subtotal	\$	570,256			Subtotal	\$ 969,434
2.3 Excavation										
2.3.1	Site excavation and stockpiling	Item	\$ 500,000	1	\$	500,000	Item	\$ 850,000	1	\$ 850,000
2.3.2	Remove topsoil stockpile for reuse	Item	\$ 500,000	1	\$	500,000	Item	\$ 850,000	1	\$ 850,000
				Subtotal	\$	1,000,000			Subtotal	\$ 1,000,000
				SUBTOTAL (ITEM 2)	\$	3,816,718			SUBTOTAL (ITEM 2)	\$ 5,788,420
3 Project Management, Design, Tendering and Supervision										
3.1	Detailed Design	%	1.00%	1.0	\$	47,167	%	1.70%	1.0	\$ 124,413
3.2	Approvals	%	1.00%	1.0	\$	47,167	%	1.70%	1.0	\$ 73,184
3.3	Project Management	%	5.00%	1.0	\$	47,167	%	8.50%	1.0	\$ 73,184
				SUBTOTAL (ITEM 3)	\$	141,502			SUBTOTAL (ITEM 3)	\$ 270,782
				TOTAL Item 1 to 3 (EXCL. GST)	\$	4,858,219			TOTAL Item 1 to 3 (EXCL. GST)	\$ 7,589,202

Notes: Quantities Cost/m \$ 15,181.94

- Assumes only Kimberly Quartrite rock is used (2.47/m3)
- Rock quantities vary according to the density of rock and packing achieved during construction
- Revetment based on buried seawall with a crest elevation of 7.5m AHD and a toe elevation of 3.5m AHD
- Assumes works undertaken in good weather. Higher costs will occur from weather delays and higher tides
- Seawall Length is assumed to be 470m
- Armour rock specification is assumed to be approx. 2T median mass

Rates

- Rates for supply and delivery of rock based on recent project in Broome (Town Beach Seawall)
- Preliminaries based on recent project in Broome (Town Beach Seawall)

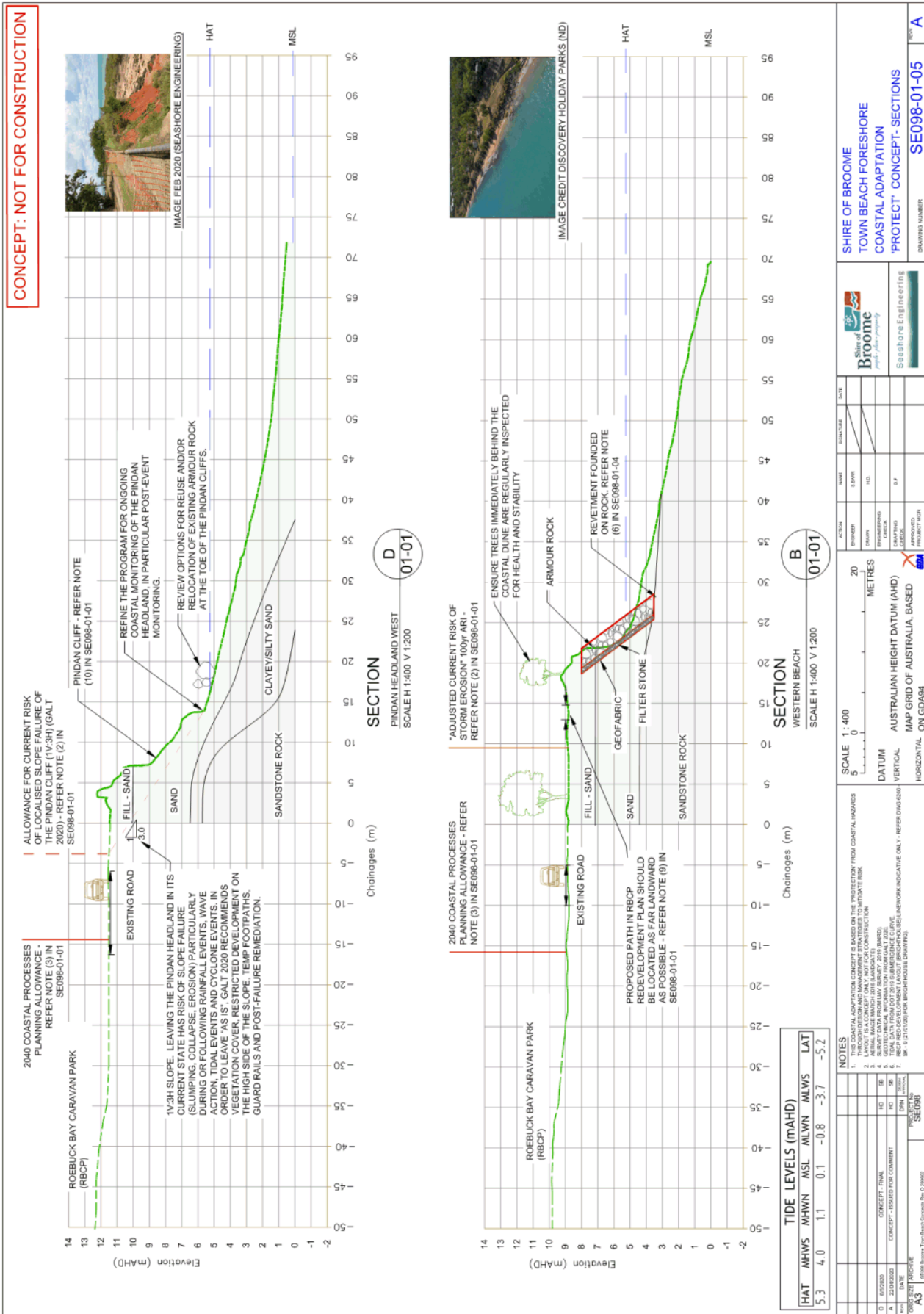
Limitations

This estimate and the work undertaken for its preparation is presented for the use of the Shire of Broome for this project. Concept Budget Only
The estimate may not contain sufficient or appropriate information to meet the purpose of other potential users.
Shire Coastal does not accept any responsibility for the use of the information in this cost estimate by other parties.



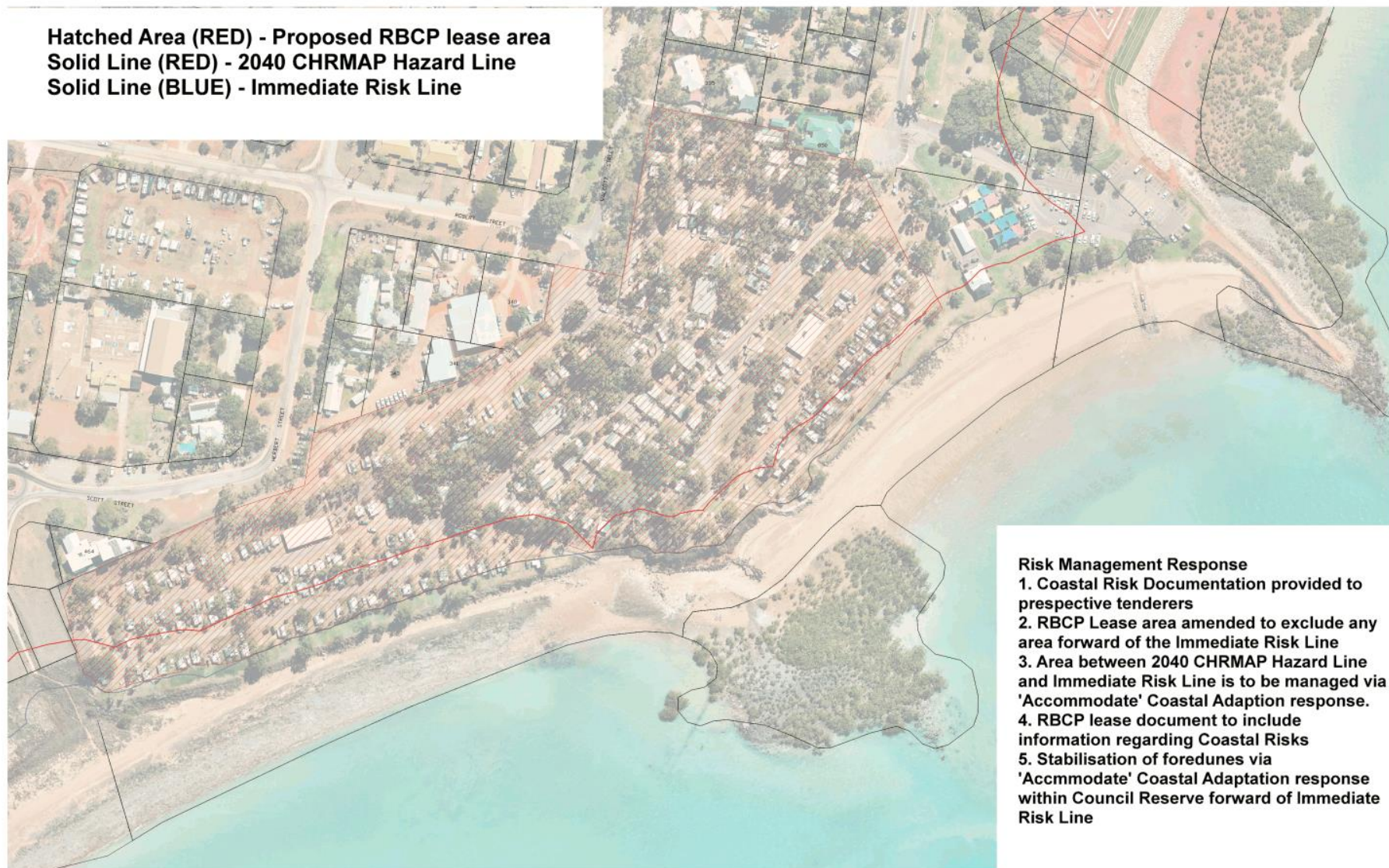
Appendix E Concept Design Drawings for 'Protect' Option (Non -Preferred)







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ACN: 69 155 753 361



9.2.3 SHIRE OF BROOME LOCAL PLANNING STRATEGY AND LOCAL PLANNING SCHEME NO 6 REVIEW - COMMUNITY ENGAGEMENT PLAN

LOCATION/ADDRESS:	Shire of Broome
APPLICANT:	Nil
FILE:	PLA100
AUTHOR:	Manager Planning and Building Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development and Community
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

The *Planning and Development (Local Planning Schemes) Regulations 2015* (**the Regulations**) requires local governments to carry out a review of their local planning schemes within six months of the five-year anniversary of the date the scheme was approved. The Shire of Broome Local Planning Strategy was adopted in August 2014 and Local Planning Scheme No 6 (**LPS6**) was gazetted on the 30 January 2015. The review of LPS6 is therefore due 30 July 2020.

The Shire of Broome adopted the Report of Review at the Ordinary Council Meeting in February 2020 which recommended the review of Local Planning Strategy and LPS6 be informed by a comprehensive consultation process. The Western Australian Planning Commission (**WAPC**) has subsequently advised it agrees with the recommendations of the report.

The Shire has engaged planning consultants, Hames Sharley, to undertake the review of the Local Planning Strategy and LPS6 and a Community Engagement Plan has been prepared to guide the comprehensive consultation process.

This report recommends Council adopt the Community Engagement Plan.

BACKGROUND

Previous Considerations

OMC 27 February 2020

Item 9.2.5

At the Ordinary Council Meeting on the 27 February 2020, Council resolved to approve the Report of Review contained in Attachment No 1 and forward a copy of the Report to the Western Australian Planning Commission and recommend to the Western Australian Planning Commission for:

- (a) The Shire of Broome Local Planning Strategy review to be informed by a comprehensive consultation process; and
- (b) The Shire of Broome Local Planning Scheme No 6 to be reviewed, and for a new Local Planning Scheme (No 7) be prepared and Local Planning Scheme No 6 be repealed upon gazettal of the new local planning scheme.

The Report was forwarded to the WAPC, and the WAPC has responded it agrees with the recommendations of the report (refer to **Attachment No 1**).

The Shire must now commence the process of reviewing the Local Planning Strategy and LPS6 and it is recommended, as per the resolution of Council, this is to be informed by a

comprehensive consultation process. The consultants engaged to perform the review have prepared a Community Engagement Plan, which is included in **Attachment No 2**.

COMMENT

The attached Community Engagement Plan (**CE Plan**) has been prepared by the consultants in consultation with the Shire Officers. The CE Plan has been prepared consistent with Council's Policy 3.4.6 – Community and Economic Development.

The CE Plan provides an overview of the following:

- Key messages;
- Stakeholder analysis;
- Action Plan;
- Communication proposed; and
- Evaluation (targets for engagement).

Engagement Phase 1 (which commence on page 18 of **Attachment No 2**) provides an overview of the key engagement tasks, outcomes, deliverables and reporting for the initial community engagement is proposed for the review of Local Planning Strategy and LPS6. This is proposed to include the following:

- Launch communication and messaging (on social media, print and radio media);
- Stakeholder introductions;
- Individual stakeholder meetings;
- Media monitoring;
- Youth engagement;
- Aboriginal Community Engagement;
- Business Engagement;
- Regular eNews Updates;
- Q & A 'pop-in'; and
- Council presentation.

The initial phase of the engagement is scheduled to commence in June, for a term of 3 months, concluding September 2020.

At the conclusion of the Engagement Phase 1, a summary report of the findings will be prepared, and outcomes will be workshopped with Councillors. The process of drafting updated Local Planning Strategy and Scheme will then commence. Once this is adopted by Council and WAPC has consented to advertising, there will be a further comprehensive consultation period of the draft materials. This is likely to commence in mid 2021.

The CE Plan is proposing the Shire adopts an involve / collaborate approach under the IAP2 (consistent with the International Association for Public Participation spectrum). The CE Plan is considered to involve comprehensive consultation to inform the review process and is consistent with Council's Policy. While the Planning and Development Act 2005, prescribed minimum level of community engagement once a Strategy and Scheme has been prepared, the level of engagement prior to the preparation of the documents is not prescribed. To ensure the aspirations of the community are known in the preparation of the documents, it is recommended the CE Plan is adopted.

CONSULTATION

A workshop was held with Council in May 2020, where the consultant team provided an overview of the proposed engagement methodology and sought feedback from elected

members. The Department of Planning, Lands and Heritage have also been engaged with on the community engagement proposed in the CE Plan.

If adopted, the CE Plan will guide the engagement the Shire and the consultant team will undertake to inform the Strategy and Scheme review process.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

POLICY IMPLICATIONS

The CE Plan prepared is consistent with Council Policy 3.4.6 – Community Engagement.

FINANCIAL IMPLICATIONS

The community engagement proposed under the CE Plan has been budgeted for as part of the 2020-21 Annual budget.

RISK

There is a risk the community may not want to be engaged in the process, or secondly the community may be confused by other consultation being performed by the Shire. To avoid these risks the CE Plan has identified some key messaging and proposes the preparation of comprehensive engagement packs to assist with the community to be actively involved in this process.

STRATEGIC IMPLICATIONS

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

Effective communication

Accessible and safe community spaces

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 tropical climate design principles and

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

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 the Community Engagement Plan for the review of the Local Planning Strategy and Local Planning Scheme as set out in Attachment 2; and*
2. *Authorises the Director Development and Community to make minor changes to the plan as required during implementation.*

Cr N Wevers moved a Motion to amend the Report Recommendation. The amendment is underlined below.

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/008

Moved: Cr N Wevers

Seconded: Cr E Foy

That Council:

1. ***Endorses the Community Engagement Plan for the review of the Local Planning Strategy and Local Planning Scheme as set out in Attachment 2 and to include open community forums on:***
 - a) ***Short Stay Accommodation***
 - b) ***Home Occupation and Home Business.***
2. ***Authorises the Director Development and Community to make minor changes to the plan as required during implementation.***

CARRIED UNANIMOUSLY 8/0

Reason: Due to recent community interest regarding compliance issues with Short Stay Accommodation businesses and the increase in working from home arrangements with the current COVID-19 pandemic.

Cr C Mitchell requested an administrative change to the Community Engagement Plan 'Summary Analysis of Stakeholders' to rate Elected Members as High. The Acting CEO accepted the request. The amendment has been made to the Plan which is highlighted in Attachment 2.

Attachments

1. Attachment 1 - WAPC response on Report of Review
2. Attachment 2 - Community Engagement Plan



Your ref: KW:PLA100
Our ref: TPS/2589
Enquiries: Ryan Carvell
Email: Ryan.Carvell@dph.wa.gov.au

Chief Executive Officer
Shire of Broome
P O Box 44
Broome WA 6725

Transmission via electronic mail to:
shire@broome.wa.gov.au;kirsten.wood@broome.wa.gov.au

Dear Sir/Madam

REVIEW OF SHIRE OF BROOME LOCAL PLANNING SCHEME NO. 6

I refer to your letter dated 5 March 2020 regarding the review of Local Planning Scheme No. 6.

The WAPC has considered the report of review scheme under regulation 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and advises that it agrees with the recommendations of the report and provides the following advice:

- Where it is intended to include existing local policies into a reviewed local planning strategy, it should be noted that the Commission has not endorsed these. Any inclusion of a local policy needs to be sufficiently justified and consistent with State and regional planning policies or positions.

Pursuant to regulation 67(2) the Shire of Broome is required to publish the report and the Commission's decision on your website, and have a copy of both available at your office for inspection.

Once the information has been published on your website, please advise the WAPC of the date of publication, and provide a link to the published information to schemes@dph.wa.gov.au.

Please direct any queries about this matter to Ryan Carvell on 6551-9768 or ryan.carvell@dph.wa.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "Sam Fagan".

Ms Sam Fagan
Secretary
Western Australian Planning Commission
17/04/2020



wa.gov.au

Postal address: Locked Bag 2506 Perth WA Street address: 140 William Street Perth WA 6000
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ABN 35 482 341 493



Shire of Broome Local Planning Strategy & Local Planning Scheme 7 Review

Community Engagement Plan

**Hames
Sharley**

With:

**SHAPE URBAN
Franklin Planning**



Document Title:

Shire of Broome Local Planning Strategy and Local Planning Scheme No. 7 - Community Engagement Plan

Review Table

No.	Author	Reviewed by	Date	Purpose
1	Martin Spencer	Anna Kelderman	11 May 2020	Draft for discussion
2	Anna Kelderman	Anna Kelderman	June 5 2020	Final Draft for Council Decision

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1. INTRODUCTION

The Shire of Broome is a place like no other. The region has a proud and diverse history. It sits on the rich country of our first nations people, from the Bardi to the north to the Karajarri in the south and the Yawuru in the townsite area, part of a unique and vast landscape.

As the primary regional centre in the Kimberley, the Broome Townsite is of State significance, evidenced by its inclusion in the State Government's Regional Centres Development Program.

The Broome Growth Plan sets out a framework with four defined pathways by which Broome can capitalise on the global economy and position itself as a resilient and prosperous centre. Whilst much has changed globally, these pathways can still provide a framework for the Broome area.

The objectives of the stakeholder engagement will be to extend the engagement journey beyond global economic responses to the detail needed to ensure local responsiveness and flexibility.

A new Shire of Broome Local Planning Strategy (LPS) and Local Planning Scheme No. 7 (LPS7) should be driven by the Shire community and its key stakeholders reflecting and facilitating their aspirations for the future of the Shire overall and its townsite and environs.

The production of a new Local Planning Strategy and Scheme presents an exciting opportunity for the region, to build on opportunities and help to holistically shape the future of the Shire.

1.1 DOCUMENT PURPOSE

This document describes the key activities and supporting actions that together make up the Community Engagement Plan (CEP) for completing a review and creation of a new LPS and LPS7.

It is to be read as an engagement management tool, describing activities and actions in accordance with proposed timeframes and clarifying the objective of each activity, linking back to the requirements of Shire and the State planning legislative requirements.

The proposed engagement also has to consider the complexity of the current time - physical distancing requirements and travel restrictions, as well as the deep respect necessary for remote and town-based Aboriginal communities.

This CEP provides a methodology for connecting with and listening to the needs of locals and other stakeholders, with adequate flexibility to change and pivot the method if conditions change.

1.2 OVERALL OBJECTIVE

The objective of the engagement process is to provide the community with an opportunity to be part of the process of developing a new LPS and LPS7. It will build on the information gained from the community input to the Broome Growth Plan, and the relationships and energy built throughout that process.

2. PROJECT DETAILS

Project Name:

Shire of Broome Local Planning Strategy and Local Planning Scheme 7

Project Manager:

Kirsten Wood, Manager Planning and Building Services,

Phone: (08) 9191 3482

Email: kirsten.wood@broome.wa.gov.au

Other Project Team Members:

Shire of Broome: Nathan Cain, Luke Servi, Gareth McKnight

Hames Sharley, Shape Urban and Franklin Planning Team - Nicholas Temov, Naden Scarfone, Rebecca Spencer, Anna Kelderman, Martin Spencer, Claire Franklin

2.1 KEY CONSULTANT ROLES AND RESPONSIBILITIES

Team Members	Roles and Responsibilities	Contact
Nicolas Temov, Hames Sharley	Project Lead, Strategic Planning, Urban Design	(08) 9381 0235 0402 204 372 n.temov@hamessharley.com.au
Anna Kelderman, Shape Urban	Stakeholder engagement lead, designing, facilitating and reporting stakeholder activity	0459 787 888 anna@shapeurban.place
Claire Franklin, Franklin Planning	Statutory planning and schemes	0488 019 634 cfranklinplanning@gmail.com

2.2 TIMEFRAME

The engagement activities are expected to run from June 2020 through to approximately September 2020. Further engagement will occur once the WAPC has adopted the Scheme and Strategy for Public comment.

Specific stages to support the engagement objectives are listed in Table 1 and illustrated in Figure 1.

The plan is set up in five stages. More detail on the execution of each stage is shown in the Action plan (Chapters 5-10).

Table 1 - Engagement Stages and Timing

Stage	Timing
1. Inception	April to May 2020
2. CEP design and development	May to June 2020
3. Engagement Phase 1 - Awareness and Vision Setting	July to September 2020
4. Preparation of New Strategy and Scheme	September 2020 to February 2021
5. Engagement Phase 2 - Formal advertising and submissions review	2021

2.3 NEGOTIABLES AND NON - NEGOTIABLES

When we engage with any stakeholder, we need to be clear about what it is they are being engaged for and what they can influence. The negotiables and non-negotiables enable us to clearly identify their role in the project.

In this project, the negotiable elements of the project that can be influenced and shaped by stakeholders are:

- General changes to the expected form and function of development in various neighbourhoods;
- The composition of land use in the area and within each land use zone the type of development supported; and
- The conditions upon which land use may be supported eg Airb'n'b or taller/more dense development.

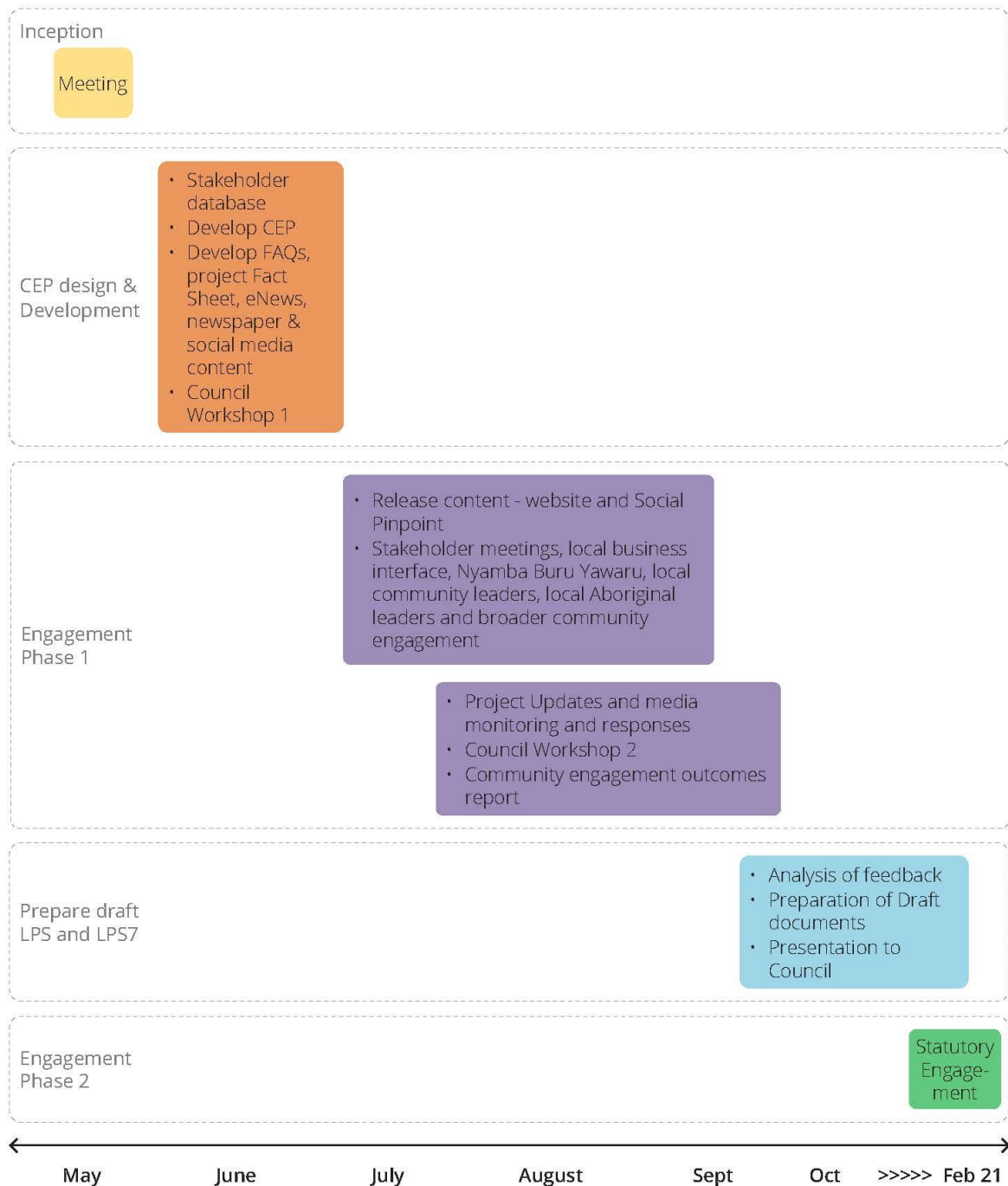
The **Non-negotiable** elements of the project that are fixed and cannot change are:

- LPS and LPS7 need to be reviewed;
- Land reserved for State purposes;
- Land subject to the Native Title Determination;
- Approved Activity Centre Plans;
- Approved Local Development Plans;
- Existing permitted use of the land.

The framework is to be consistent with State guidance and is ultimately endorsed by the WAPC.

Existing planning exercises such as the Broome Boating Facility will continue to be progressed and will feed into our process.

Figure 1 - Program



3. KEY MESSAGES

Key Messages will be used throughout the project to help the community to understand project stages, their inputs and the desired outcomes. Messages will differ depending on the stage of the project, and documents will be updated through the engagement process accordingly.

3.1 THROUGHOUT THE PROJECT

- An up to date local planning framework helps the Shire to take advantage of opportunities and to best respond to challenges.
- Our planning framework needs to be up to date to respond to recent strategic planning for Broome as an important regional centre in WA.
- The current Local Planning Strategy was endorsed in 2014 and the Local Planning Scheme No. 6 was gazetted in early 2015. A review of these documents ensure they remain relevant and accord with the vision of the Shire's Strategic Community Plan and the Broome Growth Plan strategic goals.
- A review of Local Planning Scheme No. 6 is also required by the State Government legislative framework. Schemes must be reviewed every 5 years.
- The new Strategy and Scheme will be driven by the Shire community and its key stakeholders reflecting and facilitating their aspirations for the future of the Shire overall and its townsite and environs.
- We will be providing as many opportunities as possible for you to get involved. Opportunities will be in person and online.
- The engagement is open to people of all ages, all cultures and all abilities. We want as many people as possible to be involved to help shape the future of the Shire of Broome.

3.2 IN ENGAGEMENT PHASE 1 - AWARENESS AND VISION SETTING

- A Local Planning Strategy is a framework for local planning over the long term, linking State and regional policies, strategies, and strategic development initiatives to local planning.
- The Local Planning Strategy will help us respond to economic, resource management, environmental and social issues.
- A Local Planning Scheme defines the planning 'rules' that we need to follow in order to achieve our local planning strategy.
- The Local Planning Strategy and new Local Planning Scheme No. 7 will be prepared by the Shire in collaboration with the community and key stakeholders. When they are drafted, the Western Australian Planning Commission will review the documents and allow them to be advertised.
- You will have multiple formal and informal opportunities to influence the draft documents.
- The Western Australian Planning Commission is the final decision maker, and ensures that the documents align to State Government legislation and strategic directions.

3.3 IN ENGAGEMENT PHASE 2 - FORMAL ADVERTISING AND SUBMISSIONS REVIEW

- The draft Local Planning Strategy and draft Local Planning Scheme No. 7 present a consolidated view from the community and stakeholders of the future for the Shire.
- This is your formal opportunity to influence the draft documents.

Other messages will be developed as required, reflecting the key issues of the overall engagement.

4. STAKEHOLDERS

All members of the Broome community and surrounding areas and others with an interest in the Broome Shire are invited to be participants. The following roles will be fulfilled by various members of the community:

Ministers - this group are the final decision makers but also have a key role in advocating various strategic directions for the Shire.

Elected Members - this group are an important connection between the community and the project. They can provide important feedback to the project team to ensure that the objectives and intent of the various activities are being honoured, and they will help the project team to resolve any shortcomings by providing local knowledge and locally appropriate advice.

Elected Members will also have a critical community facing and encouragement role throughout the project. Their role is both as advocates and as participants in the process.

Government Agencies - have an important role in advocating for State level strategic outcomes. Local offices of agencies also play an important connecting role between the State and the community and have regular community interface. Many Government Agencies are also significant land holders or managers in the area.

Nyamba Buru Yawuru - are a significant landholder in the townsite of Broome through Native Title Determination. Land will be subject to controls through the draft documents. May enable broader Aboriginal engagement in the area through shared communications channels.

Residents, owners and business community - this group are owners and occupiers of land and buildings within the Shire and have important local knowledge and perspective. Land will be subject to controls through the draft documents and businesses may be affected.

Advisory groups, formalised community groups and sporting clubs – this group are known to help shape, organize, support and connect with the broader community, and may also be owners and occupiers of the land. This community is an excellent existing conduit to many members of the community and their role is to provide a link into the broader community network. They may also be called on for their more intimate knowledge of how the land is currently used, and informal uses and community efforts at rehabilitation.

Shire of Broome - administrators of the final documents, but also members of the local community.

This group plays an important role in ensuring that any communication of the project is accurate and clear, making sure that shared information is consistent. This group should be kept informed of the activities are planned, in case it impacts on their other projects or in case they are called upon to answer any questions.

4.1 STAKEHOLDER ANALYSIS

This section provides a summary of stakeholder groups and organisations that will need to be considered, engaged and activated throughout this process. Each stakeholder group is considered in terms of the level of Interest, the impact the project might have on them, and the Influence they may have over the project outcomes.

Table 2 provides the summary stakeholder analysis, whilst a more detailed stakeholder database will be developed throughout the process. The detailed stakeholder database will be subject to constant refinement during this project.

Table 2 - Stakeholder Analysis

Stakeholder	Reason for interest	Interest *	Impact *	Influence *
Hon. David Templeman	Minister for Local Government; Heritage. Media and public interest.	M	M	H
Hon. Rita Safioti	Minister for Transport and Planning. Media and public interest.	M	M	H
Elected State Members (Members of the Legislative Assembly and Council)	MLA - Hon Josie Farrer, MLC - Hon Ken Baston, Hon Stephen Dawson, Hon Jacqui Boydell, Hon Kyle McGinn, Hon Robin Scott, Hon Robin Chapple State Members who may be interested in the process. May be conduit to/for community members with specific interests or concerns. Hon Josie Farrer and Hon Ken Baston are located in Broome.	M	M	M
Elected Members	Key participants as decision maker. Elected Members will need to be engaged to provided full and complete support for the process and once supportive will need to be enabled with support tools to encourage broader community input.	H	H	H
Government Agencies (incl. Development WA)	Advocates/conduits to State level strategic expectations, local land managers, responsible for key economic, environment and social/community outcomes in the region. Local community members.	M	M	M
Nyamba Buru Yawuru	Significant landholder in the Shire of Broome through Traditional Ownership and Native Title Determination with knowledge of sensitive sites for environmental and cultural reasons. Will have significant interest in land use outcomes in the townsite where the majority of land use controls apply.	H	H	H
Other Shire of Broome Native Title Owners	Native Title holders across the rural and remote hinterland of the Shire through Traditional Ownership and Native Title Determination with knowledge of sensitive sites for environmental and cultural reasons. Will have high levels of interest in land use outcomes if they affect specific Native Title Lands. Includes Bardi Jawi, Bindunbur, Birriman-gan, Jabirr Jabirr/Ngumbari, Karajarri A and B, Nyikina, Ngurrara, Nyangumarta and those awaiting determination - Joombarn-buru, Mount Jowlaenga.	H	H	H

Stakeholder	Reason for interest	Interest *	Impact *	Influence *
Aboriginal Community	Local community members from Broome and nearby country. Have ongoing connection and stories about the land within Broome townsite and in the surrounding area. Local leaders may help to share the project amongst their own groups during these unusual times.	M	M	M
Residents and residential land owners	Owners and occupiers of land and buildings with important local knowledge and perspectives. Land will be subject to controls through the draft documents and may be affected.	H	H	H
Businesses and business land owners	Owners and occupiers of land and buildings within the Shire and have important local knowledge and perspective of how land use controls affect business. Includes specific representative bodies such as Broome Futures and Broome Chamber of Commerce and businesses which interact with the planning system such as architects, drafts-persons, builders, real estate agents, land valuers.	M	H	H
Short-stay and other tourism accommodation providers	Owners and occupiers of accommodation within the Shire and have specific interest and perspective of how land use controls affect accommodation businesses.	M	H	H
Home business and home occupation operators	Owners and occupiers of dwellings within the Shire that have a business purpose and understand how land use controls affect business. Likely to include smaller consulting firms including architects, drafts-persons, land valuers.	M	H	H
Logistics and Transport Sector	Stakeholders that provide an important transport service to and from the Broome area including Kimberley Port Authority and Broome International Airport.	M	H	H
Community Groups	Provide local information and be directly and indirectly impacted. This group will help build awareness for the project through information sharing within their own stakeholder community. This group will be able to highlight some of the key issues and concerns within the community.	H	M	M

Stakeholder	Reason for interest	Interest *	Impact *	Influence *
Environment Groups	Have a specific interest in environmental outcomes and may have established views on specific sites. Will likely communicate the project amongst their own stakeholders, who may be outside of the local area.	H	M	M
Schools and youth organisations	Potential conduit to youth feedback. This group can build awareness for the project through sharing amongst their families, particularly during physical distancing restrictions.	M	M	M
Shire of Broome Staff	Key participants as coordinator and final user of the documents. Staff will need to be engaged and provide support for the process. Will help encourage broader community input.	H	M	M
Local Media	Community outreach - build awareness, community voice. Possibly raise areas of concern or amplify community concerns.	H	M	M

***SCALE:**

L = Low - low level of interest, impact or influence on the project,

M = Medium - medium level of interest, impact or influence on the project and

H = High - high level of interest, impact or influence on the project.

5. ACTION PLAN

5.1 ENGAGEMENT PRINCIPLES

This CEP has been prepared to align with the International Association for Public Participation (IAP2) engagement principles set out in the IAP2 Code of Conduct.

These principles are - Public Participation:

- is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.
- includes the promise that the public's contribution will influence the decision.
- promotes sustainable decisions by recognising and communicating the needs and interests of all participants, including decision makers.
- seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
- seeks input from participants in designing how they participate.
- provides participants with the information they need to participate in a meaningful way.
- communicates to participants how their input affected the decision.

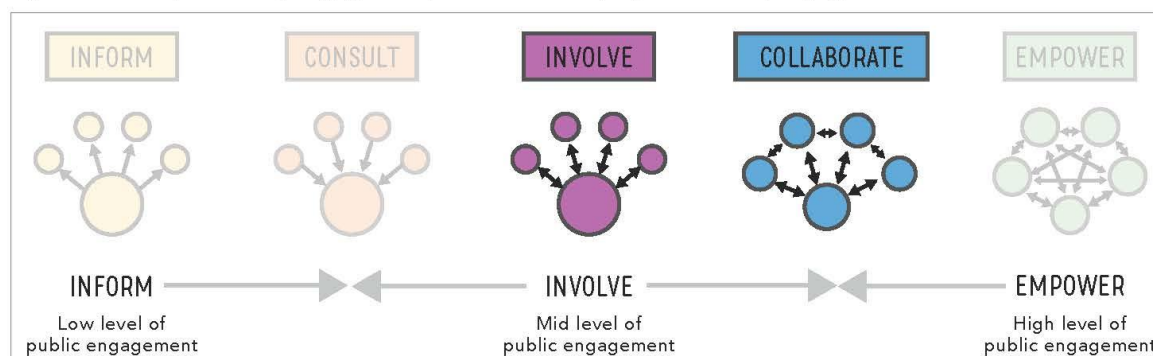
In addition to these principles, which are largely based on a decision point, the approach to stakeholder engagement in the Community Engagement Plan includes principles based on the recognised benefits of Community Engagement, acknowledging that the outcomes of engagement are often greater than what the engagement is explicitly trying to achieve. These additional principles are:

- Public participation promotes local agents for implementation, bestowing decision making power to communities and enabling local support for delivery.
- Public participation develops a shared agenda and alignment to shared tasks and activities.

IAP2 has developed a framework that defines the level of public participation in a spectrum that begins with Inform and Consult and moves to Involve, Collaborate and Empower (see Figure 2).

In the IAP2 spectrum, the further to the right of the spectrum, the greater the ability of the public to influence or impact decision-making.

Figure 2 - IAP2 Spectrum of Engagement focussed on our proposed level of engagement



5.2 LEVEL OF ENGAGEMENT

The proposed level of engagement for this project is **Involve-Collaborate**.

Our CEP attempts to provide opportunities for the engagement process to achieve the level of **Collaborate**, through planned peer-to-peer discussion with the Shire, consultant team and the community.

It is also noted that an Empower engagement process is desirable. However, it is not authentic to promise that a strategy and scheme review could be delivered by providing the community full empowerment, as the final documents have to be endorsed and gazetted by the State through the Western Australian Planning Commission and the elected Members also have to provide their recommendations.

In addition, the Shire Community Engagement Policy outlines that Empower can only be used where Council has established a Committee of Council with delegated decision making power, which is not applicable in this case.

Public Participation Goal - To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered and to involve the public in making decision on where new, different or alternative development might occur, respecting their local knowledge.

Promise to the Public - We will work with you to ensure that your concerns and aspirations are reflected in the documents developed and incorporate your advice and recommendations into the final documents where possible, recognising that there is likely to be conflicting views on many issues related to the scheme and strategy documents.

5.3 ENGAGEMENT ACTIVITIES

Section 6-10 describe the draft engagement program and actions required in each Stage. This will be subject to change depending on the complexity of various stages of the engagement, and results from earlier engagement activities.

The Action Plan needs to be regularly reviewed and potentially updated to guide the implementation of the community engagement and communications actions for the project.

6. STAGE 1 - INCEPTION

This CEP has been developed following the inception meeting and review of planning documents which clarified the key challenges, timelines and project team requirements, key stakeholders and expected access to web portals and social media.

As part of this inception phase the consultant team has commenced a background review and preparation of engagement materials.

The Action Plan for this stage is detailed in Table 3.

Table 3 - Stage 1 Actions

Task	Outcomes	Deliverable	Resp.	Timing
Internal Stakeholder Engagement	Early engagement with Shire of Broome staff to understand key issues and risks. To develop an agreed CEP which recognises the Shire of Broome communications channels and opportunities to engage the community	Liaise with key Shire of Broome staff, including marketing and communications	AK	Early May 2020

7. STAGE 2 - COMMUNITY ENGAGEMENT PLAN DESIGN & DEVELOPMENT

Stage 2 concentrates on preparation for engagement and finalising key background materials. This stage includes stakeholder mapping, key messages, risk identification and detailed engagement programming.

Analysis of stakeholders and proposed key messages inform the development of this CEP. The CEP will be finalised after presentation to Council in a Council Workshop.

This phase will include:

- Development of a stakeholder database to identify and classify key stakeholders.
- Allocation of stakeholders to appropriate people within the project team as the main source of contact.
- Finalisation of key messages for agreement across the project team (all team to follow these).
- Preparation of clear guidelines on communications processes and responsibilities for the project.
- Preparation of communication and engagement assets (tools) and online content.
- Preparation of a draft Council Workshop presentation for Shire review.
- Presentation at an online Council Workshop to discuss and seek feedback on the engagement approach.
- Preparing agreed materials subsequent to Council Workshop 1 including FAQs, online feedback opportunities, mail-out letters template and posters; tailored to suit engagement activities.
- Preparation of an Elected Members briefing pack and staff pack including key messages and responses which can be use when engaging with the community.

- The preparation of an instructional video explainer so that when the preliminary engagement phase is released participants can view key project background at their own leisure. The video will need to include introductions from the Shire President and CEO.
- The building of a project questionnaire and 'kid-friendly' engagement questions.
- Preparation of a social media program to be provided to the Shire for implementation including staged messages and target dates.
- The development of a mapping tool to support community feedback in a spatial context (Social Pinpoint). Themes would relate to business, residential type, tourism, industry, cultural and opportunities or as agreed.
- Preparation of launch materials and launch meeting to prepare for launch.

7.1 OUTCOMES

The outcomes of this stage will be a process for engagement with the community agreed to by Council with supporting material prepared ready for launch.

The Action Plan for this stage is detailed in Table 4.

Table 4 - Stage 2 CEP Design and Development

Task	Outcomes	Deliverable	Resp.	Timing
Finalise CEP & communications strategy	Agreed engagement & communication actions and timeline	Stakeholder Engagement and Communications Plan	SU	Early May
Development of a stakeholder database	Identify and classify key stakeholders and contacts.	Detailed stakeholder analysis	SU	Early May
Preparation of a draft Council Workshop	Draft Council Workshop Presentation	Draft Council Workshop Presentation	HS/ SU/FP	Early May
Council Workshop 1	Council Workshop and general support to engage	Council Workshop	All	26 May
Council Meeting	Council Meeting and approval to engage	Council Meeting	SoB	June
Develop engagement assets	Develop project background sheet, timeline, survey questions, polls, introductory emails/letter, Social Pinpoint mapping tool, website content and short introduction video. Agree community engagement plan to be used (map for hard copy discussions). Prepared early June to allow 3 weeks for preliminary approval (prior to Council approval)	All engagement assets and content	SU	Early June
Develop communications assets	Prepare FAQs, newspaper and ENews content and proposed social media posts and responses Prepared early June to allow 3 weeks for preliminary approval (prior to Council approval)	Communications assets and suggested program	SU	Early June

Task	Outcomes	Deliverable	Resp.	Timing
Elected Members briefing pack	Pack including key messages and social media responses which Elected Members can use when responding to the community	Briefing pack prepared and provided to Elected Members	SU	Mid June
Shire Staff briefing pack	Pack including key messages and social media responses which staff can use when interfacing with the community	Briefing pack prepared and provided to staff	SU	Mid June
Prepare Launch	Test website and Social Pinpoint. Online meeting with key project team members to present content	All material ready for launch	SU	Late June
Coordinate events	Program of initial meetings (dates and times set) that can be communicated upon launch	Meeting dates included in personalised emails to key stakeholders	SU	Late June

8. STAGE 3 - ENGAGEMENT PHASE 1

Stage 3 of the project will concentrate on engagement with the community and will be designed to recognise any enduring gathering restrictions and physical distancing requirements.

An online portal will be established and will be supported by face to face meetings and pop up events, whilst printed materials, news articles and sharing of information through known community groups will enhance awareness and involvement in the project.

NB: Final engagement activities will still need to be agreed formally at the Council workshop.

The activities are all designed to gather information from the community about their aspirations, thoughts and priorities on points of the strategy and scheme review relevant to them.

We will use themes that reflect identified key concerns or challenges, including:

- Commercial activity
- Tourism uses and accommodation
- Conflicts of use
- Environment and heritage
- Changes in density and form

This phase will include:

- An introductory letter to key stakeholders and community groups to advise of the launch of the project.
- Release of all communications and engagement materials in online and printed versions.
- Individual stakeholders meetings via face to face or video meetings, including meetings with DPLH, Broome Futures, Broome International Airport and others.

- Engagement with Nyamba Buru Yawaru and other Aboriginal community leaders to encourage participation of local Aboriginal people remotely.
- Regular broadcasts through the Broome Advertiser, eNews, Facebook, Twitter and Instagram, as well as on the Shire's website.
- Two Q&A sessions/pop-up information booths at community gatherings (e.g shopping centre or market locations if allowed under gathering restrictions).
- Preparation of a guide to 'do-it-at-home' engagement, including a map, sticky dots and questionnaire that can be sent to interested parties for filling in and returning.
- Council presentation and/or project updates.
- Updated communications materials.

The Action Plan for this stage is detailed in Table 5.

8.1 OUTCOMES

The outcomes of this stage are:

- Engagement with the broader community.
- A report on key findings compiled into themes.
- An understanding of the results of engagement that will inform the review and future planning.

Table 5 - Stage 3 Actions

Task	Outcomes	Deliverable	Resp.	Timing
Launch Communications	eNews mail out, Facebook, Twitter and Instagram post, website, posters and Social Pinpoint tool. All content approved by late June. Aim at Monday 29 June for launch unless start delayed.	Launch of engagement including all communication materials and engagement opportunities	SU / SoB	Monday 29 June
Launch Communications	Inclusion of launch information in Broome Advertiser (full page add insert). Final newspaper copy submitted by 25 June for 2 July paper or following fortnight if start date delayed		SU / SoB	25 June for 2 July
Stakeholder Introduction	Provide official introduction and legitimacy of project and introduce consultants	Introduction email	SU / SoB	Monday 29 June
Radio	Prepare media release and script for radio (Triple M, ABC, Goolari). Repeat if engagement not achieving goals.	Content/script	SU	Early July & as req.
Individual Stakeholders meetings	A series of meetings based around semi-structured interview questions will be held with Individual stakeholders including DPLH, Broome Chamber of Commerce, Broome Futures, Development WA, Broome International Airport, Kimberley Port Authority and Kimberley Development Commission.	Meetings and notes	HS	July/ August
Nyamba Buru Yawaru engagement	Meeting with NBY and Department of Premier and Cabinet to understand key opportunities and constraints as well as implications of Native Title Agreement on land use in Broome. We will prepare hard copy visual mapping and questionnaire to be disseminated locally and attempt to undertake a video meeting to elicit further responses. This component will be flexible until we have agreed the format with Nyamba Buru Yawaru.	Meetings and notes	HS/SU	July/ August

Task	Outcomes	Deliverable	Resp.	Timing
Media monitoring	Shire of Broome to monitor media locally, SU to monitor online content. Respond as required	Content (in response to feedback)	SoB/ SU	As req.
Youth engagement	Preparation of a guide to 'DIY' engagement, including a map, sticky dots and questionnaire that can be sent to interested parties for filling in and returning. Focused distribution to hard to reach communities and direct engagement via Youth Advisory Council	Content and support	SU/ SoB	July/ August
Aboriginal community engagement				
Business engagement	Coordinate with Broome Business Breakfast to encourage local business community input.	Content and support	SU	July/ August
Social media updated	Regular updates, approximately fortnightly across channels. Pre-approved responses prepared for each.	Strategy and process, pre-approved responses	SU	Per fortnight
Project Team updates	Fortnightly summary of feedback and actions recommended if engagement not achieving goals	Fortnightly summary	SU	Per fortnight
eNews	At launch, and then end of July and late August as reminder, or as required	Content (in response to feedback)	SU	As req.
Q&A 'pop-in'	Two Q&A/'pop-in' sessions for community and stakeholders to provide targeted feedback and more nuanced input to the consultant team.	Coordination and facilitation. (reminder in eNews)	SU	TBC - Early August
Council presentation	The engagement outcomes and key issues will be presented to a Council workshop before an engagement outcomes report is finalised.	Draft Council Workshop Presentation	HS/ SU/FP	Mid Sept

9. STAGE 4 - PREPARATION DRAFT LPS & LPS7

This phase will concentrate on analysing the information received from the community and stakeholders and preparing the key strategy and scheme documentation.

This phase will include:

- Preparation of a summary report (including engagement outcomes and maps); and
- An updated web portal including FAQs, project information sheet, social media posts and newspaper/ENews notice.

This phase will also include the presentation to Council at Council Workshop 3, likely in person.

The Action Plan for this stage is detailed in Table 6.

9.1 OUTCOMES

The outcomes of this stage are:

- Update communications materials.
- Draft versions of the Local Planning Scheme 7 and Local Planning Strategy ready for presentation to Council.

Table 6 - Stage 4 Actions

Task	Outcomes	Deliverable	Resp.	Timing
Summary of Engagement	Preparation of an Engagement Outcomes Report to detail feedback and key themes/suggestions/ideas	Final Engagement Outcomes Report	SU	Late Sept
Updated communications assets	Update FAQs, project information sheet, website and Social Pinpoint portal to reflect process and feedback. Thank stakeholders for their involvement. Focus on feeding back contributions. Content prepared by mid September for late September communications.	FAQs, project information sheet, website update, newspaper copy, eNews copy, email/letter update, social media content and suggested responses	SU	Late Sept
Draft Scheme and Strategy liaison	Liaison with WAPC, EPA and DPLH	Meetings and notes	HS	Sept-Nov
Council briefings	Draft scheme and strategy presented to Council	Council presentation	HS/ SU/FP	Oct - Dec 2020

10. STAGE 5 - ENGAGEMENT PHASE 2

NB: THIS STAGE SUBJECT TO AGREEMENT

The statutory engagement phase is a requirement of gazettal of a scheme and endorsement of a strategy. Communications will be focused on explaining the importance of specific and constructive feedback.

This phase will include:

- A summary document indicating the difference between the existing and proposed planning strategy and planning scheme.
- Ongoing liaison with DPLH.
- Communications to encourage participation.
- Monitoring of feedback and media.
- Submissions Reporting
- Updated communications materials at conclusion.

The draft Action Plan for this stage is detailed in Table 7.

8.1 OUTCOMES

The outcomes of this stage are:

- Engagement with the broader community.
- A report on submissions.
- An understanding of the results of engagement that will inform the final documents.
- Update communications materials.

NB: All timing is to be confirmed

Table 7 - Stage 5 Actions

Task	Outcomes	Deliverable	Resp.
Summary of Changes/New Elements	Preparation of summary document indicating the difference between the existing and proposed planning strategy and planning scheme	Changes/New Element summary information package	SU
Updated communications assets	Update FAQs, project information sheet, website, social media package and Elected Member and staff information packs. At start of engagement and updated at release of final documents.	FAQs, project information sheet, website update, newspaper copy, eNews copy, email/letter update, social media content, information packages	SU
Liaison with WAPC, EPA and DPLH	Liaison with WAPC, EPA and DPLH	Meetings and notes	HS
Media monitoring	Shire of Broome to monitor media locally, SU to monitor online content. Respond as required	Content (in response to feedback)	SoB/ SU
Summary of Engagement	Preparation of an Engagement Outcomes Report to detail feedback and key themes/suggestions/ideas	Formal Statutory engagement period Summary of Engagement Report	SU
Council briefings	Presentation to Council as required	Council presentation materials	HS/ SU/FP
Submissions Report	Preparation of Submissions Report to detail feedback and key themes/suggestions/ideas	Final Engagement Outcomes Report	HS

11. COMMUNICATIONS

11.1 COMMUNICATION GOALS

- Raise awareness of the local community and identified stakeholders about the process of review for the LPS and LPS 7.
- Inform and educate stakeholders about how the community can participate.
- Invite two-way conversations across the community to gather thoughts, ideas and feedback.

11.2 HOW WILL WE COMMUNICATE

The primary communication channels used will be the Shire of Broome channels to ensure identified stakeholders are targeted on platforms that they are already following or engaged.

All content will be prepared by Hames Sharley and Shape Urban and approved by Shire of Broome. It will follow Shire of Broome branding style guides.

11.3 BRAND VOICE

- Use casual, but professional tone.
- Be authentic, friendly and limit the amount of built form jargon – make it relatable.
- More serious and technical tones will be taken when necessary or required with stakeholders.
- Keep it visual where possible, using images, illustrations and graphics.

12. EVALUATION

Evaluating community engagement involves assessing the quality of the engagement process. It seeks to measure how well the engagement process was planned, implemented and managed and informs continuous improvement of the engagement approach.

Table 8 describes our expected reach and evidence targets.

Table 8 - Evaluation Targets

Measures of success	Evidence
Number of people aware (impressions on social media, website visits, document downloads etc)	4,000
Reach (total visits to Social Pinpoint)	1000+
Number of people directly engaged by the project (submissions, attendees, social comments, emails sent/received, direct stakeholder liaison, activities complete on Social Pinpoint)	150
Open rate on eNews / click throughs	35%



9.2.4 CHINATOWN REVITALISATION PROJECT STAGE 2 UPDATE

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	PLA94
AUTHOR:	Special Projects Coordinator
CONTRIBUTOR/S:	Marketing & Communications Coordinator Chinatown Place Activation Coordinator Community Development Officer - Youth and Community Manager Financial Services Manager Community and Economic Development Manager of Information Services
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report presents a six-monthly update to Council in accordance with the previous Council resolution of 12 December 2020 on the Chinatown Revitalisation Project for the 6 months from January to June 2020. Key activities undertaken within the period for this Project are:

- Detailed design of the Stage 2 streetscape and works packages
- Development of the public art and interpretation pieces
- Community consultation and engagement activities.

BACKGROUND

At the Ordinary Meeting of Council held 12 December 2019, Council resolved the following in regard to the Chinatown Revitalisation Project:

REPORT RECOMMENDATION:***That Council:***

- 1. Requests the Chief Executive Officer formally thanks the State of Western Australia for the \$11.95 million grant funding for Stage 2 of the Chinatown Revitalisation Project;***
- 2. Endorses the Draft Financial Assistance Agreement (as circulated under separate cover) with the Department of Primary Industry and Regional Development and authorises the Shire President and Chief Executive Officer to engross the final documentation as required and subject to minor amendment;***
- 3. Endorses the updated Memorandum of Understanding between the Shire of Broome, DevelopmentWA and Kimberley Development Commission as presented and authorises the Shire President and Chief Executive Officer to engross the documentation as required and subject to minor amendment;***
- 4. Endorses the Chinatown Revitalisation Stage 2 Governance Terms of Reference as presented, subject to minor amendment, and appoints the Chief Executive Officer and Shire President to be the Shire's representatives on the Chinatown Steering Committee; and***

5. Requests the Chief Executive Officer to:

- (a) Include an allocation of \$2,680,000 within the 2020/21 Annual Budget towards Stage 2 of the Chinatown Revitalisation Project; and**
- (b) Provide six monthly updates on the Project for Council's information.**

This report to Council is provided to address 5(b) above in regard to six-monthly updates on the Project.

Financial Assistance Agreement

The Financial Assistance Agreement (FAA) sets out the obligations of the Shire of Broome in respect of the use of funding provided under the agreement.

The FAA between the Department of Primary Industry and Regional Development and the Shire of Broome provides for an investment of \$11.95M by the State and \$3.6M from the Shire of Broome for the delivery of various key projects. An additional \$100K has also been recognised for funding secured through the Kimberley Development Commission's (KDC) Regional Economic Development (RED) Grants towards the proposed Transit Hub sub-project. These projects are summarised as follows (extract taken from FAA):

Item of Expenditure	Budget (\$)	Source of Funds
Stage Two Streetscape Enhancement Detail Design	800,000	The Recipient
Short Street Streetscape Enhancements	4,482,500	\$500,000 The Recipient \$3,982,500 The Department
Napier Terrace Streetscape Enhancements	3,470,000	\$500,000 The Recipient \$2,970,000 The Department
Carnarvon Street North Streetscape Enhancements	3,020,000	\$1,000,000 The Recipient \$2,020,000 The Department
Smart Cities Enabling Items	300,000	The Department
Chinatown Public Art	500,000	The Recipient
Streeter's Jetty Refurbishment	300,000	The Department
Chinatown Transit Hub and Pocket Park	1,270,000	\$1,170,000 The Department \$100,000 KDC
Visitor Centre Amenities	150,000	The Department
Place Activation Manager (18 months)	600,000	\$300,000 The Recipient \$300,000 The Department
Project Management, Administration, Audit and Reporting	757,500	The Department
Total Budget	15,650,000	

A brief description of each sub-project follows:

Stage Two Streetscape Enhancement Detail Design

The Chinatown Revitalisation Project Stage Two Detailed Design Phase will deliver the second stage of works as outlined in the Chinatown Master Plan. This body of work will review the priority projects, refine the concept master plan and define priority two projects into a fully resolved 'shovel ready' package ready for tender and then construction.

Short Street Streetscape Enhancements

Short Street is the main entry point into Chinatown off Old Broome Road. This Project will include varying levels of streetscape upgrades and road/drainage upgrades that will aim to improve Short Street as an arrival point into Chinatown. This will be done through improved shade and amenity, enhance legibility and universal access, pedestrian break out spaces, activation of underutilised public space and encouraging private investment.

The Project will also include consolidation of car parking; review and resolve any clashes with property entrances/aprons; review of road layout; investigate shared pedestrian and vehicular space and introduction of a bus pull-in area.

Napier Terrace Enhancements

Napier Terrace bookends Carnarvon Street and Dampier Terrace with Short Street and is the main entry point to these streets off Hamersley Street as well as being an important connection to Male Oval. This Project will include varying levels of streetscape upgrades and road/drainage upgrades that will aim to improve Napier Terrace as an arrival point into Chinatown. This will be done through improved shade and amenity, enhance legibility and universal access, pedestrian break out spaces, activation of underutilised public space and encouraging private investment. The Project will also include consolidation of car parking; review and resolution of any clashes with property entrances/aprons; review of road layout, and potential introduction of a bus pull-in area.

Carnarvon Street Streetscape Enhancements

This Project includes the extension of upgrades undertaken in stage one to areas north of Short Street and will include road/drainage upgrades. This Project is expected to include upgrades to shade and shelter, lighting, street furniture and street trees in line with the materials and finishes employed in stage one. Focus on a higher specification of finishes shall be used in sectors immediately adjacent to existing buildings, while a lower level of service is to be considered for areas adjacent to undeveloped parcels of land.

Smart Cities Enabling Items

Technology adoption is a key part of this plan and the upgrading of Chinatown's Wi-Fi and CCTV capability is an important early stage in this process. Using smart technologies in key pilot projects that will assist in improving efficiencies, minimising overheads and enhancing municipal services (examples include irrigation, parking, waste and lighting) is also a key outcome.

Chinatown Public Art

Public art and interpretation play an important role in all community developments. A Public Art and Interpretation Strategy was created as part of the Chinatown Revitalisation Project, which will lead to the creation of a range of sculptures and artworks incorporating Broome's multicultural history within the precinct.

The Chinatown Public Art and Interpretation Strategy was created as part of Chinatown Revitalisation Project – Stage 1. Included within Chinatown Revitalisation Project – Stage Two is funding for the creation of a range of stand-alone public artworks and interpretation projects to celebrate Chinatown's multicultural history.

The State Government Funding Assistance Agreement for this Project requires the Shire to collaborate with key Chinatown stakeholders on the specific nature and location of the artworks.

Streeter's Jetty Refurbishment

This Project will include the refurbishment of Broome's historic pearling era jetty into a safe and interpretive tourist destination. The upgrade will include works that will provide refurbishment to support heritage preservation.

Chinatown Transit Hub & Pocket Park

This Project will include the establishment of a welcome point for regional buses and tours. Importantly, this location will act as a welcoming terminal for cruise ship passengers, ferried here for their first steps in Broome. Further, tourist buses do not currently have a dedicated transit area. Adjoining the transit hub will be a pocket park to facilitate cruise ship welcoming events as well as creating a town gathering space for community.

Visitor Centre Amenities

Visitor amenities are a key part of precinct activation and increased duration of stay. The limited ablution facilities and visitor amenities in Chinatown is found to be a constraint to attracting visitation and activation of the precinct. This Project will see a new ablution facility located with the Chinatown Precinct.

Chinatown Place Activation Coordinator (18 months)

This important role is needed to drive commercial tenant attraction and engagement as well as supporting business through the management of an ongoing program of events, place activation and branding for Chinatown. The role also has responsibility for sourcing funding options for Chinatown on an ongoing basis.

The Agreement outlines the employment of a Chinatown Place Activation Coordinator (**CPAC**), with the purpose of the role being to:

- drive commercial tenant attraction and engagement;
- support business through the management of an ongoing program of events; place activation and branding for Chinatown; and
- source funding options for Chinatown on an ongoing basis.

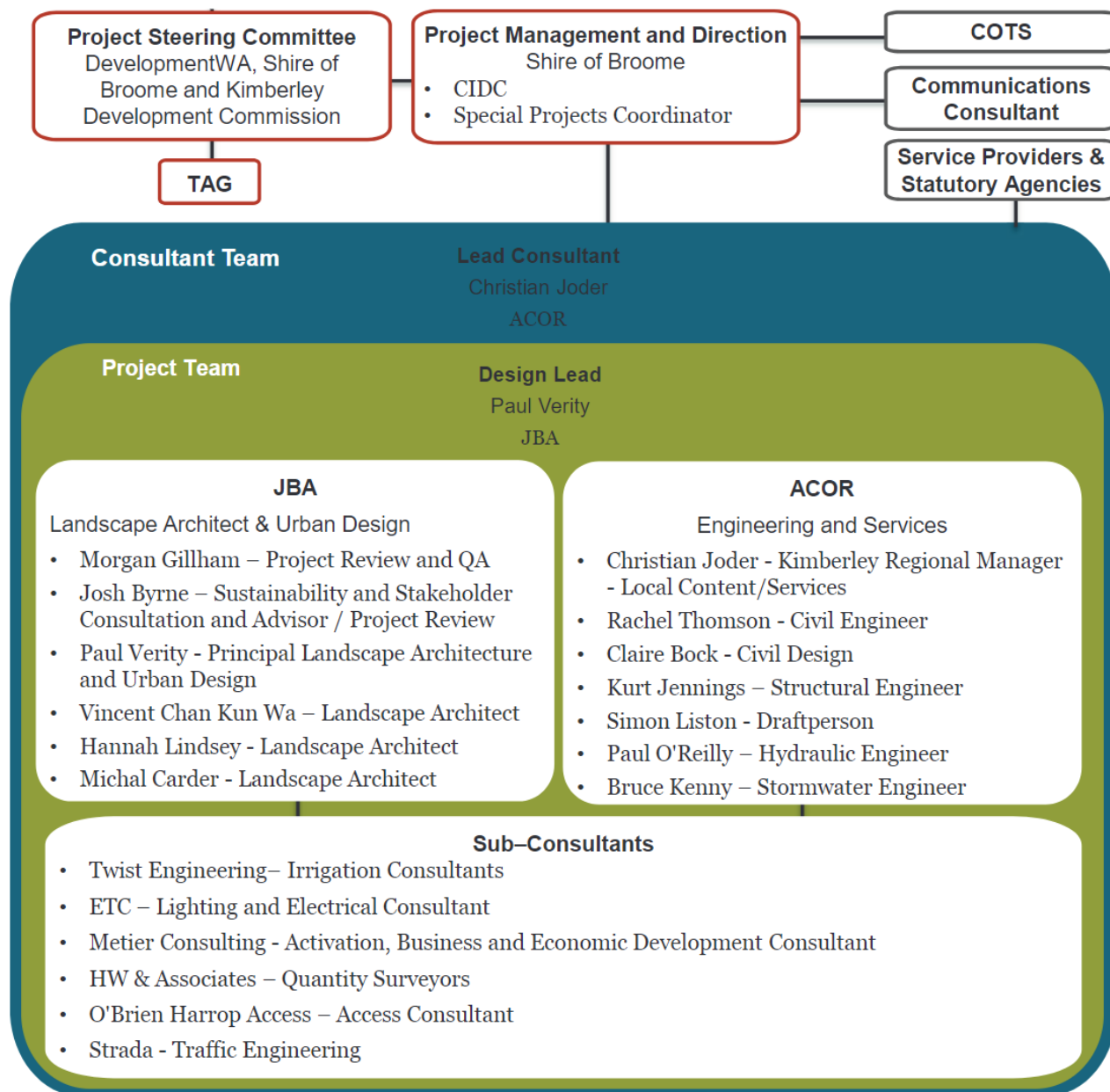
The Coordinator is to regularly update the Chinatown Revitalisation Steering Committee, the Chinatown Stakeholder and Community Reference Group (**CSCRG**) and the Council on engagement, activations, grants and other activities, as applicable.

This report provides an update to Council on activities taken place between December 2019 to June 2020.

COMMENT

Project Management

ACOR Consultants were engaged as the lead contractor to manage the detailed design for Stage 2 works. their key subconsultant was Josh Byrnes and Associates acting in the key space as landscape architect.



Detailed Design

The detailed design is to be undertaken in four (4) phases with a view to arriving at a complete tender ready design package in June 2020.

Phase 1: Investigations

In addition to the tasks outlined in the RFQ, this stage of work will include the following:

- Review and familiarise with the vision set by the masterplan
- Review the CHRMAP assessment (Broome Townsite Coastal Hazard Risk Management and Adaptation Plan, 16 August 2017) and understanding its potential impact on design in consultation with the Shire and the Shire's nominated coastal engineer.
- Understanding of the urban contexts and connections to key sites, particularly the Jetty to Jetty trail.

- Mapping of Chinatown in terms of land use, soil geology and vegetation complexes via GIS.
- Smart City integration discussion via the risk assessment workshop to gain an understanding of the Shire's aspirations for Smart Cities initiatives for Broome and outlining options that will inform the design for the infrastructure for Chinatown Stage 2
- Assessment of the services to determine if any that may potentially require relocation based on proposed future works.

Phase 2: Concept review and Design

In addition to the tasks outlined in the RFQ, this stage of work will include the following:

- Apply the Power of 10+ framework to the design of the streetscapes.
- Develop the concept design with lessons from the Global Street Design Guide, which formed the basis of the Broome China Town Masterplan.
- Ensure the design is developed with CPTED and environmentally sustainable principles.
- Consider the environmental and local economic impacts in the design process.
- Updates to and reviews from the Project Control Group/Steering Committee.
- Concept design review by Traffic Engineer, DDA and ABED consultants.
- Regular Project Team meetings for works coordination and to ensure timeframes and deliverables are met.
- Ensure suitable QA – design being peer-reviewed at critical stages, and all deliverables are reviewed by Design and Team Lead.
- Working with the Shire for approval of the concept design and confirmation of the sub-projects to be developed in the next phase of works

Phase 3: Design Development

In addition to the tasks outlined in the RFQ, this stage of work will include the following:

- Collate supply chain information about proposed materials and fabrication methods.
- Regular Project Team meetings for works coordination and to ensure timeframes and deliverables are met.
- Design review by DDA consultant.
- Ensure suitable QA – documents being peer-reviewed at critical stages, and all deliverables are reviewed by Design and Team Lead.
- Working with the Shire for approval of the Design Development documentation and confirmation of the sub-projects to be developed in the next phase of works

Phase 4: Detailed Design (Attachment 1)

In addition to the tasks outlined in the RFQ, this stage of work will include the following:

- Check documentation and specifications against the supply chain information and local suppliers and fabricators.
- Regular Project Team meetings for works coordination and to ensure timeframes and deliverables are met.
- Design review by DDA consultant.
- Ensure suitable QA – documents being peer-reviewed at critical stages, and all deliverables are reviewed by Design and Team Lead.

There have been a number of workshops and information sessions provided throughout the 4 design phases to key stakeholders and this is outlined in detail under the consultation section of this report. At the time of writing this report, Phase 4 detailed designs remained outstanding. Presentation of these designs are earmarked to occur with the Steering

Committee, Council and Chinatown Stakeholder and Reference Group from the 19 June 2020. Subject to Steering Committee endorsement of the final designs, procurement for the construction works is due to commence in early July 2020.

Public Art

Public art and interpretation activities undertaken to date include:

Start of the Pearling Story

Appointed artist Tony Pankiw has been working with Yawuru concept artist Michael Torres. The concept has been updated to adapt to the site challenges including limited space, site lines and underlying services. Councillors were consulted at the 26 May Workshop and Steering Committee members via email on 28 May. Councillors asked if the sculpture could be relocated with the future potential acquisition of adjacent Paspaley land. Officer's confirmed the ability to relocate the sculpture, if desired, and this is part of the artist scope. Consideration to rotating the sculpture has also been had. Steering Committee members did not raise any concerns when distributed via circular email engagement.

Upon concept approval, the artists will finalise the detailed design for a deadline of 10 July 2020. The site for this item has been identified in construction plans. Fabrication and delivery of the piece to Broome is currently scheduled to take place prior to December 2020 to allow for installation by the construction contractor.

It is noted this timeline is largely dependent on acceptance and approval of the concepts by the Yawuru Cultural Reference Group – which is still pending minor changes following an initial presentation on 11 June.

Broome Chinese Community

This component incorporates an artwork undertaken by the Chinese community to celebrate the Chinese contribution to Chinatown.

Broome artist, Jacky Cheng, was successfully appointed for this component. The artist has:

- Commenced work with the Broome Chinese Community and has hosted workshops for concept development of pedestrian gates; and
- Proposed the use of laser cut Corten steel with back lighting, with three (3) concept options due 16 June 2020.

Shire Officers have met with the appointed artist and members of Broome Chinese Community Committee in relation to site concerns arising from community workshops and are working to resolve the selected site on Short Street.

Councillors were not supportive of an alternative design and location (Entry Gate on Carnarvon Street) when consulted 26 May 2020, due to the following key factors:

- The Public Art Strategy and FAA scope outline the opportunity for a public art piece on Chinatown Revitalisation Stage 2
- The proposed piece of art was an entry statement, which would duplicate the major installation already underway within a hundred metres on the Napier/Carnarvon Roundabout
- The proposed alternative did not respond to the location and surrounding aesthetics

Officers requested a formal position from the Broome Chinese Community by close of business 18 June 2020. At the time of finalising this report, their position was for the piece to be relocated to Carnarvon Street. This request is outside of the current project scope.

Sam Male Bronze Sculpture

The Male family is making a financial contribution towards a sculpture of Sam Male to acknowledge the impact he made to the growth and history of Broome.

Artist, Terrance Plowright, was successfully appointed for this component. The artist has commenced working with the Male family and the Broome Historical Society. Concepts were received prior to the deadline - allowing the Selection Panel to meet on 19 May. The recommended concept was presented to Council and Steering Committee for consultation. No issues or concerns were raised by the Council or Steering Committee in relation to the recommended concept of Sam Male overlooking Streeter's Jetty on the corner of Short Street and Dampier Terrace.

Upon Shire approval of the chosen concept, Terrance Plowright will receive an Artwork Commission Agreement for fabrication of Sam Male Bronze Sculpture. The site for the sculpture has been identified in construction plans. Fabrication and delivery of the piece to Broome is scheduled to take place prior to December 2020 to allow for installation by the construction contractor.

Customised benches and filigree panels

No responses were received for Community Design Project. An alternative art procurement method has been proposed to obtain designs using local artists, and is summarised below:

- Carnarvon Street North Lights – utilise existing Chee Fa designs from Stage 1 to ensure continuity along the street;
- Short Street – Engage Nagula Jarndu to provide designs for lights and benches fitting with pearling/ boat building/ bay theme, which aligns with themes for other artworks in the area; and
- Napier Terrace – Engage a local Japanese artist to provide designs for lights and benches linking with the Japanese theme on Napier. Artist to consult Japanese community.

Interpretation components

Officers are requesting a quote from an app developer on the existing Stage One interpretation walk signs and art items. This approach has been developed to raise awareness of the existing public art and interpretation items within the precinct and allow for a creative approach to be explored to bring the sights, sounds and vibrancy of Chinatown to consumers in an innovative manner.

Diver's Quarters and the Boat Building Industry

Perth based artist, Nic Compton, was successfully appointed for this component. He is currently undertaking consultation with the Broome Historical Society, and other key contacts. Due to COVID19 travel restrictions Nic is working with a Broome based Japanese artist to assist with consulting elderly divers from the Japanese and Malaysian community.

The Yawuru Cultural Reference Group have scheduled their first meeting (11 June) post COVID19 restrictions where the artists will have an opportunity to engage on this item to discuss sensitivities and historical factors with the boat building industry in Broome.

The site for this item has been identified in the construction plans. Due to the challenges presented by recent travel restrictions, the artist will provide footing requirements 16 June 2020 and concepts will be submitted by 16 July 2020.

Japanese in Broome, the Tram, and relocation of the three (3) Bronze Pearling Sculptures

The procurement process has been completed for the *Japanese in Broome*, the *Tram*, and relocation of the three (3) *Bronze Pearling Sculptures* components of the Project - with Josh Byrne Architects appointed to deliver the work.

The scope of work includes the development of shop drawings for benches and filigree light panel designs. Funds for these components will be drawn from the Public Art Coordination allocation.

The new site for Three (3) *Bronze Sculptures* (affectionately known as the Three Wise Men) is yet to be resolved. Consultants have provided detailed location plans for potential sites following targeted stakeholder engagement and Council will be consulted for a second time at 16 June workshop. The sites include:

- Carnarvon Street Median Strip (previous location)
- Luggers Carpark
- Southern Cnr Napier and Dampier

The Steering Committee will be consulted via email as per the endorsed Project Management Plan, following further consultation with Council on the preferred site.

Communications

The procurement process to hire a communications consultancy to assist in Stage 2 of the Chinatown Revitalisation Project commenced in February 2020, with local Broome businesses approached in the first instance to provide quotes.

With no relevant quotes received, the Shire engaged WALGA's preferred supplier list to open the opportunity to a wider range of companies and subsequently received two quotes.

After an internal evaluation process, Harby Studios were selected as the preferred supplier on April 17.

Since then, Harby Studios have prepared a communications plan for the Project, held multiple meetings with relevant Shire staff and briefed the Chinatown Steering Committee and the Chinatown Stakeholder and Community Reference Group.

In May 2020, Harby Studios revamped the Chinatown website with new and updated content, which included the production of five community factsheets. The first e-newsletter of Stage 2 of the Project was circulated, social media posts were planned and posted, and information was included in the Shire News page in the Broome Advertiser.

In June 2020 thus far, the provision of free Wifi in Chinatown has been publicised in the local media, social media and online, with the production of printed flyers and posters also underway.

Communication to stakeholders and the wider community has continued to increase on the website and social media. This has included, or will include, a media release, radio advertising and interviews with local media on the Project.

Plans are also in place to release the artist impressions of Stage 2 once the detailed design phase is completed, with the potential for printed newsletters and flyers for Chinatown's retailers further down the track.

A discussion has also been had in relation to flyers being distributed to residents' mailboxes, but this is more likely to take place later in the Project.

From May to June, the number of website visits increased from 478 to 1814 and there was a 227 per cent increase in post reach on Facebook.

The first e-newsletter had a 44.9 per cent open rate – the industry average is 28.7 per cent.

Chinatown Activations Update

Chinatown Christmas Trails and Carols

This event was held on the streets of the Chinatown precinct on 6 December 2019. Approximately 3000 Broome local people attended the event. The event was funded by the Project with assistance of the three external sponsors: Healthway WA, Buru Energy and Inpex Operations Australia.

The event program consisted of approximately 30 mainly free activities designed for families and young kids. It was a combination of the Shire-led activities as well as Chinatown trader's activity stalls.

Chinatown Town Team collaborated with the Shire on planning and executing this event for the Broome community.

A public survey was conducted after the event and helped to collect some positive and constructive feedback from those who attended the event. This feedback will be considered as part of the planning for the Chinatown Christmas Trails 2020 event.

Event Planning

COVID-19 crisis has had a significant impact on the ability to plan community events and activations. This has resulted in the cancellation of Chinatown Discovery Festival 2020, Ladies Night 2020 and inability to implement minor ad hoc activation ideas, such as Easter activation.

The cancellation of Chinatown Discovery Festival 2020 event was particularly regrettable as a large portion of the event components were already in place at the time of cancellation. A substantial amount of work has gone into seeking private sector sponsors for the event, which was relatively successful. CPAC is intending to achieve similar result for the Chinatown Discovery Festival 2021 event.

Forward planning of events such as Ladies' Nights and the Chinatown Christmas Trails will commence imminently in collaboration with the Chinatown Town Team.

Preliminary work on delivering the Chinatown Discovery Festival 2021 has commenced in preparation for grant applications due to be submitted in the coming months.

Monitoring of the COVID-19 restrictions associated with social distancing, gatherings and travel will continue, and planning will be adjusted accordingly.

Chinatown Town Team (CTT)

For the period of 15 May 2020 to 19 June 2020, the Shire has had minimal engagement with the CTT, a legacy of the continuing COVID-19 restrictions.

Some progress has been made with regards to the Chinatown Mobile App development whereby selected members of the CTT have been willing to assist CPAC with the collection and coordination of the App contents.

It has been noted it is unlikely the funding of \$20,000 allocated for the CTT-led activations in the 2019-2020 Financial Year will be spent.

Therefore, it is recommended this amount is re-allocated to the CRP2 reserve funds and used for construction activities or as required by the Project works.

Chinatown Free WiFi

Chinatown Free WiFi was installed as part of the Chinatown Revitalisation Project – Stage 1 and became fully functioning by April 2020.

Chinatown Free WiFi promotional materials have been distributed to the stakeholders and community via direct email, Broome Visitor Centre database and newsletter, Broome Chamber of Commerce and Industry.

Social media channels have been updated with the Chinatown Free WiFi information and will have a social media notification schedule for several weeks to ensure good penetration.

Information about the Chinatown Free WiFi will be included in the fortnightly Shire news page in the Broome Advertiser as well as mentioned on the radio during July school holidays.

The "Free WiFi" sign will be professionally printed and distributed to the traders that are located in the zone covered by the WiFi signal.

It is the intent that CRP2 will see Free WiFi extended to the remaining parts of Chinatown.

GRANTS AND EXTERNAL FUNDING ACTIVITIES UPDATE

Chinatown Christmas Trails

Chinatown Christmas Trails 2019 event received external funding from Healthway WA (\$3,000 excl GST), Inpex Operations Australia (\$5,000 excl GST) and Buru Energy (\$4,000 excl GST).

CPAC was successful in obtaining funding from Inpex again for the 2020 event (\$5,000 excl GST), but unsuccessful with Buru Energy.

Chinatown Discovery Festival

Chinatown Discovery Festival 2020 was unsuccessful for the RAF grant via Regional Arts WA (\$30,000 was requested). Feedback on the outcome of the application was provided and has been considered by CPAC. Opportunity to re-apply for the Chinatown Discovery Festival 2021 event in August 2020.

Chinatown Discovery Festival 2021 was unsuccessful for the RES grant via Tourism Western Australia (\$40,000 was requested). CPAC is seeking feedback on this outcome. At present there is no opportunity to re-apply for events held in 2020-2021 financial year.

CPAC was successful in obtaining several event sponsors (monetary and in-kind) for the Chinatown Discovery Festival 2020 prior to its cancellation due to COVID-19 crisis. CPAC is intending to pursue the private sector for sponsorship opportunities for the Chinatown Discovery Festival 2021.

CPAC continues to investigate external funding opportunities for future events and activations in Chinatown.

CONSULTATION

Stakeholder Engagement Update

CPAC has prepared the EP which sets out how the key stakeholder groups will be involved in the CRP2. It ensures that an effective and suitable level of public participation is offered to appropriate stakeholder groups. The EP was endorsed by the Steering Committee on 7th February 2020 and by the Council in 27 February 2020 OMC and the implementation has commenced.

During the course of 6 months December 2019 – June 2020 the following key engagement was conducted:

Town Walks

CPAC had conducted three town walks visiting shop owners/managers that were identified to be directly affected by CRP2 works.

This approach has helped to establish and nurture the relationships with the stakeholders. Additionally, it was an opportunity to disseminate information about the progress of CRP2 as was deemed appropriate.

Stakeholder feedback was collected and discussed in the fortnightly TAG meetings. Specific enquiries were addressed on the Enquiries Register and/or flagged on a Risk Register and actioned in a timely manner.

Due to COVID-19 crisis, Town Walks were paused in April 2020 until it is deemed safe for CPAC to re-start them.

One on One Meetings

As there was a certain degree of risk involved, it was CPAC's recommendation to conduct one on one scheduled meetings with several key stakeholders to minimise that risk. These stakeholders included key landowners and larger scale business owner-operators.

This approach was considered more personable and gave the stakeholders an opportunity to communicate their feedback and concerns about the imminent CRP2.

Due to COVID-19 crisis, one on one meetings were limited from April 2020 and only took place if it was absolutely necessary. CPAC continues to conduct most of the engagement activities via virtual platforms. Should a one on one meeting need to take place, social distancing measures are adhered to.

Chinatown Stakeholder and Community Reference Group

Chinatown Stakeholder and Community Reference Group (**CSCRG**) was a part of the EP methods of engagement.

The purpose of the CSCRG, as outlined in the Terms of Reference for CSCRG, is as follows:

- Provide input and feedback to the Project Control Group and Council on the Revitalisation of Chinatown.
- Ensure 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 Working Group and the community, traders and landowners in Chinatown.

EOIs were sought seeking nominations for the following membership positions:

- 1 x Broome Chamber of Commerce and Industry
- 1 x Nyamba Buru Yawuru
- 1 x Chinatown Trader
- 1 x Chinatown Landowner
- 5 x Community Representatives

Several applications were received during the EOI submission period 28 February 2020 to 13 March 2020 and these were considered by the CRP2 Technical Advisory Group. Regard was given to the CSCRG Terms of Reference, noting the required membership composition and the key purpose of the group.

Total of 10 applicants were appointed to the CSCRG panel by the Council in 26 March 2020 OMC.

Since CSCRG official formation, two meetings were held with the CSCRG (15 April 2020, 20 May 2020). CSCRG members were provided with an overview and relevant updates on key sub-projects of the CRP2 and are now deemed to have a good understanding of the project progress.

Next meeting with the CSCRG is set to take place mid-June 2020 where the group will be updated on the final designs and the imminent construction tender process.

Due to COVID-19 crisis, some of the CSCRG members joined the meetings via virtual platforms.

Information sessions

First CRP2 Information Session was held on 12 March 2020 at a venue in Chinatown.

This session was open to all stakeholder groups and general Broome community.

The invitation to this Information Session was advertised via direct email to Chinatown stakeholder database, Broome Visitor Centre, Broome Chamber of Commerce and Industry, social media channels and noticeboards around Broome. Additionally, it was mentioned to the Chinatown traders by CPAC during one of the scheduled town walks.

Approximately 25 people attended the session. TAG presented an overview of the key sub-projects of the CRP2 and gave the stakeholders an opportunity to ask and discuss any queries and feedback.

Second CRP2 Information Session was held on 4 June 2020 at a different venue in Chinatown.

Chinatown based stakeholders (traders and landowners) and CSCRG were invited to attend this session.

The focus of this session was to present the stakeholders with the 85% detailed design plans as part of the CRP2 works.

Feedback from this session is being discussed as part of the design process.

Due to COVID-19 crisis, one scheduled Information Session had to be cancelled during the course of 6 months.

Activations, Business and Economic Development (ABED) Workshops

Increased stakeholder engagement was identified as one of the focuses of the CRP2.

One of the ways identified to improve the level and quality of the stakeholder engagement during Stage 2, as outlined in the EP, was to engage an analytical firm (Geografia) to run a comprehensive assessment of the Chinatown precinct and local economy and conduct consultative workshops with key stakeholders in the area.

Geografia was tasked to research ABED opportunities by involving key stakeholders and seeking avenues to best leverage the State investment in Chinatown by using private investment and business development.

In March 2020 Geografia conducted twenty-four (24) face-to-face consultations and phone interviews with Chinatown business owners and landowners, focusing on those that will be directly affected by Stage 2 works.

General findings

- The declining economy (2018 - 2020) and COVID-19 crisis resulted in many traders and landowners not able to make any financial investment commitments.
- Many traders were adopting a "wait and see" approach towards the Chinatown Revitalisation Project prior to making investment decisions.
- Some traders aspired for long-term business development, however many of these were dependant on the COVID-19 implications.
- The common thread of increased residential developments in the precinct is arguably more important to Chinatown than visitors and tourists.
- Several Food and Beverage traders expressed keen interest in expanding their service and creating alfresco dining.

Design related requests

- Parking – create more parking as there was an overall perception of a lack of parking across the precinct, particularly during Dry season.
- Request for better lighting to assist with safety and security of the precinct (referring to the issues with itinerants in the area).
- More "China" in Chinatown (although it was acknowledged Broome Chinatown is not a typical Chinatown precinct and is rather a multicultural town centre).
- Request for more shady spaces.
- More planting for both shade and vegetation to have cooling effect on the streetscape.

- Developments to attract visitation after standard trading hours and create a reason for locals to come to the precinct rather than going elsewhere such as Cable Beach, for instance, a rooftop bar etc.

Construction related requests

- Better, more frequent, and more “in-advance” communication with stakeholders and community alike.
- Maintaining vehicle accessibility to drive-through bottle shops and shop fronts.
- Better signage in relation to road works and closures.

Overall observations

- Largely positive feedback from Stage 1.
- One of the key barriers for investment in Chinatown heritage-listed properties is modern compliance requirements and the financial burden this presents.
- The number of older and more long-term property owners / traders outweighs the younger and newer investors. It may be that Stage 2 becomes a trigger for increased interest in property purchases and new commercial leases although this is not a comprehensive outlook.

The report findings have been considered and the proposed streetscape designs are reflective of this process.

The COVID-19 State of Emergency on the region's economy is anticipated to reduce the outcomes of the ABED process in relation to leveraged investment from land and property-owners.

Engagement activities related to the CRP2 Concept Design plans

- Potential cruise ship coach transit hub location

Napier Terrace (East) is one of the agreed locations to be pursued for a cruise ship coach transit hub, along with several other areas where enough versatility to accommodate cruise passenger movements is viable.

Consultation with Napier Terrace (East) business and land owners has returned largely positive responses and this information has been discussed as part of the design process.

- Proposed changes to traffic flow and parking bays of the Napier Terrace (East) corner car park (located on the corner of Napier Terrace and Carnarvon Street)

During early design (concept design) conversations, the car park located on the corner of Napier Terrace and Carnarvon Street was identified for potential traffic flow changes to enable a more ‘pedestrian friendly’ environment.

Consultation with the impacted land owners and tenants has largely resulted in negative responses due to perceptions associated with business access difficulties.

This feedback has been addressed with the design consultants.

- Proposed concept design for Napier Terrace (West)

The proposed concept design for Napier Terrace (West) incorporated a road realignment and additional parking bay features.

This proposal represents a major design change to the area.

Consultation with the impacted land owners and tenants is ongoing with the responses to-date mixed.

Additional designs are being developed to incorporate stakeholder feedback.

- Carnarvon Street (North) – Shopping trolley management

The decision to incorporate, or not to incorporate, trolley management systems into the design of Carnarvon Street (North) was listed for deliberation.

The challenges associated with the management of abandoned shopping trolleys in the Chinatown precinct are the subject of continued discussion with relevant parties.

Engagement activities related to the CRP2 85% Detailed Design plans

CPAC has conducted 25 face to face consultations with the key Chinatown traders and landowners immediately affected by the CRP2 during the course of 15 May 2020 to 26 May 2020.

Additionally, an Information Session was conducted on 4 June 2020 at a venue in Chinatown. This session was attended by approximately 30 stakeholders who were given an overview of the proposed detailed design plans.

The feedback has returned largely positive with exception of concerns in relation to the proposed streetscape designs. One of the main areas for concern was the proposed reduction in the number of parking bays on Short Street (West) and Carnarvon Street (North).

These concerns are being discussed as part of the design process.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Council's financial commitment for detailed design through to the end of the current financial year is identified in the table below.

Item	Value
RFQ 19-95 Detailed Design	\$ 627,125.90
VO-001 Male Oval Masterplan	\$ 20,651.00
VO-004 Smart Cities Technology	\$ 15,477.00
VO-005 Seal Design	\$ 3,176.25
VO-006 Napier Tce West	\$ 15,820.00
Trainee	\$ 4,000.00
Total	\$686,250.15
19/20 Budget	\$ 800,000.00

The Chinatown Revitalisation Public Art and Interpretation Stage Two Budget has a total of \$500,000 ex GST (\$550,000 expense, \$50,000 revenue). The following table outlines the

19/20 and 20/21 revised items following the Steering Committee approved alternative art coordination method and includes installation sums for Start of the Pearling Story, Chinese Community, Divers Quarters and Sam Male. All costs in the table below are excluding GST.

Item	Original Estimate	Current Estimate		
		19/20 Actual	20/21 Estimate	Total
The Japanese in Broome	\$55,000	\$0	\$45,000	\$45,000
Sandblasted Benches Napier and Short	\$5,000	\$0	\$5,000	\$5,000
Filigree Panels Napier and Short	\$5,000	\$0	\$5,000	\$5,000
Start of the Pearling Story	\$85,000	\$7,200	\$67,800	\$75,000
Chinese Community	\$70,000	\$8,000	\$62,000	\$70,000
Divers Quarter and the Boat Building Industry	\$40,000	\$5,200	\$40,800	\$46,000
Sam Male	\$110,000	\$19,800	\$88,200	\$108,000
Sam Male (contribution)	(\$40,000)	\$0	(\$50,000)	(\$50,000)
The Tram	\$50,000	\$0	\$40,000	\$40,000
Interpretation Trail (virtual app)	\$30,000	\$0	\$25,000	\$25,000
Art Coordination - External	\$90,000	\$45,640	\$360	\$46,000
Art Coordination - Internal	\$0	\$18,854	\$26,146	\$45,000
Art Installations and contingency	\$0	\$0	\$40,000	\$40,000
Totals	\$500,000	\$104,694	\$395,306	\$500,000

Steering Committee have endorsed two (2) amendments to the CPAC budget through the May 2020 and June 2020 Steering Committee meetings.

The CPAC budget in 2019-20 is currently \$205,000 which is funded by \$91K grants, \$102K municipal funds and \$12K external funding for the Chinatown Christmas Trails event. The CPAC budget has been reduced by \$134,500, through a combination of various activations that were unable to proceed due to COVID-19 restrictions including the Discovery Festival. A further \$20,000 is to be reduced as part of a reduction for the Chinatown Town Team budget from the current activation plan or a total reduction of \$154,500. Consequently, the \$91,000 grant funds initially allocated for CPAC activities are available for reallocation to the other components of the Project. It is proposed that this freed up grant funds be used to cover the \$91,000 additional funds needed for project management as discussed below. Furthermore, there would be another \$63,500 savings from municipal funds that have been freed up from the CPAC budget which can be used to offset the deficit arising from bringing forward \$104,694 of the Chinatown Public Art project from 2020-21 to 2019-20.

The 2019-20 budget included \$45,000 for Chinatown Project Management of which \$25,000 was for communication consultant and another \$20,000 for the project engineer. At the date of this report, there was a total expenditure of \$76,206 and \$46,604 of outstanding commitments or a total estimated cost of \$122,810. Management best estimate and belief is that it would be reasonable to budget \$136K for project management up to 30 June 2020 or a \$91,000 increase to the existing budget of \$45,000 which would be covered by the grants.

Council Officers have continued to meet FAA milestones and invoice for agreed funding from project partners. The table below identifies which funding has been received against each item of expenditure.

Item of Expenditure	Budget (\$)	Invoiced	Source of Funds
Stage Two Streetscape Enhancement Detail Design	\$800,000	Nil	The Recipient
Short Street Streetscape Enhancements	\$4,482,500	\$1,383,500	\$500,000 The Recipient \$3,982,500 The Department
Napier Terrace Streetscape Enhancements	\$3,470,000	\$1,560,000	\$500,000 The Recipient \$2,970,000 The Department
Carnarvon Street North Streetscape Enhancements	\$3,020,000	\$1,000,000	\$1,000,000 The Recipient \$2,020,000 The Department
Smart Cities Enabling Items	\$300,000		The Department
Chinatown Public Art	\$500,000		The Recipient
Streeter's Jetty Refurbishment	\$300,000		The Department
Chinatown Transit Hub and Pocket Park	\$1,270,000	\$500,000	\$1,170,000 The Department \$100,000 KDC
Visitor Centre Amenities	\$150,000		The Department
Place Activation Manager (18 months)	\$600,000	\$300,000	\$300,000 The Recipient \$300,000 The Department
Project Management, Administration, Audit and Reporting	\$757,500	\$757,500	The Department
Total Budget	\$15,650,000	\$5,501,000	

The Shire's 2019-20 annual budget includes the following income and expense accounts relevant to the Project:

- Design consultants \$800,000 – 100% funded from municipal funds
- Project management and administration \$45,000 (\$757,500 over the life of the Project) – 100% funded from DPIRD Grants
- Community and Place Activation Coordinator \$205,000 (\$600,000 over the life of the project) - \$91,000 funded from DPIRD grants, \$102,000 funded from municipal funds and \$12,000 funded from other external grants

It is proposed for budget amendments to be made to recognise expenses attributed and forecast to 30 June 2020 towards Public Art and amendments endorsed through the Steering Committee to reallocate surplus funds from the CPAC budget (due to COVID-19 implications) to construction.

RISK

The Project continues to manage risks as it shifts from design to the procurement and construction phase. The current Risk Register has been provided (**attachment 2**).

STRATEGIC IMPLICATIONS

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

Accessible and safe community spaces

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

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

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION:

That Council:

1. *Receives the six-monthly update for the Chinatown Revitalisation Project Stage 2;*
2. *Adopts budget amendments to the 2019-20 Annual Budget to reflect forecast expenditure to 30 June 2020 for Chinatown Stage 2 Public Art and Chinatown Place Activation:*
 - (a) *Increase Public Art Account Number 1367412 from \$0 to \$104,694;*
 - (b) *Reduce Chinatown Place Activation Coordinator Account Number 136723 by \$154,500;*
 - (c) *Increase the Chinatown Project Management Account Number 1367221 by \$91,000;*
3. *Notes the additional net deficit arising from the budget amendments mentioned above of \$41,194 resulting in a revised forecasted overall deficit of \$356,124 for the year ending 30 June 2020 which is less than the overall deficit threshold of \$390,928 or 1% of Operating Revenues.*
4. *Requests the Chief Executive Officer, at the first quarter 2020-21 Finance and Costing Review, to amend the \$104,694 budget that has been brought forward to 2019-20 for the Chinatown Public Art project.*

Cr F West moved a motion to amend the Report Recommendation. The amendment is underlined below.

MOTION:

Moved: Cr F West

Seconded: Cr P Matsumoto

That Council:

1. ***Receives the six-monthly update for the Chinatown Revitalisation Project Stage 2;***

2. **Adopts budget amendments to the 2019-20 Annual Budget to reflect forecast expenditure to 30 June 2020 for Chinatown Stage 2 Public Art and Chinatown Place Activation:**
 - (a) **Increase Public Art Account Number 1367412 from \$0 to \$104,694;**
 - (b) **Reduce Chinatown Place Activation Coordinator Account Number 136723 by \$154,500;**
 - (c) **Increase the Chinatown Project Management Account Number 1367221 by \$91,000;**
3. **Notes the additional net deficit arising from the budget amendments mentioned above of \$41,194 resulting in a revised forecasted overall deficit of \$356,124 for the year ending 30 June 2020 which is less than the overall deficit threshold of \$390,928 or 1% of Operating Revenues.**
4. **Requests the Chief Executive Officer, at the first quarter 2020-21 Finance and Costing Review, to amend the \$104,694 budget that has been brought forward to 2019-20 for the Chinatown Public Art project.**
5. **Request the Chief Executive Officer to instruct staff to continue to listen to the Broome Chinese community regarding the appropriate location of their public art piece.**

The Chairperson moved an amendment to the Motion removing the wording 'to instruct staff' from point five(5).

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/009

Moved: Cr D Male

Seconded: Cr C Mitchell (JP)

That Council:

1. **Receives the six-monthly update for the Chinatown Revitalisation Project Stage 2;**
2. **Adopts budget amendments to the 2019-20 Annual Budget to reflect forecast expenditure to 30 June 2020 for Chinatown Stage 2 Public Art and Chinatown Place Activation:**
 - (a) **Increase Public Art Account Number 1367412 from \$0 to \$104,694;**
 - (b) **Reduce Chinatown Place Activation Coordinator Account Number 136723 by \$154,500;**
 - (c) **Increase the Chinatown Project Management Account Number 1367221 by \$91,000;**
3. **Notes the additional net deficit arising from the budget amendments mentioned above of \$41,194 resulting in a revised forecasted overall deficit of \$356,124 for the year ending 30 June 2020 which is less than the overall deficit threshold of \$390,928 or 1% of Operating Revenues.**
4. **Requests the Chief Executive Officer, at the first quarter 2020-21 Finance and Costing Review, to amend the \$104,694 budget that has been brought forward to 2019-20 for the Chinatown Public Art project.**
5. **Request the Chief Executive Officer to continue to work with the Broome Chinese community regarding the appropriate location of their public art piece.**

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0

Reason: To ensure continued consultation with the Broome Chinese community regarding their public art piece.

Attachments

Nil.

9.3 OUR PROSPERITY

Cr C Mitchell declared an Indirect Financial Interest in item 9.3.1, the reason being “I am a co-ordinator at Nature Animal Rescue Broome”.

Cr C Mitchell (JP) left the Chambers at 6:06 pm and remained outside of the Chambers while the item was being considered.

Cr F West left the Chambers at 6:09 pm.

9.3.1 COVID-19 COMMUNITY SUPPORT GRANTS PROGRAM

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FIS01
AUTHOR:	Community Projects Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development and Community
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

The Community Sponsorship Assessment Working Group met recently to consider applications for funding in accordance with the COVID-19 Community Support Grants Program 2019-2020.

This report presents the recommendations of the Working Group and requests Council approves those recommendations and amends the 2019-2020 Annual Budget in accordance with Council Policy.

BACKGROUND

The Community Sponsorship Assessment Working Group (**CSAWG**) is a formal working group established by Council to assess community sponsorship applications and make recommendations to Council for the funding of applications.

The members of this working group are Cr Mitchell, Cr Male, Cr Matsumoto, Cr Taylor and Cr Rudeforth.

The COVID-19 Community Support Grants Program has, in the 2019/20 financial year, replaced the Annual Community Matched Funding round as per Council resolution on 09 April 2020.

As the Matched Funding Round had already been advertised, officers worked to inform applicants and provide the opportunity to revise, defer or withdraw their requests dependent on the proposed project.

The COVID-19 Community Support Grants Program provides local community organisations (e.g. sporting clubs), not for profit groups, charities, and community service providers with a one-off grant ranging between \$2,000 and \$5,000.

Energy Developments Ltd has provided \$10,000 in support of Council's COVID-19 Community Support Grants Program.

The COVID-19 Community Support Grants Program consists of two (2) funding sources, as outlined in the table below:

- Shire of Broome available funds - \$141,990; and
- Energy Developments Ltd - \$10,000.

All dollar values quoted are ex GST and have been rounded.

The COVID-19 Community Support Grants Program is available for projects occurring between June 2020 and June 2021, with up to \$5,000 available per application, to a maximum of 75% of total project costs.

The CSAWG prioritised projects where the applicant has satisfactorily addressed the community sponsorship guidelines.

COMMENT

Submissions for the COVID-19 Community Support Grants Program were received between 30 April and 20 May 2020.

A total of 17 applications were received, requesting a total of \$72,276 in funding from an available \$151,990.

The CSAWG met on 27 May 2020 and assessed applications in accordance with the funding guidelines.

The meeting was attended by the following members - Cr Mitchell, Cr Male and Cr Taylor.

Apologies were received from Cr Rudeforth and Cr Matsumoto.

Following consideration of the applications, the CSAWG resolved to recommend to Council to allocate \$55,226 from the Shire's Community Sponsorship Program towards the COVID-19 Community Support Grants Program.

The CSAWG's recommendations, and additional comments, are shown below:

Organisation	Initiative	Amount
Broome Tri Club	Delivery of virtual programs.	\$3,439
West Australian Little Athletics Inc	A regional event (conditional on provision of public liability insurance. Flights, accommodation and facilitator fees were not recommended for funding).	\$3,000
Nagula Jarndu	Recording of cultural stories.	\$2,869
BAMA – Kimberley Girl	Youth development workshops.	\$5,000
Broome Lotteries House	A community event.	\$5,000
Broome Horse Riders Club	Facility improvements for service delivery.	\$5,000
Broome Town Sports Club Inc	Response to health requirements.	\$2,940
Kimberley Wildlife Rehabilitation	Facility improvements for service delivery.	\$3,827
Kimberley Arts Network	Innovative project delivery (recommended funding equivalent to 75% of the cash component of the	\$2,650

	project).	
Broome Historical Society	Facility improvements for service delivery.	\$4,250
Theatre Kimberley	Innovative event delivery (recommended funding towards sets, props and permit / venue hire costs).	\$2,250
Broome Surf Life Saving Club	Equipment to assist in service delivery.	\$5,000
Native Animal Rescue Broome	Facility improvements for service delivery.	\$5,000
Broome Sports Association Inc	Annual awards and recognition (some funds conditional on confirmation of catering costs and event attendance).	\$5,000

The following applications were deemed not to have met the criteria for funding and / or were not considered to be a priority for the purpose of this grant program:

- Sundowner Camel Tours – towards operational costs.
- Kimberley Authentic Art – towards community art sales.
- St John of God Outreach Services LTD (trading as Horizon House) – towards health program delivery.

Throughout the assessment process, members of the Working Group declared any relevant interests, as required.

- Cr Male declared an impartial conflict of interest to the Broome Tri Sports Club
- Cr Mitchell declared a conflict of interest to the Kimberley Wildlife Rehabilitation group, and Native Animal Rescue Broome

Any unallocated funds remaining at 30 June 2020, after allocation of both COVID-19 Community Support Grants and Ad-Hoc Sponsorships, will be placed in the 'Community Sponsorship Program' Reserve Account, to be quarantined for potential future COVID-19 funding rounds.

The Working Group noted not-for-profit and community groups in Broome may experience hardship for some time to come and recommended a further Shire funding round be considered for September 2020.

CONSULTATION

Applications and guidelines were available via the Shire of Broome website, and by contacting Shire Officers.

The COVID-19 Community Support Grants Program was advertised on the Shire of Broome website and Facebook page, through radio advertisements, and a direct marketing email campaign to the Shire's community database.

Feedback and assistance was provided by Shire Officers to individual applicants to lodge applications.

STATUTORY ENVIRONMENT

Section 6.8 of the *Local Government Act 1995* (expenditure from municipal fund not included in annual budget) requires Council to authorise in advance, by absolute majority, expenditure from its municipal fund for an additional purpose.

This report recommends Council, in accordance with Council Policy 3.4.2 (Community Sponsorship Program), transfer unallocated Community Sponsorship funds remaining as at 30 June, after allocation of both Annual and Ad-hoc sponsorships and external donations, to the Community Sponsorship Reserve (a total of \$96,764).

The 2019-2020 Annual Budget does not include the transfer of funds to this Reserve Account other than interest earnings.

POLICY IMPLICATIONS

Policy 3.4.2 Community Sponsorship Program

FINANCIAL IMPLICATIONS

The total value of successful applications is \$55,226, broken down as \$45,226 attributed to Council funds and \$10,000 attributed to Energy Developments Ltd funds.

The remaining available funds, totalling approximately \$96,764, will be transferred to the Community Sponsorship Reserve Account in accordance with Council Policy 3.4.2 – Community Sponsorship Program.

RISK

The following risks have been identified in relation to the options provided for Council's consideration:

Risk	Type	Rank	Mitigation
<i>Consistent and transparent process</i>	<i>Reputational</i>	<i>Low</i>	<i>The applications are assessed by the CSAWG in response to the program criteria. Further communication regarding this process to be developed to increase the number of applicants submitting eligible projects.</i>
<i>Perception of community impact</i>	<i>Reputational</i>	<i>Low</i>	<i>Some applications were ineligible, due to not adhering to the criteria. Continue to assist applicants in the future and review application documentation.</i>
<i>Use of unspent funds</i>	<i>Reputational</i>	<i>Low</i>	<i>Funds proposed to be utilised in an additional COVID-19 Community Funding Program.</i>

STRATEGIC IMPLICATIONS

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

Effective communication

Affordable services and initiatives to satisfy community need

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

Responsible resource allocation

Effective community engagement

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION:

That Council:

1. Pursuant to Council Policy 3.4.2 – Community Sponsorship Program, approves the recommendation of the Community Sponsorship Assessment Working Group relating to the distribution of COVID-19 Community Support Grants Program funding to support the following applicants (a total of \$55,226 (ex GST)), for the purposes and in the manner, as listed below:
 - a) Broome Tri Club - \$3,439 towards the delivery of virtual programs.
 - b) West Australian Little Athletics Inc - \$3,000 towards a regional event (Conditional on provision of public liability insurance. Flights, accommodation and facilitator fees were not recommended for funding).
 - c) Nagula Jarndu - \$2,869 towards recording of cultural stories.
 - d) BAMA – Kimberley Girl - \$5,000 towards youth development workshops.
 - e) Broome Lotteries House - \$5,000 towards a community event.
 - f) Broome Horse Riders Club - \$5,000 towards facility improvements for service delivery.
 - g) Broome Town Sports Club Inc - \$2,940 towards response to health requirements.
 - h) Kimberley Wildlife Rehabilitation - \$3,827 towards facility improvements for service delivery.
 - i) Kimberley Arts Network - \$2,650 towards innovative project delivery (recommended funding equivalent to 75% of the cash component of the project).
 - j) Broome Historical Society - \$4,250 towards facility improvements for service delivery.
 - k) Theatre Kimberley - \$2,250 towards innovative event delivery (recommended funding towards sets, props and permit / venue hire costs).
 - l) Broome Surf Life Saving Club - \$5,000 towards equipment to assist in service delivery.
 - m) Native Animal Rescue Broome - \$5,000 towards facility improvements for service delivery.
 - n) Broome Sports Association Inc - \$5,000 towards annual awards and recognition (some funds conditional on confirmation of catering costs and event attendance).
2. Pursuant to Council Policy 3.4.2 – Community Sponsorship Program, approves the recommendation of the Community Sponsorship Assessment Working Group relating

to the distribution of COVID-19 Community Support Grants Program funding to not support the applicants, as listed below:

- a) Sundowner Camel Tours – towards operational costs.
- b) Kimberley Authentic Art – towards community art sales.
- c) St John of God Outreach Services LTD (trading as Horizon House) – towards health program delivery.

3. Pursuant to Section 6.8 of the Local Government Act (Expenditure from municipal fund not included in annual budget), and by an Absolute Majority, authorises the following additional expense:

- Transfer to Reserve Account (Community Sponsorship Reserve) - \$96,764

And amends the 2019-2020 Annual Budget as below:

- a) Increase Transfer to Reserve Account (Community Sponsorship Reserve) by \$96,764
- and
- b) Decrease Community Sponsorship Program Expense by \$96,674

To reflect unallocated annual funds associated with the Community Sponsorship Program.

Cr N Wevers moved a motion to amend the Report Recommendation. The amendment is shown underlined below in the Council Resolution.

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/010

Moved: Cr N Wevers

Seconded: Cr D Male

MOTION:

That Council:

1. Pursuant to Council Policy 3.4.2 – Community Sponsorship Program, approves the recommendation of the Community Sponsorship Assessment Working Group relating to the distribution of COVID-19 Community Support Grants Program funding to support the following applicants (a total of \$55,226 (ex GST)), for the purposes and in the manner, as listed below:
 - a) Broome Tri Club - \$3,439 towards the delivery of virtual programs.
 - b) West Australian Little Athletics Inc - \$3,000 towards a regional event (Conditional on provision of public liability insurance. Flights, accommodation and facilitator fees were not recommended for funding).
 - c) Nagula Jarndu - \$2,869 towards recording of cultural stories.
 - d) BAMA – Kimberley Girl - \$5,000 towards youth development workshops.
 - e) Broome Lotteries House - \$5,000 towards a community event.
 - f) Broome Horse Riders Club - \$5,000 towards facility improvements for service delivery.
 - g) Broome Town Sports Club Inc - \$2,940 towards response to health requirements.
 - h) Kimberley Wildlife Rehabilitation - \$3,827 towards facility improvements for

service delivery.

- i) Kimberley Arts Network - \$2,650 towards innovative project delivery (recommended funding equivalent to 75% of the cash component of the project).**
- j) Broome Historical Society - \$4,250 towards facility improvements for service delivery.**
- k) Theatre Kimberley - \$2,250 towards innovative event delivery (recommended funding towards sets, props and permit / venue hire costs).**
- l) Broome Surf Life Saving Club - \$5,000 towards equipment to assist in service delivery.**
- m) Native Animal Rescue Broome - \$5,000 towards facility improvements for service delivery.**
- n) Broome Sports Association Inc - \$5,000 towards annual awards and recognition (some funds conditional on confirmation of catering costs and event attendance).**

- 2. Pursuant to Council Policy 3.4.2 – Community Sponsorship Program, approves the recommendation of the Community Sponsorship Assessment Working Group relating to the distribution of COVID-19 Community Support Grants Program funding to not support the applicants, as listed below:**

- a) Sundowner Camel Tours – towards operational costs.**
- b) Kimberley Authentic Art – towards community art sales.**
- c) St John of God Outreach Services LTD (trading as Horizon House) – towards health program delivery.**

- 3. Pursuant to Section 6.8 of the Local Government Act (Expenditure from municipal fund not included in annual budget), and by an Absolute Majority, authorises the following additional expense:**

- Transfer to Reserve Account (Community Sponsorship Reserve) - \$96,764**

And amends the 2019-2020 Annual Budget as below:

- a) Increase Transfer to Reserve Account (Community Sponsorship Reserve) by \$96,764**

and

- b) Decrease Community Sponsorship Program Expense by \$96,674**

To reflect unallocated annual funds associated with the Community Sponsorship Program; and

- 4. Consider an extra funding round prior to 31 December 2020 to use the unallocated funds from this round.**

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 6/0

Reason: To ensure that unspent funds (approximately \$96,764) is used for the same purpose, as detailed under the 'Financial Implications' section of this report.

Cr F West returned to the Chambers at 6:11 pm. Cr C Mitchell returned to the Chambers at 6:11 pm. The resolution passed was read out by the Chairperson for the returning Elected Members.

Attachments

Nil.

9.3.2 ADOPTION OF 2020-21 ANNUAL BUDGET

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	ACC01
AUTHOR:	Manager Financial Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Council is requested to consider adopting the Shire of Broome 2020-21 Annual Budget comprising the following:

1. The 2020-21 Differential Rates, Minimum Payments and Instalment Payment Arrangements;
2. The 2020-21 Fees and Charges Schedule;
3. The 2020-21 Elected Member Sitting Fees and Allowances;
4. The 2020-21 Municipal Fund Budget; and
5. The Materiality Threshold for variance reporting for 2020-21.

BACKGROUNDPrevious Considerations

OMC 12 December 2019	Item 9.4.3
OMC 30 April 2020	Item 9.4.2 and 9.4.3

2020-24 Corporate Business Plan

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* (the Act). In 2011, amendments were made to the *Local Government (Administration) Regulations 1996* (Admin Regs), 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 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 activities contained within the Long Term Financial Plan (LTFP), Capital Works Programs, Asset Management Plan and various informing strategies. It provides a 4-year 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. The 2020-24 CBP was adopted by Council at its Ordinary Meeting held 12 December 2019. The LTFP is the monetary translation of the CBP encapsulating operating, capital, investing and financing activities. The annual Budget is then guided by the high-level projections embodied in the LTFP.

2020-21 Differential Rates, Minimum Payments and Instalment Payment Arrangements

The purpose of levying rates is to meet Council's budget requirements in each financial year to deliver services and community infrastructure. The rates levied are determined by applying the rate in the dollar to the applicable valuation amount of the properties. The Minister for Local Government and Communities (the Minister) determines the methods of land valuation, with the actual valuation provided by the Valuer General's Office (VGO).

The application of differential rates takes into consideration section 6.33 of the Act, which provides the ability to differentially rate properties based on zoning or land use as determined by the local government. Section 6.35 of the Act also provides the ability to impose a minimum payment which is higher than the general rate, which would otherwise be payable on that land. The application of differential rating based on land use or zoning results in a rate in the dollar and minimum payment amounts for each rating category.

Fees and Charges

Per sections 6.16 to 6.19 of the Act, a local government may impose a fee or charge for any goods or services it provides. Fees and charges must be imposed when adopting the annual Budget. However, it may also be imposed or amended during the year if necessary.

Elected Members Sitting Fees 2020-21

The Admin Regs prescribe minimum and maximum amounts for Councillor Fees and Allowances. Councillor Sitting Fees and Allowances are also reviewed annually by the Salaries and Allowances Tribunal and as part of the budget development process.

Municipal Fund Budget 2020-21

Under section 6.2(1) of the Act and *Local Government (Financial Management) Regulations 1996* (FMR), Council is required to prepare and adopt an annual budget for each financial year. The legislation prescribes the form and content of the annual Budget, which is required to include statements of income, cash flow and rates setting.

Materiality Threshold

Each financial year, a local government is to adopt a percentage or value, calculated under the Australian Accounting Standards (AASB), to be used for reporting material variances in the monthly statement of financial activity under AASB 1031 *Materiality* and FMR 34(5).

The Materiality Threshold is an internal control measure that prevents financial loss caused by an omission, misstatement or non-disclosure of financial information. The Materiality Threshold also minimises administrative inefficiency, ensuring only those variances that represent a medium or high-level risk are reported to management and Council.

COMMENT

2020-24 Corporate Business Plan

The following workshops were held with Council leading into the finalisation of the 2020 - 2024 CBP which informed the preparation of the 2020-21 Municipal Fund Budget (the Draft Budget):

- 19 November 2019 Council LTFP Workshop to review the updated LTFP focusing on capital projects to be undertaken over the next four-year period, 2020-2024.
- 10 December 2019 Council CBP Review Workshop held to finalise the CBP review process, including 4-year balanced LTFP confirming the capital projects to be budgeted in 2020-21.
- 12 December 2019 Council adoption of the CBP and balanced four-year LTFP.

The following key assumptions have been applied in developing the 2020-2035 LTFP:

- The 2019-20 adopted budget was adjusted by removing the effects of one-off activities not expected to recur in future years. This provides for baselined operating figures used in the LTFP model.
- Capital projects identified in the LTFP adopted by Council on 12 December 2019 were included for the financial years 2024-2035.
- 2% rates increase across all years, which includes 0.50% growth.
- 2% increase in all other recurring operating income and expenses.
- 1.9% annual interest rates.
- Surplus-deficit funds relating to the Waste Management Facility redirected to the Regional Resource Recovery Park reserve account.
- Any remaining surplus is transferred to reserves with significant drawdowns forecast in future years. Resulting surpluses have been transferred to the Public Open Space Reserve for purposes of the LTFP, but the actual reserve transfers are subject to an annual review of the CBP.

The CBP endorsed in December 2019 included the first four years of the LTFP.

2020-21 Differential Rates, Minimum Payments and Instalment Payment Arrangements

2020-21 Proposed Differential Rates

As part of the annual budget process, Council must determine the general rate in the dollar and minimum payments for the 2020-21 financial year. Council has recognised the unfavourable economic climate imposed by the COVID-19 pandemic, and the resultant challenges and hardship expected. Council has subsequently targeted a 0% general rate change for all differential rating categories.

Following deliberations and feedback provided at the Council Budget Workshop held 31 March 2020, it was identified that \$23.15M of rate revenue was required to achieve a balanced budget in 2020-21 while maintaining a 0% rate change.

As a result of Council's decision to freeze rates at 0%, there has been no adjustment to any of the differential rate category Rate in the Dollar (RID) values in 2020-21 with RID remaining the same as 2019-20. The proposed RID for each rating category is summarised in the table below.

Differential Rate Category	Minimum Payment Proposed	Rate in the \$ (Cents) Proposed	Change from 2019-20
GRV – Residential	\$1,220	10.8224	0%
GRV – Vacant	\$1,220	19.8104	0%
GRV – Commercial-Industrial	\$1,220	11.2119	0%

GRV – Tourism	\$1,220	14.6665	0%
UV – Rural	\$1,220	0.7623	0%
UV – Mining	\$500	11.7729	0%
UV – Commercial Rural	\$1,220	3.1875	0%

The Proposed Minimum Payments

As part of the Annual Budget process, Council is required to determine the Minimum Payment for each Differential Rating Category for the 2020-21 financial year.

The setting of minimum rates within rating categories recognises that every property within the district receives some minimum level of benefit from the works and services provided by the Shire, which is shared by all properties regardless of size, value and use. A proposed minimum payment of \$1,220 has been applied to all rating categories except for the UV-Mining category, which has been set at \$500.

The UV of the 70 mining tenements ranges from \$15 to \$423,000 with an average UV of \$17,224. The minimum rate for the UV-Mining category is set at a lower level compared to the other rating categories to ensure that the rate burden is distributed equitably between all other property owners paying the minimum amount. A lower minimum payment will also ensure that less than 50% of the properties in this category are on the minimum rate and comply with section 6.35 of the Act.

Required Notice for Differential Rates and Minimum Payments and Ministerial Approval

Section 6.36 of the Act requires local governments seeking to impose differential rates or minimum payments to give local public notice and seek submissions for a minimum of 21 days, and then consider these submissions before imposing rates.

A document describing the objects of, and the reasons for, each proposed rate must also be prepared and published on the local government website. Furthermore, section 6.33 and 6.35 of the Act require the Minister's approval to impose:

- Differential rates more than twice the lowest differential rate in the UV – Mining and UV – Commercial rating categories; and
- A minimum payment on vacant land where more than half of the number of properties are on the minimum payment.

The *Local Government (COVID-19 Response) Order 2020* (the COVID Order) states that local governments resolving to set differential rates and minimum payments at a level no higher than that imposed in 2019-20 are no longer required to comply with the provisions of section 6.33, 6.35 and 6.36, subject to the following conditions:

- Ministerial approval was obtained for the same differential rates and minimum payments in 2019-20; and
- Differential rates and minimum payments are published on the local government's official website.

As no increase has been proposed to the RID for any differential rating category, Council qualifies for the abovementioned exemptions.

The timing of the publication of the COVID Order in the Government Gazette occurred after Council had advertised the 2020-21 proposed differential rates. Public notice inviting

submissions on the proposed differential rates and minimum payments were placed in The West Australian on 2 May 2020 and the Broome Advertiser on 7 May 2020. Copies of the public notice were posted to notice boards located at the Shire Administration Centre and Library on 30 April 2020. A media release about the intention to impose differential rates and minimum payments was also published on the Shire's website immediately after the April OMC.

The submission period was left open for 21 days and closed at 4 pm, Monday, 25 May 2020. No submissions were received.

It should be noted that had the COVID Order been published before the 30 April 2020 Ordinary Meeting of Council (OMC), the Shire wouldn't have proceeded with the local public notice process.

Instalment Interest, Penalty Interest and Other Administration Fees

Under section 6.45 and 6.51(1) of the Act, Council can charge interest on unpaid rates and rates paid on an approved instalment plan. The maximum interest rate for outstanding rates and other monies owed to Council is prescribed by Regulation 70 of the FMR and is currently 11%. Instalment interest is set at 5.5% of the prescribed rate under FMR 68.

Under FMR 67, instalment charges are set to provide full or partial reimbursement of administration costs. The individual instalment transaction fee of \$10.00 is set to reflect the administration cost in handling the 2 or 4 instalment options provided to ratepayers.

A nominal \$50.00 fee is proposed for administration costs incurred when actioning requests to enter into alternative payment arrangements which demand significant time for officers to process. The charge has been formulated to offset administration costs partially.

The COVID Order recognises the substantial hardship likely to be caused to many ratepayers because of the pandemic. Consequently, local governments will be unable to charge interest on overdue rates or service charges to persons deemed to be suffering from COVID-19 hardship for the 2020-21 financial year.

Local governments with an endorsed COVID-19 Financial Hardship Policy can charge 5.5% instalment interest and up to 8% penalty interest to ratepayers who are not in hardship. Local governments that do not have such a policy may only charge up to 3% instalment interest.

At its Special Meeting held 9 April 2020 Council adopted its COVID-19 Financial Hardship Policy. Council also resolved to waive 2020-21 rates payment arrangement fees and interest for ratepayers.

Officers are proposing \$0 fee and 0% interest rate is applied to Rates Instalments / Payment Arrangements. Officers are also recommending an 8% penalty interest rate is applied on outstanding rates owed by ratepayers not qualifying for relief under Council's COVID-19 Financial Hardship Policy.

Due Dates for the Payment of Rates and Treatment of Non-Payment of Debts

To maintain consistency with previous years, the due dates for the payment of rates are proposed as per below:

Instalment Option	Payment Due Date
Proposed rate notice issue date:	16 July 2020
<u>Full Payment</u>	20 August 2020
<u>Two Instalment Option</u> First instalment Second and final instalment	20 August 2020 7 January 2021
<u>Four Payment Option</u> First instalment Second instalment Third instalment Fourth and final instalment	20 August 2020 22 October 2020 7 January 2021 11 March 2021

Council has previously raised the option of “pushing back” the rates payment due dates to offset the financial impact on ratepayers. Officers caution against this approach as deferring due dates will only reduce the amount of time ratepayers have to settle their outstanding rates. This approach will also impact available cashflows early in 2020-21 and given the as yet unknown impact of COVID-19 on rates, may result in a shortfall in funds required to deliver budgeted projects and services.

Officers instead recommend continuing with the model used in previous years, noting there are no financial penalties for ratepayers entering into Rates Payment Arrangements which enable them to meet their obligations by year-end.

UV Commercial Rural Revaluations

A Pastoral Lease Rent Review was undertaken by Landgate (Valuer Generals Office, VGO) in July 2019. This involved a detailed review of property valuations. Following the review, valuations for pastoral properties increased significantly in the Kimberley (by an average of 327%). That increase has significantly impacted pastoral properties in the UV – Commercial Rural rating category. Applying the same UV – Commercial Rural differential rates as 2019-20 will result in a significant increase in rates for these properties due to the increased property valuations.

During the Pastoral Lease Rent Review, the VGO consulted with the Pastoral Lands Board and also engaged extensively with pastoralists and industry bodies during and after the review. Recognising the financial impact on pastoral lessees, the State Government phased in the new rents over three years, with a 20% increase applied in year 1, a further 20% in year two (totalling 40%) with the full amount due in year 3.

Following the Pastoral Lease Rent Review, property valuations for the 13 pastoral properties in the UV – Commercial Rural differential rating category increased by a total of \$11.9M to \$37M. This change translates to an increased rates yield of \$397K and takes the total category yield from \$358K up to \$756K. Individually, rates for pastoral properties have increased by anywhere from 124% up to 419%, with the lowest dollar increase amounting to \$9k, and the highest increase being \$91K.

Council considered several options to reduce the impact of the increase in property valuations:

Option 1: Follow the State lead by phasing the increase through concessions with a 20% increase in year one, followed by a further 20% in year two and the final 60% in year 3. This

option would result in a \$105K increase in rate yield in year 1, a further \$114K increase in year 2 and \$183K in year 3.

This approach would not require changes to the RID and would maintain the Shire exemption regarding local public notice. It would also avoid a deviation from Council's standard valuation-based approach to rate-setting.

Following the State's approach will be consistent with the expectations of affected Pastoralists as extensive consultation has already occurred. There would also be no unintended impact on the remainder of properties in the category. This approach will generate additional revenue to offset potential 2020-21 rates losses from the COVID-19 pandemic but may be viewed adversely by Pastoralists following the commitment from Council to "freeze rates". While the RID will not change, increased valuations will see significant increases in rates due.

Option 2: Revise the UV – Commercial Rural rate in the dollar to yield the same rates as 2019-20.

This approach avoids any financial impact on pastoralists while maintaining the Shire's exemption from providing local public notice. It will, however, create an unintended effect on other non-pastoral properties in the category. One pastoralist will have reduced rates, one horticultural property will have a rate reduction of \$20K, and all pearling leases will experience a rates reduction. This approach will deviate from Council's standard valuation-based approach to rate-setting and will result in the Shire permanently foregoing rates revenue.

Following deliberations and feedback provided at the Council workshop held 26 May 2020, officers recommend retaining the 2019-20 RID for the UV – Commercial Rural category while providing a 20% concession phased in over 5 years for affected ratepayers within that category.

It is proposed to apply concessions to the affected pastoral properties as follows:

- 2020-21 – 20% increase on 2019-20 rates
- 2021-22 – 40% increase on 2019-20 rates
- 2022-23 – 60% increase on 2019-20 rates
- 2023-24 – 80% increase on 2019-20 rates
- 2024-25 – 100% increase on 2019-20 rates.

Concessions would need to be reassessed should a reduction in property valuation occur in any year before the end of 2024-25.

This change reflects the approach taken by the State in softening the increase in the valuation of the pastoral properties through concessions, however, takes a more compassionate approach by introducing the increase over a 5 year period.

Due to the late nature of the pastoral property valuations, the Rate model presented to Council does not include any additional funds that may result from a resolution to retain the UV – Commercial Rural RID. Should Council resolve to accept the rate concessions proposed, any increases in the category yield will be actioned at the first quarter 2020-21 Finance and Costing Review.

2020-21 Fees and Charges

Council has targeted a 0% increase in fees and charges revenue. In reviewing the fees and charges for 2020-21, officers have focused on verifying the following:

- the legislative head of power for all fees and charges;
- whether the fee and charge are regulated or otherwise;
- for non-regulated fees and charges:
 - the full cost recovery;
 - the rationale for the price;
 - how important the fees and charges are to the community;
 - market competitiveness and regard to the current economic climate; and
- GST applicability.

A workshop was held with Council on 12 March 2020 to review the draft Schedule of Fees and Charges which was attended by Councillors Male, West and Matsumoto.

Minor changes have been made to the 2020-21 Schedule of Fees and Charges, primarily relating to refuse charges at the Waste Management Facility. Changes are summarised below:

- Free skip bins for pensioners;
- The existing six free waste passes have been provided for in the Fees and Charges Schedule;
- Not for profit and charitable organisations are offered a reduced commercial waste charge;
- Several fees have been reduced to encourage recycling (i.e. bins, car tyres, domestic waste brought in by household cars, utility vehicles or trailers);
- Several fees have been reduced to encourage the sorting of commercial steel, tiles, bricks and wood; and
- Medical, quarantine and asbestos waste have been consolidated with the fee reflecting the cost recovery associated with the cost of handling the waste.

Council endorsed the 2020-21 Fees and Charges Schedule at the OMC held 30 April 2020. This early endorsement allowed officers to communicate proposed changes to impacted community members and commercial operators before Council considering the adoption of the Fees and Charges Schedule in June 2020.

After the endorsement of the 2020-21 Fees and Charges at the April OMC, it was proposed that the following fees apply for Broome Civic Centre ticket prices to correct an error in the Fees and Charges Schedule, ensure compliance with the Act in setting fees and charges and to align the costs with the size of the performance and the audience targeted. Consequently, the endorsed 2020-21 Fees and Charges Schedule for adoption has been updated.

Performance	Audience Sector	GST INC Maximum Charge
Small Shows	Adult	\$65.00
	Child	\$45.00
	Family-Group pass (2 Adults & 2 children)	\$180.00
	Concession	\$50.00
	School groups	\$12.00
Large Shows	Adult	\$100.00
	Child	\$60.00
	Concession	\$80.00

	Family-Group pass (2 Adults & 2 children)	\$250.00
	School groups	\$40.00
Definition guide: <ul style="list-style-type: none"> • Small shows such as – Solo performers, local, or lower-cost productions. • Large shows such as – Operas, Ballet, state-national-international tours, or higher value productions. • Child – 12 years and under • Concessions such as – Full-time students, Seniors and Government Concession Card Holders. 		

Fees and charges imposed for Council services are either statutory fees or charges for the provision of goods and-or services. There are many regulatory fees determined under legislation other than the Act, which dictates the level of fees that may be imposed by the Council.

Fees prescribed in Schedule 2 of the *Building Regulations 2012* (the Building Regs) remained the same as last year, which corresponds to the fees published in the Government Gazette in June 2017. At the date of this report, the Shire became aware that the Department of Mines, Industry Regulation and Safety (DMIRS) is seeking approval for a 5% increase to minimum building application fees under Schedule 2 of the Building Regs. However, the timing of the approval cannot be reasonably ascertained at this time. The increase, if approved, will not come into effect until after 1 July 2020.

Should subsequent updates and changes to these statutory fees be received after adoption of the 2020-21 Fees and Charges Schedule, the new amount will apply and take effect from 1 July 2020.

The 2020-21 Fees and Charges Schedule is proposed to take effect from 1 July 2020 except for fees and charges set under section 53 of the *Cemeteries Act 1986* (Cemeteries Act). Fees as per the Cemeteries Act will come into effect after 14 days notice is given in the Government Gazette.

Forecast 2020-21 budget revenue generated through Council charges, licences and statutory fees (excluding rent income and fines) is \$8.2M, which is \$200K lower than the \$8.4M budgeted in 2019-20. The decrease is mainly attributable to the overall reduction of waste volume at the waste management facility. There has also been a reduction in kerbside commercial waste collection following many businesses opting to engage a contractor in place of the Shire service.

The report seeks Council adoption of the 2020-21 Fees and Charges Schedule as part of the annual Budget.

Elected Members Sitting Fees 2020-21

On 8 April 2020, the Salaries and Allowances Tribunal (the Tribunal) issued a determination about Local Government Elected Members and Chief Executive Officers (CEOs). The Tribunal determined that there will be no increase in the remuneration, fees, expenses or allowances provided to CEOs and Elected Members.

Historically, Council resolved to set the Councillor sitting fees, the President and Deputy President allowances at 75% of the maximum allowable limit. It is recommended that the proposed Councillor sitting fees, President and Deputy President allowances are based on 75% of the maximum allowable limit for Band 2 local governments in line with the percentage set by Council since 2014 - 2015. The option remains for Council to set the

allowances up to 100% of the maximum fee set by the SAT. Allowances for ICT and Travel are proposed to stay at 100% of the maximum allowable limit.

The following table provides a comparative summary of the proposed Councillor sitting fees and allowances for 2019-20 and 2020-21. GST does not apply to Councillor sitting fees and allowances:

Fee-Allowance	2019-20	2020-21 Proposed	Maximum Limit	% of Maximum
Sitting Fee – President	\$23,361	\$23,361	\$31,149	75%
Sitting Fee – (x 8 Councillors)	\$17,423	\$17,423	\$23,230	75%
Allowance – President	\$47,515	\$47,515	\$63,354	75%
Allowance – Deputy President	\$11,879	\$11,879	\$15,839	75%
ICT Allowance – (x9 Councillors)	\$3,500	\$3,500	\$3,500	100%
Travel Allowance – (x9 Councillors)	\$50	\$50	\$50	100%

The total of proposed Councillor Sitting Fees and Allowances paid for 2020-21 is \$254,086.

Council is requested to adopt the 2020-21 proposed Councillor Sitting Fees and Allowances as part of the Annual Budget adoption.

2020-21 Municipal Fund Budget

The Balanced Budget

Ordinarily, budgets are developed with regard for Council's adopted CBP and LTFP (including AMP and Workforce Plan). Aside from these plans for the future, the Draft Budget also considered the more pressing consequences of the COVID-19 pandemic and the need to stimulate the local economy while maintaining a general rate and fees and charge increase of 0%.

The following workshops were held with Council leading into the preparation of the Draft Budget:

- 12 March 2020 – Draft Fees and Charges and Operating Budget Workshop
- 1 March 2020 – Capital Budget Workshop including the review of Project Briefs, Plant Replacement and Rates Information
- 26 May 2020 – Council workshop was held to discuss the impact of the change in valuation of pastoral properties within the UV Commercial Rural rating category.

The following adjustments have been made following the 26 May Council Workshop to finalise the Draft Budget:

- Concessions recommended for affected UV – Commercial Rural ratepayers with increase in rates against 2019-20 limited to a 20% increase in 2020-21, 40% in 2021-22, 60% in 2022-23, 80% in 2023-24 and 100% in 2024-25;
- New Property Maintenance Officer position included with corresponding increase in employment expenses. This increase has been offset by corresponding reductions in various 2020-21 budget line items relating to contracted property maintenance services;
- Increase in the expenditure and revenue budget for the McDaniel Road project and related budget grant funding (following approval to bring forward grants from both Roads to Recovery and Regional Roads Group);

- Adjustments to offset the impact of any internal cost allocations to capital projects;
- The Waste Management Facility is presented to Council as a balanced budget by reducing corporate overhead allocation.

Executive staff have endeavoured to prioritise objectives within the context of a balanced budget. The principles and assumptions applied in developing the Budget include:

- Operating costs have been set using zero-based costing principles or in line with CPI.
- Salaries and Wages increases set as per Enterprise Bargaining Agreements (EBA) or contract market rates. The Shire is in the process of amending the Inside Staff EBA to freeze annual increases for 2020-21 at the date of this report. The outcome, however, cannot be ascertained at this time. Any amendments required following this process will be carried out at the first quarter Finance and Costing Review (FACR) in 2020-21.
- A 0% change for all Differential Rating Categories has been taken into account. This compares to the previous year's general increase of 1.75%. The Minimum Payments for UV Mining have been set at \$500 with all other categories proposed to remain at \$1,220. The LTFP provided for a 2% rate increase which incorporates a minor percentage for growth rate.
- A 0% change in Fees and Charges.

There have been several influences on the Draft Budget with the following of note:

- Fees and Charges, including rental income and fines, have been sustained at the same level as 2019-20 (\$11.7M);
- Interest income is 5% lower due to low interest rates. Interest income is also expected to be adjusted down in the future FACRs when the impact of COVID-19 hardship assistance around waiver of interest is ascertained;
- Other revenue is within comparative 2019-20 levels (\$1.1M) mostly relating to reimbursement and recoupment of various expenses;
- Materials and contracts are 4% less than 2019-20, mainly due to a slightly reduced capital project schedule;
- Power and water costs are within comparable levels with 2019-20 (\$1.9M). The Shire has contained utility expenses through the use of LED lights and controlled switching of lighting and reticulation;
- A focus on relieving staff with costs reduced from \$427K in 2019-20 down to \$212K in 2020-21;
- Higher interest expenses (12%) due to anticipated loans for Town Beach, Broome Golf Club Self-Supporting Loan and Chinatown Revitalisation Project Stage 2;
- Other expenditure is within comparable level with 2019-20 (\$3M).

The organisational staffing structure has been contained, resulting in a minimal increase in salaries and wages of less than 2%. All vacancies arising during the year have been objectively assessed as to whether the position could be reclassified at a lower level or removed entirely. One new position for the Property Maintenance Officer has been introduced in the 2020-21 financial year with employment costs offset by corresponding reductions in property maintenance contracts.

Council should also note that in 2019-20, the Shire received a \$10K grant through the Department of Sport and Recreation (the Department) for the Club Development Officer position. Officers have applied for funding in 2020-21 to continue to fund the role. The Shire has budgeted for this role despite the lack of funding commitment.

The Draft Budget includes the Budget of the Kimberley Regional Collaborative Group (Zone KRG) with an operating income of \$263K, operating expenditure of \$289K and \$26K of net Transfer from the Kimberley Zone Reserve to balance the Budget. The Zone KRG budget is funded through contributions from member local governments and has a nil impact on the Draft Annual Budget.

Projects of interest proposed in 2020-21 include initiatives such as;

- Chinatown Revitalisation Stage 2 - \$13.93M
- Broome Surf Life Saving Clubroom Redevelopment - \$3.22M
- Road and Carpark Upgrades - \$1.8M
- Reserve funds for future renewals of various assets - \$1.5M
- Plant Replacements - \$1.48M
- BRAC Works - \$1.42M
- Dampier Terrace Transit Hub - \$1.3M
- Parks and Gardens Shed extension - \$98K
- Parks and Garden per the asset management plan - \$310K
- Smart Cities Enabling Items - \$300K
- ICT Renewals and Projects - \$238K
- Building Renewals - \$221K
- State Black Spot Port Drive Children's Crossing - \$206K
- Streetlight Upgrades - \$200K
- Buckley's Road Waste Facility Capping and Rehabilitation - \$200K
- Conti Foreshore Shared Path - \$144K
- Review Local Planning Strategy and Scheme - \$140K
- Cemetery Ablution Block - \$136K
- Dakas Reserve Landscape Stage 2 - \$88K
- Development of Public Health Plan - \$72K
- Dinosaur Interpretation Plan Feasibility \$60K
- McMahon Estate Business Case - \$60K
- Air Raid Memorial - \$50K
- Review of the Strategic Community Plan and Corporate Business Plan - \$50K
- Events Development and Delivery - \$49K
- Review and update of the Asset Management Plan - \$25K
- Youth development and Youth Advisory Council initiatives in 2020 - \$20K

In macro dollar terms, Council will invest (excluding carryovers) in capital asset acquisition, construction, upgrades and renewal activities including;

- \$4.1M for buildings works
- \$14.5M for roads, drainage, footpaths, parks and other infrastructure works
- \$1.8M of fixed, mobile plant, furniture and equipment
- \$5.6M for recreation and other infrastructure

- \$800K of other additional operating activities.

Funding for the above capital activities is derived from \$15.7M in grants, external contributions of \$1.2M, \$5.8M of municipal funds, \$2M of reserve funds and \$2.1M of borrowings.

In terms of overall expenditure, the key statutory programs and activities of the Shire include:

Recreation & Culture	\$12.8M	Community facilities, Public Library, swimming areas and beaches, cultural events, Civic Centre and BRAC
Community Amenities	\$10.2M	Rubbish and recycling collection, waste management, stormwater drainage, town planning, environmental protection and litter control
Economic Services	\$17M	Economic initiatives, provision of tourism and visitor services, building control and swimming pool inspections and caravan parks facilities
Transport	\$8M	Roads, kerbing, footpaths, car parks, verges, parking control, street lighting, bus shelters and facilities and flood damage
Other Properties & Services	\$3.1M	KRO, community facilities, cafe-restaurants, Records and ICT management, corporate services, private works and other infrastructure operations
Governance	\$2.1M	Civic and citizenship activities, community sponsorship programs, promotion and engagement, Sister City relations, and youth development
Law, Order & Public Safety	\$4.4M	Legislative compliance and local laws enforcement, ranger operations, fire prevention, emergency planning and services and animal control
Education & Welfare	\$533K	Community development programs, community safety, crime prevention, not for profit organisation support and community engagement and events
Health	\$616K	Public health regulation and inspections, food premise licensing, mosquito and pest control and commercial pool inspections
General Purpose Funding	\$393K	Management of the Shire's grants, rates review initiatives and debt-revenue management and control

In total, the Shire is investing \$59M in Broome and the broader community in 2020-21.

The Draft Budget itself is in statutory form. It includes statutory statements and notes, supporting program schedules and appendices, including the organisational structure and is presented for Council consideration and adoption.

2019-20 Budgets Carried Over to 2020-21

The Draft Budget has a predicted net carried forward balance of \$2,226,546. The majority of this carried forward balance included \$1,382,467 of Financial Assistance Grants Scheme (FAGS) received in advance before the end June 2020 and estimated to be approximately 50% of the annual allocation for 2020-21.

Carryovers also included operating, and capital works projects that have started but are not expected to be complete by 30 June 2020. These incomplete projects have been included in the Draft Budget as 'recounted projects' requiring \$844,079 of municipal funds, net of grants, borrowings or reserve funding. Some of the significant carryover projects are identified below:

- \$8,232,488 Town Beach Jetty, Greenspace and Waterpark project (\$7,867,708 grant funding);
- \$4,482,497 Broome Golf Clubhouse Redevelopment (\$4,482,497 grant funding)
- \$553,594 Broome Volunteer Bushfire Brigade Building and \$224,000 Bush Fire Shed (\$553,594 grant funding);
- \$250,000 glass crusher fully funded by reserves; and
- \$150,000 Herbert-Saville Project (\$222,835 grant funding).

The total gross expenditure for all projects as detailed in the 2019-20 Carryover Summary Schedule (Attachment 7) is \$16,271,614. These carried over projects are funded by \$15,427,535 from various funding sources such as the respective reserve funds for each asset-program class, grants and developer contributions. The balance after these funding sources is an \$844,079 municipal fund impact.

Commonwealth Financial Assistance Grants Scheme

The FAGS program consists of two components:

- A general-purpose component which is distributed between the States and Territories according to population (i.e. on a per capita basis) and the Consumer Price Index (CPI); and
- A local road component which is distributed between the States and Territories according to fixed historical shares.

Both components of the grant are untied in the hands of local government, allowing councils to spend the grants according to local priorities.

FAGS are a vital part of the revenue base of all local governments with total base funding of \$2.3 billion provided annually by the Federal Government under this essential program.

The Federal Government's decision in the 2014 Federal Budget stopped the indexation of FAGS for three years beginning in 2014-15. The Shire of Broome's FAGS funding has gradually been reduced by over \$800K since 2011-12. While the indexation has been restored to the General Purpose Grant pool effective from 2017-18, it will take some time until allocations return to 2011-12 levels.

On 22 May 2020, the Federal Government agreed to bring forward partial payments from the 2020-21 year, to be paid in June 2020. The WA Local Government Grants Commission (WALGGC) has advised that a total of \$1,382,467 allocation for 2020-21 is to be received in advance. At the date of this report, the amount of advance payment has yet to be received. It is likely that this early payment will be received by the end of June 2020 and will form part of the carried forward balance of the Draft Budget. Any deviation from this amount will be addressed as a budget amendment in 2020-21.

While FAGS are paid through each State's Local Government Grants Commission, the funding originates from the Commonwealth, and it must be recognised as such. Council has been requested to pass a resolution acknowledging the importance of the Commonwealth's FAGS in assisting Council to provide essential community infrastructure.

Council is also requested to acknowledge the receipt of FAGS from the Commonwealth in media releases and Council publications, including the annual report. Council is also asked to highlight to the media a significant Council project of similar cost to the FAGS funding received to reiterate the importance and impact of the grants.

The significant contribution made by the Commonwealth through its FAGS funding, amounting to over \$2M annually, is acknowledged. These funds are utilised to achieve the Shire's annual and long term strategic objectives as well as deliver goods and services supplied benefiting the Broome community and visitors alike. Without this vital funding, either services levels would be significantly lower or rates significantly higher to maintain the same standards and expectations. Accordingly, it is recommended that Council acknowledge the support provided by FAGS funding.

Materiality in Financial Reporting

The Shire has several thresholds on financial reporting as follows:

- a) Asset capitalisation threshold of \$5,000;
- b) Reporting variances in the monthly statement of activity on a statutory program, core service, or nature and type-level that are \pm \$10,000 for operating items and \pm \$20,000 for capital items or 10%, whichever is higher;
- c) Identifying and addressing over and underachievement of the Budget on a general ledger account or job code level for the quarterly FACRs that are \pm \$10,000 for operating items and \pm \$20,000 for capital items; and
- d) The tolerable organisational deficit of 1% of operating revenues.

As per FMR 34(5), materiality thresholds can be set as a percentage, or dollar value, against an appropriate base amount. The Shire's materiality threshold provides both; the advantage being is that a minimum value threshold can be set as well as a proportional value threshold, relevant to major items or subtotals. Threshold levels should not be so high as to allow material variances to go unnoticed, and by the same token, should not be so low as to cause an administrative burden.

For monthly financial activity statement reporting, 10% of the summarised revenue and expenditure by Program, Business Unit, Nature and Type or Asset Class Reporting would be considered a reasonable guide for highlighting variances. Council may also wish to adopt a value rather than a percentage or incorporate a minimum value threshold into the materiality consideration. The threshold provides \$10,000 for operating and \$20,000 for capital as a minimum value for reporting in the monthly statement of financial activity. These thresholds sit within the medium range on the risk matrix.

For purposes of quarterly FACRs, budgets are reviewed on an account or job number level. The existing materiality threshold detects variations of a minimum value of \$10,000 for operating revenue and operating expenditure accounts-jobs and \$20,000 for capital revenue and capital expenditure accounts-jobs.

The Shire of Broome's total operating revenue budget for 2020-21 is \$39,480,448. An overall materiality level based on 1% total revenue, or a deficit of \$394,804, is also employed. Variances may be immaterial individually both on an account-job or reporting program, but still, the Shire considers the aggregate impact of the variances. \$394,804 is more than twice the risk matrix financial impact threshold of \$150K which places it beyond the extreme level. The remedial outcome as per the risk matrix requires immediate intervention to mitigate the occurrence of an overall deficit greater than the \$150K risk matrix threshold.

It is noted that when establishing materiality values and percentages, they are a trade-off between the volume of information compared to the significance of that information. However, the amount alone does not always dictate whether an item is material, and disclosures should be adjusted where necessary. Variances can consist of either timing or permanent variances. For example, a timing variance occurs when grant funding is received a month later than initially budgeted, as opposed to a permanent variation when the grant funding will not be received as planned.

CONSULTATION

While no specific consultation has occurred on the Draft Budget, community consultation and engagement has previously occurred during the development of the Community Strategic Plan from which the CBP was developed. Also, the proposed differential rates were advertised in the West Australian on 2 May 2020. No comments were received.

Extensive internal consultation has occurred between all Divisions and through briefings and workshops with elected members.

The Department of Local Government, Sport and Cultural Industries and Western Australia Local Government Grants Commission have also been consulted concerning the changes in compliance requirements around rates during the COVID-19 pandemic and the advance payment of the FAGS.

STATUTORY ENVIRONMENT

Local Government (COVID-19) Response Order 2020

Local Government Act 1995, s6.2. Local government to prepare annual Budget

Local Government Act 1995, s 1.7 Local public notice

Local Government Act 1995, s6.16. Imposition of fees and charges

Local Government Act 1995, s6.17. Setting level of fees and charges

Local Government Act 1995, s6.19. Local government to give notice of fees and charges

Local Government Act 1995, s 6.28 Basis of Rates

Local Government Act 1995, s 6.32 Rates and service charges

Local Government Act 1995, s 6.34 Limit on revenue or income from general rates

Local Government Act 1995, s 6.35. Minimum payment

Local Government Act 1995, s 6.36 Local government to give notice of certain rates

Local Government Act 1995, s 6.47 Concessions

Local Government (Financial Management) Regulations 2006, Regulation 5A. Local governments to comply with AAS, Subject to regulation 4, the annual Budget, annual financial report and other financial reports of a local government must comply with the AAS.

Waste Avoidance and Resource Recovery Act 2007, s67. Local government may impose receptacle charge

Waste Avoidance and Resource Recovery Act 2007, s68. Fees and charges fixed by local government

Building Regulations 2012 s53. Inspection of barrier to private swimming pool

POLICY IMPLICATIONS

2.2.4 Rating

3.4.9 Tourism Administration Policy

FINANCIAL IMPLICATIONS

The Budget is the primary financial plan for the 2020-21 financial year. The intention is that a budget will be balanced such that all expenditures are matched by revenues.

RISK

Moderate risk of negative public perception is likely if the Council does not adopt the annual Budget.

Potential major reduction in the quality of assets provided and services delivered likely if the rates and the annual Budget are not adopted.

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 tropical climate design principles and

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.

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 / Simple Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/011

Moved: Cr C Mitchell (JP)

Seconded: Cr B Rudeforth

That Council,

- 1. Under sections 6.32, 6.33, and 6.35 of the Local Government Act 1995 and clause 9 of the COVID-19 Ministerial Order gazetted on 8 May 2020 imposes the following differential rates and minimum payments for the 2020-21 financial year that do not exceed the corresponding 2019-20 differential rates and minimum payments approved by the Minister on 19 June 2019:**

DIFFERENTIAL RATE CATEGORY	RATE IN THE DOLLAR (cents)	MINIMUM PAYMENT
Residential (GRV)	10.8224	\$1,220
Vacant (GRV)	19.8104	\$1,220
Commercial (GRV)	11.2119	\$1,220
Tourism (GRV)	14.6665	\$1,220
Mining (UV)	11.7729	\$500
Rural (UV)	0.7623	\$1,220
Commercial Rural (UV)	3.1875	\$1,220

and;

- 2. Notes under section 6.34 of the Local Government Act 1995 and COVID-19 Ministerial Order gazetted on 8 May 2020, the revenue estimated to be yielded by the general**

rates imposed for the 2020-21 financial year will be 100% of the 2020-21 budget deficiency.

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/012

Moved: Cr C Mitchell (JP)

Seconded: Cr B Rudeforth

That Council, under section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, nominates the following due dates for the payment of rates in full and by instalments:

Rates notice issue date: 16 July 2020

Full payment due date: 20 August 2020

Two Payment Option:

1st instalment due date 20 August 2020

2nd instalment due date 7 January 2021

4 Instalments option:

1st instalment due date 20 August 2020

2nd instalment due date 22 October 2020

3rd instalment due date 7 January 2021

4th instalment due date 18 March 2021

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/013

Moved: Cr D Male

Seconded: Cr P Taylor

That Council grants concessions under section 6.47 of the Local Government Act 1995 to the properties listed in Attachment 3 to lessen the impact of the change in valuation of the pastoral properties:

(a) 2020-21 20% increase on 2019-20 rates

2021-22 40% increase on 2019-20 rates

2022-23 60% increase on 2019-20 rates

2023-24 80% increase on 2019-20 rates

2024-25 100% increase on 2019-20 rates.

(b) On the condition that concessions will cease should there be any reduction in valuation that will cause individual property rates to become lower than 2019-20 rates;

(c) Any amendments required following this process will be carried out at the first quarter Finance and Costing Review in 2020-21.

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0**COUNCIL RESOLUTION:****(REPORT RECOMMENDATION)****Minute No. C/0620/014****Moved: Cr N Wevers****Seconded: Cr P Matsumoto****That Council,**

1. **Under section 6.13 of the Local Government Act 1995 and clause 8 of the COVID-19 Ministerial Order gazetted on 8 May 2020, adopts a rate of interest of 8% applicable to any amount of money owing to the local government (other than rates or service charges), with interest calculated from the due date, which is 35-days from the date of issue shown on the account for payment, subject to:**
 - a) **This interest rate cannot be applied to a person who is considered by the Shire of Broome to be suffering financial hardship as a consequence of COVID-19 pandemic.**

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0**COUNCIL RESOLUTION:****(REPORT RECOMMENDATION)****Minute No. C/0620/015****Moved: Cr N Wevers****Seconded: Cr C Mitchell (JP)****That Council**

1. **Reaffirms previous decision to waive rates instalment payment, payment arrangement administration fee and related interest charges that can be charged under sections 6.45, 6.51(1) and subject to section 6.51(4) of the Local Government Act 1995 and Regulations 67, 68 and 70 of the Local Government (Financial Management) Regulations 1996.**
2. **Notes that this decision is more generous than the modification on the options for payment of, and accrual of interest on, overdue rates or service charges under clauses 13 and 14 of the COVID-19 Ministerial Order gazetted on 8 May 2020.**

CARRIED UNANIMOUSLY 8/0**COUNCIL RESOLUTION:****(REPORT RECOMMENDATION)****Minute No. C/0620/016****Moved: Cr C Mitchell (JP)****Seconded: Cr N Wevers****That Council:**

1. **Under section 6.16 of the Local Government Act 1995, adopts the Schedule of Fees and Charges for 2020-21 included as Attachment 6 effective from 1 July 2020, excluding statutory fees;**
2. **Under section 53 of the Cemeteries Act 1986, adopts the Fees & Charges for the Broome Cemetery as included in the Schedule of Fees and Charges under the section 'Other Community Amenities';**
3. **Under Regulation 53(2) of the Building Regulations 2012, adopts a non-GST Swimming Pool Inspection Fee of \$58.45;**
4. **Adopts the fees and charges prescribed in Schedule 2 of the Building Regulations**

2012 and any subsequent changes that may take effect from 1 July 2020;

5. Under section 67 of the Waste Avoidance and Resources Recovery Act 2007, adopts the following charges for the removal and deposit of domestic and commercial waste:

Description	GST	Amount
a) Standard Refuse Kerbside Collection Service		
Waste-Recycle Service (240L Waste bin weekly and 240L recycle bin fortnightly)	Nil	\$457.00
Waste-Recycle Service (240L Waste bin weekly and 360L recycle bin fortnightly)	Nil	\$457.00
b) Refuse Additional Kerbside Collection Services		
Additional 240L Waste Service (one additional service per week) - Includes additional bin	Nil	\$250
Additional 240L Recycle Service (one additional service per fortnight) - Includes additional bin	Nil	\$165
Additional 360L Recycle Service (one additional service per fortnight) - Includes additional bin	Nil	\$180

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/017

Moved: Cr N Wevers

Seconded: Cr P Matsumoto

That Council:

1. Under section 5.98 and 5.99 of the Local Government Act 1995 adopts the following annual amounts for elected member sitting fees and allowances for 2020-21 effective from 1 July 2020;

Fee Allowance	GST	Amount
Sitting Fee – President	Nil	\$23,361
Sitting Fee – (x 8 Councillors)	Nil	\$17,423
Allowance – President	Nil	\$47,515
Allowance – Deputy President	Nil	\$11,879
ICT Allowance – (x 9 Councillors)	Nil	\$3,500
Travel Allowance – (x 9 Councillors)	Nil	\$50

2. Endorses that all member sitting fees be paid monthly in advance.

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/018

Moved: Cr D Male

Seconded: Cr C Mitchell (JP)

(ABSOLUTE MAJORITY)

That Council, under section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopts the 2020-21 Municipal Fund Budget for the Shire of Broome as presented in Attachment 1, which includes the following:

- (a) Statement of Comprehensive Income by Nature and Type showing a net result of \$24,287,883;**
- (b) Statement of Comprehensive Income by Program showing a net result of \$24,287,883;**
- (c) Rate Setting Statement showing an amount required to be raised from rates of \$23,163,321;**
- (d) Notes to, and forming part of, the Budget;**
- (e) Budget program schedules;**
- (f) Organisational structure;**
- (g) Transfers to and from Reserve Accounts as detailed.**

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0**COUNCIL RESOLUTION:****(REPORT RECOMMENDATION)**

Minute No. C/0620/019

Moved: Cr C Mitchell (JP)

Seconded: Cr N Wevers

That Council, under Regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and Australian Accountings Standard AASB 1031 Materiality, adopt a threshold of (+) or (-)\$10,000 for operating items and (+) or (-) \$20,000 for capital items or 10%, whichever is higher, when reporting material variances in each program or account line item of the Statements of Financial Activity in 2020-21.

CARRIED UNANIMOUSLY 8/0**COUNCIL RESOLUTION:****(REPORT RECOMMENDATION)**

Minute No. C/0620/020

Moved: Cr N Wevers

Seconded: Cr P Taylor

That Council:

- 1. Acknowledges the importance of Federal funding received through the Financial Assistance Grant Scheme and used for the continued delivery of Council's services and infrastructure, including a total allocation of \$2.8 million for the 2020-21 financial year for general purpose funding and untied road grants;**
- 2. Requests the Chief Executive Officer to ensure that this Federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in Council publications, including annual reports.**

CARRIED UNANIMOUSLY 8/0

Cr N Wevers requested that Council thank the Shire's Finance Team for their timely presentation of the 2020-21 Budget. The Chairperson agreed that the Shire's Finance Team had done an excellent job. The Acting Chief Executive Officer noted Council's thanks and advised that he would ensure their praise was relayed to the Finance Team.

The Acting Chief Executive Officer also thanked the Finance team for their efforts and Councillors for the time and effort invested in the development of the budget.

Attachments

1. Attachment 1 - 2020-21 Shire of Broome Annual Budget
2. Attachment 2 - 2020-21 Proposed Rates Model
3. Attachment 3 - Concessions to Pastoral Properties with Increased Rates
4. Attachment 4 - 2020-21 Objects of and Reasons for Differential Rates and Minimum Payments
5. Attachment 5 - 2019-20 Ministerial Approval of Differential Rates and Minimum Payments
6. Attachment 6 - 2020-21 Fees and Charges Schedule
7. Attachment 7 - 2019-20 Budgets Carried Over to 2020-21
8. Attachment 8 - 2020-21 Organisational Structure

SHIRE OF BROOME
BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

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SHIRE'S 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.

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30TH JUNE 2021**

BY NATURE OR TYPE

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
Revenue				
Rates	1(a)	23,163,321	23,161,849	22,798,521
Operating grants, subsidies and contributions	9	1,987,815	8,840,280	2,781,046
Fees and charges	8	11,746,269	10,355,634	10,896,001
Interest earnings	10(a)	1,402,174	1,410,644	1,444,644
Other revenue	10(b)	1,100,128	1,346,479	1,098,490
		39,399,707	45,114,886	39,018,702
Expenses				
Employee costs		(17,057,681)	(16,391,397)	(16,746,319)
Materials and contracts		(10,941,159)	(11,397,440)	(11,309,836)
Utility charges		(1,951,368)	(1,946,680)	(1,946,680)
Depreciation on non-current assets	5	(11,653,092)	(11,355,912)	(11,355,912)
Interest expenses	10(d)	(165,706)	(147,631)	(147,631)
Insurance expenses		(681,829)	(652,098)	(650,324)
Other expenditure		(3,054,638)	(2,809,849)	(3,015,397)
		(45,505,473)	(44,701,007)	(45,172,099)
Subtotal		(6,105,766)	413,879	(6,153,397)
Non-operating grants, subsidies and contributions	9	30,737,197	10,387,443	16,990,887
Profit on asset disposals	4(b)	89,309	74,132	74,132
Loss on asset disposals	4(b)	(432,857)	(189,301)	(189,301)
		30,393,649	10,272,274	16,875,718
Net result		24,287,883	10,686,153	10,722,321
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		24,287,883	10,686,153	10,722,321

This statement is to be read in conjunction with the accompanying notes.

FOR THE YEAR ENDED 30TH JUNE 2021

BASIS OF PREPARATION

The budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations. The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this budget. This is not in accordance with the requirements of AASB 1051 *Land Under Roads* paragraph 15 and AASB 116 *Property, Plant and Equipment* paragraph 7.

Accounting policies which have been adopted in the preparation of this budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget has 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.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire of Broome controls resources to carry on its functions have been included in the financial statements forming part of this budget.

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 financial statements. A separate statement of those monies appears at Note 12 to the budget.

2019/20 ACTUAL BALANCES

Balances shown in this budget as 2019/20 Actual are estimates as forecast at the time of budget preparation and are subject to final adjustments.

CHANGE IN ACCOUNTING POLICIES

On the 1 July 2019 the following new accounting policies are to be adopted and have impacted on the preparation of the budget:

- AASB 15 - Revenue from Contracts with Customers;
- AASB 16 - Leases; and
- AASB 1058 - Income of Not-for-Profit Entities.

Explanation of the changes arising from these standards is provided at Note 14.

KEY TERMS AND DEFINITIONS - NATURE OR TYPE**REVENUES****RATES**

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

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.

Excludes 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.

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.

REVENUES (CONTINUED)**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.

FEES AND CHARGES

Revenue (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.

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, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

EXPENSES**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.

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 includes loss on disposal of long term investments.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

SHIRE OF BROOME

STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30TH JUNE 2021

BY REPORTING PROGRAM

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
Revenue	1, 8, 9, 10(a),(b)	\$	\$	\$
Governance		264,694	451,646	375,532
General purpose funding		24,521,869	25,308,194	24,228,489
Law, order, public safety		115,033	137,120	182,885
Health		187,984	150,389	187,168
Education and welfare		20,000	35,500	17,000
Housing		1,926,356	751,345	751,345
Community amenities		6,869,559	7,298,171	7,130,455
Recreation and culture		1,371,081	972,698	1,530,124
Transport		742,132	6,540,206	1,237,310
Economic services		869,000	1,066,940	1,163,579
Other property and services		2,511,999	2,402,677	2,214,815
		39,399,707	45,114,886	39,018,702
Expenses excluding finance costs	5,10(c)(e)(f)(f)			
Governance		(2,642,893)	(2,367,117)	(2,956,639)
General purpose funding		(466,775)	(194,388)	(289,764)
Law, order, public safety		(1,181,828)	(1,305,472)	(1,375,023)
Health		(616,829)	(668,162)	(684,329)
Education and welfare		(533,490)	(495,542)	(505,242)
Housing		(1,965,704)	(862,650)	(862,650)
Community amenities		(10,318,454)	(9,970,981)	(9,750,148)
Recreation and culture		(12,385,341)	(12,959,727)	(13,525,969)
Transport		(10,263,075)	(10,236,413)	(9,373,317)
Economic services		(2,603,695)	(2,499,714)	(2,413,522)
Other property and services		(2,361,683)	(2,993,210)	(3,287,865)
		(45,339,767)	(44,553,376)	(45,024,468)
Finance costs	6, 10(d)			
Law, order, public safety		(7,340)	0	0
Recreation and culture		(94,156)	(98,824)	(98,824)
Economic services		(64,210)	(48,807)	(48,807)
		(165,706)	(147,631)	(147,631)
Subtotal		(6,105,766)	413,879	(6,153,397)
Non-operating grants, subsidies and contributions	9	30,737,197	10,387,443	16,990,887
Profit on disposal of assets	4(b)	89,309	74,132	74,132
(Loss) on disposal of assets	4(b)	(432,857)	(189,301)	(189,301)
		30,393,649	10,272,274	16,875,718
Net result		24,287,883	10,686,153	10,722,321
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		24,287,883	10,686,153	10,722,321

This statement is to be read in conjunction with the accompanying notes.

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FOR THE YEAR ENDED 30TH JUNE 2021

KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

OBJECTIVE

GOVERNANCE

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

ACTIVITIES

Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and ratepayers on the matters which do not concern specific council services

GENERAL PURPOSE FUNDING

To collect revenue to allow provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

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

Supervision of various by-laws, fire prevention, emergency services and animal control.

HEALTH

To provide an operational framework for environmental and community health

Food quality, eating house inspection, pest control and child health clinics.

EDUCATION AND WELFARE

To provide services to disadvantaged persons, the elderly, children and youth.

Facilities for senior citizens aged care, infant day care centres, preschool; assistance to play group and other community services and development activities.

HOUSING

To provide and maintain staff housing

Provision of staff housing

COMMUNITY AMENITIES

To provide services required by the community

Rubbish collection services, tip operation, administration of town planning scheme, maintenance of cemeteries, storm water drainage maintenance, sanitation maintenance and environment protection.

RECREATION AND CULTURE

To establish and effectively manage infrastructure and resource which will help the social being of the community

Operation/maintenance of halls, Broome Recreation and Aquatic Centre(BRAC), various parks and reserves, beaches, library museum and other cultural activities.

TRANSPORT

To provide safe, effective and efficient transport services to the community

Construction and maintenance of streets, roads, bridges, footpaths and streetlighting.

ECONOMIC SERVICES

To help promote the Council's economic well being.

The regulation and provision of tourism facilities, area promotion and building control

OTHER PROPERTY AND SERVICES

To monitor and control Council's overheads operating accounts.

Private works and provision of unclassified civic building facilities. General administration support for the Council's operations, allocated to other functions. Engineering, works and parks and gardens maintenance, allocated to construction and maintenance jobs. Plant and depot operation and maintenance, allocated to construction and maintenance jobs.

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2021**

BY NATURE OR TYPE

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		23,163,321	23,161,849	22,798,521
Operating grants, subsidies and contributions		1,987,815	8,840,280	2,781,046
Fees and charges		11,746,269	10,355,634	10,896,001
Interest earnings		1,402,174	1,410,644	1,444,644
Other revenue		1,100,128	1,346,479	1,098,490
		39,399,707	45,114,886	39,018,702
Payments				
Employee costs		(17,057,681)	(16,391,397)	(16,746,319)
Materials and contracts		(10,941,159)	(11,397,440)	(11,309,836)
Utility charges		(1,951,368)	(1,946,680)	(1,946,680)
Interest expenses		(165,706)	(147,631)	(147,631)
Insurance expenses		(681,829)	(652,098)	(650,324)
Other expenditure		(3,054,638)	(2,809,849)	(3,015,397)
		(33,852,381)	(33,345,095)	(33,816,187)
Net cash provided by (used in) operating activities	3	5,547,326	11,769,791	5,202,515
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	4(a)	(11,646,077)	(6,872,506)	(7,570,122)
Payments for construction of infrastructure	4(a)	(28,827,264)	(20,008,896)	(25,120,496)
Non-operating grants, subsidies and contributions used for the development of assets	9	30,737,197	10,387,443	16,990,887
Proceeds from sale of plant & equipment	4(b)	328,500	534,055	585,000
Net cash provided by (used in) investing activities		(9,407,644)	(15,959,904)	(15,114,731)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	6(a)	(875,554)	(675,348)	(675,348)
Advances to community groups	6	(1,250,000)	0	(1,250,000)
Proceeds from new borrowings	6(b)	3,335,000	2,000,000	3,250,000
Net cash provided by (used in) financing activities		1,209,446	1,324,652	1,324,652
Net increase (decrease) in cash held		(2,650,872)	(2,865,461)	(8,587,564)
Cash at beginning of year		39,404,161	42,269,622	38,609,225
Cash and cash equivalents at the end of the year	3	36,753,289	39,404,161	30,021,661

This statement is to be read in conjunction with the accompanying notes.

RATES SETTING STATEMENT

FOR THE YEAR ENDED 30TH JUNE 2021

BY REPORTING PROGRAM

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	2 (b)(i)	2,226,546	2,144,226	4,006,759
		2,226,546	2,144,226	4,006,759
Revenue from operating activities (excluding rates)				
Governance		264,694	451,646	375,532
General purpose funding		1,358,548	2,146,345	1,429,968
Law, order, public safety		115,033	137,120	182,885
Health		187,984	150,389	187,168
Education and welfare		20,000	35,500	17,000
Housing		1,926,356	751,345	751,345
Community amenities		6,871,348	7,305,513	7,137,797
Recreation and culture		1,371,081	972,698	1,530,124
Transport		742,132	6,540,206	1,237,310
Economic services		869,000	1,066,940	1,163,579
Other property and services		2,599,519	2,469,467	2,281,605
		16,325,695	22,027,169	16,294,313
Expenditure from operating activities				
Governance		(2,642,893)	(2,381,362)	(2,970,884)
General purpose funding		(466,775)	(194,388)	(289,764)
Law, order, public safety		(1,189,168)	(1,305,472)	(1,375,023)
Health		(616,829)	(668,162)	(684,329)
Education and welfare		(533,490)	(495,542)	(505,242)
Housing		(1,965,704)	(862,650)	(862,650)
Community amenities		(10,362,862)	(9,982,954)	(9,762,121)
Recreation and culture		(12,479,497)	(13,066,551)	(13,632,793)
Transport		(10,263,075)	(10,236,413)	(9,373,317)
Economic services		(2,667,905)	(2,548,521)	(2,462,329)
Other property and services		(2,750,132)	(3,148,293)	(3,442,948)
		(45,938,330)	(44,890,308)	(45,361,400)
Non-cash amounts excluded from operating activities	2 (b)(ii)	11,996,640	11,471,081	11,471,081
Amount attributable to operating activities		(15,389,449)	(9,247,832)	(13,589,247)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	9	30,737,197	10,387,443	16,990,887
Purchase property, plant and equipment	4(a)	(11,646,077)	(6,872,506)	(7,570,122)
Purchase and construction of infrastructure	4(a)	(28,827,264)	(20,008,896)	(25,120,496)
Proceeds from disposal of assets	4(b)	328,500	534,055	585,000
Amount attributable to investing activities		(9,407,644)	(15,959,904)	(15,114,731)
FINANCING ACTIVITIES				
Repayment of borrowings	6(a)	(875,554)	(675,348)	(675,348)
Proceeds from new borrowings	6(b)	3,335,000	2,000,000	3,250,000
Proceeds from self supporting loans	6(a)	(1,250,000)	0	(1,250,000)
Transfers to cash backed reserves (restricted assets)	7(a)	(2,289,684)	(3,857,961)	(2,210,246)
Transfers from cash backed reserves (restricted assets)	7(a)	2,714,010	6,805,742	6,791,051
Amount attributable to financing activities		1,633,772	4,272,433	5,905,457
Budgeted deficiency before general rates		(23,163,321)	(20,935,303)	(22,798,521)
Estimated amount to be raised from general rates	1	23,163,321	23,161,849	22,798,521
Net current assets at end of financial year - surplus/(deficit)	2 (b)(i)	0	2,226,546	0

This statement is to be read in conjunction with the accompanying notes.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

1. RATES AND SERVICE CHARGES

(a) Rating Information

RATE TYPE	Rate in	Number of properties	Rateable value	2020/21 Budgeted rate revenue	2020/21 Budgeted interim rates	2020/21 Budgeted back rates	2020/21 Budgeted total revenue	2019/20 Actual total revenue	2019/20 Budget total revenue
	\$		\$	\$	\$	\$	\$	\$	\$
Differential general rate or general rate									
Gross rental valuations									
GRV - Residential	10.82240	4,918	116,292,696	12,585,661			12,585,661	12,571,426	12,479,121
GRV - Vacant	19.81040	176	2,904,940	575,480			575,480	568,243	583,545
GRV - Commercial/Industrial	11.21190	547	55,146,367	6,182,956			6,182,956	6,137,774	5,902,468
GRV - Tourism	14.66650	454	17,635,596	2,586,525			2,586,525	2,587,080	2,557,479
Unimproved valuations									
UV - Commercial Rural	3.18750	21	6,638,773	211,611			211,611	211,533	211,770
UV - Mining	11.77290	39	1,211,081	142,579			142,579	138,685	124,880
UV - Rural	0.76230	54	17,509,000	133,471			133,471	141,146	133,296
Sub-Totals		6,209	217,338,453	22,418,283	0	0	22,418,283	22,355,887	21,992,559
Minimum payment									
	\$								
Gross rental valuations									
GRV - Residential	1,220	67	652,734	81,740			81,740	81,740	81,740
GRV - Vacant	1,220	176	810,422	214,720			214,720	246,440	246,440
GRV - Commercial/Industrial	1,220	24	179,590	29,280			29,280	40,260	40,260
GRV - Tourism	1,220	371	1,599,000	452,620			452,620	453,840	453,840
Unimproved valuations									
UV - Commercial Rural	1,220	2	13,300	2,440			2,440	2,440	2,440
UV - Mining	500	29	54,849	14,500			14,500	15,500	15,500
UV - Rural	1,220	4	191,300	4,880			4,880	4,880	4,880
Sub-Totals		673	3,501,195	800,180	0	0	800,180	845,100	845,100
		6,882	220,839,648	23,218,463	0	0	23,218,463	23,200,987	22,837,659
Discounts/concessions (Refer note 1(f))							(55,142)	(39,138)	(39,138)
Total amount raised from general rates							23,163,321	23,161,849	22,798,521
Specified area rates (Refer note 1(e))							0	0	0
Total rates							23,163,321	23,161,849	22,798,521

All land (other than exempt land) in the Shire of Broome is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Broome.

The general rates detailed for the 2020/21 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

1. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan admin charge \$	Instalment plan interest rate %	Unpaid rates interest rates %
Option one				
Full payment	20/08/2020	0	0.0%	8.0%
Option two				
First Instalment	20/08/2020	10	0.0%	0.0%
Second Instalment	07/01/2021	10	5.5%	8.0%
Option three				
First Instalment	20/08/2020	10	0.0%	0.0%
Second Instalment	22/10/2020	10	5.5%	8.0%
Third Instalment	07/01/2021	10	5.5%	8.0%
Fourth and Final instalment	18/03/2021	10	5.5%	8.0%

	2020/21 Budget revenue \$	2019/20 Actual revenue \$	2019/20 Budget revenue \$
Instalment plan admin charge revenue	60,780	58,430	61,500
Instalment plan interest earned	150,000	131,534	140,000
Unpaid rates and service charge interest earned	160,000	139,606	160,000
	370,780	329,570	361,500

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

1. RATES AND SERVICE CHARGES (CONTINUED)

(c) Objectives and Reasons for Differential Rating

To provide equity in the rating of properties across the Shire the following rate categories have been determined for the implementation of differential rating.

Differential general rate

Description	Characteristics	Objects	Reasons
GRV – Residential	This rating category consists of properties located within the townsite boundaries which have a predominantly residential use.	This is the base rate by which all other GRV rated properties are assessed.	Other GRV rating categories have a higher demand on Shire resources and vacant land is encouraged to be developed.
GRV – Vacant	This rating category consists of vacant properties located within the townsite boundaries, including land zoned as Residential, Tourist, Commercial or Industrial.	To encourage land owners to develop vacant land and to reflect the different method used for the valuation of vacant land as compared to the GRV Residential, Commercial and Tourism rate category.	Excessive vacant land leaves subdivisions appearing barren and unsightly, to the detriment of the aesthetics of the area. The rate in the dollar for this category is 83% higher than the GRV
GRV – Commercial	This rating category consists of properties used for Commercial, Town Centre or Industrial purposes and non residential vacant land, excluding properties with a tourism use.	To raise additional revenue to fund the costs associated with the higher level of service provided to properties in this category.	The Shire incurs higher costs to service these areas including car park infrastructure, landscaping and other amenities. In addition, extra costs are also associated with tourism and economic development activities that have a benefit to these ratepayers. The rate in the dollar for this category is 4% higher than the GRV –Residential base rate.
GRV – Tourism	This rating category consists of properties with a tourism use within the townsite.	To raise additional revenue to fund the costs associated with the higher reliance on Shire resources and the higher level of service provided to properties in this category.	This category is rated higher than the base rate for GRV to fund costs associated with the heavier use of infrastructure and other Council assets and services in addition to contribution toward tourism promotion activities. The rate in the dollar for this category is 36% higher than the GRV –Residential base rate.
UV - Rural	This rating category consists of properties that are exclusively for rural use.	This is the base rate by which all other UV rated properties are assessed.	Other UV rating categories have a higher demand on Shire resources.
UV - Commercial Rural	This rating category consists of properties that are outside of the townsite that have a commercial use inclusive of: - Pastoral Leases; - Pastoral leases or Pastoral use;	To raise additional revenue to fund the additional cost impacts attributed to the servicing of these properties.	The Shire incurs higher costs in infrastructure maintenance as a result of extra vehicle movements on the shire's road network due to the activities associated with these properties
UV – Mining	This rating category consists of properties that are used for mining, exploration or prospecting purposes.	This rating category consists of properties that are used for mining, exploration or prospecting purposes.	This category is rated higher than UV-Commercial to reflect the higher road infrastructure maintenance costs to Council as a result of frequent heavy vehicle use over extensive lengths of shire roads throughout the year.

(d) Differential Minimum Payment

Description	Objects & Reason
A minimum payment of \$1,220 has been applied to all rating categories except UV-Mining.	The object and reason for this minimum payment is to ensure that all property owners in the Shire of Broome are levied a unified and equitable minimum amount. It is also recognition that every property receives some minimum level of benefit of the works and services provided by the Shire.
A minimum payment of \$500 has been applied to rating category for UV-Mining.	UV of mining tenements ranges from \$15 to \$74,000 and an average UV of \$17,334. The minimum rate for the UV - Mining category is set at a lower level compared to the other rating categories in order to ensure that the rate burden is distributed equitably between all other property owners paying the minimum amount. This also ensures that less than 50% of the properties in this category are on the minimum rate to ensure compliance with Section 6.35 of the Local Government Act 1995.

Adopted differential rates did not vary from the differential rates as per the local public notice. The Shire of Broome does not levy any Specified Area Rates.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

1. RATES AND SERVICE CHARGES (CONTINUED)

The Shire did not raise specified area rates for the year ended 30th June 2021.

(e) Service Charges

The Shire did not raise service charges for the year ended 30th June 2021.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. RATES AND SERVICE CHARGES (CONTINUED)

(f) Rates discounts

Rate or fee to which discount is granted	Discount %	Discount (\$)	2020/21 Budget	2019/20 Actual	2019/20 Budget	Circumstances in which discount is granted
			\$	\$	\$	
			55,142	0	47,858	Charitable exemptions
			0			
			55,142	0	47,858	

(g) Waivers or concessions

The Shire does not anticipate any waivers or concessions for the year ended 30th June 2021.

SHIRE OF BROOME

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

2 (a). NET CURRENT ASSETS

		2020/21 Budget 30 June 2021	2020/21 Budget 01 July 2020	2019/20 Estimated Actual 30 June 2020	2019/20 Budget 30 June 2020
	Note	\$	\$	\$	\$
Composition of estimated net current assets					
Current assets					
Cash - unrestricted	3	4,751,490	6,978,036	6,978,036	825,166
Cash - restricted reserves	3	32,001,799	32,426,125	32,426,125	29,196,495
Receivables		3,158,158	3,158,158	3,158,158	2,454,712
Contract assets		0	0	0	1,914,778
Inventories		49,463	49,463	49,463	34,012
		39,960,910	42,611,782	42,611,782	34,425,163
Less: current liabilities					
Trade and other payables		(7,595,669)	(7,595,669)	(7,595,669)	(4,606,708)
Contract liabilities		(2,883,692)	(8,047,692)	(8,047,692)	(2,428,524)
Long term borrowings		(875,554)	(739,456)	(739,456)	(675,348)
Provisions		(1,955,626)	(1,955,626)	(1,955,626)	(2,214,146)
		(13,310,541)	(18,338,443)	(18,338,443)	(9,924,726)
Net current assets		26,650,369	24,273,339	24,273,339	24,500,437

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

2 (b). NET CURRENT ASSETS (CONTINUED)

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

Operating activities excluded from budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

		2020/21 Budget 30 June 2021	2020/21 Budget 01 July 2020	2019/20 Estimated Actual 30 June 2020	2019/20 Budget 30 June 2020
	Note	\$	\$	\$	\$
(i) Current assets and liabilities excluded from budgeted deficiency					
Net current assets	2	26,650,369	24,273,339	24,273,339	24,500,437
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement.					
Adjustments to net current assets					
Less: Cash - restricted reserves	3	(32,001,799)	(32,426,125)	(32,426,125)	(29,196,495)
Add: Current liabilities associated with restricted assets					
- Unspent grants, contributions and reimbursements		0	5,164,000	5,164,000	667,701
- Developer contributions		2,579,839	2,579,839	2,579,839	1,726,854
- Cash in lieu of parking		303,853	303,853	303,853	33,969
Add: Current liabilities not expected to be cleared at end of year					
- Current portion of borrowings		875,554	739,456	739,456	675,348
- Employee benefit provisions		1,665,592	1,647,884	1,647,884	1,638,992
Add: Movement in provisions between current and non-current provisions		(73,408)	(55,700)	(55,700)	(46,806)
Adjusted net current assets - surplus/(deficit)		0	2,226,546	2,226,546	0
(ii) Operating activities excluded from budgeted deficiency					
The following non-cash revenue or expenditure has been excluded from operating activities within the Rate Setting Statement.					
Adjustments to operating activities					
Less: Profit on asset disposals	4(b)	(89,309)	(74,132)	(74,132)	(74,132)
Add: Loss on disposal of assets	4(b)	432,857	189,301	189,301	189,301
Add: Depreciation on assets	5	11,653,092	11,355,912	11,355,912	11,355,912
Non cash amounts excluded from operating activities		11,996,640	11,471,081	11,471,081	11,471,081

(iii) Reason for adjustment to Adjusted net current assets - surplus/(deficit) on 1 July 2019

The Shire has elected to retrospectively apply the cumulative effect of applying AASB 1058 Income of Not-for-Profit Entities at the date of initial application of the standard, being 1 July 2019. The impact of applying the standard was to recognise unspent grants and contributions for construction of recognisable non-financial assets controlled by the Shire as a liability. The opening budgeted surplus/deficit on 1 July 2019 has been amended accordingly from the estimated actual closing surplus/deficit. Refer to note 14 for further explanation of the impact of the changes in accounting policies

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021**

2 (c). NET CURRENT ASSETS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

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 Shire's operational cycle. In the case of liabilities where the Shire 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 sale where it is held as non-current based on the Shire's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire of Broome 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.

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

PROVISIONS

Provisions are recognised when the Shire has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

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.

Superannuation

The Shire of Broome contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Broome contributes are defined contribution plans.

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.

CONTRACT LIABILITIES

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire of Broome's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Broome's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Shire of Broome's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

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.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021**

3. RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Cash - unrestricted	4,751,490	6,978,036	825,166
Cash - restricted	32,001,799	32,426,125	29,196,495
	36,753,289	39,404,161	30,021,661
The following restrictions have been imposed by regulation or other externally imposed requirements:			
RESTRICTED CASH RESERVE BANK	9,955	0	667,701
COMMUNITY SPONSORSHIP RESERVE BANK	126,203	267,180	61,852
ENERGY DEVELOPMENTS LIMITED WEST KIMBERLEY C	59,162	148,230	0
ROAD RESERVE BANK	2,740,060	2,199,841	2,584,353
CARPARK RESERVE BANK	56,023	0	33,969
FOOTPATH RESERVE BANK	0	1,524	1,726,854
BUILDING RESERVE BANK	2,403,698	2,367,103	2,136,447
BRAC RESERVE BANK	57,296	56,394	11,625
DRAINAGE RESERVE BANK	1,180,382	1,015,529	465,007
PLANT RESERVE BANK	1,659,710	1,830,423	1,815,684
PUBLIC OPEN SPACE RESERVE BANK	2,143,375	2,065,861	547,885
LEAVE RESERVE BANK	1,124,485	1,106,777	1,638,992
REFUSE SITE RESERVE BANK	2,405,902	3,605,232	2,476,518
REGIONAL RESOURCE RECOVERY PARK RESERVE BAN	13,904,396	13,685,429	14,232,429
KIMBERLEY ZONE RESERVE BANK	475,210	495,304	266,526
PUBLIC ART RESERVE BANK	5,100	5,020	3,982
EQUIPMENT RESERVE BANK	767,150	692,586	526,671
Unspent grants and contributions not held in reserve	2,883,692	2,883,692	
	32,001,799	32,426,125	29,196,495
Reconciliation of net cash provided by operating activities to net result			
Net result	24,287,883	10,686,153	10,722,321
Depreciation	11,653,092	11,355,912	11,355,912
(Profit)/loss on sale of asset	343,548	115,169	115,169
Increase/(decrease) in payables	0	0	(513,746)
Change in accounting policies transferred to retained surplus (refer to Note 14)	0	0	513,746
Grants/contributions for the development of assets	(30,737,197)	(10,387,443)	(16,990,887)
Net cash from operating activities	5,547,326	11,769,791	5,202,515

SIGNIFICANT ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, 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 shown as short term borrowings in current liabilities in Note 2 - Net Current Assets.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

4. FIXED ASSETS

(a) Acquisition of Assets

The following assets are budgeted to be acquired during the year.

Asset class	Reporting program						2020/21 Budget total	2019/20 Actual total	2019/20 Budget total
	Law, order, public safety	Community amenities	Recreation and culture	Transport	Economic services	Other property and services			
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<u>Property, Plant and Equipment</u>									
Buildings - non-specialised	3,999,594	60,000	5,084,925	-	15,000	310,133	9,469,652	4,394,594	4,929,493
Furniture and equipment	-	-	0	-	0	237,925	237,925	480,047	419,959
Plant and equipment	65,000	503,000	20,500	-	0	1,350,000	1,938,500	1,997,865	2,220,670
	4,064,594	563,000	5,105,425	-	15,000	1,898,058	11,646,077	6,872,506	7,570,122
<u>Infrastructure</u>									
Infrastructure - Roads	-	-	-	3,609,860	12,164,051	-	15,773,911	6,241,282	4,952,494
Infrastructure - Drainage	-	0	-	-	-	-	0	1,113,609	1,087,483
Infrastructure - Recreation Areas	-	-	2,944,141	-	-	-	2,944,141	6,476,737	6,124,289
Infrastructure - Other	-	191,800	7,295,599	200,000	2,421,813	-	10,109,212	6,177,268	12,956,230
	-	191,800	10,239,740	3,809,860	14,585,864	-	28,827,264	20,008,896	25,120,496
Total acquisitions	4,064,594	754,800	15,345,165	3,809,860	14,600,864	1,898,058	40,473,341	26,881,402	32,690,618

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this budget document.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

4. FIXED ASSETS (CONTINUED)

(b) Disposals of Assets

The following assets are budgeted to be disposed of during the year.

	2020/21 Budget Net Book Value	2020/21 Budget Sale Proceeds	2020/21 Budget Profit	2020/21 Budget Loss	2019/20 Actual Net Book Value	2019/20 Actual Sale Proceeds	2019/20 Actual Profit	2019/20 Actual Loss	2019/20 Budget Net Book Value	2019/20 Budget Sale Proceeds	2019/20 Budget Profit	2019/20 Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
By Program												
Governance	0	0	0	0	49,245	35,000	-	(14,245)	49,245	35,000	-	(14,245)
Law, order, public safety	13,000	13,000	0	0	0	0	0	0	0	0	-	0
Community amenities	72,619	30,000	1,789	(44,408)	103,013	98,382	7,342	(11,973)	101,631	97,000	7,342	(11,973)
Recreation and culture	0	0	0	0	8,000	0	0	(8,000)	13,000	5,000	-	(8,000)
Other property and services	586,429	285,500	87,520	(388,449)	488,966	400,673	66,790	(155,083)	536,293	448,000	66,790	(155,083)
	672,048	328,500	89,309	(432,857)	649,224	534,055	74,132	(189,301)	700,169	585,000	74,132	(189,301)
By Class												
<u>Property, Plant and Equipment</u>												
Plant and equipment	672,048	328,500	89,309	(432,857)	649,224	534,055	74,132	(189,301)	700,169	585,000	74,132	(189,301)
	672,048	328,500	89,309	(432,857)	649,224	534,055	74,132	(189,301)	700,169	585,000	74,132	(189,301)

A detailed breakdown of disposals on an individual asset basis can be found in the supplementary information attached to this budget document as follows:
- Plant replacement programme

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

5. ASSET DEPRECIATION

By Program

Law, order, public safety
Health
Housing
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

By Class

Buildings - non-specialised
Furniture and equipment
Plant and equipment
Infrastructure - Roads
Infrastructure - Recreation Areas
Infrastructure - Other

2020/21 Budget	2019/20 Actual	2019/20 Budget
\$	\$	\$
53,925	93,468	93,468
1,225	1,228	1,228
22,186	22,246	22,246
970,010	912,020	912,020
2,836,628	3,536,759	3,536,759
5,258,977	4,682,096	4,682,096
131,470	131,750	131,750
2,378,671	1,976,345	1,976,345
11,653,092	11,355,912	11,355,912
123,141	118,033	118,033
10,359	54,637	54,637
6,033,186	6,296,173	6,296,173
5,258,977	4,682,096	4,682,096
60,471	60,635	60,635
166,958	144,338	144,338
11,653,092	11,355,912	11,355,912

SIGNIFICANT ACCOUNTING POLICIES

DEPRECIATION

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Major depreciation periods used for each class of depreciable asset are:

DEPRECIATION (CONTINUED)

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

RECOGNITION OF ASSETS

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2019

6. INFORMATION ON BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Budget Principal 1 July 2020	2020/21 Budget New loans	2020/21 Budget Principal repayments	2020/21 Budget Interest repayments	Budget Principal outstanding 30 June 2021	Actual Principal 1 July 2019	2019/20 Actual New loans	2019/20 Actual Principal repayments	2019/20 Actual Interest repayments	Actual Principal outstanding 30 June 2020	Budget Principal 1 July 2019	2019/20 Budget New loans	2019/20 Budget Principal repayments	2019/20 Budget Interest repayments	Budget Principal outstanding 29 June 2020
	\$	\$	\$	\$	\$			\$	\$	\$			\$	\$	\$
Recreation and culture															
Broome Golf Club	0	1,250,000	73,720	20,550	1,176,280					0		1,250,000	0	22,646	1,250,000
Broome Surf Life Saving Club	0	300,000	0	7,340	300,000	-	-	-	22,646	-	-	-	-	-	-
BRAC Stage 2B (Car Park & Oval Completion)	0		0	0	0	0	-	0	9,700	-	0		0	0	-
Civic Centre Redevelopment	994,411		487,484	34,680	506,927	1,463,196	-	468,784	53,540	994,412	1,463,194		468,784	53,540	994,410
BRAC Pavillion	121,518		121,518	5,366	0	236,216	-	114,699	12,938	121,517	236,217		114,699	12,938	121,518
Town Beach Groyne Loan	2,000,000		33,896	33,560	1,966,104		2,000,000	0		2,000,000		2,000,000	0	9,700	2,000,000
Economic services								0							
Chinatown Revitalisation Project Stage 1	1,608,135	0	158,936	29,286	1,449,199	1,700,000	-	91,865	48,807	1,608,135	-	1,700,000	91,865	48,807	1,608,135
Chinatown Revitalisation Project Stage 2	0	1,785,000		34,924	1,785,000					0					0
	4,724,064	2,085,000	801,834	145,156	6,007,230	3,399,412	2,000,000	675,348	147,631	4,724,064	1,699,411	3,700,000	675,348	124,985	4,724,063
Self Supporting Loans															
Recreation and culture															
Broome Golf Club	0	1,250,000	73,720	20,550	1,176,280	-	-	-	-	-	1,250,000	1,250,000	-	22,646	1,250,000
	0	1,250,000	73,720	20,550	1,176,280	-	-	-	-	-	1,250,000	1,250,000	-	22,646	1,250,000
	4,724,064	3,335,000	875,554	165,706	7,183,510	3,399,412	2,000,000	675,348	147,631	4,724,064	2,949,411	4,950,000	675,348	147,631	5,974,063

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.
The self supporting loan(s) repayment will be fully reimbursed.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

6. INFORMATION ON BORROWINGS (CONTINUED)

(b) New borrowings - 2020/21

Particulars/Purpose	Institution	Loan type	Term (years)	Interest rate	Amount borrowed budget	Total interest & charges	Amount used budget	Balance unspent
				%	\$	\$	\$	\$
Broome Surf Life Saving Club	WATC	Loan 195	Semi-annual	15	2.26%	300,000	0	300,000
Broome Golf Club	WATC	Loan 197	Semi-annual	15	2.26%	1,250,000	0	1,250,000
Chinatown Revitalisation Project S WATC	Loan 198	Semi-annual	15	2.26%	1,785,000	0	1,785,000	0
					3,335,000	0	3,335,000	0

(c) Unspent borrowings

The Shire had no unspent borrowing funds as at 30th June 2020 nor is it expected to have unspent borrowing funds as at 30th June 2021.

(d) Credit Facilities

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Undrawn borrowing facilities			
credit standby arrangements			
Bank overdraft limit	700,000	700,000	700,000
Bank overdraft at balance date	0	0	0
Credit card limit	60,000	60,000	60,000
Total amount of credit unused	760,000	760,000	760,000
Loan facilities			
Loan facilities in use at balance date	7,183,510	4,724,064	5,974,063

SIGNIFICANT ACCOUNTING POLICIES

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 until such time as the asset is substantially ready for its intended use or sale.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

7. CASH BACKED RESERVES

(a) Cash Backed Reserves - Movement

	2020/21 Budget Opening Balance	2020/21 Budget Transfer to	2020/21 Budget Transfer (from)	2020/21 Budget Closing Balance	2019/20 Actual Opening Balance	2019/20 Actual Transfer to	2019/20 Actual Transfer (from)	2019/20 Actual Closing Balance	2019/20 Budget Opening Balance	2019/20 Budget Transfer to	2019/20 Budget Transfer (from)	2019/20 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
RESTRICTED CASH RESERVE BANK	0	9,955	0	9,955	54,109	35,891	(90,000)	0	696,692	0	(28,991)	667,701
COMMUNITY SPONSORSHIP RESERVE BANK	267,180	1,011	(141,988)	126,203	61,745	63,447	141,988	267,180	60,393	1,459	0	61,852
ENERGY DEVELOPMENTS LIMITED WEST KIMBERLEY COMMUNITY DONATION ACCOUI	148,230	932	(90,000)	59,162	145,189	1,348	1,693	148,230	103,457	1,348	(104,805)	0
ROAD RESERVE BANK	2,199,841	540,219	0	2,740,060	2,061,646	627,330	(489,135)	2,199,841	2,064,943	614,330	(94,920)	2,584,353
CARPARK RESERVE BANK	0	56,023	0	56,023	230,033	36,967	(267,000)	0	264,002	36,967	(267,000)	33,969
FOOTPATH RESERVE BANK	1,524	70,406	(71,930)	0	258,116	154,592	(411,184)	1,524	2,142,033	114,235	(529,414)	1,726,854
BUILDING RESERVE BANK	2,367,103	485,062	(448,467)	2,403,698	2,647,090	521,360	(801,347)	2,367,103	2,509,443	341,004	(714,000)	2,136,447
BRAC RESERVE BANK	56,394	902	0	57,296	98,488	2,323	(44,417)	56,394	98,136	2,323	(88,834)	11,625
DRAINAGE RESERVE BANK	1,015,529	164,853	0	1,180,382	1,693,987	39,152	(717,610)	1,015,529	1,310,990	39,152	(885,135)	465,007
PLANT RESERVE BANK	1,830,423	29,287	(200,000)	1,659,710	2,026,247	47,176	(243,000)	1,830,423	2,011,508	47,176	(243,000)	1,815,684
PUBLIC OPEN SPACE RESERVE BANK	2,065,861	532,294	(454,780)	2,143,375	3,485,894	1,486,824	(2,906,857)	2,065,861	3,071,273	551,367	(3,074,755)	547,885
LEAVE RESERVE BANK	1,106,777	17,708	0	1,124,485	1,051,077	55,700	0	1,106,777	1,800,292	38,700	0	1,638,992
REFUSE SITE RESERVE BANK	3,605,232	50,670	(1,250,000)	2,405,902	3,259,029	142,735	203,488	3,605,232	2,789,925	56,069	(369,476)	2,476,518
REGIONAL RESOURCE RECOVERY PARK RESERVE BANK	13,685,429	218,967	0	13,904,396	14,243,536	461,466	(1,019,573)	13,685,429	14,040,536	346,466	(154,573)	14,232,429
KIMBERLEY ZONE RESERVE BANK	495,304	6,751	(26,845)	475,210	487,459	7,845	0	495,304	332,061	7,845	(73,380)	266,526
PUBLIC ART RESERVE BANK	5,020	80	0	5,100	167,572	216	(162,768)	5,020	186,534	216	(162,768)	3,982
EQUIPMENT RESERVE BANK	692,586	104,564	(30,000)	767,150	518,997	173,589	0	692,586	515,082	11,589	0	526,671
	29,542,433	2,289,684	(2,714,010)	29,118,107	32,490,214	3,857,961	(6,805,742)	29,542,433	33,777,300	2,210,246	(6,791,051)	29,196,495

(b) Cash Backed Reserves - Purposes

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

Reserve name	Anticipated date of use	Purpose of the reserve
RESTRICTED CASH RESERVE BANK	On going	To be used for unspent grant and loan funds.
COMMUNITY SPONSORSHIP RESERVE BANK	On going	To hold funds remaining as at 30 June after allocation of both Annual and Ad-hoc sponsorships and external donations to be spent on both annual and ad-hoc sponsorships in accordance with the Community Sponsorship Program Policy.
ENERGY DEVELOPMENTS LIMITED WEST KIMBERLEY COMMUNITY DONATION ACCOUI	On going	To hold funds to be spent on community projects as approved by Energy Development Limited.
ROAD RESERVE BANK	On going	To be used for renewal, upgrade or new streets and roads.
CARPARK RESERVE BANK	On going	To be used for renewal, upgrade or new carparks. Typically, funds are from "Cash In Lieu" payments from developers.
FOOTPATH RESERVE BANK	On going	To be used for renewal, upgrade or new footpaths. Typically, funds are from contributions made by developers.
BUILDING RESERVE BANK	On going	To be used for renewal, upgrade, replacement or new building construction and associated infrastructure.
BRAC RESERVE BANK	On going	To be used for the construction of recreation infrastructure and facilities.
DRAINAGE RESERVE BANK	On going	To be used for the renewal, upgrade or construction of drainage services. Typically funds are from contributions made by developers.
PLANT RESERVE BANK	On going	To be used for the renewal, upgrade or purchase of new mobile plant and engineering equipment.
PUBLIC OPEN SPACE RESERVE BANK	On going	To be used for renewal, upgrade, replacement or new public open space facilities and garden areas associated with buildings and other freely accessible public recreational facilities. Any contributions from developers are held in Trust.
LEAVE RESERVE BANK	On going	To be used to fund annual and long service leave requirements.
REFUSE SITE RESERVE BANK	On going	To be used for the current and future costs of maintaining and closing the refuse site in accordance with operational needs and environmental guidelines.
REGIONAL RESOURCE RECOVERY PARK RESERVE BANK	On going	To hold funds set aside annually and any year end operational profit generated from refuse site business unit to fund: i) The future construction of a new facility; ii) the future subsequent and ongoing costs of maintaining the site in accordance with operational requirements and environmental guidelines; or iii) the costs of future rehabilitation of the site.
KIMBERLEY ZONE RESERVE BANK	On going	To hold funds set aside annually to fund future projects and initiatives for the Kimberley Zone of WALGA and/or Regional Collaborative Groups.
PUBLIC ART RESERVE BANK	On going	To hold funds set aside annually to fund future public art projects and initiatives within the Shire.
EQUIPMENT RESERVE BANK	On going	To be used for renewal, upgrade or new office equipment, IT hardware and software.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021**

8. FEES & CHARGES REVENUE

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
General purpose funding	96,500	91,500	97,650
Law, order, public safety	91,435	85,000	130,765
Health	184,984	144,800	187,168
Housing	1,926,356	749,995	749,995
Community amenities	6,460,685	6,631,299	6,618,583
Recreation and culture	1,221,209	824,617	1,216,370
Transport	15,000	5,000	15,000
Economic services	670,000	805,224	899,256
Other property and services	1,080,100	1,018,199	981,214
	11,746,269	10,355,634	10,896,001

9. GRANT REVENUE

Grants, subsidies and contributions are included as operating revenues in the Statement of Comprehensive Income:

By Program:

Operating grants, subsidies and contributions

Governance	242,500	366,494	318,880
General purpose funding	922,048	1,773,345	955,818
Health	3,000	5,589	0
Education and welfare	20,000	0	17,000
Community amenities	22,000	73,500	38,000
Recreation and culture	61,960	28,272	178,557
Transport	649,807	6,429,948	1,117,052
Economic services	0	138,132	130,739
Other property and services	66,500	25,000	25,000
	1,987,815	8,840,280	2,781,046

Non-operating grants, subsidies and contributions

Law, order, public safety	553,594	688,926	1,200,000
Community amenities	0	158,922	158,922
Recreation and culture	15,948,997	6,459,365	13,472,924
Transport	2,588,606	2,711,909	2,159,041
Economic services	11,646,000	368,321	0
	30,737,197	10,387,443	16,990,887

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

10. OTHER INFORMATION

	2020/21 Budget	2019/20 Actual	2019/20 Budget
The net result includes as revenues	\$	\$	\$
(a) Interest earnings			
Investments			
- Reserve funds	481,112	774,295	779,435
- Other funds	611,062	365,209	365,209
Other interest revenue (refer note 1b)	310,000	271,140	300,000
	1,402,174	1,410,644	1,444,644
(b) Other revenue			
Reimbursements and recoveries	1,000,128	1,137,427	1,039,490
Other	100,000	209,052	59,000
	1,100,128	1,346,479	1,098,490
The net result includes as expenses			
(c) Auditors remuneration			
Audit services	68,000	51,000	110,500
	68,000	51,000	110,500
(d) Interest expenses (finance costs)			
Borrowings (refer Note 6(a))	165,706	147,631	147,631
Interest expense on lease liabilities			
	165,706	147,631	147,631
(e) Elected members remuneration			
Meeting fees	158,389	158,389	158,389
Mayor/President's allowance	47,515	47,515	47,515
Deputy Mayor/President's allowance	11,879	11,879	11,879
Travelling expenses	53,450	53,450	53,450
Telecommunications allowance	31,500	31,500	31,500
	302,733	302,733	302,733

SHIRE OF BROOME

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021**

11. MAJOR LAND TRANSACTIONS, TRADING UNDERTAKINGS AND INTERESTS IN JOINT ARRANGEMENTS

It is not anticipated the Shire will be party to any Major Land Transactions or Trading Undertakings during 2020/21.

It is not anticipated the Shire will be party to any joint venture arrangements during 2020/21.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

12. TRUST FUNDS

Funds held at balance date over which the local government has no control and which are not included in the financial statements are as follows:

Detail	Balance 30 June 2020	Estimated amounts received	Estimated amounts paid	Estimated balance 30 June 2021
	\$	\$	\$	\$
Verge Bonds	0	0	0	0
Library Transient Borrower Deposits	0	0	0	0
Civic Centre Event Takings	5,763	0	0	5,763
Key & Other General Purpose Deposits	0	0	0	0
BCITF Collection & Refund Deposits	0	0	0	0
Town Planning Related Bond Deposits	102,437	0	0	102,437
Cemetery Plot Reservation Deposits	0	0	0	0
Recreation Facility use Bond Deposits	0	0	0	0
Cash In Lieu Of Public Open Space	0	0	0	0
Road & Footpath Facilities Bond Deposits	0	0	0	0
Capital Works Bond Deposits	0	0	0	0
Bank Guarantee Deposits Received	0	0	0	0
Contract Bonds & Retentions	0	0	0	0
Unclaimed Monies	2,160	0	0	2,160
BRB Levy	6,567	0	0	6,567
Staff Rental Bonds	190	0	0	190
Key Deposits	0	0	0	0
	117,117	0	0	117,117

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021**

**13. SIGNIFICANT ACCOUNTING POLICIES - OTHER
INFORMATION**

GOODS AND SERVICES TAX (GST)

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.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a budget 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.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

COMPARATIVE FIGURES

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

REVENUE RECOGNITION

Accounting Policies for the recognition of income and revenue from contracts with customers is described in Note 14.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 202114. SIGNIFICANT ACCOUNTING POLICIES - CHANGE
IN ACCOUNTING POLICIES

This note explains the impact of the adoption of AASB 15 Revenue from Contracts with Customers, AASB 16 Leases and AASB 1058 Income for Not-for-Profit Entities.

REVENUE FROM CONTRACTS WITH CUSTOMERS

The Shire of Broome adopted AASB 15 on 1 July 2019 resulting in changes in accounting policies. In accordance with the transition provisions AASB 15, the Shire of Broome has adopted the new rules retrospectively with the cumulative effect of initially applying these rules recognised on 1 July 2019. In summary the following adjustments were made to the amounts recognised in the balance sheet at the date of initial application (1 July 2019):

	AASB 118 carrying amount 30 June 19	Reclassification	AASB 15 carrying amount 01 July 19
	\$	\$	\$
Contract assets	0	0	0
Contract liabilities - current			
Unspent grants, contributions and reimbursements	0	857,367	857,367
Developer contributions	0	1,232,907	1,232,907
Contract liabilities non-current			
Developer contributions	0	325,635	325,635
Cash in lieu of parking	0	218,755	218,755
Adjustment to retained surplus from adoption of AASB 15		(2,634,664)	

LEASES

On adoption of AASB 16, for leases which had previously been classified as an 'operating lease' when applying AASB 117, the Shire of Broome is not required to make any adjustments on transition for leases for which the underlying asset is of low value. Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with Financial Management Regulation 17A (5).

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 202114. SIGNIFICANT ACCOUNTING POLICIES - CHANGE
IN ACCOUNTING POLICIES (Continued)

INCOME FOR NOT-FOR-PROFIT ENTITIES

The Shire of Broome has adopted AASB 1058 from 1 July 2019 which resulted in changes in accounting policies. In accordance with the transition provisions AASB 1058, the Shire of Broome has adopted the new rules retrospectively with the cumulative effect of initially applying AASB 1058 recognised at 1 July 2019. Comparative information for prior reporting periods shall not be restated in accordance with AASB 1058 transition requirements.

In applying AASB 1058 retrospectively with the cumulative effect of initially applying the Standard on 1 July 2019 changes occurred to the following financial statement line items by application of AASB as compared to AASB 1004 Contributions before the change:

	AASB 1004 carrying amount 30 June 19	Reclassification	AASB 1058 carrying amount 01 July 19
	\$	\$	\$
Trade and other payables			
Adjustment to retained surplus from adoption of AASB 1058		0	

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Therefore the rates received in advance give rise to a financial liability that is within the scope of AASB 9. On 1 July 2019 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised by the Shire of Broome. When the taxable event occurs the financial liability is extinguished and the Shire of Broome recognises income for the prepaid rates that have not been refunded.

Assets that were acquired for consideration that was significantly less than fair value principally to enable the Shire of Broome to further its objectives may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significantly less than fair value. Such assets are not required to be remeasured at fair value.

Volunteer Services in relation to Volunteer Fire Services have been recognised in budgeted revenue and budgeted expenditure as the value of the services can be reliably estimated and the services would have been purchased if they had not been donated.

The impact on the Shire of Broome of the changes as at 1 July 2019 is as follows:

	2019
	\$
Retained surplus - 30/06/2019	127,423,890
Adjustment to retained surplus from adoption of AASB 15	(2,634,664)
Adjustment to retained surplus from adoption of AASB 1058	0
Retained surplus - 01/07/2019	124,789,226

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2021

15. BUDGET RATIOS

	2020/21 Budget	2019/20 Actual	2018/19 Actual	2017/18 Actual
Operating Surplus	-2.66%	6.28%	0.96%	-6.13%
Funds After Operations	96.22%	96.41%	92.13%	92.11%
PPE	-20.25%	7.53%	10.48%	-24.19%
Infrastructure	8.07%	4.84%	36.16%	-7.78%
Cash Reserves	88.23%	78.41%	89.54%	93.03%
Borrowings	19.34%	13.59%	9.23%	6.54%
Debt Servicing	2.49%	2.55%	1.84%	2.08%
Average Rates (UV)	7,819	4,392	4,010	3,641
Average Rates (GRV)	3,598	3,557	3,522	3,438

The ratios are calculated as follows:

OPERATIONS

Operating Surplus $\frac{\text{Adjusted underlying surplus (or deficit)}}{\text{Adjusted underlying revenue}}$

Funds After Operations $\frac{\text{Funds remaining after operations}}{\text{General funds}}$

ASSET RATIOS

PPE $\frac{\text{Closing WDV value of PPE less Opening WDV value of PPE}}{\text{Opening WDV value of PPE}}$

Infrastructure $\frac{\text{Closing WDV Infrastructure less Opening WDV infrastructure}}{\text{Opening WDV Infrastructure}}$

FINANCING RATIOS

Cash Reserves $\frac{\text{Discretionary Reserve Balance}}{\text{General Funds}}$

Borrowings $\frac{\text{Principal outstanding}}{\text{General funds}}$

Debt Servicing $\frac{\text{Principal and interest due}}{\text{General funds}}$

RATES RATIOS

Average Rates $\frac{\text{Rate revenue per category}}{\text{Number of properties per category}}$

SHIRE OF BROOME

**RATES SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2021**

BY NATURE OR TYPE

NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
OPERATING ACTIVITIES			
Net current assets at start of financial year - surplus/(deficit)	2 226,546	2,144,226	4,006,759
	2,226,546	2,144,226	4,006,759
Revenue from operating activities (excluding rates)			
Operating grants, subsidies and contributions	9	1,987,815	8,840,280
Fees and charges	8	11,746,269	10,355,634
Interest earnings	10(a)	1,402,174	1,410,644
Other revenue	10(b)	1,100,128	1,346,479
Profit on asset disposals	4(b)	89,309	74,132
		16,325,695	22,027,169
			16,294,313
Expenditure from operating activities			
Employee costs		(17,057,681)	(16,391,397)
Materials and contracts		(10,941,159)	(11,397,440)
Utility charges		(1,951,368)	(1,946,680)
Depreciation on non-current assets	5	(11,653,092)	(11,355,912)
Interest expenses	10(d)	(165,706)	(147,631)
Insurance expenses		(681,829)	(652,098)
Other expenditure		(3,054,638)	(2,809,849)
Loss on asset disposals	4(b)	(432,857)	(189,301)
		(45,938,330)	(44,890,308)
			(45,361,400)
Operating activities excluded from budgeted deficiency			
Non-cash amounts excluded from operating activities	2 (b)(ii)	11,996,640	11,471,081
Amount attributable to operating activities		(15,389,449)	(9,247,832)
			(13,589,247)
INVESTING ACTIVITIES			
Non-operating grants, subsidies and contributions	9	30,737,197	10,387,443
Purchase investment property	4(a)	0	0
Purchase property, plant and equipment	4(a)	(11,646,077)	(6,872,506)
Purchase and construction of infrastructure	4(a)	(28,827,264)	(20,008,896)
Proceeds from disposal of assets	4(b)	328,500	534,055
Amount attributable to investing activities		(9,407,644)	(15,959,904)
			(15,114,731)
FINANCING ACTIVITIES			
Repayment of borrowings	6(a)	(875,554)	(675,348)
Proceeds from new borrowings	6	3,335,000	2,000,000
Proceeds from self supporting loans	6(a)	(1,250,000)	0
Transfers to cash backed reserves (restricted assets)	7(a)	(2,289,684)	(3,857,961)
Transfers from cash backed reserves (restricted assets)	7(a)	2,714,010	6,805,742
Amount attributable to financing activities		1,633,772	4,272,433
			5,905,457
Budgeted deficiency before general rates		(23,163,321)	(20,935,303)
Estimated amount to be raised from general rates	1	23,163,321	23,161,849
Net current assets at end of financial year - surplus/(deficit)	2 (b)(i)	0	2,226,546
			0

This statement is to be read in conjunction with the accompanying notes.

Item 9.3.2 - ADOPTION OF 2020-21 ANNUAL BUDGET

SHIRE OF BROOME
PROPOSED RATES MODEL
30 JUNE 2021

2020-2021								2019-2020							
RATE TYPE	Rate in \$	Number of	Rateable Value	2020/21 Budgeted	2020/21 Budgeted	2020/21 Budgeted	2020/21 Budgeted	Rate in \$	Number of	Rateable Value	2019/20 Budgeted	2019/20 Budgeted	2019/20 Budgeted	2019/20 Budgeted	
	as cents	Properties	New	Rate	Interim	Back	Total	as cents	Properties	New	Rate	Interim	Back	Total	
				Revenue \$	Rates \$	Rates \$	Revenue				Revenue \$	Rates \$	Rates \$	Revenue	
Differential general rate or general rate															
Gross Rental Valuations															
GRV Residential	10.8224	4,918	116,292,696	12,585,661			12,585,661	10.8224	4,876	115,308,256	12,479,121			12,479,121	
GRV Vacant	19.8104	176	2,904,940	575,480			575,480	19.8104	181	2,945,650	583,545			583,545	
GRV Commercial	11.2119	547	55,146,367	6,182,956			6,182,956	11.2119	540	52,644,669	5,902,468			5,902,468	
GRV Tourism	14.6665	454	17,635,596	2,586,525			2,586,525	14.6665	454	17,437,556	2,557,479			2,557,479	
Unimproved Value Valuations				0			0				0				
UV Commercial Rural	3.1875	21	6,638,773	211,611			211,611	3.1875	21	6,643,773	211,770			211,770	
UV Mining	11.7729	39	1,211,081	142,579			142,579	11.7729	33	1,060,743	124,880			124,880	
UV Rural	0.7623	54	17,509,000	133,471			133,471	0.7623	53	17,486,000	133,296			133,296	
Sub-Totals		6,209	217,338,453	22,418,283	0	0	22,418,283		6,158	213,526,647	21,992,559	0	0	21,992,559	
Minimum payment	Minimum \$							Minimum \$							
Gross Rental Valuations															
GRV Residential	1220	67	652,734	81,740			81,740	1220	67	648,834	81,740			81,740	
GRV Vacant	1220	176	810,422	214,720			214,720	1220	202	910,232	246,440			246,440	
GRV Commercial	1220	24	179,590	29,280			29,280	1220	33	179,590	40,260			40,260	
GRV Tourism	1220	371	1,599,000	452,620			452,620	1220	372	1,599,000	453,840			453,840	
Unimproved Value Valuations				0			0								
UV Commercial Rural	1220	2	13,300	2,440			2,440	1220	2	13,300	2,440			2,440	
UV Mining	500	29	54,849	14,500			14,500	500	31	48,652	15,500			15,500	
UV Rural	1220	4	191,300	4,880			4,880	1220	4	191,300	4,880			4,880	
Sub-Totals		673	3,501,195	800,180	0	0	800,180		711	3,590,908	845,100	0	0	845,100	
Total amount raised from general rates		6,882	220,839,648	23,218,463				23,218,463		6,869	217,117,555	22,837,659			22,837,659
Discounts								(55,142)							(39,138)
Total Rates		6,882	220,839,648	23,218,463				23,163,321		6,869	217,117,555	22,837,659			22,798,521

Item 9.3.2 - ADOPTION OF 2020-21 ANNUAL BUDGET

SHIRE OR BROOME
2020-21 UV COMMERCIAL RURAL (PASTORAL PROPERTIES)
CONCESSION LISTING

Assess	Owner Detail	RC - Description	New Valuation	RID	19.20 Rates	20.21 Rates	Difference in Rates	2020-21 80% Concession		2021-22 60% Concession		2022-23 40% Concession		2023-24 20% Concession		2024-25 0% Concession	
								Concession	Rate Levied	Concession	Rate Levied	Concession	Rate Levied	Concession	Rate Levied	Concession	Rate Levied
A200100	NYAMBA BURU YAWURU LTD	894,540	3,762,792	0.031875	28,513.46	119,939.00	91,425.53	73,140.43	46,798.57	54,855.32	65,083.68	36,570.21	83,368.78	18,285.11	101,653.89	-	119,939.00
A200000	ANNA PLAINS CATTLE CO PTY LTD	652,540	2,358,000	0.031875	20,799.71	75,161.25	54,361.54	43,489.23	31,672.02	32,616.92	42,544.33	21,744.62	53,416.64	10,872.31	64,288.94	-	75,161.25
A200110	THANGOO PTY LTD	379,560	1,870,040	0.031875	12,098.48	59,607.53	47,509.05	38,007.24	21,600.29	28,505.43	31,102.10	19,003.62	40,603.91	9,501.81	50,105.72	-	59,607.53
A200060	CONSOLIDATED AUSTRALIAN PASTO	341,700	1,775,380	0.031875	10,891.69	56,590.24	45,698.55	36,558.84	20,031.40	27,419.13	29,171.11	18,279.42	38,310.82	9,139.71	47,450.53	-	56,590.24
A304299	FORSHAW PASTORAL CO PTY LTD	311,360	1,307,311	0.031875	9,924.60	41,670.54	31,745.94	25,396.75	16,273.79	19,047.56	22,622.98	12,698.38	28,972.16	6,349.19	35,321.35	-	41,670.54
A200120	GRENLEIGH PTY LTD	239,064	1,044,839	0.031875	7,620.17	33,304.24	25,684.08	20,547.26	12,756.98	15,410.45	17,893.80	10,273.63	23,030.61	5,136.82	28,167.43	-	33,304.24
A200980	KARAJARRI TRADITIONAL LANDS ASS	206,460	965,062	0.031875	6,580.91	30,761.35	24,180.44	19,344.35	11,417.00	14,508.26	16,253.09	9,672.18	21,089.18	4,836.09	25,925.26	-	30,761.35
A200070	MANDORA CATTLE COMPANY PTY L'	187,840	819,360	0.031875	5,987.40	26,117.10	20,129.70	16,103.76	10,013.34	12,077.82	14,039.28	8,051.88	18,065.22	4,025.94	22,091.16	-	26,117.10
A302845	DE LONG	156,089	697,707	0.031875	4,975.34	22,239.41	17,264.07	13,811.26	8,428.15	10,358.44	11,880.97	6,905.63	15,333.78	3,452.81	18,786.60	-	22,239.41
A306557	KARAJARRI TRADITIONAL LANDS ASS	109,660	512,660	0.031875	3,495.41	16,341.04	12,845.63	10,276.50	6,064.54	7,707.38	8,633.66	5,138.25	11,202.79	2,569.13	13,771.91	-	16,341.04
A200020	ELEZOVICH	131,580	527,300	0.031875	4,194.11	16,807.69	12,613.58	10,090.86	6,716.83	7,568.15	9,239.54	5,045.43	11,762.26	2,522.72	14,284.97	-	16,807.69
A200080	YEEEDA PASTORAL CO PTY LTD	101,720	440,528	0.031875	3,242.33	14,041.83	10,799.51	8,639.60	5,402.23	6,479.70	7,562.13	4,319.80	9,722.03	2,159.90	11,881.93	-	14,041.83
A200050	BURTON	238,660	535,100	0.031875	7,607.29	17,056.31	9,449.03	7,559.22	9,497.09	5,669.42	11,386.90	3,779.61	13,276.70	1,889.81	15,166.51	-	17,056.31
								322,965.30	206,672.22	242,223.98	287,413.54	161,482.65	368,154.87	80,741.33	448,896.19	-	529,637.52



Objectives and Reasons for the Differential Rates and Minimum Payments for the 2020/21 Financial Year

Under section 6.36 of the Local Government Act 1995, the Objects and Reasons for implementing Differential Rates are to be published by Shire of Broome.

Overall Objective

The purpose of the levying of rates is to meet the Shire's budget requirements each financial year to deliver services and community infrastructure. The Valuer-General provides the property valuations as the basis for the calculation of rates each year. Section 6.33 of the *Local Government Act 1995* provides the ability to differentially rate properties based on zoning or land use as determined by the Shire of Broome. Properties are grouped according to town planning zonings or predominant land use. Each rating category has a separately calculated rate in the dollar to achieve greater equity across all sectors.

Council has considered the Key Values contained within the Department of Local Government, Sport and Cultural Industries' "Rating Policy: Differential Rates", being:

- Objectivity
- Fairness and Equity
- Consistency
- Transparency and
- Administrative Efficiency

A copy of this policy can be obtained from this link:

<https://www.dlgsc.wa.gov.au/departments/publications/publication/rating-policy-differential-rates>.

Council has determined its required rates yield after reviewing all revenue sources, expenditure and efficiency measures. As part of its budget deliberations it is assumed that the Shire's operations will return to same levels as before the COVID-19 pandemic. After reviewing budgeted sources of revenue and expenditure for the 2020/21 financial year, a budget deficiency of \$23.15M has been identified. To fund this deficit and to recognise the challenges posed by the COVID-19 pandemic to the ratepayers, residents and local businesses, the rate-in-dollar is proposed to remain the same as 2019/20 across all rating categories. Based on the current valuations, this will reflect the Council's objective of raising a total of \$23.15M in rates to fund the deficit.

The Shire's Long Term Financial Plan (LTFP) targeted a 1.5% increase in rates and 0.5% growth for the 2020/21 financial year. The rate yield of \$23.15M is lower than the revenue requirements contained within the Shire's LTFP. It will fund the Capital Works Program as per the Shire's latest Corporate Business Plan. Through the utilisation reserve funds, other projects programmed in later years have been brought forward to provide economic stimulus to the local economy during the period of a pandemic:

- Chinatown Revitalisation Stage 2 - \$13.93M
- Broome Surf Life Saving Clubroom Redevelopment - \$3.22M
- Road and Carpark Upgrades - \$1.8M
- Reserve funds for future renewals of various assets - \$1.5M
- Plant Replacements - \$1.48M

- BRAC Works - \$1.42M
- Dampier Terrace Transit Hub - \$1.3M
- Parks and Gardens Shed extension - \$98K
- Parks and Garden per the asset management plan - \$310K
- Smart Cities Enabling Items - \$300K
- ICT Renewals and Projects - \$238K
- Building Renewals - \$221K
- State Black Spot Port Drive Children's Crossing - \$206K
- Streetlight Upgrades - \$200K
- Buckley's Road Waste Facility Capping and Rehabilitation - \$200K
- Conti Foreshore Shared Path - \$144K
- Review Local Planning Strategy and Scheme - \$140K
- Cemetery Ablution Block - \$136K
- Dakas Reserve Landscape Stage 2 - \$88K
- Development of Public Health Plan - \$72K
- Dinosaur Interpretation Plan Feasibility \$60K
- McMahon Estate Business Case - \$60K
- Air Raid Memorial - \$50K
- Bin Replacement - \$50K
- Review of the Strategic Community Plan and Corporate Business Plan - \$50K
- Events Development and Delivery - \$49K
- Access and Inclusion updates - \$30K
- Pathways renewal - \$26K
- Review and update of the Asset Management Plan - \$25K
- Youth development and Youth Advisory Council initiatives in 2020 - \$20K

Council has reviewed its expenditure and considered efficiency measures as part of its budget deliberations. In particular, the following actions have been undertaken:

Efficiency Measures:

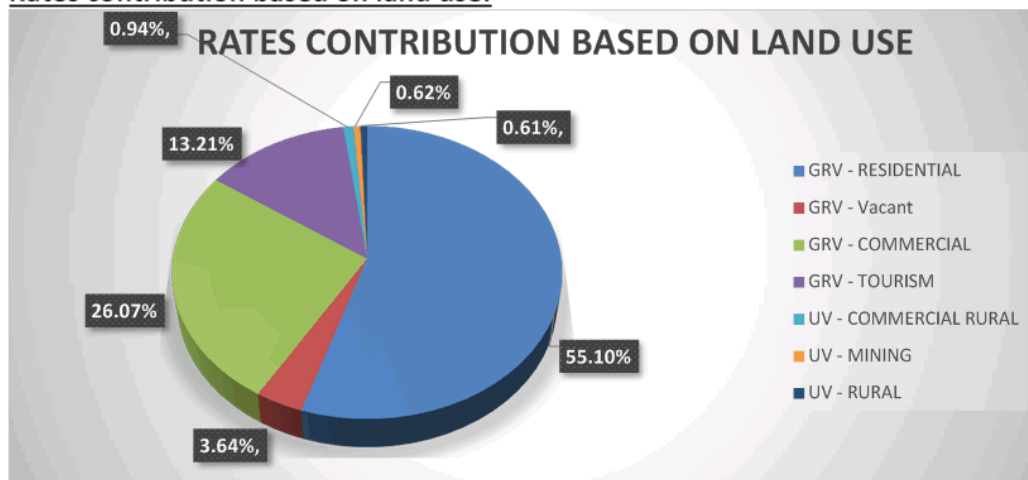
- Position descriptions and remuneration have been reviewed as vacancies arise;
- Renewal of Shire assets based on adopted Asset Management Plan;
- Reviewed operational services and developed organisational Service Delivery Plans for functional areas;
- Encouraged certain staff to take advantage of remote area housing through the Shire leases, therefore, minimising the need for staff housing stock;
- Continued to outsource waste collection and domestic recycling education in a cost-effective manner;
- Started provision of surveying services to other local governments on a fee for service basis;
- Bush fire mitigation strategies and compliance measures were put in place to reduce the scope of recurring work;
- Disposal and replacement of under-utilised and high maintenance light fleet and plant;
- Installation of LED street lighting and energy-efficient fixtures throughout Shire facilities, assets and venues;
- Contractor inductions to reduce exposure to occupational health and safety risks;
- Conducted several internal audits of governance and legislative compliance;
- Conducted a robust review of insurance services;
- Reviewed the contract for the provision of GIS services;
- Reduced some facility opening hours in line with service review findings regarding usage patterns; and
- After hours shut-off switch at Administration Building to limit unnecessary air-conditioning when the building is not occupied.

Below is a summary of the proposed minimum payments and rates in the dollar for 2020/21

Differential Rate Category	Minimum Payment	Rate in the \$ (Cents)
----------------------------	-----------------	------------------------

GRV – Residential	\$1,220	10.8224
GRV – Vacant	\$1,220	19.8104
GRV – Commercial	\$1,220	11.2119
GRV – Tourism	\$1,220	14.6665
UV – Rural	\$1,220	0.7623
UV – Mining	\$500	11.7729
UV – Commercial Rural	\$1,220	3.1875

Rates contribution based on land use:



The 2020/21 Rating Year will utilise the most recent general revaluation which took effect 1 July 2019 as a result of the general valuations assessed by the Valuer General's office.

Gross Rental Value (GRV)

The *Local Government Act 1995* determines that properties of a non-rural purpose be rated using the Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. The Valuer-General determines the GRV for all properties within the Shire of Broome. Under section 22 of the Valuation of Land Act 1978, the Valuer - General also determines the frequency of general valuations. However, historically, the Valuer-General has undertaken a GRV revaluation every three to five years with the most recent valuation occurring in October 2018 and effective from 1 July 2019. Factors such as age, construction, size, car shelters, pools and location influence the rental value for a house or other GRV property. Interim valuations are provided fortnightly to the Shire by the Valuer-General for properties where changes have occurred (i.e. subdivisions or strata title of a property, amalgamations, building constructions, demolition, additions and/or property rezoning). In such instances, the Shire recalculates the rates for the affected properties and issues interim rates notices.

Following the receipt of the triennial GRV valuation from the VGO, which took effect from the financial year 2019/20 onwards, the Shire has adjusted the rate in the dollar to moderate the impact of the triennial revaluation as there has been a significant impact for the majority of properties. The adjusted rate in the dollar has been achieved by calculating the rate in the dollar that will result in the required rate yield. The objective of the 2020/21 differential rates is to ease the burden on the ratepayers during the COVID-19 pandemic while ensuring that the required rates revenue to balance the budget is collected on an equitable basis. The 2020/21 differential rates will enable the Shire to provide facilities, infrastructure and services to the entire community.

GRV properties contribute about 98% of the total rates as the properties in this category generally have a much higher demand for Shire resources.

GRV – Residential (The Base Rate for Gross Rental Value)

This rating category consists of properties which have a predominant residential use. This rate category is the base rate by which all other GRV rated properties are assessed. The reason for the rate in the dollar for this category is to reflect the level of rating required to raise the necessary revenue to operate efficiently and provide the diverse range of services and programs and associated infrastructure/facilities required for developed residential and urban areas.

Council is focused on sustainably managing its community and infrastructure assets through the funding of renewal and replacement asset programs. These programs include but are not limited to investment in the resealing of roads, replacement and development of footpath networks, refurbishing of public ablutions and other building maintenance programs. The rates to be raised from this category are expected to be sufficient to meet the community needs and service levels for properties under this category within the Shire of Broome. This category is expected to contribute 55.10% of the total rates to be raised for 2020/21.

GRV – Commercial

This rating category covers the town centre, commercial business, shopping centres, telecom tower sites and the airport. All properties rated under this category are zoned Commercial under the Town Planning Scheme, excluding properties with a tourism use. This rating category recognises the impact of commercial properties on infrastructure and environment within the Shire. This category recognises the greater share of costs associated with the provision of additional services like economic development, maintaining car park infrastructure, landscaping, environmental health, light industrial area infrastructure and other amenities. The rate in the dollar for this category is 4% higher than the GRV – Residential base rate. This category is expected to contribute 26.07% of the total rates to be raised for 2020/21.

GRV – Tourism

This rating category consists of properties with operations related to tourism. This category recognises the impact of such properties on infrastructure and environment within the Shire. This rate category recognises the greater share of costs associated with the provision of services in addition to the services provided in the GRV Commercial category. Some additional costs are a contribution towards economic development, tourism promotion, marketing activities, environmental health, public safety and law enforcement during the tourist season. The rate in the dollar for this category is 36% higher than the GRV – Residential base rate. This category is expected to contribute 13.21% of the total rates to be raised for 2020/21.

GRV – Vacant

This rating category consists of properties which are vacant and zoned as residential under the Shire's Local Planning Scheme and includes vacant land zoned as Tourist, Commercial or Industrial. The object of the rate for this category is to signify the Council's preference for land to be developed rather than leaving it vacant. Development encouraged due to its importance and positive effect on local employment and economic diversity. Further community returns are also expected from population-linked investment in the region by both State and Federal funding bodies. The rate is also higher than the base rate to distribute the rates burden equitably considering the different method used for the valuation of vacant land as compared to other GRV properties. This is also intended to discourage land investors from land banking and to discourage excessive vacant land leaving subdivisions barren and aesthetically unappealing which may provide prospects for potential antisocial behaviour. The rate in the dollar for this category is 83% higher than the GRV – Residential base rate. This category is expected to contribute 3.64% of the total rates to be raised for 2020/21.

Unimproved Value (UV)

Properties that are predominantly used for rural purposes are assigned an Unimproved Value that is supplied and updated by the Valuer-General on an annual basis. The rate in the dollar set for the UV-Rural category forms the basis for calculating all other UV differential rates.

UV properties contribute about 2% of the total rates as the properties in this category generally have much lower demand on Shire resources.

UV - Rural (The Base Rate for Unimproved Value)

This rating category consists of properties that are exclusively for rural use. This category is the base rate by which all other UV rated properties are assessed. Other UV rating categories have a higher demand for Shire resources as compared to properties in the UV - Rural rating category. This category is expected to contribute 0.61% of the total rates to be raised for 2020/21.

UV - Commercial Rural

This rating category consists of properties that have a commercial use outside of the townsite and inclusive of:

- Pearling Leases;
- Pastoral leases or Pastoral use;

This category recognises the increased rates required to operate efficiently and provide for rural infrastructure and services. The services mentioned above are in addition to the urban services, programs and infrastructure which are also available to the properties in this category. The Shire incurs higher costs of infrastructure maintenance and renewal of the rural road network due to its vulnerability to extreme weather conditions which is further increased by extra vehicle movements and activities associated with these properties. This category is expected to contribute 0.94% of the total rates to be raised for 2020/21.

UV – Mining

This rating category consists of properties for mining, exploration or prospecting purposes. The object of the rate for this category is to reflect the impact on utilisation of rural infrastructure (comparative to Pastoral) by heavy transport and associated higher traffic volumes. Also, these properties have access to all other services and facilities provided by the Shire. This category is rated higher than UV-Commercial due to the higher road infrastructure maintenance costs to the Shire because of frequent heavy vehicle use over extensive lengths of Shire roads throughout the year. This category is expected to contribute 0.62% of the total rates to be raised for 2019/20.

Minimum Payments

Minimum rates recognise that every property, regardless of size, value and use, receives some minimum level of benefit from the works and services provided by the Shire. A proposed minimum rate of \$1,220 has been applied to all rating categories except for the UV-Mining.

UV of mining tenements ranges from \$10 to \$423,000 and an average UV of \$17,224. The \$500 minimum rate for the UV-Mining category is set at a lower level compared to the other rating categories to ensure that less than 50% of the properties in this category are on the minimum rate to ensure compliance with section 6.35 of the *Local Government Act 1995*. Given the lower valuation figure assigned to small mining tenements, a lower minimum payment will also ensure that the rate burden is distributed equitably between all other property owners paying the minimum amount.

Yours Faithfully,

Sam Mastrolembo
Chief Executive Officer

DRAFT



Department of
**Local Government, Sport
and Cultural Industries**

Our ref BM5-1#05; E1915726
Enquiries Troy Hancock
Phone (08) 6552 1624
Email Legislation@dlgsc.wa.gov.au

Mr Sam Mastrolembro
Chief Executive Officer
Shire of Broome
PO Box 44
BROOME WA 6725

Dear Mr Mastrolembro

DIFFERENTIAL GENERAL RATES 2019/20

I refer to the Shire's application received 10 May 2019 requesting approval to impose differential general rates that are more than twice the lowest rate in the unimproved value (UV) category.

Under delegated authority from the Minister for Local Government and in accordance with section 6.33(3) of the *Local Government Act 1995*, I have approved the Shire's application to impose differential general rates for the 'UV Mining' and 'UV Commercial Rural' categories, which are more than twice the lowest rate in the UV category, as follows:

Category of Rating	Rate in the dollar 2019/20 (Cents)
UV Mining	11.7729
UV Commercial Rural	3.1875

The approval is valid for the 2019/20 financial year.

If you have any questions, please do not hesitate to contact Mr Troy Hancock via the details listed above.

Yours sincerely

Michael Connolly
DEPUTY DIRECTOR GENERAL - REGULATION

19 June 2019



Department of
**Local Government, Sport
and Cultural Industries**

Our ref BM5-1#05; E1915727
Enquiries Troy Hancock
Phone (08) 6552 1624
Email Legislation@dlgsc.wa.gov.au

Mr Sam Mastrolembro
Chief Executive Officer
Shire of Broome
PO Box 44
BROOME WA 6725

Dear Mr Mastrolembro

SHIRE OF BROOME - MINIMUM PAYMENTS 2019/20

I refer to the Shire's application dated 10 May 2019 requesting approval to impose minimum rates in the GRV Vacant category.

I advise that, under delegated authority from the Minister for Local Government and in accordance with section 6.35(5) of the *Local Government Act 1995*, I have approved the minimum rates as proposed in the Shire's application for the below categories:

Category of Rating	Minimum payment
GRV Vacant	\$1,220

The approval is valid for the 2019/20 financial year.

If you have any questions, please do not hesitate to contact Mr Troy Hancock, via the details listed above.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Michael Connolly'.

Michael Connolly
DEPUTY DIRECTOR GENERAL - REGULATION

June 2019

Shire of Broome

Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Grand Total				
03 - GENERAL PURPOSE FUNDING				
03.001 - RATES				
Rates Enquiries				
Rate Enquiries - statements, ownership and address details by other parties than agents acting on behalf of owner	55.00	55.00	55.00	55.00
Property Orders & Requisitions Enquiries	110.00	110.00	110.00	110.00
Reissue Rate Notice - Previous years	30.00	30.00	30.00	30.00
Other Rates Fees				
Property Listings via email or CD - Not available for commercial purposes.	85.00	85.00	85.00	85.00
NOTE: additional information requested will be charged at a Rate per hour. A quotation will be provided.	60.00	60.00	60.00	60.00
Notice of Discontinuance	Actual Cost	Actual Cost	Actual Cost	Actual Cost
Debt Clearance Letter	30.00	30.00	30.00	30.00
Payment Arrangement Administration Fee	50.00	50.00	Waived in 2020-21 due to COVID-19	Waived in 2020-21 due to COVID-19
Administration fees on instalment plan	10.00	10.00	Waived in 2020-21 due to COVID-19	Waived in 2020-21 due to COVID-19
Interest on instalment and payment arrangement plan	5.5% per annum calculated daily	5.5% per annum calculated daily	Waived in 2020-21 due to COVID-19	Waived in 2020-21 due to COVID-19
Interest on unpaid debts - calculated daily - New (nil for debtors qualifying for COVID-19 Hardship Support)	11% per annum calculated daily	11% per annum calculated daily	8% per annum calculated daily	8% per annum calculated daily
Rate Payer Transaction Summary - Administration fee	\$5-\$10	\$5-\$10	\$5-\$10	\$5-\$10
04 - GOVERNANCE				
04.202 - OTHER GOVERNANCE ACTIVITIES				
Information on Record Sales				
Agendas or Minutes - Hard Copy - Rate per double sided page	0.25	0.25	0.25	0.25
Copy of Annual Report, Annual Budget, Strategic Community Plan, Corporate Business Plan.	0.25	0.25	0.25	0.25
Electoral Rolls - (Hard Copy) Rate Per Roll (WAEC or Owners/Occupiers Rolls). (Subject to compliance with Reg 29B of Local Government (Administration) Regulations 1996 (Statutory Declaration to be submitted confirming that the information will not be used for commercial purposes. Requires approval from the CEO.)	55.00	55.00	55.00	55.00
Electoral Rolls - (memory stick) Rate Per Roll (WAEC or Owner/Occupiers Rolls). (Subject to compliance with Reg 29B of Local Government (Administration) Regulations 1996. (Statutory Declaration to be submitted confirming that the information will not be used for commercial purposes. Requires approval from the CEO.)	33.00	33.00	33.00	33.00
05 - LAW, ORDER & PUBLIC SAFETY				
05.455 - RANGER OPERATIONS				
Ranger Operations				
Ranger charge out	92.68	101.95	92.68	101.95
05.460 - FIRE PREVENTION				
Fines & Penalties				
Fire Charges Fines & Penalties	See Infringement	See Infringement	See Infringement	See Infringement
Block Slashing				
Charges for Block Slashing	At Cost plus \$48.18 Admin Fee	At Cost plus \$53.00 Admin Fee (plus GST)	At Cost plus \$48.18 Admin Fee	At Cost plus \$53.00 Admin Fee (plus GST)
05.465 - ANIMAL CONTROL				
Fines & Penalties				

Shire of Broome

Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Animal Related Offences Fines and Penalties	See Infringement	See Infringement	See Infringement	See Infringement
Dog Handling				
For Seizure and Impounding of Dog Registered Dog	105.85	105.85	105.85	105.85
For Seizure and Impounding of Dog Unregistered Dog	105.85	105.85	105.85	105.85
For Seizure and Return of Dog Without Impounding it	1.00	1.00	1.00	1.00
For Sustenance and Maintenance of a Dog at Pound - Per Day or Part of Day	25.00	25.00	25.00	25.00
Parasite Control Fee (Dogs and Cats)	10.00	11.00	10.00	11.00
Cat Handling				
For Seizure and Impounding of Cat	105.85	105.85	105.85	105.85
For Seizure and Return of Cat Without Impounding it	1.00	1.00	1.00	1.00
For Sustenance and Maintenance of a Cat at Pound - Per Day or Part of Day	19.00	19.00	19.00	19.00
Dog Handling Accessories				
Dangerous Dog / Restricted Breed Collar - Small	65.00	71.50	65.00	71.50
Dangerous Dog / Restricted Breed Collar - Medium	70.00	77.00	70.00	77.00
Dangerous Dog / Restricted Breed Collar - Large	73.00	80.30	73.00	80.30
Dangerous Dog / Restricted Breed Collar - Extra Large	75.00	82.50	75.00	82.50
Dangerous Dog / Restricted Breed Sign	52.00	57.20	52.00	57.20
Animal Trap Security Bond	50.00	50.00	50.00	50.00
Dog Licensing				
Annual registration - Unsterilized dog or bitch.	50.00	50.00	50.00	50.00
Annual registration - Sterilized dog or bitch.	20.00	20.00	20.00	20.00
Annual registration - Dangerous dog or bitch.	50.00	50.00	50.00	50.00
3 year registration - Unsterilized dog or bitch.	120.00	120.00	120.00	120.00
3 year registration - Sterilized dog or bitch.	42.50	42.50	42.50	42.50
Lifetime registration - Unsterilized dog or bitch.	250.00	250.00	250.00	250.00
Lifetime registration - Sterilized dog or bitch.	100.00	100.00	100.00	100.00
Registration - Dogs for droving or tending stock	25% of fee payable	25% of fee payable	25% of fee payable	25% of fee payable
Registration - Dogs owned by pensioners (except dangerous dogs)	50% of fee payable	50% of fee payable	50% of fee payable	50% of fee payable
Registration after 31 May in any year, for that registration year	50% of fee payable	50% of fee payable	50% of fee payable	50% of fee payable
Registration - Dogs used by the State Emergency Service for tracking	1.00	1.00	1.00	1.00

Shire of Broome

Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Licence to keep an Approved Kennel Establishment	200.00	200.00	200.00	200.00
Renewal of Licence to keep an approved kennel establishment	47.95	52.68	47.95	52.68
Application to keep 3-6 Dogs consistent with Policy	105.36	105.36	105.36	105.36
Application to keep 3-6 dogs inconsistent with Policy	263.40	263.40	263.40	263.40
Annual - Inspection Dangerous Dog	250.00	250.00	250.00	250.00
Annual - Inspection Kennel Establishment	260.00	260.00	260.00	260.00
Registration Tag Replacement Admin Fee	1.00	1.00	1.00	1.00
Certified Copy of an entry in the register	1.00	1.00	1.00	1.00
Cat Registration				
Annual fee	20.00	20.00	20.00	20.00
Annual fee (application between 31 May and 31 October)	10.00	10.00	10.00	10.00
3 year registration	42.50	42.50	42.50	42.50
Lifetime registration	100.00	100.00	100.00	100.00
Application to breed cats - per breeding cat	100.00	100.00	100.00	100.00
Registration Tag Replacement Admin Fee	1.00	1.00	1.00	1.00
Cat Sterilisation				
Cat Sterilisation Male	50% Subsidy of Actual Cost	50% Subsidy of Actual Cost	50% Subsidy of Actual Cost	50% Subsidy of Actual Cost
Cat Sterilisation Female	50% Subsidy of Actual Cost	50% Subsidy of Actual Cost	50% Subsidy of Actual Cost	50% Subsidy of Actual Cost
Dog Sterilisation				
Dog Sterilisation Male	50% Subsidy - Maximum value \$210	50% Subsidy - Maximum value \$210	50% Subsidy - Maximum value \$210	50% Subsidy - Maximum value \$210
Dog Sterilisation Female	50% Subsidy - Maximum value \$210	50% Subsidy - Maximum value \$210	50% Subsidy - Maximum value \$210	50% Subsidy - Maximum value \$210
Large Animal Control				
Application for Permit to walk, lead, ride, herd or drive a large animal on local government property	52.68	52.68	52.68	52.68
Disposal of Dead Animals				
Disposal of dead animals	29.09	32.00	29.09	32.00
05.470 - OTHER LAW, ORDER & PUBLIC SAFETY				
Fines & Penalties				
Illegal Camping Fines and Penalties	See Infringement	See Infringement	See Infringement	See Infringement
Impounded Advertising Signs	75.00	82.50	75.00	82.50
Impounded Trolleys	100.00	110.00	100.00	110.00
Impounded Goods (Other)	75.00	82.50	75.00	82.50
Impounded Goods Storage Fee	9.00	9.90	9.00	9.90

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Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Littering Fines & Penalties	See Infringement	See Infringement	See Infringement	See Infringement
Litter Cleanup Fee	Cost plus \$53.00 admin fee	Cost plus \$53.00 admin fee + GST	Cost plus \$53.00 admin fee	Cost plus \$53.00 admin fee + GST
Review & Download CCTV Footage	50.00	55.00	50.00	55.00
Other Fines and Penalties				
Sundry Ranger Fines & Penalties except those above. Off Road Vehicles, Noise Etc	See Infringement	See Infringement	See Infringement	See Infringement
Impounded Vehicles				
Impounding Vehicles	Cost plus \$53.00 admin fee	Cost plus \$53.00 admin fee	Cost plus \$53.00 admin fee	Cost plus \$53.00 admin fee
Impounding Vehicles by means of clamping	152.00	152.00	152.00	152.00
Daily cost for impounded vehicle (including by means of clamping)	13.00	13.00	13.00	13.00
Sales of Impounded Vehicles				
Sale of Impounded Vehicles & Goods	Offer to Purchase Plus \$53.00 Admin Fee	Offer to Purchase Plus \$54.00 Admin Fee	Offer to Purchase Plus \$54.00 Admin Fee	Offer to Purchase Plus \$54.00 Admin Fee
Other Applications / Permits				
Application to advertise anything on local government property or a thoroughfare	105.36	105.36	105.36	105.36
Application For Temporary Signage Permit	52.68	57.95	52.68	57.95
Application For Temporary Parking Permit	52.68	57.95	52.68	57.95
Application to erect a structure for public amusement	105.36	105.36	105.36	105.36
Application to plant or sow seeds on local government property	52.68	52.68	52.68	52.68
Application to drive, ride or take a vehicle on local government property	52.68	52.68	52.68	52.68
Application to parachute, hang glide, abseil from or onto local government property	263.40	263.40	263.40	263.40
Application to depasture any horse, sheep, cattle, goat, camel, ass or mule	105.36	105.36	105.36	105.36
Application to land an aircraft or helicopter on local government property	263.40	263.40	263.40	263.40
07 - HEALTH				
07.014 - HEALTH SERVICES - INSPECTION				
Health Hire Out				
Environmental Health Officer Charge Out	72.00	79.20	72.00	79.20
Fines and Penalties				
Health Act1911, Public Health Act 2016, Food Act 2008, Local Government Act 1995, Environmental Protection Act 1986	See Infringement	See Infringement	See Infringement	See Infringement
Health Local Laws Lodging House				
Registration Per Annum	225.00	225.00	225.00	225.00
Transfer ownership licence	159.82	159.82	159.82	159.82
Health Local Laws Morgue				
Registration Per Annum	105.00	105.00	105.00	105.00
Licence to operate a Temporary Morgue Health (Miscellaneous Provisions) Act 1911	72.00	79.20	72.00	79.20
Health Local Laws Health (Offensive Trades Fees) Regulations 1976				

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Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Slaughterhouse	298.00	298.00	298.00	298.00
Piggeries	298.00	298.00	298.00	298.00
Artificial manure depots	211.00	211.00	211.00	211.00
Bone mills	171.00	171.00	171.00	171.00
Places for storing, drying or preserving bones	171.00	171.00	171.00	171.00
Fat melting, fat extracting or tallow melting establishments (a) Butcher shop and similar	171.00	171.00	171.00	171.00
Fat melting, fat extracting or tallow melting establishments (b) Larger establishments	298.00	298.00	298.00	298.00
Blood drying	171.00	171.00	171.00	171.00
Gut scraping, preparation of sausage skins	171.00	171.00	171.00	171.00
Fellmongeries	171.00	171.00	171.00	171.00
Manure works	211.00	211.00	211.00	211.00
Fish curing establishments	211.00	211.00	211.00	211.00
Laundries, dry-cleaning establishments	147.00	147.00	147.00	147.00
Bone merchant premises	171.00	171.00	171.00	171.00
Flock factories	171.00	171.00	171.00	171.00
Knackeries	298.00	298.00	298.00	298.00
Poultry processing establishments	298.00	298.00	298.00	298.00
Poultry farming	298.00	298.00	298.00	298.00
Rabbit farming	298.00	298.00	298.00	298.00
Fish processing establishments in which whole fish are cleaned and prepared	298.00	298.00	298.00	298.00
Shellfish and crustacean processing establishments	298.00	298.00	298.00	298.00
Any other offensive trade not specified	298.00	298.00	298.00	298.00
Health Local Laws Health (Public Building) Regulations 1992				
Fee equal to the cost of considering the application up to \$871 (Application to Construct, Extend or Alter a Public Building)	216.00	216.00	216.00	216.00
Inspection fee	159.82	175.80	159.82	175.80
Event inspection fee	159.82	175.80	159.82	175.80
Form 1 Fee application to construct	50.00	55.00	50.00	55.00
Form 2 Application for Certificate of Approval Low Risk	220.00	242.00	220.00	242.00
Form 2 Application for Certificate of Approval Medium Risk	470.00	517.00	470.00	517.00

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Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Form 2 Application for Certificate of Approval High Risk	800.00	880.00	800.00	880.00
Form 3 Application to vary certificate of approval	84.00	92.40	84.00	92.40
Form 1 & 2 Fee application for Events	84.00	92.40	84.00	92.40
Reissue of Certificate of Approval	36.00	36.00	36.00	36.00
Health Local Laws Water Sampling				
Aquatic Facilities Water Sampling	79.91	79.91	79.91	79.91
Aquatic Facilities Water Sampling - Resample	139.82	139.82	139.82	139.82
Water Sample Fee (Potable Water)	99.91	99.91	99.91	99.91
Annual audit of public pool	114.89	114.89	114.89	114.89
Water Sample Fee (Potable Water)Resample	129.86	129.86	129.86	129.86
Trading, Outdoor Dining & Street Entertainment LL 2003 Trading in a Public Place Licence (Not an Event)				
Application Fee to be paid at time of application (not refundable)	330.00	330.00	330.00	330.00
Licence (Annual) High Intensity	1,570.00	1,570.00	1,570.00	1,570.00
Licence (Annual) Medium Intensity	1,030.00	1,030.00	1,030.00	1,030.00
Licence (Annual) Low Intensity	725.00	725.00	725.00	725.00
Licence (Monthly)	200.00	200.00	200.00	200.00
Licence (Weekly)	100.00	100.00	100.00	100.00
Health Local Law (2006)				
Health Local Law approval (including approval to keep large animals within townsite)	100.00	110.00	100.00	110.00
Trading, Outdoor Dining & Street Entertainment LL 2003 Market Licence				
Application Fee to be paid at time of application (not refundable)	330.00	330.00	330.00	330.00
Annual	1,570.00	1,570.00	1,570.00	1,570.00
Monthly	200.00	200.00	200.00	200.00
Single market event	100.00	100.00	100.00	100.00
Trading, Outdoor Dining & Street Entertainment LL 2003 Street Entertainment (Busking)				
Application Fee to be paid at time of application (not refundable)	30.00	30.00	30.00	30.00
Licence (Annual)	290.00	290.00	290.00	290.00
Licence (Monthly)	100.00	100.00	100.00	100.00
Licence (Weekly)	30.00	30.00	30.00	30.00
Trading, Outdoor Dining & Street Entertainment LL 2003 Application for Outdoor Dining				
Environmental Protection (Noise) Regulations 1997				

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Application Fee for Approval Under Reg 18(6)(b) (over 60 days)	1,000.00	1,000.00	1,000.00	1,000.00
Application Fee for Approval Under Reg 18(6)(b) (under 60 days) (as per 18(7))	1,250.00	1,250.00	1,250.00	1,250.00
Application Fee for Approval Under Reg 16AA (Motor Sports Venue) or amendment to approval	500.00	500.00	500.00	500.00
Minor Noise Approval Application	74.89	82.38	74.89	82.38
Noise monitoring fee (business hours)	119.82	131.80	119.82	131.80
Noise Monitoring Fee (non standard business hours)	119.82	131.80	119.82	131.80
Food Act 2008 (Exempted Food Premises: not for profit and community groups)				
Notification Fee	72.00	72.00	72.00	72.00
Registered Food Premises Annual Fee - High Risk	645.00	645.00	645.00	645.00
Registered Food Premises Annual Fee - Medium Risk	320.00	320.00	320.00	320.00
Registered Food Premises Annual Fee - Low Risk	160.00	160.00	160.00	160.00
Registered Food Premises Annual Fee - Very Low Risk	No Fee	No Fee	No Fee	No Fee
Second and Subsequent Reassessment or Reinspection	149.78	149.78	149.78	149.78
Transfer Fee - transfer of ownership from one owner/operator to another	59.91	59.91	59.91	59.91
Food Act 2008 Application to Construct or Establish Food Premises (includes Notification Fee)				
High Risk	299.55	299.55	299.55	299.55
Medium Risk	239.64	239.64	239.64	239.64
Low Risk	179.73	179.73	179.73	179.73
Approval to consume liquor on local government property				
Supplemental Fees - Hairdressers/Beauty Therapy/ Skin Penetration				
Initial Notification Fee/Application	119.82	119.82	119.82	119.82
Septic Plan and approval Search Fee	75.00	82.50	75.00	82.50
Annual inspection fee	119.82	119.82	119.82	119.82
10 - COMMUNITY AMENITIES				
10.025 - SANITATION - GENERAL REFUSE				
a) Standard Refuse Kerbside Collection Service				
Waste/Recycle Service (240L Waste bin weekly and 240L recycle bin fortnightly)	469.20	469.20	457.00	457.00
Waste/Recycle Service (240L Waste bin weekly and 360L recycle bin fortnightly)	469.20	469.20	457.00	457.00
Replacement Refuse & Recycle Bins 240L	115.00	115.00	115.00	115.00
Replacement Recycle Bins 360L	141.82	156.00	141.82	156.00
Repair bin lid, wheel set or RFID Tag	NIL	NIL	NIL	NIL

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Skip bins for pensioners- please contact Council for eligibility. One annually. No charge	-	-	No fee	No fee
b) Refuse Additional Kerbside Collection Services				
Additional 240L Waste Service (one additional service per week) Includes additional bin	250.00	250.00	250.00	250.00
Additional 240L Recycle Service (one additional service per fortnight) Includes additional bin	165.00	165.00	165.00	165.00
Additional 360L Recycle Service (one additional service per fortnight) Includes additional bin	180.00	180.00	180.00	180.00
Per Lift Collection Charge for additional lift for Waste Service	4.50	4.50	4.50	4.50
Per Lift Collection Charge for additional lift for Recycling Service	5.90	5.90	5.90	5.90
Annual Domestic Waste Disposal Pass (properties not offered Kerbside Collection)	193.49	193.49	193.49	193.49
c) Landfill Domestic Refuse Site Charges				
Recycling	No fee	No fee	No fee	No fee
6 free waste passes for each domestic rates assessment annually.	-	-	No fee	No Fee
E-Waste	No fee	No fee	No fee	No fee
Per Car, Utility, or Household Trailer (7'x5' max) containing clean green waste only arising from domestic and residential premises	No fee	No fee	No fee	No fee
Per Car, Utility, or Household Trailer (7'x5' max) containing domestic refuse only	14.00	15.40	9.09	10.00
d) Commercial Charges				
Minimum charge - Per tonne - Green waste, mixed waste, scrap metal, concrete, bricks or tiles, sorted timber, wood or pallets	10.00	11.00	10.00	11.00
Clean green waste - Per tonne	75.66	83.23	75.66	83.23
Mixed waste - Per tonne	104.97	115.47	104.97	115.47
Mixed waste - Not for profit and charitable organisations per tonne (please contact Council prior to entry) - New and lower fee to assist NFPs	-	-	54.55	60.00
Sorted Waste Glass - Per tonne	47.27	52.00	47.29	52.00
Sorted Waste Steel - Per tonne	22.50	24.75	10.00	11.00
Sorted Concrete, Bricks or Tiles - Per tonne	19.01	20.91	16.37	18.00
Sorted Timber, Wood or Pallets - Per tonne	47.29	52.02	45.45	50.00
Sorted Recycle - Per tonne	22.26	24.49	22.26	24.49
e) Vehicle Bodies Refuse Site Charges				
Per Vehicle	82.53	90.78	72.75	80.00
Per Vehicle bodies - with gas tank	181.82	200.00	181.82	200.00
f) Engine Batteries Refuse Site Charges				
Batteries all types - each separated to recycling area	No fee	No fee	No fee	No fee
g) Dead Animals Refuse Site Charges				
Large Animals - horses, cattle, camels, pigs, etc.	71.40	78.50	71.40	78.50
Small Domestic Pets - dogs, cats, etc.	18.54	20.50	18.54	20.50

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h) Tyres (Unshredded) Refuse Site Charges				
Car Tyres - Each	8.50	9.35	8.20	9.00
Light Truck Tyres - Each	14.50	15.95	14.50	15.95
Truck Tyres - Each	42.50	46.75	42.50	46.75
Tractor and Large Machinery Tyres - Each	82.50	90.75	82.50	90.75
Conveyor Belt/Tyres - Per Tonne	425.45	468.00	425.45	468.00
i) Tyres (Walls cut-out) Refuse Site Charges				
j) Liquid Waste Refuse Site Charges				
Grease Trap Waste - Per tonne	222.27	244.50	222.27	244.50
Engine Oil, Cooking Oil or Fat in a 20 Litre Drum (or part thereof)	1.00	1.00	1.00	1.00
k) Other Fees Refuse Site Charges				
l) Goods For Sale				
Mulched Green Waste - Per Cubic Metre	No fee	Ne fee	No fee	Ne fee
m) Special Disposal Requirement Waste				
Asbestos / Medical / Quarantine Waste - per tonne	208.64	229.50	208.64	229.50
Asbestos / Medical / Quarantine Waste - Minimum Charge	37.09	40.80	37.09	40.80
Drilling Waste - Per tonne - spadeable non compacted	23.09	25.50	23.09	25.50
Other materials acceptable under a Class 2 Landfill Licence which require special disposal procedures	At full cost recovery	At full cost recovery (Plus GST)	At full cost recovery	At full cost recovery (Plus GST)
n) Other Waste Charges				
Mattresses - Each	9.09	10.00	9.09	10.00
Gas bottles >45kg - Each	9.09	10.00	9.09	10.00
200L drum - Each	4.55	5.00	4.55	5.00
Bouys - Each	4.55	5.00	4.55	5.00
Metal cable - per tonne	30.91	34.00	30.91	34.00
10.026 - SANITATION - OTHER				
Fines & Penalties				
Littering - Fines & Penalties	See infringement	See Infringement	See Infringement	See Infringement
Services Provided				
Bin supply and collection for organised events and functions - 240Ltr - 1-6 bins	814.00	895.40	814.00	895.40
Bin supply and collection for organised events and functions - 240Ltr - 7-15 bins	938.73	1,032.60	938.73	1,032.60
Bin supply and collection for organised events and functions - 120Ltr - 1-6 bins	812.00	893.20	812.00	893.20
Service (clearance) Charge - 1-6 bins weekday only	314.00	345.40	314.00	345.40
Bin supply and collection for organised events and functions - 120Ltr - 7-15 bins	816.00	897.60	816.00	897.60

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Service (clearance) Charge - 7-15 bins weekday only	438.00	481.80	438.00	481.80
10.027 - SEWERAGE				
Septic Tank Fees - Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974				
Septic Tank Installation Application Fees (See also Use and Inspection Fees under "Sewerage")	118.00	118.00	118.00	118.00
Issuing of a 'Permit to Use an Apparatus'	118.00	118.00	118.00	118.00
10.028 - URBAN STORMWATER DRAINAGE				
Drainage Headworks Charges				
Subdivisions (based on number of lots). Any new lot created by any subdivision, built strata or survey strata in any Planning Zone in the Township of Broome, except in the Cable Beach Tourist Zone and Broome North	847.27	931.93	847.27	931.93
Developments (based on lot area). Any new development on an existing lot in any Planning Zone in the Township of Broome, except for the Cable Beach Tourist Zone, Settlement, General Rural, Rural Agriculture and Rural Living zones, for which the Shire cannot determine if a payment has been made previously. On a \$ per hectare basis	8,451.82	9,297.07	8,451.82	9,297.07
Subdivisions or development of any lots in the Cable Beach Tourist Development Zone connecting into the existing drainage system in Millington Road and Murray Road. All other lots in this zone connecting into the future Sanctuary Road drainage system will be required to contribute on a proportional discharge basis to the full cost of drainage installation.	15,875.45	17,462.81	15,875.45	17,462.81
Checking of Engineering Plans on Subdivisions (on per allotment basis)	220.00	242.00	220.00	242.00
Checking of Engineering Plans on Developments (on per tenement basis)	220.00	242.00	220.00	242.00
Checking of Landscaping Plans on Subdivisions.	220.00	242.00	220.00	242.00
Site Inspections for Public OS and Roadside Landscaping on Subdivision (on per allotment basis).	1.5% of the value of landscaping and reticulation	1.5% of the value of landscaping and reticulation (Plus GST)	1.5% of the value of landscaping and reticulation	1.5% of the value of landscaping and reticulation (Plus GST)
Site Inspections for Civil Infrastructure, Roads and Drainage on Subdivision.	1.5% of the value of Road Works and Drainage	1.5% of the value of Road Works and Drainage (Plus GST)	1.5% of the value of Road Works and Drainage	1.5% of the value of Road Works and Drainage (Plus GST)
10.030 - TOWN PLANNING/REGIONAL DEVELOPMENT				
Development Application				
Where the estimated cost of development is not more than \$50 000	147.00	147.00	147.00	147.00
Where the estimated cost of development is more than \$50 000 but not more than \$500 000	0.32% of the estimated cost of development	0.32% of the estimated cost of development	0.32% of the estimated cost of development	0.32% of the estimated cost of development
Where the estimated cost of development is more than \$500 000 but not more than \$2.5 million	\$1,700 + 0.257% for every \$1 in excess of \$500,000	\$1,700 + 0.257% for every \$1 in excess of \$500,000	\$1,700 + 0.257% for every \$1 in excess of \$500,000	\$1,700 + 0.257% for every \$1 in excess of \$500,000
Where the estimated cost of development is more than \$2.5 million but not more than \$5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million
Where the estimated cost of development is more than \$5 million but not more than \$21.5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million
Where the estimated cost of development is more than \$21.5 million	34,196.00	34,196.00	34,196.00	34,196.00
When determining an application for development approval where the development has commenced or been carried out	The fee as required above plus, by way of penalty, twice that fee	The fee as required above plus, by way of penalty, twice that fee	The fee as required above plus, by way of penalty, twice that fee	The fee as required above plus, by way of penalty, twice that fee
Amending or Cancelling development approval				
Application to amend development approval; extend the period within which the development approval must be substantially commenced (extension to term of approval); amend or delete any condition; or cancel development approval, pursuant to section 77 of the deemed provisions.	295.00	295.00	295.00	295.00
Extractive Industry				
Determination of development application for an extractive industry	739.00	739.00	739.00	739.00

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Determine a development application for an extractive industry where the development has commenced or been carried out	The fee of \$739.00 plus, by way of penalty, twice that fee	The fee of \$739.00 plus, by way of penalty, twice that fee	The fee of \$739.00 plus, by way of penalty, twice that fee	The fee of \$739.00 plus, by way of penalty, twice that fee
Home Occupation Approval Application Fee				
Determine an initial application for approval of a home occupation where the home occupation has not commenced	222.00	222.00	222.00	222.00
Determine an initial application for approval of a home occupation where the home occupation has commenced	The fee of \$222 plus, by way of penalty, twice that fee	The fee of \$222 plus, by way of penalty, twice that fee	The fee of \$222 plus, by way of penalty, twice that fee	The fee of \$222 plus, by way of penalty, twice that fee
Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires	73.00	73.00	73.00	73.00
Determining an application for the renewal of an approval of a home occupation where the application is made after the approval has expired	The fee of \$73 plus, by way of penalty, twice that fee	The fee of \$73 plus, by way of penalty, twice that fee	The fee of \$73 plus, by way of penalty, twice that fee	The fee of \$73 plus, by way of penalty, twice that fee
Application for a Change of Use - Includes Home Business				
Determining an application for a change of use or for an alteration or extension or change of a conforming use to which a development application does not apply, where the change or alteration, extension or change has not commenced or been carried out	295.00	295.00	295.00	295.00
Determining an application for a change of use or for an alteration or extension or change of a conforming use to which a development application does not apply, where the change or alteration, extension or change has commenced or been carried out	The fee of \$295 plus, by way of penalty, twice that fee	The fee of \$295 plus, by way of penalty, twice that fee	The fee of \$295 plus, by way of penalty, twice that fee	The fee of \$295 plus, by way of penalty, twice that fee
Other Fees				
Level C or D Consultation in accordance with LPP 5.14- Public Consultation Planning Matters	517.31	569.04	517.31	569.04
Scheme Amendments	At cost based on Schedule 3 of the Planning and Development Regulations 2009, minimum fee payable upon submission is \$2,500	At cost based on Schedule 3 of the Planning and Development Regulations 2009, minimum fee payable upon submission is \$2,500	At cost based on Schedule 3 of the Planning and Development Regulations 2009, minimum fee payable upon submission is \$2,500	At cost based on Schedule 3 of the Planning and Development Regulations 2009, minimum fee payable upon submission is \$2,500
Local Development Plan's	At cost based on Schedule 4 of the Planning and Development Regulations 2009	At cost based on Schedule 4 of the Planning and Development Regulations 2009	At cost based on Schedule 4 of the Planning and Development Regulations 2009	At cost based on Schedule 4 of the Planning and Development Regulations 2009
Structure Plans	At cost based on Schedule 4 of the Planning and Development Regulations 2009	At cost based on Schedule 4 of the Planning and Development Regulations 2009	At cost based on Schedule 4 of the Planning and Development Regulations 2009	At cost based on Schedule 4 of the Planning and Development Regulations 2009
Issue of Zoning Certificate	73.00	73.00	73.00	73.00
Reply to a property settlement questionnaire	73.00	73.00	73.00	73.00
Issue of written planning advice	73.00	80.30	73.00	80.30
Certificate - Section 40 (Liquor Licence)	82.65	82.65	82.65	82.65
Clearance - Motor Industry Board	82.65	82.65	82.65	82.65
Inspection for Compliance Issues or Audit	At cost plus 20% plus GST	At cost plus 20% plus GST	At cost plus 20% plus GST	At cost plus 20% plus GST
Subdivision Clearance				
a) not more than 5 lots	\$73 per lot	\$73 per lot	\$73 per lot	\$73 per lot
b) more than 5 lots and up to 195 lots	\$73 per lot for the first 5 lots and then \$35 per lot	\$73 per lot for the first 5 lots and then \$35 per lot	\$73 per lot for the first 5 lots and then \$35 per lot	\$73 per lot for the first 5 lots and then \$35 per lot
c) more than 195 lots	7,393.00	7,393.00	7,393.00	7,393.00
Application for Certificate of Approval for Strata Plan (Form 24)				

Shire of Broome
Fees and Charges Schedule
30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
a) Up to and including 5 lots	\$656 plus \$65 per lot	\$656 plus \$65 per lot	\$656 plus \$65 per lot	\$656 plus \$65 per lot
b) More than 5 and up to 100 lots	\$981 plus \$42.50 per lot	\$981 plus \$42.50 per lot	\$981 plus \$42.50 per lot	\$981 plus \$42.50 per lot
c) more than 100 lots	5,113.50	5,113.50	5,113.50	5,113.50
Planning and building - Professional Services - Per hour	154.00	169.40	154.00	169.40
10.109 - OTHER COMMUNITY AMENITIES				
Cemetery Fees				
Sinking Fee - Ordinary Grave (1.83m)	612.00	673.20	612.00	673.20
Sinking Fee - To an extra depth per metre or part thereof	122.00	134.20	122.00	134.20
Sinking Fee - Child 13 years & under	490.00	539.00	490.00	539.00
Sinking Fee - Child Stillborn	490.00	539.00	490.00	539.00
Grant of Right of Burial (25 Years)	155.00	155.00	155.00	155.00
Purchase of Land	460.00	506.00	460.00	506.00
Grant of Right of Burial for existing grave prior to the requirement for Grant of Right of Burials being obtained (25 years)	155.00	155.00	155.00	155.00
Renewal of Grant of Right of Burial	155.00	155.00	155.00	155.00
Transfer of Grant of Right of Burial	44.00	44.00	44.00	44.00
Exhumation	At Cost	At Cost plus GST	At Cost	At Cost plus GST
Reinterment in same grave (additional charges (eg. Purchase of Land) will apply if new grave)	At Cost	At Cost plus GST	At Cost	At Cost plus GST
Placement of Ashes (includes attendance)	90.91	100.00	90.91	100.00
Other Fees				
Funeral Directors Licence - Annual Licence	235.00	235.00	235.00	235.00
Permit - Single Funeral	90.00	90.00	90.00	90.00
Monumental Masons Licence - Annual Licence	210.00	210.00	210.00	210.00
Single permit to erect a monument or headstone	65.00	65.00	65.00	65.00
Self-supporting loan application fee	-	-	300.00	300.00
11 - RECREATION AND CULTURE				
11.035 - LIBRARIES				
Book Fees				
Lost Books	Replacement Cost	Replacement Cost + GST	Replacement Cost	Replacement Cost + GST
Goods For Sale				
Library Bags	4.55	5.00	4.55	5.00
Earphones	4.55	5.00	4.55	5.00
Replacement library card	4.55	5.00	4.55	5.00

Shire of Broome

Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Old books	Range from \$1-\$5	Range from \$1-\$5	Range from \$1-\$5	Range from \$1-\$5
USB Stick	-	-	7.28	8.00
Photocopying				
Photocopying - Mono - A4 1 Sided	0.23	0.25	0.23	0.25
Photocopying - Mono - A4 2 Sided	0.45	0.50	0.45	0.50
Photocopying - Mono - A3 1 Sided	0.45	0.50	0.45	0.50
Photocopying - Mono - A3 2 Sided	0.91	1.00	0.91	1.00
Photocopying - Colour - A4 1 Sided	0.91	1.00	0.91	1.00
Photocopying - Colour - A4 2 Sided	1.82	2.00	1.82	2.00
Photocopying - Colour - A3 1 Sided	1.82	2.00	1.82	2.00
Photocopying - Colour - A3 2 Sided	3.64	4.00	3.64	4.00
Telephone charges				
Mobile Device Charging - per session	1.82	2.00	1.82	2.00
Miscellaneous				
Miscellaneous promotional items	2.28	2.50	2.28	2.50
Exam supervision - Per hour	25.00	27.50	25.00	27.50
SLWA charges for external loan	16.50	16.50	16.50	16.50
11.070 - BROOME CIVIC CENTRE				
Staffing and Associated Costs				
Security	At Cost + 10% Admin Charge	At Cost + 10% Admin Charge plus GST	At Cost + 10% Admin Charge	At Cost + 10% Admin Charge plus GST
Staffing costs for venue hires - Per hour	50.00	55.00	50.00	55.00
Staff call out fee - Per hour	100.00	110.00	100.00	110.00
Whole Venue Hire				
Not For Profit - Whole venue hire (Per day)	1,818.18	2,000.00	1,818.18	2,000.00
Not For Profit - Whole venue hire (Per week)	8,000.00	8,800.00	8,000.00	8,800.00
Commercial/Private - Whole venue hire (Per day)	3,636.36	4,000.00	3,636.36	4,000.00
Commercial/Private - Whole venue hire (Per week)	14,545.45	16,000.00	14,545.45	16,000.00
Not For Profit - Hourly rate charge if hires go over specified time	90.91	100.00	90.91	100.00
Commercial/Private - Hourly rate charge if hires go over specified time	181.82	200.00	181.82	200.00
Jimmy Chi Hall and Stage				
Not for Profit - 4 Hours	200.00	220.00	200.00	220.00
Commercial/Private - 4 Hours	400.00	440.00	400.00	440.00

Shire of Broome

Fees and Charges Schedule

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Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Not For Profit - 8am - midnight	500.00	550.00	500.00	550.00
Commercial/Private - 8am - midnight	1,000.00	1,100.00	1,000.00	1,100.00
Not for Profit - Weekly (5 day hire)	1,500.00	1,650.00	1,500.00	1,650.00
Commercial/Private - Weekly (5 day hire)	3,000.00	3,300.00	3,000.00	3,300.00
Not For Profit and Community - Main Hall Rehearsal Space - Per hour	27.27	30.00	27.27	30.00
Not For Profit and Community - Main Hall Rehearsal Space - Per day	200.00	220.00	200.00	220.00
Commercial/Private - Main Hall Rehearsal Space - Per hour	54.54	60.00	54.54	60.00
Commercial/Private - Main Hall Rehearsal Space - Per day	400.00	440.00	400.00	440.00
Stage hire				
Not For Profit - Per hour (Minimum 2 hours)	45.45	50.00	45.45	50.00
Commercial/Private - Per hour (Minimum 2 hours)	90.91	100.00	90.91	100.00
Kitchen				
Not for Profit - All day charge (Maximum 8 hours)	181.82	200.00	181.82	200.00
Commercial/Private - All day charge (Maximum 8 hours)	363.65	400.00	363.65	400.00
Commercial/Private - Kitchen - 4 Hour Fee	181.82	200.00	181.82	200.00
Not For Profit and Community - Kitchen - 4 Hour Fee	90.91	100.00	90.91	100.00
Sammy Room				
Not for Profit Hire - Per hour	13.64	15.00	13.64	15.00
Minimum Charge	40.91	45.00	40.91	45.00
Commercial/Private Hire - Per hour	27.27	30.00	27.27	30.00
Minimum Charge	81.82	90.00	81.82	90.00
Not for Profit - Full Day Hire	109.09	120.00	109.09	120.00
Commercial/Private - Full Day Hire	218.18	240.00	218.18	240.00
Pigram Garden Theatre				
Not For Profit Hire - 8am - midnight	200.00	220.00	200.00	220.00
Commercial/Private Hire - 8am - midnight	400.00	440.00	400.00	440.00
Not For Profit Hire - Week (5 days, 8am - midnight)	909.10	1,000.00	909.10	1,000.00
Commercial/Private Hire - Week (5 days, 8am - midnight)	1,818.19	2,000.00	1,818.19	2,000.00
Servery and Bar Room				
Not for Profit Hire - Per hour	45.45	50.00	45.45	50.00
Commercial/Private Hire - Per hour	90.91	100.00	90.91	100.00

Shire of Broome

Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Cleaning				
Cleaning (Weekdays) - Per hour	55.00	60.50	55.00	60.50
Cleaning (Weekends and Public Holidays) - Per hour	80.00	88.00	80.00	88.00
Damages				
Damage to property, fixtures, fittings and equipment	At cost to repair/replace as per quotation(s) plus 20% admin charge	At cost to repair/replace as per quotation(s) plus 20% admin charge + GST	At cost to repair/replace as per quotation(s) plus 20% admin charge	At cost to repair/replace as per quotation(s) plus 20% admin charge + GST
Box Office Charges				
Ticket Prices for Small Shows - Maximum Charge	\$0.00 - \$181.82	\$0.00 - \$200	Adult\$59.09 Child\$40.91 Family/Group pass (2 Adults & 2 children)\$163.64 Concession\$45.45 School groups\$10.91	Adult\$65.00 Child\$45.00 Family/Group pass (2 Adults & 2 children)\$180.00 Concession\$50.00 School groups\$12.00
Ticket Prices for Large Shows - Maximum Charge	-	-	Adult\$90.91 Child\$54.55 Concession\$72.73 Family/Group pass (2 Adults & 2 children)\$227.27 School groups\$36.36	Adult\$100.00 Child\$60.00 Concession\$80.00 Family/Group pass (2 Adults & 2 children)\$250.00 School groups\$40.00
Staffing charge - Per transaction (box office and phone sales)	1.73	2.00	1.73	2.00
Booking Fee Transaction	2.72	3.00	2.72	3.00
Commission - Per ticket	2.73	3.00	2.73	3.00
Audio Visual Equipment				
AV Technician			54.55	60.00
Damage to AV Equipment	At cost to repair/replace as per quotation(s) plus 20% admin charge	At cost to repair/replace as per quotation(s) plus 20% admin charge + GST	At cost to repair/replace as per quotation(s) plus 20% admin charge	At cost to repair/replace as per quotation(s) plus 20% admin charge + GST
Sammy Room Only				
Projection & dropdown screen, speakers & microphone	-	-	45.45	50.00
Audio				
Basic Audio Package - Rack cupboard audio system. 2 x wireless mic's and two stereo inputs (iPod/laptop/phone). Mic stands and lectern, laptop, drop down projector and screen and subwoofers	136.36	150.00	90.90	100.00
Advanced Audio Package - Basic package PLUS 40ch digital desk mixer, Eq/FX, CD player, 2 SM58 wireless mic's, 2X fold back speakers, subwoofers, full band mic/DI/stand/cables suite. A skilled operator is usually required.	245.45	270.00	245.45	270.00
Lighting				
Basic white wash (Front of House lighting bar only)	-	-	90.90	100.00
Led package (all installed low power multi-colour RGB/W LED lights)	254.54	280.00	254.54	280.00
Full theatre package (all lighting fixtures, both LED and Incandescent) including access to the Incandescent colour gel filters)	381.81	420.00	381.81	420.00
Wireless internet breach of use	Cost plus 20% admin fee	Cost plus 20% admin fee + GST	Cost plus 20% admin fee	Cost plus 20% admin fee + GST
Pigram Garden Theatre				
Audio Package	136.45	150.00	136.45	150.00
Lighting Package	136.45	150.00	136.45	150.00
Additional Equipment				
Tripod screen (182cm)	19.00	20.90	19.00	20.90

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30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Conference lecturn	27.27	30.00	27.27	30.00
Wired Microphones (for advanced Audio Pack) - each	22.73	25.00	22.73	25.00
DI boxes (inc in advanced packages)	36.36	40.00	36.36	40.00
External Fx unit (inc in advanced packages)	72.73	80.00	72.73	80.00
External Compressor (inc in advanced packages)	45.45	50.00	45.45	50.00
Hazer including fluid - per day	63.64	70.00	63.64	70.00
Mobile Hanging Panels including LED lights and extension cords. (Per panel, per day) Staffing not included	2.73	3.00	2.73	3.00
Additional recoupable event equipment	Cost plus 10% admin fee	Cost plus 10% admin fee + GST	Cost plus 10% admin fee	Cost plus 10% admin fee + GST
Kitchen Equipment				
Crockery available includes water glasses, jugs, champagne flutes, wine glasses, wine chiller bucket, cups, saucers, dinner plates, side plates, knives, forks, desert spoons, teaspoons, and urn - Per person	4.54	5.00	4.54	5.00
Conference Crockery Package includes, cups, saucers, teaspoons, water glasses, jugs, and urn - Per person	1.82	2.00	1.82	2.00
Tea, coffee and water	Cost plus 20% admin fee	Cost plus 20% admin fee + GST	Cost plus 20% admin fee	Cost plus 20% admin fee + GST
Bonds				
Event with Alcohol	1,000.00	1,000.00	1,000.00	1,000.00
Event without Alcohol	500.00	500.00	500.00	500.00
Bond for Sammy Room and bare stage	200.00	200.00	200.00	200.00
Refunds				
14 days prior to the booking	Full Refund	Full Refund	Full Refund	Full Refund
7 day prior to the booking	50% Refund	50% Refund	50% Refund	50% Refund
48 hours prior to the booking	No Refund	No Refund	No Refund	No Refund
11.081 - OTHER RECREATION AND SPORT				
Venue Accounts				
Senior Sporting Organisations Training Fees				
Football (AFL) per session	22.73	25.00	22.73	25.00
Touch Football per session	11.36	12.50	11.36	12.50
Soccer per session	11.36	12.50	11.36	12.50
Cricket per session	11.36	12.50	11.36	12.50
Rugby per session	11.36	12.50	11.36	12.50
Softball per session	11.36	12.50	11.36	12.50
Senior Sporting Organisations Competition Fees				
Sports consisting of more than 15 participants per team. Charged on a per team basis.	83.64	92.00	83.64	92.00
Sports consisting of up to 10 participants per team. Charged on a per team basis.	15.45	17.00	15.45	17.00

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30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Sports consisting of 10-15 participants per team (up to three hours). Charged on a per team basis.	25.45	28.00	25.45	28.00
Sports consisting of 10 - 15 participants per team (more than three hours playing time). Charged on a per team basis.	50.00	55.00	50.00	55.00
Junior Sporting Organisations Competition Fees				
Haynes Oval Hire				
Day Fee (6am - 6pm)	454.54	500.00	454.54	500.00
Full Day Fee (6am - midnight)	681.82	750.00	681.82	750.00
Hourly Fee	57.27	63.00	57.27	63.00
Lighting fee - Per unit (based on level of lighting, number of poles lit and associated electricity consumption) - basis of fee changed from 19/20	16.36	18.00	0.44	0.48
Haynes Oval Kiosk				
Not for profit / community - Per Hour	18.18	20.00	18.18	20.00
Not for profit / community - Full day hire	90.91	100.00	90.91	100.00
Commercial / government - Per hour	45.45	50.00	45.45	50.00
Commercial / government - Full day hire	181.82	200.00	181.82	200.00
Bond - Not for profit / community / commercial / government	100.00	100.00	100.00	100.00
Replacement of Lost Key	136.36	150.00	136.36	150.00
Cleaning				
Additional cleaning required due to breach in hiring conditions - Per hour - Cleaning contractor and BRAC staff	55.00	60.50	55.00	60.50
Unscheduled cleaning charge at hirers request (Weekdays) - Per hour - Cleaning contractor and BRAC staff	55.00	60.50	55.00	60.50
Damage				
Damage to property, fixtures, fittings and equipment	At cost to repair / replace as per quotation(s) + 20% admin fees + GST	At cost to repair / replace as per quotation(s) + 20% admin fees + GST	At cost to repair / replace as per quotation(s) + 20% admin fees + GST	At cost to repair / replace as per quotation(s) + 20% admin fees + GST
Inappropriate use of fire safety equipment - Per item	136.36	150.00	136.36	150.00
Bonds & Deposits				
Venue Bond - Bond requested at the discretion of management	525.00	525.00	525.00	525.00
Key Deposit - Per Key	150.00	150.00	150.00	150.00
Father McMahon Sports Field				
Day Fee (6am - 6pm)	454.54	500.00	454.54	500.00
Full Day Rate (6am - midnight)	681.82	750.00	681.82	750.00
Hourly Fee (without lights)	57.27	63.00	57.27	63.00
Lighting fee - Per unit (based on level of lighting, number of poles lit and associated electricity consumption) - basis of fee changed from 19/20	63.64	70.00	0.44	0.48
Joseph Nipper Roe Sports Field				
Day Fee (6am - 6pm)	454.54	500.00	454.54	500.00
Full Day Rate (6am - midnight)	681.82	750.00	681.82	750.00

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Fees and Charges Schedule

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Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Hourly Fee	57.27	63.00	57.27	63.00
Basketball & Netball Fees - Haynes Oval Sporting Precinct				
Glenn & Pat Medlind Pavilion, BRAC Sports Fields - Bonds & Deposits				
Bond for access to public toilets	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity
Bond for access to change room - all groups (per change room)	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity
Glenn & Pat Medlind Pavilion, BRAC Sports Fields - Bond for functions and events in undercover area				
Not for profit / community / government	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity
Commercial / private user groups	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity	Ranges from \$100 to \$5000 depending on type of function/activity
Glenn & Pat Medlind Pavilion, BRAC Sports Fields - Bond for provision of a key for access to an area of the pavilion				
Not for profit / community / commercial / government	200.00	200.00	200.00	200.00
Replacement of Lost Key	181.82	200.00	181.82	200.00
Glenn & Pat Medlind Pavilion, BRAC Sports Fields - Cleaning				
Additional cleaning required due to breach in hiring conditions - Per hour - Contractor or BRAC staff	55.00	60.50	55.00	60.50
Unscheduled cleaning charge at hirers request - Per hour - Contractor or BRAC staff	55.00	60.50	55.00	60.50
Glenn & Pat Medlind Pavilion, BRAC Sports Fields - Damage				
Damage to property, fixtures, fittings and equipment	At cost to replace as per quotation(s) plus 20% Admin fee	At cost to replace as per quotation(s) plus 20% Admin fee	At cost to replace as per quotation(s) plus 20% Admin fee	At cost to replace as per quotation(s) plus 20% Admin fee
Inappropriate use of fire safety equipment - Per item	136.36	150.00	136.36	150.00
PAVILION FEES Meeting room only, with use of public toilets				
Not for profit / community - Per hour	21.82	24.00	21.82	24.00
Not for profit / community - Full day hire	109.09	120.00	109.09	120.00
Commercial / government - Per hour	43.64	48.00	43.64	48.00
Commercial / government - Full day hire	218.18	240.00	218.18	240.00
PAVILION FEES Kiosk only, with use of public toilets				
Not for profit / community - Per hour	19.09	21.00	19.09	21.00
Not for profit / community - Full day hire	95.45	105.00	95.45	105.00
Commercial / government - Per hour	47.73	52.50	47.73	52.50
Commercial / government - Full day hire	190.91	210.00	190.91	210.00
PAVILION FEES Undercover Area only, with use of public toilets				
Not for profit / community - Per hour	13.64	15.00	13.64	15.00

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Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Not for profit / community - Full day hire	68.18	75.00	68.18	75.00
Commercial / government - Per hour	27.27	30.00	27.27	30.00
Commercial / government - Full day hire	136.36	150.00	136.36	150.00
PAVILION FEES Undercover Area only (peak time - after 6pm, including lighting), with use of public toilets				
Not for profit / government - Per hour	18.18	20.00	18.18	20.00
Not for profit / government - Full day hire	90.91	100.00	90.91	100.00
Commercial / private user groups - Per hour	36.36	40.00	36.36	40.00
Commercial / private user groups - Full day hire	181.82	200.00	181.82	200.00
PAVILION FEES Change Room (per change room)				
Not for profit / community - Per hour	10.00	11.00	10.00	11.00
Not for profit / community - Full day hire	50.00	55.00	50.00	55.00
Commercial / government - Per hour	20.00	22.00	20.00	22.00
Commercial / government - Full day hire	100.00	110.00	100.00	110.00
PAVILION FEES Use of full facility				
Not for profit / community - Per hour	63.64	70.00	63.64	70.00
Not for profit / community - Full day hire	309.09	340.00	309.09	340.00
Commercial / government - Per hour	122.73	135.00	122.73	135.00
Commercial / government - Full day hire	595.45	655.00	595.45	655.00
11.160 - BRAC - GENERAL				
Bonds and Deposits				
Up to 100 people - Up to \$1,000 Between 100 and 200 people - Up to \$2,000 More than 200 people - Up to \$5,000 If the event includes consumption of alcohol, an additional bond will be requested - Additional \$1,000	up to \$5000	up to \$5000	up to \$5000	up to \$5000
Venue Hire Bond (to Trust)	up to \$5000	up to \$5000	up to \$5000	up to \$5000
11.163 - BRAC - AQUATIC				
Swimming Lesson Charges				
Adult 1:1 - per 1/2 hr lesson	45.00	45.00	45.00	45.00
child 1:1 - per 1/2 hr lesson	45.00	45.00	45.00	45.00
Additional child 1:2 - per half hour lesson	22.50	22.50	22.50	22.50
Parent & Baby - per lesson	15.00	15.00	15.00	15.00
Pre-school/school age - per lesson	15.00	15.00	15.00	15.00
Aquatic Education				
Bronze Medallion	190.91	210.00	190.91	210.00

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Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Bronze Requalification	95.45	105.00	95.45	105.00
Equipment Hire Inflatables				
Inflatable Nautilus (in addition to normal pool entry)	2.73	3.00	2.73	3.00
Inflatable Hire - Private - Per hour (includes lifeguard and 10 x child entry)	159.09	175.00	159.09	175.00
Admission Fees and Memberships - General Entry				
Adult 10 Visit Pass - Pool only	45.45	50.00	45.45	50.00
Adult 20 visit pass - Pool only	90.00	99.00	90.00	99.00
Adult 30 visit pass - Pool only	135.00	148.50	135.00	148.50
Child 10 visit pass - Pool only	28.64	31.50	28.64	31.50
Child 20 visit pass - Pool only	57.27	63.00	57.27	63.00
Child 30 visit pass - Pool only	81.82	90.00	81.82	90.00
Concession 10 visit pass - Pool only	28.64	31.50	28.64	31.50
Concession 20 visit pass - Pool only	57.27	63.00	57.27	63.00
Concession 30 visit pass - Pool only	81.82	90.00	81.82	90.00
Family 10 visit pass - Pool only	122.73	135.00	122.73	135.00
Family 20 visit pass - Pool only	245.45	270.00	245.45	270.00
Family 30 visit pass - Pool only	368.18	405.00	368.18	405.00
Vacation swim entry	3.18	3.50	3.18	3.50
School entry	2.73	3.00	2.73	3.00
Spectator Adult	1.82	2.00	1.82	2.00
Spectator Child School Aged Child (under 5 free)	0.91	1.00	0.91	1.00
Adult - 1 month - Pool access - SWIMMING ONLY - Programs not included	45.45	50.00	45.45	50.00
Adult - 3 month - Pool access - SWIMMING ONLY - Programs not included	123.64	136.00	123.64	136.00
Adult - 6 month - Pool access - SWIMMING ONLY - Programs not included	231.20	255.50	231.20	255.50
Adult - 12 month - Pool access - SWIMMING ONLY - Programs not included	439.28	483.50	439.28	483.50
Child - 1 month - Pool access - SWIMMING ONLY - Programs not included	27.27	30.00	27.27	30.00
Child - 3 month - Pool access - SWIMMING ONLY - Programs not included	70.91	78.00	70.91	78.00
Child - 6 month - Pool access - SWIMMING ONLY - Programs not included	138.98	153.00	138.98	153.00
Child - 12 month - Pool access - SWIMMING ONLY - Programs not included	264.07	290.50	264.07	290.50

Shire of Broome

Fees and Charges Schedule

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Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Concession - 1 month - Pool access - SWIMMING ONLY - Programs not included	27.27	30.00	27.27	30.00
Concession - 3 month - Pool access - SWIMMING ONLY - Programs not included	70.91	78.00	70.91	78.00
Concession - 6 month - Pool access - SWIMMING ONLY - Programs not included	138.98	153.00	138.98	153.00
Concession - 12 month - Pool access - SWIMMING ONLY - Programs not included	264.07	290.50	264.07	290.50
Family - 1 month - Pool access - SWIMMING ONLY - Programs not included	81.82	90.00	81.82	90.00
Family - 3 month - Pool access - SWIMMING ONLY - Programs not included	243.00	268.00	243.00	268.00
Family - 6 month - Pool access - SWIMMING ONLY - Programs not included	476.28	524.00	476.28	524.00
Family - 12 month - Pool access - SWIMMING ONLY - Programs not included	928.75	1,021.50	928.75	1,021.50
Admission Fees and Memberships - Multi-Card				
Adult 10 visit pass - Group fitness (aqua/circuit/Adult swim squad)	90.00	99.00	90.00	99.00
Adult 20 visit pass - Group fitness (aqua/circuit/Adult swim squad)	178.00	196.00	178.00	196.00
Adult 30 visit pass - Group fitness (aqua/circuit/Adult swim squad)	351.00	386.00	270.00	297.00
Child 10 visit pass - Group fitness (aqua/circuit/Adult swim squad)	57.00	63.00	57.27	63.00
Child 20 visit pass - Group fitness (aqua/circuit/Adult swim squad)	113.00	124.00	113.00	124.00
Child 30 visit pass - Group fitness (aqua/circuit/Adult swim squad)	161.00	177.00	161.00	177.00
Concession 10 visit pass - Group fitness (aqua/circuit/Adult swim squad)	57.00	63.00	57.27	63.00
Concession 20 visit pass - Group fitness (aqua/circuit/Adult swim squad)	113.00	124.00	113.00	124.00
Concession 30 visit pass - Group fitness (aqua/circuit/Adult swim squad)	161.00	177.00	161.00	177.00
Family 10 visit pass - Group fitness (aqua/circuit/Adult swim squad)	242.73	267.00	242.73	267.00
Family 20 visit pass - Group fitness (aqua/circuit/Adult swim squad)	486.36	535.00	486.36	535.00
Family 30 visit pass - Group fitness (aqua/circuit/Adult swim squad)	729.09	802.00	729.09	802.00
Admission Fees and Memberships - 12 Month Access Card				
Adult - 1 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	81.82	90.00	81.82	90.00
Adult - 3 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	222.73	245.00	222.73	245.00
Adult - 6 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	418.18	460.00	418.18	460.00
Adult - 12 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	790.91	870.00	790.91	870.00
Child - 1 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	40.91	45.00	40.91	45.00
Child - 3 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	106.36	117.00	106.36	117.00
Child - 6 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	207.95	228.75	207.95	228.75

Shire of Broome

Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Child - 12 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	395.45	435.00	395.45	435.00
Concession - 1 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	42.27	46.50	40.91	45.00
Concession - 3 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	122.73	135.00	106.36	117.00
Concession - 6 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	223.64	246.00	207.95	228.75
Concession - 12 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	414.77	456.25	395.45	435.00
Family - 1 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	124.09	136.50	124.09	136.50
Family - 3 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	369.09	406.00	369.09	406.00
Family - 6 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	721.82	794.00	721.82	794.00
Family - 12 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	1,409.09	1,550.00	1,409.09	1,550.00
Admission Fees and Memberships - Aqua Fit Class Fees				
Aqua Class	10.00	11.00	10.00	11.00
Aqua Multi-Card (2 month expiry) Limit of 10 visits	90.00	99.00	90.00	99.00
Aqua Class - Concession	6.36	7.00	6.36	7.00
Concession Aqua Multi-Card (2 month expiry) Limit of 10 visits	57.27	63.00	57.27	63.00
Facility Hire & Other Fees				
Lane hire (restricted times) - Per hour	22.73	25.00	22.73	25.00
Venue - aquatic only plus additional cost for each staff required - Per hour - Exclusive use requires CEO approval	450.00	495.00	450.00	495.00
BRAC staff member hire - Per hour	40.64	44.75	40.64	44.75
Duty Manager Hire - Per hour	55.18	60.75	55.18	60.75
Cleaning post event BRAC - Per hour - Cleaning contractor and BRAC staff	55.00	60.50	55.00	60.50
Grandstand hire - Per day	363.64	400.00	363.64	400.00
Birthday Parties				
Birthday Parties with decorations (0 - 4 years)	18.18	20.00	18.18	20.00
Birthday Parties with 10 x child pool entry (5 - 16 years)	50.00	55.00	50.00	55.00
11.263 - BRAC - DRY				
Indoor Stadium				
Indoor Court Hire Casual - Per hour	31.82	35.00	31.82	35.00
Indoor Court Hire Club - Per hour	26.36	29.00	26.36	29.00
Indoor Court Hire School - Per hour	16.36	18.00	16.36	18.00
Club Storage in season charge - annual charge (Large Area)	136.36	150.00	136.36	150.00
Club Storage in season charge - annual charge (Small Area)	90.91	100.00	90.91	100.00

Shire of Broome

Fees and Charges Schedule

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Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Outdoor Basketball / Netball Courts				
Outdoor Court Hire Casual - Per hour	25.00	27.50	25.00	27.50
Outdoor Court Hire Club (off peak) - Per hour	11.36	12.50	11.36	12.50
Outdoor Court Hire School (off peak) - Per Hour	12.27	13.50	12.27	13.50
Lighting fee - Per unit (based on level of lighting, number of poles lit and associated electricity consumption) - basis of fee changed from 19/20	13.18	14.50	0.44	0.48
Badminton/Table Tennis Fees				
Per court - Per hour	14.54	16.00	14.54	16.00
Badminton Equipment Hire				
Mixed Netball Fees				
Mixed Netball Nomination Fee - Per team	68.18	75.00	68.18	75.00
Mixed Netball Weekly Game Fee - Per team	59.09	65.00	59.09	65.00
Volleyball				
Volleyball Nomination Fee - Per team	63.64	70.00	63.64	70.00
Volleyball Weekly Game Fee - Per team	45.45	50.00	45.45	50.00
Group Fitness				
Group Fitness Casual	10.00	11.00	10.00	11.00
Group Fitness Multi-Card 10 entries (2 month expiry)	90.00	99.00	90.00	99.00
Group Fitness Class - Concession	6.36	7.00	6.36	7.00
Adult Squad	10.00	11.00	10.00	11.00
GeneralNew Programmes	10.00	11.00	10.00	11.00
Squash Fees				
Court Hire Casual	16.36	18.00	16.36	18.00
Court Hire Club Night - Per hour	13.64	15.00	13.64	15.00
Court Hire SchoolPer hour	10.45	11.50	10.45	11.50
Court Hire Club Member Casual Use	17.00	18.70	14.55	16.00
Squash Equipment Hire				
Tennis Fees				
Court Hire Casual (off peak) - Per hour Off peak before 6.00pm	16.36	18.00	16.36	18.00
Court Hire Casual (peak) - Per hour Peak after 6.00 pm	20.91	23.00	20.91	23.00
Court Hire Club member (Off Peak) - Per hour	13.18	14.50	13.18	14.50
Court Hire Club member (Peak) - Per hour	16.64	18.30	14.54	16.00
Court Hire Club Night / Day (Off Peak) - Per hour	13.64	15.00	13.18	14.50
Court Hire School - Per hour	10.91	12.00	10.91	12.00

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Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Tennis Equipment Hire				
Crèche Fees				
1 child for 1.5 hours	5.45	6.00	5.45	6.00
1 child for 1.5 hours - additional child	2.73	3.00	2.73	3.00
Stadium Fees				
Hire of Broome Recreation & Aquatic Centre - Per day	2,386.36	2,625.00	2,386.36	2,625.00
Individual entry to stadium - adult 18 yrs +	5.45	6.00	5.45	6.00
Individual entry to stadium - child 5 - 18 yrs	4.09	4.50	4.09	4.50
Half Stadium Hire for Non Sport Activities - Per hour - Not For Profit / Community	63.64	63.50	63.64	63.50
Half Stadium Hire for Non Sport Activities - Per hour - Commercial / Government	77.27	85.00	77.27	85.00
Full Stadium Hire for Non Sport Activities - Per hour - Not For Profit / Community	95.45	105.00	95.45	105.00
Full Stadium Hire for Non Sport Activities - Per hour - Commercial / Government	136.36	150.00	136.36	150.00
Stadium - Non-Sporting Events - Hire, laying and removal of the protective floor coverings by BRAC staff. Recommended for non sporting events.	654.55	720.00	654.55	720.00
Stadium Fees Outside Courtyard Area - restricted for use for private functions and must be cleared with Centre Manager (limited access to area due to club facilities) This applies to the paved area adjacent to rear sports courts.				
Not for Profit / Community - Per hour	20.00	22.00	20.00	22.00
Not for Profit / Community - Per day	100.00	110.00	100.00	110.00
Commercial / Government - Per hour	40.00	44.00	40.00	44.00
Commercial / Government - Per day	200.00	220.00	200.00	220.00
Stadium Fees Grounds - Lawn Area adjacent to the stadium and tennis courts. Does not include BRAC staff, equipment or bar facilities				
Not for Profit / Community - Per hour	20.00	22.00	20.00	22.00
Not for Profit / Community - Per day	100.00	110.00	100.00	110.00
Commercial / Government - Per hour	40.00	44.00	40.00	44.00
Commercial / Government - Per day	200.00	220.00	200.00	220.00
Multipurpose Room Hire Fees				
Not for Profit / Community - Per hour	29.09	32.00	29.09	32.00
Commercial / Government - Per hour	42.73	47.00	42.73	47.00
School Holiday Program				
School Holiday Program - 6.5 hours	36.36	40.00	36.36	40.00
School Holiday Program - 8.5 hours	50.00	55.00	50.00	55.00
Events Dash & Splash				
Adult Entry - Per race	13.64	15.00	13.64	15.00

Shire of Broome
Fees and Charges Schedule
30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Adult Entry - Per series	63.64	70.00	63.64	70.00
Child Entry - Per race	9.09	10.00	9.09	10.00
Child Entry - Per series	40.91	45.00	40.91	45.00
Events BRAC to Beach				
Adult Entry - Per race	22.73	25.00	22.73	25.00
Child Entry - Per race	13.64	15.00	13.64	15.00
Family Entry - Per race	36.36	40.00	36.36	40.00
Recreation Centre - Adult				
Adult - 1 month - Racquet Sports - Tennis, Squash - Single user only	65.45	72.00	65.45	72.00
Adult - 3 month - Racquet Sports - Tennis, Squash - Single user only	178.17	196.00	178.17	196.00
Adult - 6 month - Racquet Sports - Tennis, Squash - Single user only	334.53	368.00	334.53	368.00
Adult - 12 month - Racquet Sports - Tennis, Squash - Single user only	632.69	696.00	632.69	696.00
Adult - 1 month - Shoot arounds - Basketball, Netball, Circus - Single user only	40.91	45.00	40.91	45.00
Adult - 3 month - Shoot arounds - Basketball, Netball, Circus - Single user only	111.36	122.50	111.36	122.50
Adult - 6 month - Shoot arounds - Basketball, Netball, Circus - Single user only	209.09	230.00	209.09	230.00
Adult - 12 month - Shoot arounds - Basketball, Netball, Circus - Single user only	395.45	435.00	395.45	435.00
Adult 10 visit pass - Racquet sports - Tennis, squash - Single user only	73.64	81.00	73.64	81.00
Adult 20 visit pass - Racquet sports - Tennis, squash - Single user only	147.27	162.00	147.27	162.00
Adult 30 visit pass - Racquet sports - Tennis, squash - Single user only	220.91	243.00	220.91	243.00
Adult 10 visit pass - Shootarounds - Basketball, netball, circus - Single user only	49.09	54.00	49.09	54.00
Adult 20 visit pass - Shootarounds - Basketball, netball, circus - Single user only	98.18	108.00	98.18	108.00
Adult 30 visit pass - Shootarounds - Basketball, netball, circus - Single user only	147.27	162.00	147.27	162.00
Recreation Centre - Child				
Child - 1 month - Racquet Sports - Tennis, Squash - Single user only	32.73	36.00	32.73	36.00
Child - 3 month - Racquet Sports - Tennis, Squash - Single user only	85.09	93.50	85.09	93.50
Child - 6 month - Racquet Sports - Tennis, Squash - Single user only	166.78	183.50	166.78	183.50
Child - 12 month - Racquet Sports - Tennis, Squash - Single user only	316.88	348.50	316.88	348.50
Child - 1 month - Shoot arounds - Basketball, Netball, Circus - Single user only	20.45	22.50	20.45	22.50
Child - 3 month - Shoot arounds - Basketball, Netball, Circus - Single user only	53.18	58.50	53.18	58.50
Child - 6 month - Shoot arounds - Basketball, Netball, Circus - Single user only	103.98	114.50	103.98	114.50

Shire of Broome

Fees and Charges Schedule

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Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Child - 12 month - Shoot arounds - Basketball, Netball, Circus - Single user only	197.73	217.50	197.73	217.50
Child 10 visit pass - Racquet sports - Tennis, squash - Single user only	36.82	40.50	36.82	40.50
Child 20 visit pass - Racquet sports - Tennis, squash - Single user only	73.64	81.00	73.64	81.00
Child 30 visit pass - Racquet sports - Tennis, squash - Single user only	110.45	121.50	110.45	121.50
Child 10 visit pass - Shootarounds - Basketball, netball, circus - Single user only	36.82	40.50	36.82	40.50
Child 20 visit pass - Shootarounds - Basketball, netball, circus - Single user only	73.64	81.00	73.64	81.00
Child 30 visit pass - Shootarounds - Basketball, netball, circus - Single user only	110.45	121.50	110.45	121.50
Recreation Centre - Concession				
Concession - 1 month - Racquet Sports - Tennis, Squash - Single user only	32.73	36.00	32.73	36.00
Concession - 3 month - Racquet Sports - Tennis, Squash - Single user only	85.09	93.50	85.09	93.50
Concession - 6 month - Racquet Sports - Tennis, Squash - Single user only	166.78	183.50	166.78	183.50
Concession - 12 month - Racquet Sports - Tennis, Squash - Single user only	316.88	348.50	316.88	348.50
Concession - 1 month - Shoot arounds - Basketball, Netball, Circus - Single user only	20.45	22.50	20.45	22.50
Concession - 3 month - Shoot arounds - Basketball, Netball, Circus - Single user only	53.18	58.50	53.18	58.50
Concession - 6 month - Shoot arounds - Basketball, Netball, Circus - Single user only	103.98	114.50	103.98	114.50
Concession - 12 month - Shoot arounds - Basketball, Netball, Circus - Single user only	197.73	217.50	197.73	217.50
Concession 10 visit pass - Racquet sports - Tennis, squash - Single user only	36.82	40.50	36.82	40.50
Concession 20 visit pass - Racquet sports - Tennis, squash - Single user only	73.64	81.00	73.64	81.00
Concession 30 visit pass - Racquet sports - Tennis, squash - Single user only	110.45	121.50	110.45	121.50
Concession 10 visit pass - Shootarounds - Basketball, netball, circus - Single user only	36.82	40.50	36.82	40.50
Concession 20 visit pass - Shootarounds - Basketball, netball, circus - Single user only	73.64	81.00	73.64	81.00
Concession 30 visit pass - Shootarounds - Basketball, netball, circus - Single user only	110.45	121.50	110.45	121.50
Recreation Centre - Family				
Family - 1 month - Shoot arounds - Basketball, Netball, Circus - Single user only	62.05	68.25	62.05	68.25
Family - 3 month - Shoot arounds - Basketball, Netball, Circus - Single user only	184.55	203.00	184.55	203.00
Family - 6 month - Shoot arounds - Basketball, Netball, Circus - Single user only	360.91	397.00	360.91	397.00
Family - 12 month - Shoot arounds - Basketball, Netball, Circus - Single user only	704.55	775.00	704.55	775.00
Family 10 visit pass - Racquet sports - Tennis, squash - Single user only	147.27	162.00	147.27	162.00
Family 20 visit pass - Racquet sports - Tennis, squash - Single user only	294.55	324.00	294.55	324.00

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30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Family 30 visit pass - Racquet sports - Tennis, squash - Single user only	425.45	468.00	425.45	468.00
Family 10 visit pass - Shootarounds - Basketball, netball, circus - Single user only	122.73	135.00	122.73	135.00
Family 20 visit pass - Shootarounds - Basketball, netball, circus - Single user only	245.45	270.00	245.45	270.00
Family 30 visit pass - Shootarounds - Basketball, netball, circus - Single user only	368.18	405.00	368.18	405.00
12 - TRANSPORT				
12.122 - CARPARK CONSTRUCTION				
CARPARKING CONTRIBUTIONS				
Where Council accepts cash-in-lieu of parking on-site, the developer shall pay per bay for the construction costs of a car bay	\$6,579.49/bay plus land costs where appropriate	\$6,579.49/bay plus land costs where appropriate	\$6,579.49/bay plus land costs where appropriate	\$6,579.49/bay plus land costs where appropriate
12.123 - FOOTPATH CONSTRUCTION				
Footpath Contributions				
Footpath (2 metres wide on one side) - per metre	216.00	216.00	216.00	216.00
12.126 - CROSSOVERS & GENERAL EXPENSES				
REIMBURSEMENTS				
Crossovers Rebate Paid	1,000.00	1,000.00	1,000.00	1,000.00
DEPOSITS				
A refundable deposit is also required from the Contractor or owner for transportation of any dwelling, other building or oversize loads on Shire roads. Only designated routes will be approved with conditions applied for damage to Shire property. The bond will cover any damage to road signs, trees or other Shire property which may be caused during transportation (To Trust)	10,000.00	10,000.00	10,000.00	10,000.00
12.130 - PARKING CONTROL & MANAGEMENT				
PARKING FINES				
Parking Fines	See Infringement	See Infringement	See Infringement	See Infringement
13 - ECONOMIC SERVICES				
13.045 - TOURISM AND AREA PROMOTION				
CARAVAN PARK & ACCOMMODATION FEES Caravan Parks				
Application for grant or renewal of licence	\$6.00 per long stay; \$6.00 per short stay; \$3.00 per campsite (Minimum \$200)	\$6.00 per long stay; \$6.00 per short stay; \$3.00 per campsite (Minimum \$200)	\$6.00 per long stay; \$6.00 per short stay; \$3.00 per campsite (Minimum \$200)	\$6.00 per long stay; \$6.00 per short stay; \$3.00 per campsite (Minimum \$200)
Caravan Park Inspection Fee	109.86	120.85	109.86	120.85
Additional fee for renewal after expiry	20.00	20.00	20.00	20.00
Transfer of licence	100.00	100.00	100.00	100.00
Overflow Caravan Park Temporary Licence - Per site	1.50	1.50	1.50	1.50
Overflow Caravan Park Temporary Licence - Minimum Fee	100.00	100.00	100.00	100.00
Overflow Caravan Park Transfer of Licence - Per site	1.50	1.50	1.50	1.50
Overflow Caravan Park Transfer of Licence - Minimum Fee	100.00	100.00	100.00	100.00
Fee to construct a structure in a Caravan Park	145.23	159.82	145.23	159.82
Fee for approval to camp other than in a caravan park	81.59	89.86	81.59	89.86
OTHER FEES AND CHARGES				
Overhead Banner for government & other organisations	590.91	650.00	590.91	650.00

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Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Overhead Banner Non-Profit and Broome Community Rate	295.45	325.00	295.45	325.00
Pole Banners for government & other organisations	76.36	84.00	76.36	84.00
Overhead Banner Non-Profit and Broome Community Rate	31.82	35.00	31.82	35.00
13.046 - BUILDING CONTROL				
BUILDING FEES				
Certified Application for Building Permit - for a Class 1 or 10 building or incidental structure	0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$105	0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$105	0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$105	0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$105
Certified Application for Building Permit - for building work for a Class 2 to 9 building or incidental structure	.09% of the estimated value of building work but minimum fee of \$105.00 applies	.09% of the estimated value of building work but minimum fee of \$105.00 applies	.09% of the estimated value of building work but minimum fee of \$105.00 applies	.09% of the estimated value of building work but minimum fee of \$105.00 applies
Uncertified Application for a Building Permit	.32% of the estimated value of building work but minimum fee of \$105.00 applies	.32% of the estimated value of building work but minimum fee of \$105.00 applies	.32% of the estimated value of building work but minimum fee of \$105.00 applies	.32% of the estimated value of building work but minimum fee of \$105.00 applies
Application for a Certificate of Design Compliance (CDC) for Class 2-9 building works (commercial) in the Shire of Broome only	0.15% of estimated value of building works with a minimum fee of \$286.35	0.15% of estimated value of building works but with a minimum fee of \$315 (inclusive of GST)	\$450 plus 0.1% of the estimated value of works of works	\$495 plus 0.1% of the estimated value
Application for a Building Approval Certificate for a building in respect of which unauthorised work has been done	.38% estimated value (inclusive of GST) of the proposed construction but minimum fee of \$105.00 applies	.38% estimated value (inclusive of GST) of the proposed construction but minimum fee of \$105.00 applies	.38% estimated value (inclusive of GST) of the proposed construction but minimum fee of \$105.00 applies	.38% estimated value (inclusive of GST) of the proposed construction but minimum fee of \$105.00 applies
Amendment to existing Building Permit - Minor amendments	91.12	100.20	91.12	100.20
Amendment to existing Building Permit - Major amendment	\$238.70 but subject to additional hourly rate depending upon extent of changes (MPBS to confirm)	\$259.07 but subject to additional hourly rate depending upon extent of changes (MPBS to confirm)	\$238.70 but subject to additional hourly rate depending upon extent of changes (MPBS to confirm)	\$259.07 but subject to additional hourly rate depending upon extent of changes (MPBS to confirm)
Building and Construction Industry Training Levy if over \$20,000	0.2% of the estimated value (incl of GST) of the proposed construction, minimum \$20,000 value	0.2% of the estimated value (incl of GST) of the proposed construction, minimum \$20,000 value	0.2% of the estimated value (incl of GST) of the proposed construction, minimum \$20,000 value	0.2% of the estimated value (incl of GST) of the proposed construction, minimum \$20,000 value
Request for the issue of a Certificate of Construction Compliance (minor commercial works)	\$400 (includes maximum of two inspections)	\$434.5 (includes maximum of two inspections)	\$400 (includes maximum of two inspections)	\$434.5 (includes maximum of two inspections)
Request for the issue of a Certificate of Construction Compliance (Commercial works)	\$815 (includes maximum 3 inspections)	\$885.40 (includes a maximum of 3 inspections)	\$815 (includes maximum 3 inspections)	\$885.40 (includes a maximum of 3 inspections)
Request for the issue of a Certificate of Building Compliance/Certificate of Construction Compliance (Remote areas) This fee includes includes request for CBC: unauthorised building works in remote areas	Minimum \$1,143.50 (includes 1 inspection) but subject to conformation by MPBS	Minimum \$1,242.35 (includes 1 inspection) but subject to conformation by MPBS	\$825.20 (includes a maximum of 3 inspections) plus travel costs calculated as per the government rate and time for travel charged at hourly rate.	\$907.70 (includes a maximum of 3 inspections) plus travel costs calculated as per the government rate and time for travel charged at hourly rate.
Request for the issue of a Certificate of Building Compliance (unauthorised commercial building works)	Minimum \$1,096 (includes maximum of 2 inspections) but subject to confirmation by MPBS depending upon size/scope of the project.	Minimum \$1,190.34 (includes maximum of 2 inspections) but subject to confirmation by MPBS depending on size/scope of project.	Minimum \$1,096 (includes maximum of 2 inspections) but subject to confirmation by MPBS depending upon size/scope of the project.	Minimum \$1,190.34 (includes maximum of 2 inspections) but subject to confirmation by MPBS depending on size/scope of project.

Shire of Broome

Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Request for the issue of a Certificate of Building Compliance (unauthorised domestic building works & minor commercial works)	Minimum \$514.50 (includes maximum of 2 inspections) but subject to confirmation by MPBS depending on size/scope of project	Maximum \$558.95 (includes maximum of 2 inspections) but subject to confirmation by MPBS depending upon the size/scope of project	Minimum \$514.50 (includes maximum of 2 inspections) but subject to confirmation by MPBS depending on size/scope of project	Maximum \$558.95 (includes maximum of 2 inspections) but subject to confirmation by MPBS depending upon the size/scope of project
Request for the issue of a Certificate of Construction Compliance (residential works)	\$514.50 (includes maximum 2 inspections)	\$558.95 (includes maximum 2 inspections)	\$514.50 (includes maximum 2 inspections)	\$558.95 (includes maximum 2 inspections)
Request for the issue of a Certificate of Construction Compliance - Subsequent inspections	\$128.63 per inspection	\$139.74 per inspection	\$128.63 per inspection	\$139.74 per inspection
Request for the issue of a Certificate of Building Compliance (Domestic construction)	\$514.49 (includes maximum 2 inspections)	\$558.95 (includes maximum 2 inspections)	\$514.49 (includes maximum 2 inspections)	\$558.95 (includes maximum 2 inspections)
Request for the issue of a Certificate of Building Compliance (Domestic construction, minor works)	\$238.50 (includes maximum 3 inspections)	\$259.07 (includes maximum 3 inspections)	\$238.50 (includes maximum 3 inspections)	\$259.07 (includes maximum 3 inspections)
Request for the issue of a Certificate of Building Compliance (Commercial construction) Strata	\$771.73 plus \$71.35 per Strata unit	\$838.43 plus \$77.51 per Strata unit	\$771.73 plus \$71.35 per Strata unit	\$838.43 plus \$77.51 per Strata unit
Request for the issue of a Certificate of Building Compliance (Domestic construction) Strata	\$514.50 plus \$71.35 per Strata Unit	\$558.95 plus \$77.51 per Strata Unit	\$520.95 plus \$72.25 per strata unit.	\$558.95 plus \$77.51 per Strata Unit
Request for the issue of a Certificate of Building Compliance - Subsequent inspections	\$128.62 per inspection	\$139.75 per inspection	\$130.25 per inspection	\$139.75 per inspection
REVIEW OF ALTERNATIVE BUILDING SOLUTIONS				
a) Commercial / Industrial Projects (Classes 2-9 Buildings) involving Fire Engineering	Minimum \$564.71 (includes 3 hours) then \$140.94 per hour	Minimum \$621.18 (includes 3 hours) then \$155.03 per hour	Minimum \$564.71 (includes 3 hours) then \$140.94 per hour	Minimum \$621.18 (includes 3 hours) then \$155.03 per hour
b) All classes of building works not involving Fire Engineering	Minimum \$423.76 (includes 2 hours) then \$140.94 per hour	Minimum \$466.14 (includes 2 hours) then \$155.03 per hour	Minimum \$423.76 (includes 2 hours) then \$140.94 per hour	Minimum \$466.14 (includes 2 hours) then \$155.03 per hour
Provision of Building Surveying Advice	\$142.71 per hour (minimum of 2 hour fee applies for initial consultancy)	\$164 per hour (minimum of 2 hour fee applies for initial consultancy)	\$142.71 per hour (minimum of 2 hour fee applies for initial consultancy)	\$164 per hour (minimum of 2 hour fee applies for initial consultancy)
Application To Install Battery Powered Smoke Alarms.	179.40	179.50	179.40	179.50
BUILDING SERVICES LEVY				
Levy for works under \$45000 - Building Permit	61.65	61.65	61.65	61.65
Levy for works over \$45000 - Building Permit	.137% of Work Value	.137% of Work Value	.137% of Work Value	.137% of Work Value
Levy for works over \$45000 - Demolition Permit	.137% of Work Value	.137% of Work Value	.137% of Work Value	.137% of Work Value
Levy for works \$45000 or less - Demolition Permit	61.65	61.65	61.65	61.65
Occupancy Permit or Building Approval Certificate - Under \$45,000	61.65	61.65	61.65	61.65
Occupancy Permit or Building Approval Certificate - over \$45,000	61.65	61.65	61.65	61.65
Occupancy Permit or Building Approval Certificate for Unauthorised Work - Under \$45,000	.274% of Work Value	.274% of Work Value	.274% of Work Value	.274% of Work Value
Occupancy Permit or Building Approval Certificate for Unauthorised Work - Over \$45,000	123.30	123.30	123.30	123.30
BUILDING DEMOLITION FEES				
Application for a demolition permit - for demolition work in respect of a Class 1 or 10 building or incidental structure	105.00	105.00	105.00	105.00
Application for a demolition permit - for demolition work in respect of a Class 2 to 9 building per storey	105.00	105.00	105.00	105.00
SWIMMING POOL INSPECTION FEES				
Swimming Pool Inspection Fees and Follow Up Inspection Fees. Includes the following: Final Inspection of newly completed pools and pool fencing. Mandatory compliance inspection every four years (to be charged over 4 years); and any subsequent follow up inspections	58.45	58.45	58.45	58.45

Shire of Broome

Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
MISCELLANEOUS BUILDING FEES				
Copy of Building Plans - Class 1 and 10	\$94.08 plus copy cost	\$103.50 plus copy costs	\$94.08 plus copy cost	\$103.50 plus copy costs
Copy of Building Plans - Class 2-9	\$164.32 plus copy costs. If reproduction of plans exceeds 2 hours an hourly charge of \$60/hr will apply.	\$180.70 plus copy costs. If reproduction of plans exceeds 2 hours an hourly charge of \$66/hr will apply.	\$164.32 plus copy costs. If reproduction of plans exceeds 2 hours an hourly charge of \$60/hr will apply.	\$180.70 plus copy costs. If reproduction of plans exceeds 2 hours an hourly charge of \$66/hr will apply.
Copy of monthly statistics - Per annum	119.82	131.80	119.82	131.80
Application for an occupancy permit or building approval certificate for registration of strata scheme, place of re-subdivision	\$11.60 per strata unit but with a minimum fee of \$115.00	\$11.60 per strata unit but with a minimum fee of \$115.00	\$11.60 per strata unit but with a minimum fee of \$115.00	\$11.60 per strata unit but with a minimum fee of \$115.00
Application to extend the time during which a building or demolition permit has effect	105.00	105.00	105.00	105.00
Application for occupancy permit for a completed building	105.00	105.00	105.00	105.00
Application for a temporary occupancy permit for an incomplete building	105.00	105.00	105.00	105.00
Application for modification of an occupancy permit for additional use of a building on a temporary basis	105.00	105.00	105.00	105.00
Application for a replacement occupancy permit for permanent change of the building use, classification	105.00	105.00	105.00	105.00
Application for an occupancy permit for a building in respect of which unauthorised work has been done	0.18% of the estimated value of unauthorised work, but not less than \$105.00	0.18% of the estimated value of unauthorised work, but not less than \$105.00	0.18% of the estimated value of unauthorised work, but not less than \$105.00	0.18% of the estimated value of unauthorised work, but not less than \$105.00
Application for an occupancy permit for a building in respect of which unauthorised work has been done	0.38% of the estimated value of unauthorised work, but not less than \$105.00	0.38% of the estimated value of unauthorised work, but not less than \$105.00	0.38% of the estimated value of unauthorised work, but not less than \$105.00	0.38% of the estimated value of unauthorised work, but not less than \$105.00
Application to replace an occupancy permit for an existing building	105.00	105.00	105.00	105.00
Application for building approval certificate for an existing building where unauthorised work has not been done	105.00	105.00	105.00	105.00
Application to extend the time during which an occupancy permit or building approval certificate has effect	105.00	105.00	105.00	105.00
Application as defined under Regulation 31 to vary/modify a Building Standard. Assessment carried out by WA Building Commissioner	2,160.15	2,160.15	2,160.15	2,160.15
13.048 - ECONOMIC SERVICES SPECIAL PROJECTS				
CHINATOWN REVITALISATION PROJECT				
Project HQ short term tenancy hire - per day	50.00	55.00	50.00	55.00
Project HQ Short term tenancy hire - per week	200.00	220.00	200.00	220.00
14 - OTHER PROPERTY & SERVICES				
14.050 - PRIVATE WORKS				
PRIVATE WORKS				
Private Works - including materials, sub-contractors, plant hire (including operation and fuel) and labour - P&G	At full cost recovery incl. on costs and overheads (plus 20%)	At full cost recovery incl. on costs and overheads (plus 20% + GST)	At full cost recovery incl. on costs and overheads (plus 20%)	At full cost recovery incl. on costs and overheads (plus 20% + GST)
Private Works - including materials, sub-contractors, plant hire (including operation and fuel) and labour - Works	At full cost recovery incl. on costs and overheads (plus 20%)	At full cost recovery incl. on costs and overheads (plus 20% + GST)	At full cost recovery incl. on costs and overheads (plus 20%)	At full cost recovery incl. on costs and overheads (plus 20% + GST)
PLANT- WET HIRE ONLY				
Blue and White Directional Signs/Initial Establishment Fee	316.80	348.48	316.80	348.48
Blue and White Directional Signs - Annual Fee	82.05	90.26	80.00	88.00

Shire of Broome

Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Permits to access closed or restricted roads for commercial vehicles	110.00	121.00	110.00	121.00
14.051 - ENGINEERING OFFICE				
ENGINEERING OFFICE HIRE OUT				
Engineering Survey, Design and Drafting - Per hour	220.00	242.00	220.00	242.00
Engineering Inspections for Third Party Service Authorities - Per hour	220.00	242.00	220.00	242.00
Preparation of Traffic Management Plans in accordance with MRWA Requirements - Per hour	200.00	220.00	200.00	220.00
Assessment and Approval of Works in SOB Reserves including Review of Traffic Management <\$50,000 - Per hour	200.00	220.00	200.00	220.00
Review and Approval of Traffic Management Plans for Events - Per hour	200.00	220.00	200.00	220.00
14.141 - CORPORATE GOVERNANCE & SUPPORT				
BANKING & FINANCIAL FEES				
Sundry Debtor Penalty Interest	11% per annum calculated daily	11% per annum calculated daily	8% per annum calculated daily	8% per annum calculated daily
Dishonoured Cheque Bank Fee	Actual Cost	Actual Cost	Actual Cost	Actual Cost
FREEDOM OF INFORMATION REQUESTS				
FOI Search requests - Application fee	30.00	30.00	30.00	30.00
FOI Staff hourly rate	30.00	30.00	30.00	30.00
FOI Actual Costs to Prepare Copies of Tape, Film, Computerised Records / Information, Delivery, Packaging and Posting	Actual Costs	Actual Costs	Actual Costs	Actual Costs
PHOTOCOPYING FEES				
Photocopy A4 - Rate per copy - black & white	0.23	0.25	0.23	0.25
Photocopy A3 - Rate per copy - black & white	0.45	0.50	0.45	0.50
NUMBER PLATE SALES				
Special Series Number Plates	290.91	320.00	290.91	320.00
15 - EVENTS				
15.049 - ECONOMIC DEVELOPMENT				
Venue Accounts				
Amphitheatre - GST Inclusive	-	-	-	-
Amphitheatre - GST Exclusive	-	-	-	-
Concourse - GST Inclusive	-	-	-	-
Concourse - GST Exclusive	-	-	-	-
Town Beach - GST Inclusive	-	-	-	-
Town Beach - GST Exclusive	-	-	-	-
Male Oval - GST Inclusive	-	-	-	-
Male Oval - GST Exclusive	-	-	-	-
Haynes Oval - GST Inclusive	-	-	-	-

Shire of Broome

Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Parks, Ovals & Other Recreational Areas - GST Inclusive	-	-	-	-
Parks, Ovals & Other Recreational Areas - GST Exclusive	-	-	-	-
Father McMahon Sports Field - GST Inclusive	57.27	63.00	57.27	63.00
Joseph Nipper Roe Sports Field - GST Inclusive	57.27	63.00	57.27	63.00
Event Application Fees by category:				
Category 1 (1- 120 patrons, where no elements in Events Policy Procedure 3 are required)	77.00	77.00	77.00	77.00
Category 1 (1- 120 patrons, where no elements in Events Policy Procedure 3 are required); Multiple occasions or venues	140.00	140.00	140.00	140.00
Category 2 (1- 120 patrons, where any elements in Events Policy Procedure 3 are required)	82.50	82.50	82.50	82.50
Public notification road closure for event (Advertising)	330.00	330.00	330.00	330.00
Category 3 (121 - 500 patrons)	112.00	112.00	112.00	112.00
Category 4 (501 - 1,000 patrons)	272.50	272.50	272.50	272.50
Category 5 (1,001 - 2,500 patrons)	545.00	545.00	545.00	545.00
Category 6 (2,501 - 5,000 patrons)	1,100.00	1,100.00	1,100.00	1,100.00
Category 7 (5,001 and above patrons)	2,200.00	2,200.00	2,200.00	2,200.00
Late application and event documentation fee. Should an event permit application and documentation be submitted when more than 50% of the timeframe for approval in Schedule 1 has elapsed (i.e. the application and all documentation required to approve the permit is submitted 14 days before an event with a 30 days timeframe for approval) a penalty fee of 100% of the application fee shall be applied	100% Loading	100% Loading	100% Loading	100% Loading
Fireworks Application Fee	110.00	110.00	110.00	110.00
Filming Permit - No external liaison required	77.00	77.00	77.00	77.00
Filming Permit - External liaison required	115.00	115.00	115.00	115.00
Venue Hire Fees Exclusive Use - Cable Beach Amphitheatre				
Half Day Fee hire rate maximum 6 hours (power included)	352.44	387.75	352.44	387.75
Full Day Fee hire rate over 6 hours (power included)	640.80	704.75	640.80	704.75
Half Day Fee hire rate maximum 6 hours (power NOT included)	193.84	213.25	193.84	213.25
Full Day Fee hire rate over 6 hours (power NOT included)	352.44	387.75	352.44	387.75
Venue Hire Fees Exclusive Use - Town Beach				
Half Day Fee hire rate maximum 6 hours (power included)	352.44	387.75	352.44	387.75
Half Day Fee (06:00-12:00) Min hire rate - (power NOT included)	193.84	213.25	193.84	213.25
Full Day Fee hire rate over 6 hours (power included)	640.80	704.75	640.80	704.75
Full Day Fee (06:00-24:00) - (power NOT included)	352.44	387.75	352.44	387.75
Venue Hire Fees Exclusive Use - Concourse (Male Oval)				

Shire of Broome

Fees and Charges Schedule

30 June 2021

Fee	2019/20 Fee excl. GST (Num)	2019/20 Fee incl. GST (Num)	2020/21 Fee excl. GST (Num)	2020/21 Fee incl. GST (Num)
Half Day Fee hire rate maximum 6 hours (power included)	193.84	213.25	193.84	213.25
Half Day Fee (06:00-12:00) Min hire rate - (power included)	352.44	387.75	352.44	387.75
Full Day Fee hire rate over 6 hours (power included)	640.80	704.75	640.80	704.75
Full Day Fee (06:00-24:00) - (power NOT included)	352.44	387.75	352.44	387.75
Venue Hire Fees Exclusive Use - Parks & Reserves Exclusive Use				
Half Day Fee hire rate maximum 6 hours (power included)	352.44	387.75	352.44	387.75
Full Day Fee (06:00-24:00) - (power NOT included)	352.44	387.75	352.44	387.75
Full Day Fee hire rate over 6 hours (power included)	640.80	704.75	640.80	704.75
Half Day Fee (06:00-12:00) Min hire rate - (power NOT included)	193.84	213.25	193.84	213.25
Venue Hire Fees Exclusive Use - Venue Hire Bond Exclusive Use				
Category 4 (501 - 1,000 patrons)	1,000.00	1,000.00	1,000.00	1,000.00
Category 5 (1,001 - 2,500 patrons)	2,000.00	2,000.00	2,000.00	2,000.00
Category 6 (2,501 - 5,000 patrons)	3,000.00	3,000.00	3,000.00	3,000.00
Category 7 (5,001 and above patrons)	5,000.00	5,000.00	5,000.00	5,000.00
Venue Hire Fees Exclusive Use - Venue Hire Cancellation Fees				
14 days prior to the booking	Full Refund	Full Refund	Full Refund	Full Refund
7 days prior to the booking	50%	50%	50%	50%
48 hours prior to the booking	No Refund	No Refund	No Refund	No Refund
Venue Hire Fees Exclusive Use - Loading and Allowance				
Charitable, Non-profit and Community organisations which are based in Shire of Broome and event held has Free entry	100%	100%	100%	100%
Charitable, Non-profit and Community organisations based in Shire of Broome event held has Entry Fees charged	100%	100%	100%	100%
Others				
Marking of reticulation and electricity	120.00	132.00	120.00	132.00

SHIRE OF BROOME
SCHEDULE 3 FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

CARRIED FORWARD SCHEDULE
Capital and Operating Carried Forward Projects 2020/21

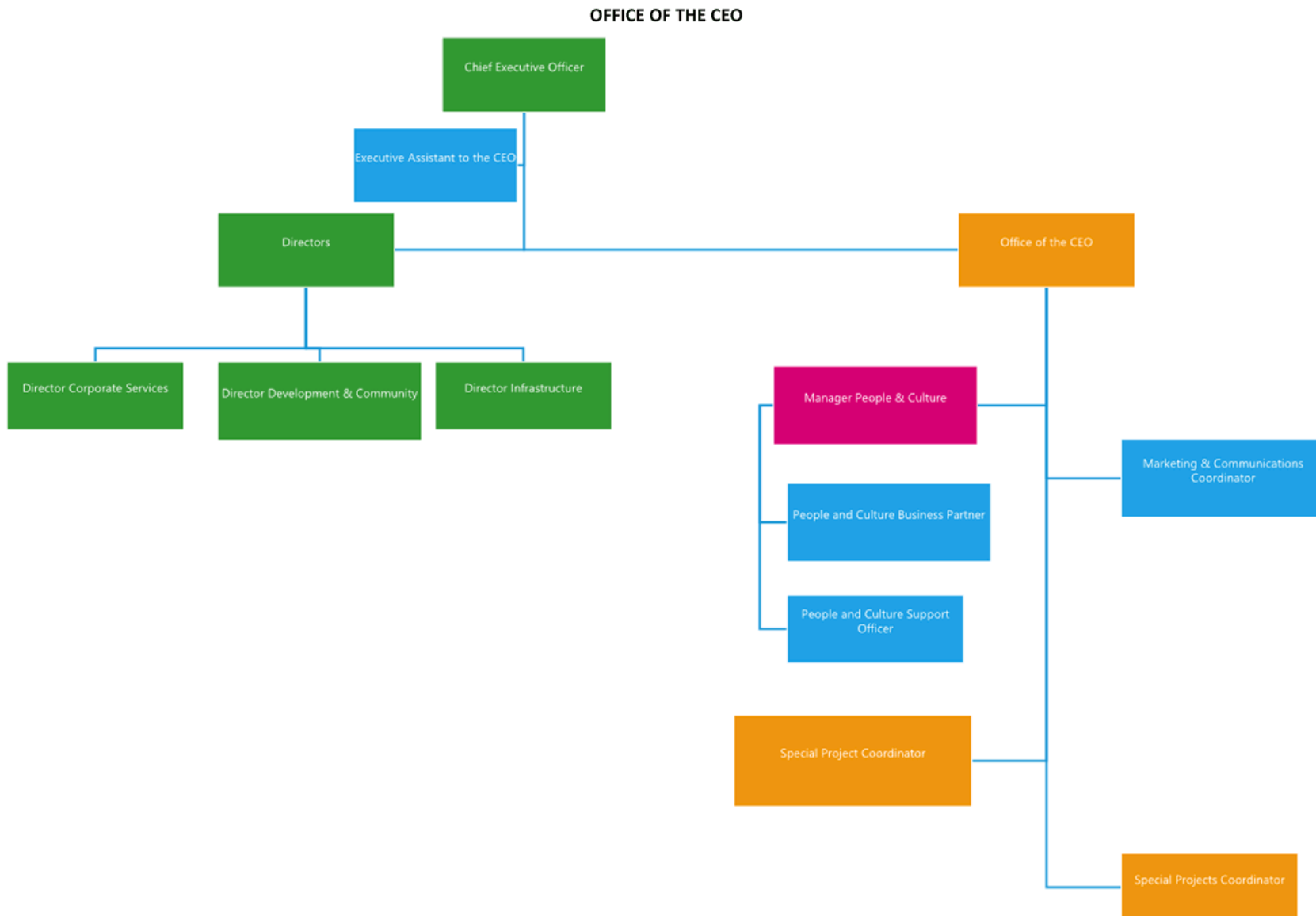
Description	Carry Over Expenditure (\$)	Funding Source					Funding Type
		Muni	Reserve	Grants	Loans	Sale or Trade In	
Excutive							
Consultants - Op Exp - Other Governance	10,000	10,000					OPERATING EXPENDITURE
Corporate Services							
Relieving Staff Exp - DCS - Gen Admin	102,348	102,348					OPERATING EXPENDITURE
Review of Strategies Relating to the Community Strategic Plan - Op Exp - Other Gov	30,000	30,000					OPERATING EXPENDITURE
Development and Community							
VBFB Building New Const - Cap Exp - Volunteer Bush Fire Brigade	553,594	553,594					CAPITAL EXPENDITURE
Capital Grant Funding For Plant/Equip/ Buildings - Cap Inc - Volunteer Bush Fire Brigade	(553,594)	-		553,594			CAPITAL INCOME
SES Buildings New Const > \$5000 - Cap Exp - SES/ Fire & Emergency Services	224,000	224,000					CAPITAL EXPENDITURE
Community Sponsorship Program - Op Exp - Other Governance	141,988	141,988					OPERATING EXPENDITURE
EDL sponsorship programme Reserve Funded - Op Exp - Other Governance	90,000	90,000					OPERATING EXPENDITURE
Transfer From Community Sponsorship Reserve Cap Inc - Other Gov	(141,988)	-	141,988				CAPITAL INCOME
Transfer From EDL Sponsorship Reserve - Cap Inc - Other Gov	(90,000)	-	90,000				CAPITAL INCOME
Broome Golf Club Building Renewal - Cap Exp - Other Recreation & Sports	4,482,497	4,482,497					CAPITAL EXPENDITURE
Grants - Non Op - Cap Inc - Other Rec & Sport	(4,482,497)	-		4,482,497			CAPITAL INCOME
Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	13,730	13,730					CAPITAL EXPENDITURE
Building New Construction Expense - BRAC Dry - Cap Exp	140,000	140,000					CAPITAL EXPENDITURE
Youth Bike Recreation Area - New Construction - Cap Exp	33,319	33,319					CAPITAL EXPENDITURE
Grant Income - Non-Op Inc - BRAC Dry	(177,933)	-		177,933			CAPITAL INCOME
Grant Program Expenses - Op Exp - Library (Income in 115480)	3,032	3,032					OPERATING EXPENDITURE
Planning General Project Consult - Op Exp Town Planning/Reg Dev	49,655	49,655					OPERATING EXPENDITURE
Chinatown Entry Statement - Other Infra New - Cap Ex	35,269	35,269					CAPITAL EXPENDITURE
Broome Entry Statement Signage New Const - Cap Exp - Other Cult	11,245	11,245					CAPITAL EXPENDITURE
Infrastructure							
Sanitation General Project Consultancy - Op Exp - Sanitation Gen Refuse	89,000	89,000					OPERATING EXPENDITURE
Transfer From Refuse Site Reserve - Sanitation Gen Refuse	(339,000)	-	339,000				CAPITAL INCOME
Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	250,000	250,000					CAPITAL EXPENDITURE
Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	50,000	50,000					CAPITAL EXPENDITURE
Town Beach Redevelopment - Greenspace & Waterpark - Cap Exp	100,000	100,000					CAPITAL EXPENDITURE
Old Broome Road/ Gus Winckel Road Upgrade - Capex	44,174	44,174					CAPITAL EXPENDITURE
Federal Black Spot - Herbert / Saville Roundabout - NEW- Capex	150,000	150,000					CAPITAL EXPENDITURE
Black Spot Non Op Grant (Commonwealth/Federal)	(222,835)	-		222,835			CAPITAL INCOME
Town Beach Development - Jetty Project - Other Infra New - Cap Exp	7,117,810	7,117,810					CAPITAL EXPENDITURE
Transfer From POS Reserve - Other Rec & S	(281,980)	-	281,980				CAPITAL INCOME
Royalties For Regions Loc Govt Non Op Grant - Op Inc - Other Recreation & Sport	(6,835,830)	-		6,835,830			CAPITAL INCOME
SS Loans Received (Broome Golf Club) - Other Rec & Sport	(1,250,000)	-			1,250,000		CAPITAL INCOME
Sporting Clubs Loans Forwarded	1,250,000	1,250,000					CAPITAL EXPENDITURE
Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	1,014,678	1,014,678					CAPITAL EXPENDITURE
Grants - Non Op - Cap Inc - Other Rec & Sport	(1,031,878)	-		1,031,878			CAPITAL INCOME
Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	140,000	140,000					CAPITAL EXPENDITURE
Proceeds from Sale of Assets - Cap Inc - Parks & Gardens Operations	(20,000)	-				20,000	CAPITAL INCOME

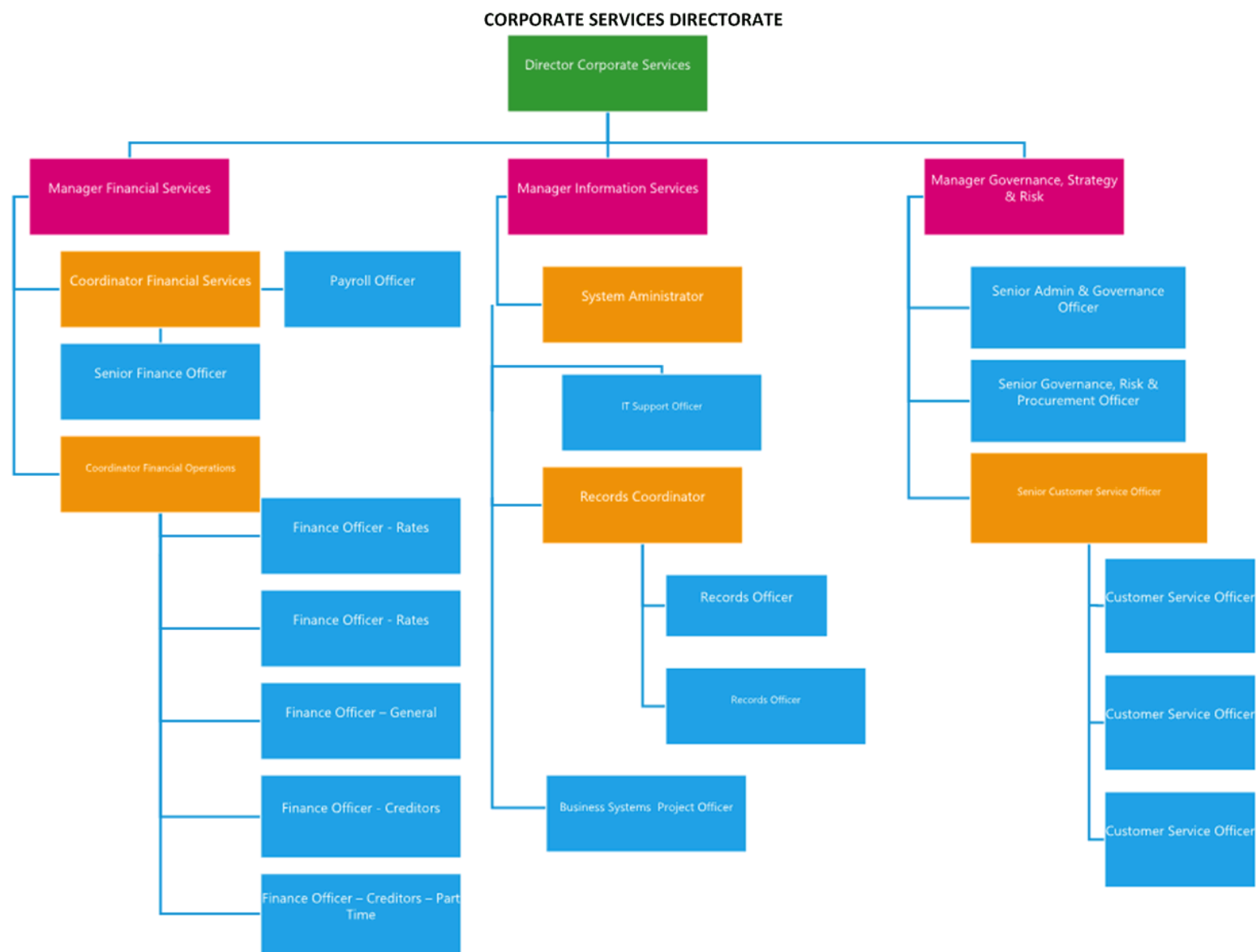
SHIRE OF BROOME
SCHEDULE 3 FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

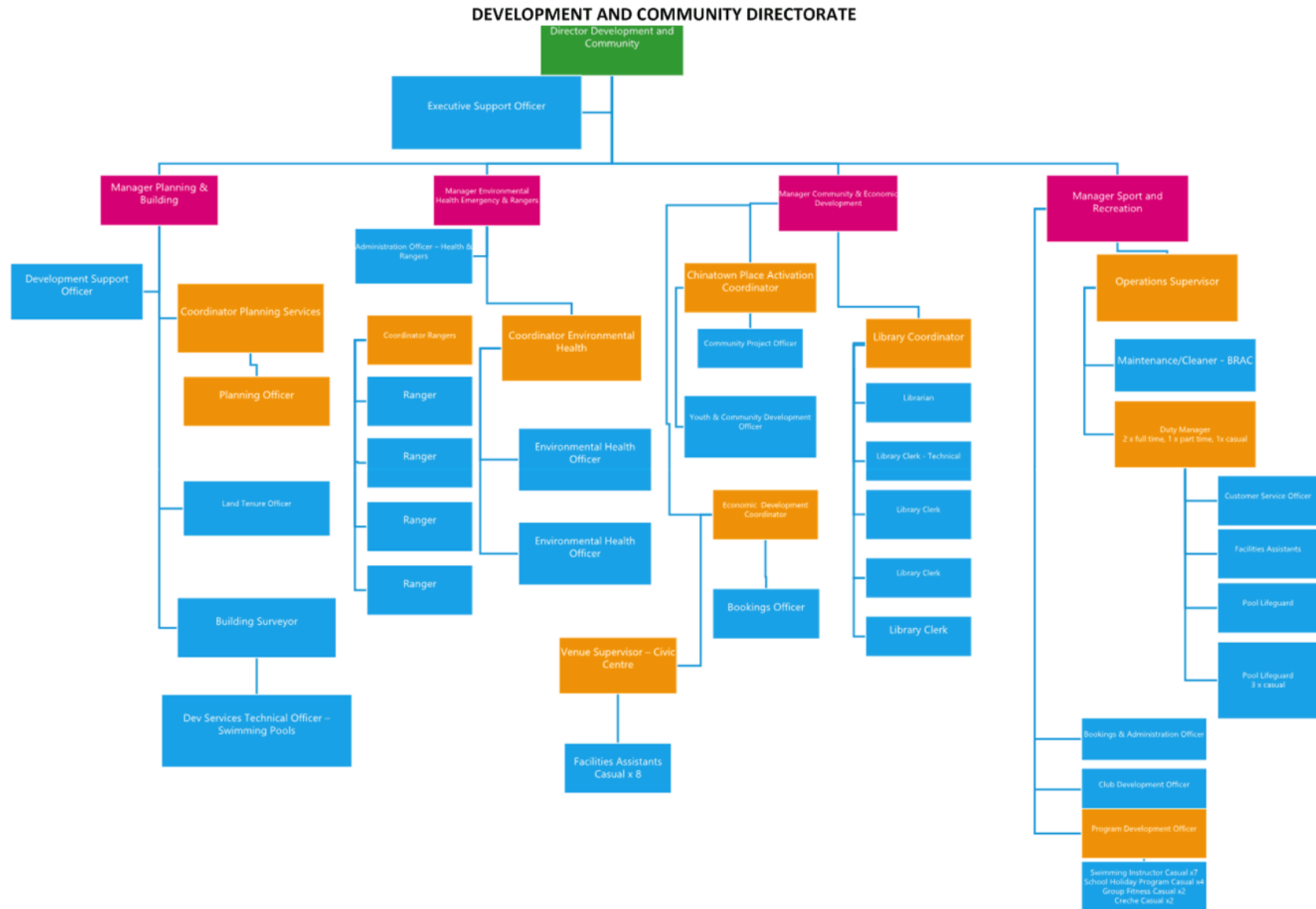
CARRIED FORWARD SCHEDULE

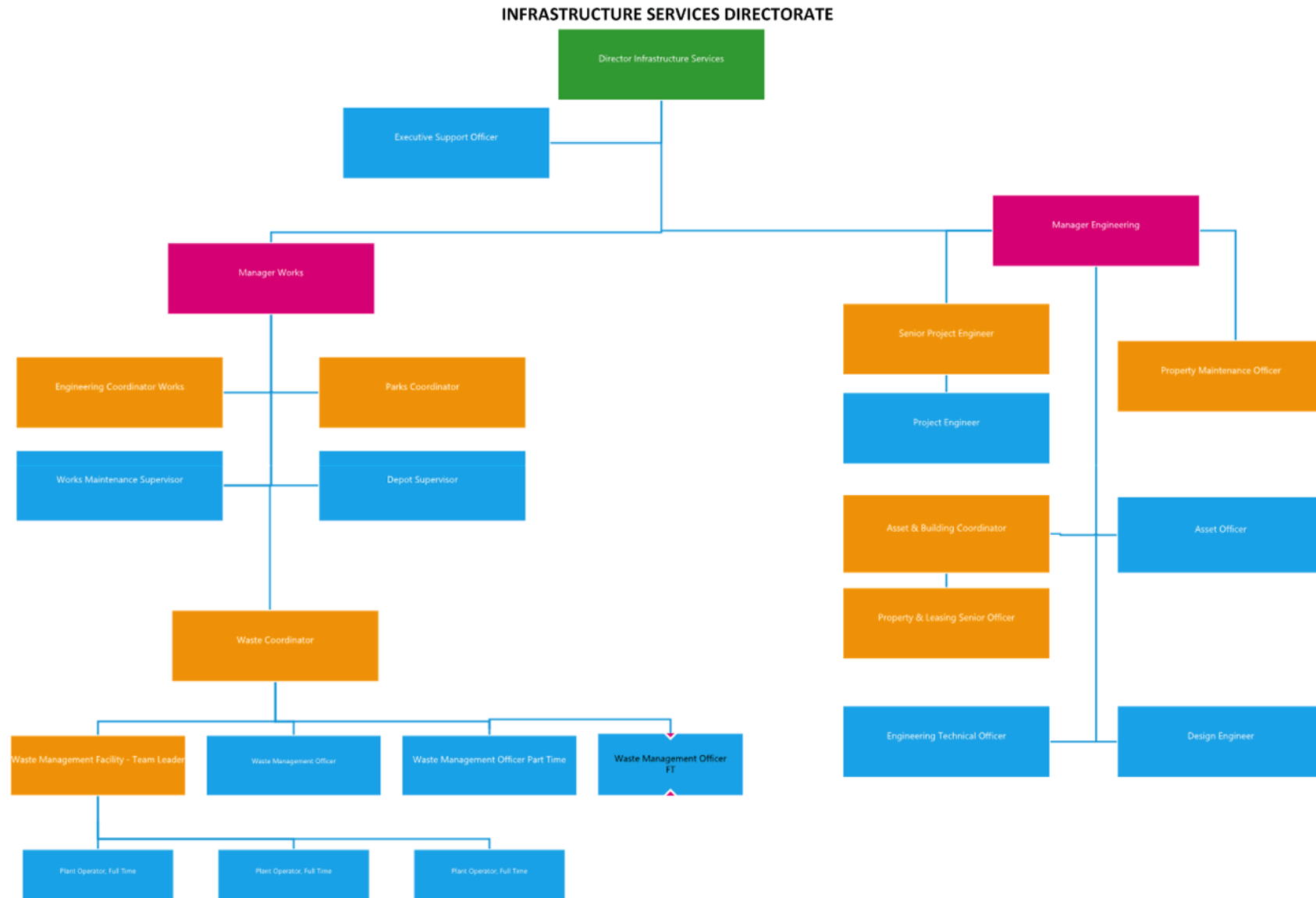
Capital and Operating Carried Forward Projects 2020/21

Description	Carry Over Expenditure (\$)	Funding Source					Funding Type
		Muni	Reserve	Grants	Loans	Sale or Trade In	
BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	12,641	12,641					CAPITAL EXPENDITURE
Reticulation Control System New Exp - Cap Exp Parks & Ovals	20,500	20,500					CAPITAL EXPENDITURE
Broome Cemetery Survey & Other - Op Exp - Other Comm Amen	12,000	12,000					OPERATING EXPENDITURE
Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	100,133	100,133					CAPITAL EXPENDITURE
TOTAL PROPOSED CARRYOVER EXP/(INC)	844,079	16,271,614	852,968	13,304,567	1,250,000	20,000	

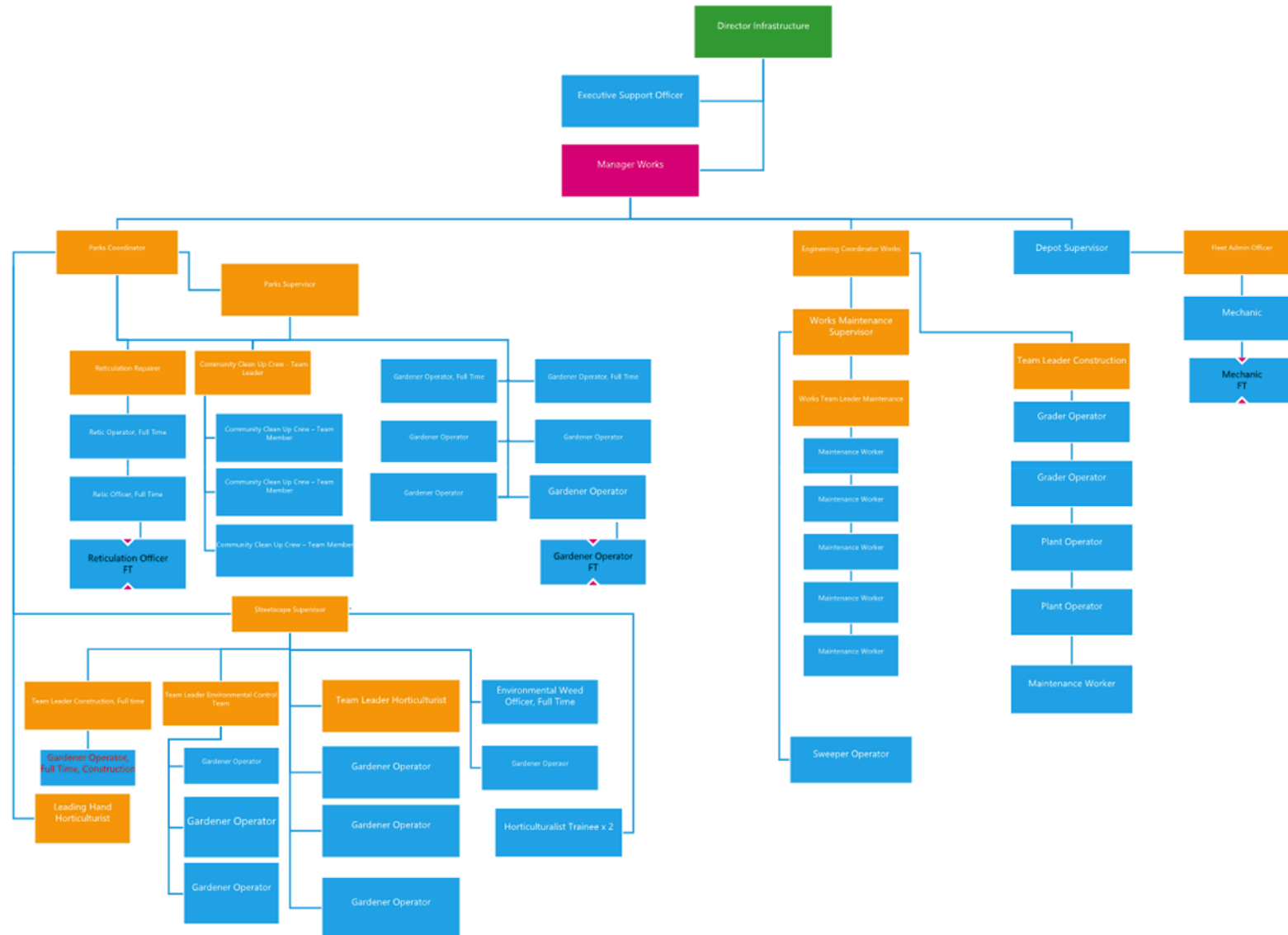








INFRASTRUCTURE SERVICES DIRECTORATE – EPOT, PARKS AND GARDENS AND WORKS



9.4 OUR ORGANISATION

9.4.1 NEW POLICY - ELECTED MEMBER CONTINUING PROFESSIONAL DEVELOPMENT

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	ADM28
AUTHOR:	Manager Governance, Strategy and Risk
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Changes to the *Local Government Act 1995 (Act)* now require Council to adopt a policy on continuing professional development for Elected Members.

A report is also required to be prepared at the end of each financial year on the training completed in the past year by Elected Members and this report must be published on the Shire's website.

It is recommended that Council adopt the attached policy.

BACKGROUND

On 27 June 2019, the *Local Government Legislation Amendment Act 2019* (Amendment Act) was passed by parliament. The Amendment Act addressed the complex and significant role that the Shire President and Elected Members take on when elected to Council.

One of the significant changes to the Act included an introduction of mandatory universal training for Elected Members elected from October 2019. The changes to Act also require the Shire to endorse a policy on continuing professional development for Elected Members.

COMMENT

The new policy recognises that Elected Members should commit to undertaking continuing professional development as part of meeting their requirement to provide good governance to the Council.

Commencing from October 2019, all Elected Members are required to complete mandatory training within 12 months of being elected to Council. The mandatory training currently focuses on five core units:

- Understanding Local Government;
- Serving on Council;
- Meeting Procedures;
- Conflicts of Interests; and
- Understanding financial reports and budgets.

Once completed the training is valid for five years under *Local Government (Administration) Regulations 1996* – Reg 36.

The policy identifies that professional development is not limited to the mandatory training. Such is the ever changing and evolving nature of local government and the regulatory environment that ongoing professional development and training is an expected requirement for an Elected Member during the term of office.

The policy commits the Shire to providing a reasonable allowance in the annual municipal budget to meet the objectives of this policy and to regularly review training and development outcomes to ensure that objectives are being met.

Section 5.128 of the Act requires that this policy be reviewed after each ordinary election.

CONSULTATION

Draft policy forwarded to Elected Members for comment on 4 June 2020 and workshopped with Elected Members on 9 June 2020 with Councillors Foy, Male, Taylor, Tracey and Wevers present.

STATUTORY ENVIRONMENT

Local Government Act 1995

5.126 – Training for council members

Each council member must complete training in accordance with regulations.

- (2) Regulations may —
 - (a) prescribe a course of training; and
 - (b) prescribe the period within which training must be completed; and
 - (c) prescribe circumstances in which a council member is exempt from the requirement in subsection (1); and
 - (d) provide that contravention of subsection (1) is an offence and prescribe a fine not exceeding \$5 000 for the offence.

Section 5.127 – Report on training

A local government must prepare a report for each financial year on the training completed by council members in the financial year.

- (2) The CEO must publish the report on the local government's official website within 1 month after the end of the financial year to which the report relates.

Section 5.128 – Policy for continuing professional development

A local government must prepare and adopt* a policy in relation to the continuing professional development of council members.

** Absolute majority required.*

- (2) A local government may amend* the policy.

* *Absolute majority required.*

- (3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (4) The CEO must publish an up-to-date version of the policy on the local government's official website.
- (5) A local government —
 - (a) must review the policy after each ordinary election; and
 - (b) may review the policy at any other time.

Local Government (Administration) Regulations 1996

35 – Training for council members (Act s.5.126(1))

A council member completes training for the purposes of section 5.126(1) if the council member passes the course of training specified in subregulation (2) within the period specified in subregulation (3).

- (2) The course of training is the course titled *Council Member Essentials* that —
 - (a) consists of the following modules —
 - (i) Understanding Local Government;
 - (ii) Serving on Council;
 - (iii) Meeting Procedures;
 - (iv) Conflicts of Interest;
 - (v) Understanding Financial Reports and Budgets;and
 - (b) is provided by any of the following bodies —
 - (i) North Metropolitan TAFE;
 - (ii) South Metropolitan TAFE;
 - (iii) WALGA.
- (3) The period within which the course of training must be passed is the period of 12 months beginning on the day on which the council member is elected.

36 – Exemption for Act s.5.126(1) requirement

A council member is exempt from the requirement in section 5.126(1) if —

- (a) the council member passed either of the following courses within the period of 5 years ending immediately before the day on which the council member is elected —
 - (i) the course of training specified in regulation 35(2);
 - (ii) the course titled 52756WA — *Diploma of Local Government (Elected Member)*;

or

- (b) the council member passed the course titled *LGASS00002 Elected Member Skill Set* before 1 July 2019 and within the period of 5 years ending immediately before the day on which the council member is elected.
- (2) A person who is a council member on the day on which the *Local Government Regulations Amendment (Induction and Training) Regulations 2019* regulation 8 comes into operation is exempt from the requirement in section 5.126(1) until the end of their term of office.

POLICY IMPLICATIONS

New policy that will bring Council into compliance with the recent legislative changes.

FINANCIAL IMPLICATIONS

The cost of ongoing training will need to be accommodated within the annual municipal budget.

RISK

Minor reputational and compliance risk should Council elect not to adopt the legislatively required policy.

The ongoing commitment to continuing professional development is seen as a mitigation measure to reduce the likelihood of Elected Members breaching any of their duties as an Elected Member.

STRATEGIC IMPLICATIONS

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

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/021

Moved: Cr E Foy

Seconded: Cr F West

That Council adopts the Elected Member Continuing Professional Development Policy as attached.

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0

Attachments

1. Attachment 1 - Proposed Elected Member Continuing Professional Development Policy



Elected Member Continuing Professional Development

Policy Objective

- (a) The Shire of Broome is committed to the ongoing professional development of its Elected Members through a process of ongoing professional development, education and improvement, with a view to enhancing Council performance and effectiveness for the benefit of the Shire of Broome and its constituents.
- (b) The aspiration of this policy is to support Elected Members to be equipped with the knowledge, skills and understanding they need to discharge their responsibilities effectively having regard to sound local authority governance standards and regulatory requirements.
- (c) Specifically, this Policy, and its adoption is intended to respond to the requirements of s.5.128 of the *Local Government Act 1995* as amended ("**Act**").

Policy Scope

This policy applies to all Elected Members, providing guidance in relation to;

- (a) The training in accordance with regulations prescribed under s.5.126 of the Act;
- (b) Continuing professional development; and
- (c) Disclosure of professional development undertaken.

Policy Statement

1. Induction and Regulatory Prescribed Training

- (a) The Shire of Broome will implement induction procedures designed to allow new Elected Members to gain knowledge about the Shire and the principles of local government so they may participate fully and actively in Council meetings and decision making at the earliest opportunity following their election.
- (b) Such induction procedures may relate to and assist Elected Members to gain a better understanding of:
 - The Shire of Broome's financial, strategic, operational and risk management position;
 - Their rights, duties and responsibilities as an Elected Member;
 - The role of Council, Elected Members and committees;
 - The Shire of Broome's culture and values;

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- Council and Council Committee meeting arrangements;
 - Good practice protocols and constraints concerning interactions with Elected Members, the CEO, officers, staff, constituents and stakeholders; and
 - Awareness of the Act, subsidiary legislation, regulations, local laws and policies.
- (c) Without limiting the generality of 1(a) and (b) of this Policy, each Elected Member must also complete training in accordance with regulations prescribed under s.5.126 of the Act.

2. Evaluation / Review

The overall skills, knowledge and attributes of the Council as a whole (in the context of each member's responsibilities) should be periodically evaluated and reviewed to determine the curriculum, nature and form of ongoing professional development opportunities for Elected Members which are most likely to enhance Council performance and effectiveness and deliver value for money for the Shire of Broome.

3. Continuing Professional Development

- (a) Elected Members should commit to undertaking continuing professional development to update and enhance knowledge, skills and understandings to assist them in effectively discharging their responsibilities as an Elected Member.
- (b) The professional development to be undertaken by Elected Members should be such that it is most relevant to each Elected Member individually having regard to their own existing level of knowledge, skills, experience, understanding and qualifications.
- (c) The nature of the professional development to be undertaken might relate to the matters referred to at Point 1(b) of this Policy including key developments and issues impacting the Shire of Broome, local government generally and the environment within which local government operates, as well as developments in the regulatory environment and in governance practices.
- (d) The Shire of Broome commits to developing a method by which funded opportunities for the professional development of Elected Members can be identified and made available. The Shire of Broome should provide reasonable allowance in its annual budget for this purpose.
- (e) This policy should be read in conjunction with the Elected Members Entitlements Policy – Part 3: Attendance at Conferences, Study Tours, Community Consultation and Training.

4. Elected Member Disclosure of Professional Development undertaken

- (a) Elected Members should promptly report in writing to the CEO any relevant professional development, education and training undertaken by them including:
 - The substance, nature and learning outcomes; and
 - When, or the period over which, the same was undertaken;
- (b) The Shire of Broome will keep a progressive record of all professional development, education and training undertaken by Elected Members as may be reported to the CEO by Elected Members.

Performance Measures

- (a) In accordance with s.5.126(1) of the Act, Elected Members must complete and pass the course titled *Council Member Essentials* within 12 months of being elected.
- (b) In accordance with s.5.127 of the Act:
 - (i) The Shire of Broome must prepare a report for each financial year on the training completed by Elected Members in compliance with s.5.126 of the Act; and
 - (ii) The CEO must publish that report on the Shire of Broome's official website within 1 month after the end of the financial year to which the report relates.
- (c) In accordance with s.5.128(4) of the Act, the CEO must publish an up-to-date version of this policy on the Shire of Broome's official website.
- (d) In accordance with s.5.128 (5)(a) of the Act, Council must as a minimum review this policy after each ordinary election.

Document Control Box									
Document Responsibilities:									
Owner:	Director Corporate Services				Owner Business Unit:	Corporate Services			
Reviewer:	Manager Governance, Strategy & Risk				Decision Maker:	Council			
Compliance Requirements:									
Legislation:	Local Government Act 1995: Part 5 Division 10 - Training and development Local Government (Administration) Regulations 1996: Part 10 - Training								
Industry:									
Organisational:	Elected Member Entitlements Policy - Part 3: Attendance at Conferences, Study Tours, Community Consultation and Training								
Document Management:									
Risk Rating:	Medium		Review Frequency:	Biennial		Next Due:	[11/2021]	Records Ref:	
Version #	Decision Reference:			Synopsis:					
1.									
2.									

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9.4.2 PERIODIC REVIEW OF LOCAL LAWS - PUBLIC SUBMISSION CONSIDERATION

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	BLY01
AUTHOR:	Manager Governance, Strategy and Risk
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Council resolved at the Ordinary Meeting on 26 March 2020 to undertake a review of the following Local Laws in accordance with section 3.16 of the *Local Government Act 1995* (Act) that requires each local law to be reviewed at least once every 8 years:

- Bush Fire Brigades Local Law 2003
- Cemeteries Local Law 2012
- Dogs Local Law 2012
- Parking and Parking Facilities Local Law 2012
- Standing Order Local Law 2003

Public notice of the review and calling for submissions occurred in April 2020.

This report provides details of the one submission received, makes a recommendation to repeal the current Standing Orders Local Law 2003 to allow the process to adopt the new Meeting Procedures Local Law to commence, and recommends no further action on the remaining local laws at this point.

BACKGROUNDPrevious Considerations

OMC 26 March 2020

Item 9.4.1

Local public notice of the Local Law 8-year review process was provided in the West on 2 April 2020 and the Broome Advertiser on 9 April 2020.

The submission period closed on 15 May 2020.

COMMENT

Link to the Local Laws that have been reviewed:

www.broome.wa.gov.au/Council/Governance/Local-Laws-and-Regulations

Bush Fire Brigades Local Law 2003

No submissions were received.

Internally a review between the existing local law and the WALGA Bush Fire Brigades Local Law template was completed.

Whilst there are changes that could be made, these are administrative/cosmetic in nature and do not change the effect of the existing local law. Therefore, undertaking the complex and costly legislative amendment process is not recommended at this point.

Cemeteries Local Law 2012

No submissions were received.

Internally a review between the existing local law and the WALGA Cemeteries Local Law template was completed.

The review identified that the Shire's existing Cemeteries Local Law does not provide for cremations. If development approval for a crematorium is provided in the future this would be the appropriate time to commence the legislative amendment process to accommodate cremations and to make minor administrative changes to bring into line with the WALGA Cemeteries Local Law template.

Dogs Local Law 2012

One submission was received from Chris Carey, an experienced local government Ranger and lecturer in Local Government Regulatory Services.

The suggested amendments primarily relate to changes to the *Dog Act 1976* and *Dog Regulations 2013* post the Dogs Local Law 2012 coming into effect.

The submission is provided at **Attachment 1**. The changes are administrative in nature and do not affect the current operability of the Dogs Local Law 2012.

It is therefore recommended that the submission be noted and that consideration to making changes be deferred until such time as a substantial change is required to warrant the gazettal process.

Parking and Parking Facilities Local Law 2012

No submissions were received.

This Local Law was substantially reviewed in 2017 and 2018. As a result, the Shire of Broome Parking and Parking Facilities Amendment Local Law 2017 and the Shire of Broome Parking and Parking Facilities Amendment Local Law 2018 were gazetted.

The main purpose of the 2017 amendment was to include explanatory diagrams relating to parking that are contained within the *Road Traffic Code 2000* and minor formatting changes.

The 2018 amendment followed a petition to Council in March 2017 to remove the restriction on verge parking from areas zoned industry and light and service industry.

The statutory requirement to review a local law under section 3.16 of the Act was not completed with either amendment so despite the extensive recent reviews, the Parking and Parking Facilities Local Law 2012 has been included in this review process to meet compliance with the Act.

Standing Orders Local Law 2003

No submissions were received.

Completion of the review under section 3.16 of the Act, now allows Council to resolve to repeal the existing Standing Orders Local Law 2003 and proceed with the process to create a new local law under section 3.12 of the Act.

A draft new Meeting Procedures Local Law based on the WALGA template was reviewed by Council at the workshop in February 2020. Support was received to progress with modernising this local law.

The proposed new Meeting Procedures Local Law 2020 will be the subject of a separate Agenda Item at the June 2020 Ordinary Meeting of Council.

CONSULTATION

Statewide and Local Public Notice was provided in accordance with the Act.

The Standing Orders Local Law 2003 and the proposed new WALGA Meeting Procedures Local Law were workshopped with Council at the February Councillor Workshop with Councillors Tracey, Male, Mitchell, Rudeforth, West and Wevers in attendance.

STATUTORY ENVIRONMENT

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 local 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.
- (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

Nil.

RISK

Minor reputational and compliance risk should local laws not be reviewed in accordance with legislative requirements.

This is mitigated by formally completing the review process via this agenda item.

STRATEGIC IMPLICATIONS

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

COUNCIL RESOLUTION

(REPORT RECOMMENDATION)

Minute No. C/0620/022

Moved: Cr C Mitchell (JP)

Seconded: Cr P Matsumoto

That Council:

- 1. In accordance with section 3.16(4) of the Local Government Act 1995 resolves to repeal the Standing Orders Local Law 2003 and that it be replaced with a new Meeting Procedures Local Law.**
- 2. In accordance with section 3.16(3) of the Local Government Act 1995, and having considered the 1 public submission received in relation to the Dogs Local Law 2012, determine that no charges are required and that the review is complete.**
- 3. In accordance with section 3.16(2) of the Local Government Act 1995, note that no submissions were received in respect to the following local laws and that no changes are required, and that the review is complete:**
 - (a) Bush Fire Brigades Local Law 2003;**
 - (b) Cemeteries Local Law 2012;**
 - (c) Parking and Parking Facilities Local Law 2012.**

CARRIED BY ABSOLUTE MAJORITY 7/1

Attachments

1. Dogs Local Law 2012 - Review Public Submission Summary

No.	Name/Date Received	Content of Submission	Officer Comment	Recommendation
1	Chris Carey 15/05/2020	<p>Would suggest inserting page numbers in this local law</p> <p>1.4 Definitions</p> <p>Remove pound keeper and replace with dog facility operator</p> <p>Insert dog management facility means – (a), (b) & (c) of the Act</p> <p>Regulations means the Dog Regulations 1976 – Change to Dog Regulations 2013</p> <p>Remove dangerous dogs definition and replace with 3 terms used – dangerous dog means a dog that is – (a) (b) or (C) in accordance with the Act.</p> <p>Part 2 – Impounding Dogs</p> <p>2.2 Attendance of pounder keeper at pound. Replace with Dog management facility operator.</p> <p>2.3(1) Release of impounded dog – remove pound keeper and replace with dog facility operator.</p> <p>2.4 No breaking into or destruction of pound (a), (b), (i), (ii) Remove this. This is dealt with in the Dog Act 1976 s.43 Offences relating to enforcement etc. (d) interferes with, releases, or removes from lawful custody any dog seized or detained under this Act, or damages or destroys any structure in which a dog is lawfully detained, or attempts to do any such act, commits an offence.</p> <p>Schedule 3 Offences in respect of which Modified Penalties Apply – Remove 2.4 (a) (b)</p> <p>Dog excreting in prohibited place – Modified Penalty \$40 increase this to \$200 in line with the Litter Act 1979.</p>	<p>Local Laws are traditionally given page numbers that reference the gazette that they are published in.</p> <p>Noted. The term pound and pound keeper were removed from the Dog Act 1976 in 2013 but remain in the Local Government (Miscellaneous Provisions) Act 1960. Can look to harmonise in the future</p> <p>Noted. Dog management facility replaced public pound in 2013.</p> <p>Noted.</p> <p>Noted. In 2013, amendments to the Dog Act 1976 and the Dog Regulations 2013 introduced automatic dangerous dog specific breeds and commercial security dogs. This broadened the definition of a Dangerous Dog to that currently in the local law.</p> <p>Noted. As above</p> <p>Noted. As Above</p> <p>Noted. As now covered by the Act can look to remove this in the future.</p> <p>Noted. As now covered by the Act can look to remove this in the future</p> <p>Noted. Consider amending in the future.</p>	<p>The amendments to the Dog Act 1976 and Dog Regulations 2013 do not make the current Dogs Local Law 2012 inoperable.</p> <p>Recommend that suggestions be noted and considered in the future when a change to the Dogs Local Law 2012 is required to continue its operability.</p>

9.4.3 SHIRE OF BROOME MEETING PROCEDURES LOCAL LAW 2020

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	BLY01
AUTHOR:	Manager Governance, Strategy and Risk
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Council has resolved to repeal the existing Standing Orders Local Law 2003 following a review in accordance with section 3.16(4) of the *Local Government Act 1995 (Act)*.

This report requests Council to consider the proposed Shire of Broome Meeting Procedures Local Law 2020 and recommends approval to progress the enactment in accordance with the requirements of the Act.

BACKGROUNDPrevious Considerations

OMC 14 October 2003	Item 9.1.8 - Initial Adoption by Council
OMC 6 July 2004	Item 9.1.2 – Minor Amendment
OMC 14 June 2012	Item 9.4.9 – Minor Amendment
OMC 26 March 2020	Item 9.4.1 – 8 Year Review

The current Standing Orders Local Law 2003 was made by Council on 14 October 2003 and published in the Government Gazette on 28 November 2003. The Local Law has had two minor amendments since initial adoption.

COMMENT

Since the Shire's Standing Orders Local Law 2003, was last reviewed in 2012, WALGA have produced a Meeting Procedures Local Law template that has been endorsed by the Joint Standing Committee on Delegated Legislation (JSCDL). This is now being used as the basis for Local Governments to modernise their meeting procedures local law confident in the knowledge that providing wholesale changes are not made, the path to approval through the JSCDL is largely assured.

Given the age of the Shire's existing local law, a repeal and adoption of this modernised template is strongly recommended. It is important to note that the fundamentals of the local law have remained the same, however it is written in simpler English with an improved format that provides additional clarity and ease of understanding for Elected Members, staff and the community.

A summary of the enhancements the new local law will provided is listed in the table below.

Change of Name	Meeting Procedures Local Law is a term more readily understandable by the general public.
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Matters for Which Meeting May Be Closed	Removal of the current requirement to pass a motion at the beginning of a meeting. Administrative efficiency.
Method of dealing with agenda business (Clause 5.5)	Allows Councillors the flexibility to consider moving items en bloc where the item is not subject to: <ul style="list-style-type: none"> absolute majority requirement; a financial, proximity or indirect financial interest; petition or a deputation; specific request to debate item separately.
Part 6 – Public Participation	Provides greater clarity and references to the Act and Regulations.
Deputations (Clause 6.9)	CEO able to accept deputations as an administrative matter.
Petitions (Clause 6.10(2))	Removes the requirement for a petition to be presented first by an elected member. Administrative efficiency and eliminates the small risk that a valid petition is not able to be received.
Implementing a Decision (Clause 15.3(2))	Provides defined cooling off period following a meeting prior to others being able to rely and act on the decision.
Part 18 - Enforcement	New clause that provides clarity of breaches consequences.

The process of adopting or amending a local law is set out in section 3.12 of the *Act* and is summarised in Attachment 1 – Local Law Statutory Procedures.

Section 3.12 (2) specifically states:

“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.”

The following fulfils the requirement defined in the *Local Government (Functions and General) Regulations 1996* – Reg 3.

The intended Purpose and Effect of the Shire of Broome Meeting Procedures Local Law 2020 are:

Purpose: The purpose of the local law is to provide for rules and guidelines which apply to the conduct of meetings of the Council and its Committees and to the meetings of electors within the district of the Shire of Broome.

Effect: The effect of the local law is to establish requirements for better decision making by the Council and Committees, the orderly conduct of meetings, better understanding of the processes of conducting meetings and the more efficient and effective use of time at meetings, within the district of the Shire of Broome.

CONSULTATION

The Standing Orders Local Law 2003 and the proposed new WALGA Meeting Procedures Local Law 2020 were workshopped with Council at the February 2020 Councillor Workshop with Councillors Tracey, Male, Mitchell, Rudeforth, West and Wevers in attendance.

Statewide and local public notice providing opportunity for public submissions is required prior to local law being adopted as is providing the Minister for Local Government, Sport and Cultural Industries with a copy for comment.

STATUTORY ENVIRONMENT

*Local Government Act 1995***Section 3.12 – Procedures for making local laws**

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.

- (2A) Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.
- (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 local 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

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) deleted]

- (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 the local law is published on the local government's official website and that copies of the local law may be inspected at 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.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The estimated cost of advertising in the West and the Broome Advertiser is \$1,000. This covers the initial Statewide public notice and the final local public notice required after gazettal.

The estimated cost of gazettal with State Law Publisher is \$6,000.

This will be accommodated within the Corporate Governance & Support Advertising Budget.

RISK

Minor reputational risk and compliance risk if local laws are not maintained in accordance with current legislative requirements and best practice.

This is mitigated by updating the nearly 20-year-old current format for meeting procedures.

STRATEGIC IMPLICATIONS

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

Simple Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/023

Moved: Cr B Rudeforth

Seconded: Cr N Wevers

That Council:

- 1. In accordance with sections 3.12(3)(a) and (3b) of the Local Government Act 1995, provide Statewide and local public notice stating that:**

(a) It is proposed to make a Shire of Broome Meeting Procedures Local Law 2020, and a summary of its purpose and effect;

(b) Copies of the proposed local law may be inspected at the Shire offices and website;

(c) Submissions about the proposed local law may be given to the Shire within a period not less than 6 weeks after the notice is given;

2. In accordance with section 3.12(3)(b) of the Act, as soon as the notice is given a copy of the proposed local law be sent to the Minister for Local Government, Sport and Cultural Industries;

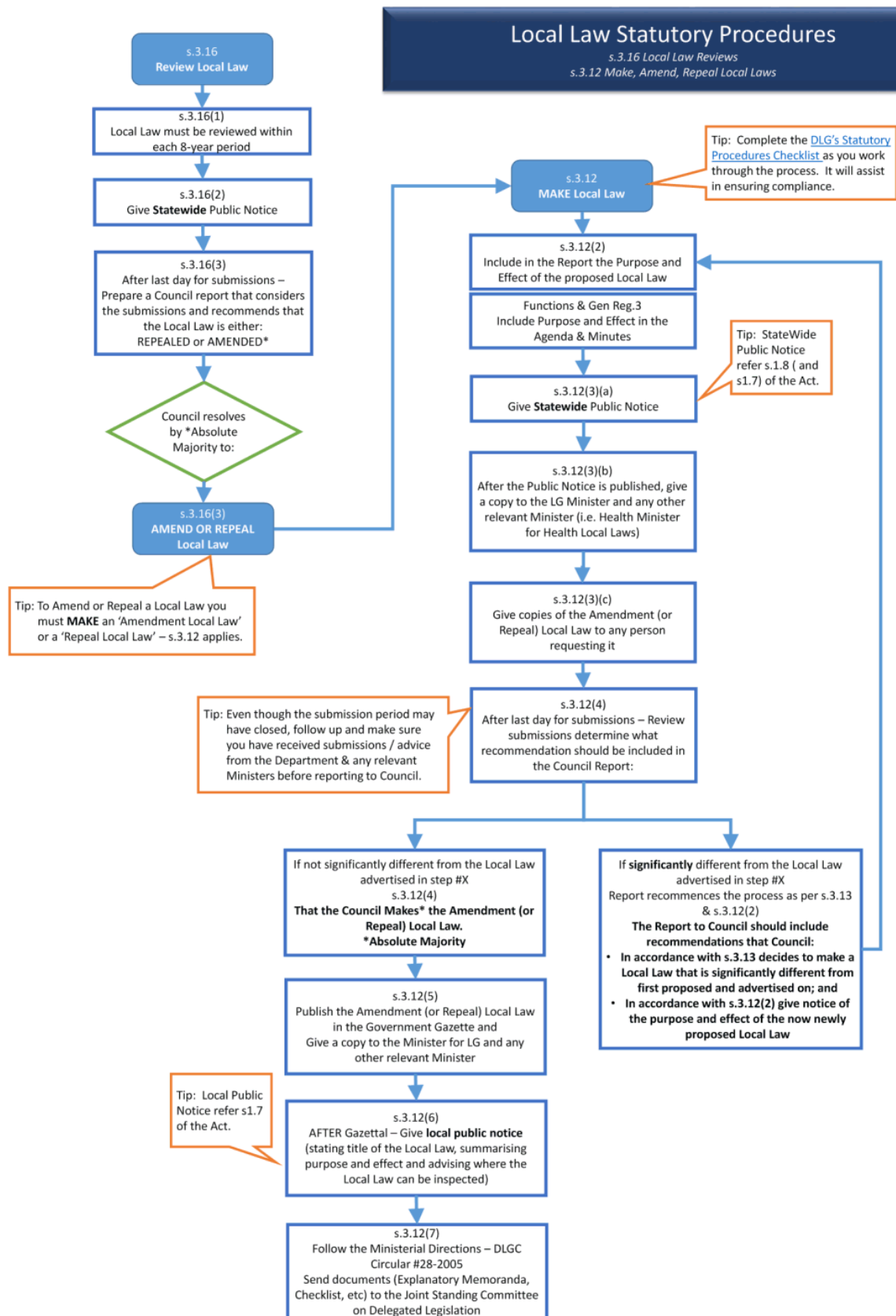
3. In accordance with section 3.12(3)(c) of the Act, a copy of the proposed local law be supplied to any person requesting it; and

4. Considers any submissions received through the public consultation process.

CARRIED UNANIMOUSLY 8/0

Attachments

1. Attachment 1 - Local Law Review and Making Flowchart
2. Attachment 2 - Proposed Shire of Broome Meeting Procedures Local Law 2020



WESTERN AUSTRALIA

Local Government Act 1995

Shire of Broome
Meetings Procedure Local Law 2020

ARRANGEMENT

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LOCAL GOVERNMENT ACT 1995

SHIRE OF BROOME

Meetings Procedures Local Law 2020

Under the powers conferred by the *Local Government Act 1995* and under all other relevant powers, the Shire of Broome resolved on **INSERT DATE** to make the following local law.

Part 1 - Preliminary

1.1 Citation

This local law may be cited as the *Shire of Broome Meetings Procedures Local Law 2020*.

1.2 Commencement

By virtue of section 3.14 of the Act, these Local Laws come into operation 14 days after the date of their publication in the *Government Gazette*.

1.3 Application and intent

- (1) These Local Laws provide rules and guidelines which apply to the conduct of meetings of the Council and its committees and to meetings of electors.
- (2) All meetings are to be conducted in accordance with the Act, the Regulations and these Local Laws.
- (3) These Local Laws are intended to result in:
 - (a) better decision-making by the Council and committees;
 - (b) the orderly conduct of meetings dealing with Council business;
 - (c) better understanding of the process of conducting meetings; and
 - (d) the more efficient and effective use of time at meetings.

1.4 Interpretation

- (1) In these Local Laws unless the context otherwise requires:

absolute majority has the meaning given to it in the Act;

75% majority has the meaning given to it in the Act;

Act means the *Local Government Act 1995*;

CEO means the Chief Executive Officer of the Local Government;

committee means a committee of the Council established under section 5.8 of the Act;

committee meeting means a meeting of a committee;

Council means the Council of the SHIRE OF BROOME;

District means the district of the local government;

Local Government means the SHIRE OF BROOME;

Member has the meaning given to it in the Act;

meeting means a meeting of the Council or a committee, as the context requires;

President means the President of the Local Government or other Presiding Member at a Council meeting under section 5.6 of the Act;

Presiding Member means:

- (a) in respect of the Council, the person presiding under section 5.6 of the Act; and
- (b) in respect of a committee, the person presiding under sections 5.12, 5.13, and 5.14 of the Act;

Regulations means the *Local Government (Administration) Regulations 1996*;

simple majority means more than 50% of the members present and voting; and,

substantive motion means an original motion or an original motion as amended, but does not include an amendment or a procedural motion.

- (2) Unless otherwise defined in these Local Laws, the terms and expressions used in these Local Laws are to have the meaning given to them in the Act and Regulations.

1.5 Repeal

- (1) The following Local Laws are repealed:
Shire of Broome Standing Orders Local Law 2003 published in the *Government Gazette* on 28 November 2003 and amended by the *Amendment Local Laws* published in the *Government Gazette* on 30 July 2004 and 31 July 2012.

1.6 Provisions of the Act, Regulations and other legislation

- (1) Throughout these Local Laws, provisions of the Act and Regulations, and provisions of other legislation, are reproduced in a boxed format.
- (2) The purpose of reproducing these provisions is to assist the reader by giving a fuller picture of related legislative provisions that also apply to meetings of the Council, committees and electors.
- (3) The reproduced provisions of the Act and Regulations and other legislation:
 - (a) are to be treated as footnotes and are not part of these Local Laws (see section 32(2) of the *Interpretation Act 1984*); and
 - (b) reproduce only the provisions that were in force at the time that the Council resolved to adopt these Local Laws and therefore may not necessarily be correct at a future date.

Part 2 – Establishment and membership of committees

2.1 Establishment of committees

- (1) The establishment of committees is dealt with in the Act.
- (2) A Council resolution to establish a committee under section 5.8 of the Act is to include:
 - (a) the terms of reference of the committee;
 - (b) the number of council members, officers and other persons to be appointed to the committee;
 - (c) the names or titles of the council members and officers to be appointed to the committee;

- (d) the names of other persons to be appointed to the committee or an explanation of the procedure to be followed to determine the appointments; and
- (e) details of the delegation of any powers or duties to the committee under section 5.16 of the Act.

(3) These Local Laws are to apply to the conduct of committee meetings.

2.2 Types of committees

The types of committees are dealt with in the Act.

2.3 Delegation of some powers and duties to certain committees

The delegation of some powers and duties to certain committees is dealt with in the Act.

2.4 Limits on delegation of powers and duties to certain committees

The limits on the delegation of powers and duties to certain committees are dealt with in the Act.

2.5 Appointment of committee members

The appointment of committee members is dealt with in the Act.

2.6 Tenure of committee membership

Tenure of committee membership is dealt with in the Act.

2.7 Resignation of committee members

The resignation of committee members is dealt with in the Regulations.

2.8 Register of delegations to committees

The register of delegations to committees is dealt with in the Act.

2.9 Committees to report

A committee:

- (a) is answerable to the Council; and
- (b) is to report on its activities when, and to the extent, required by the Council.

Part 3 - Calling and convening meetings

3.1 Ordinary and special Council meetings

- (1) Ordinary and special Council meetings are dealt with in the Act.
- (2) An ordinary meeting of the Council, held on a monthly basis or otherwise as determined by the Council, is for the purpose of considering and dealing with the ordinary business of the Council.
- (3) A special meeting of the Council is held for the purpose of considering and dealing with Council business that is urgent, complex in nature, for a particular purpose or confidential.

3.2 Calling Council meetings

The calling of Council meetings is dealt with in the Act.

3.3 Convening Council meetings

- (1) The convening of a Council meeting is dealt with in the Act.

- (2) Subject to subclause (3), the CEO is to give at least 72 hours notice, for the purposes of section 5.5, in convening a special meeting of the Council.
- (3) Where, in the opinion of the President or at least one-third of the Members, there is a need to meet urgently, the CEO may give a lesser period of notice of a special Council meeting.

3.4 Calling committee meetings

The CEO is to call a meeting of any committee when requested by the President, the Presiding Member of a committee or any two members of that committee.

3.5 Public notice of meetings

Public notice of meetings is dealt with in the Regulations.

Part 4 – Presiding Member and quorum

Division 1: Who presides

4.1 Who presides

Who presides at a Council meeting is dealt with in the Act.

4.2 When the Deputy President can act

When the Deputy President can act is dealt with in the Act.

4.3 Who acts if no President

Who acts if there is no President is dealt with in the Act.

4.4 Election of Presiding Members of committees

The election of Presiding Members of committees and their deputies is dealt with in the Act.

4.5 Election of Deputy Presiding Members of committees

The election of Deputy Presiding Members of committees is dealt with in the Act.

4.6 Functions of Deputy Presiding Members

The functions of Deputy Presiding Members are dealt with in the Act.

4.7 Who acts if no Presiding Member

Who acts if no Presiding Member is dealt with in the Act.

Division 2 – Quorum

4.8 Quorum for meetings

The quorum for meetings is dealt with in the Act.

4.9 Reduction of quorum for Council meetings

The power of the Minister to reduce the number for a quorum and certain majorities is dealt with in the Act.

4.10 Reduction of quorum for committee meetings

The reduction of a quorum for committee meetings is dealt with in the Act.

4.11 Procedure where no quorum to begin a meeting

The procedure where there is no quorum to begin a meeting is dealt with in the Regulations.

4.12 Procedure where quorum not present during a meeting

If at any time during a meeting a quorum is not present, the Presiding Member is:

- (a) immediately to suspend the proceedings of the meeting for a period of up to 15 minutes; and
- (b) if a quorum is not present at the expiry of that period, the Presiding Member is to adjourn the meeting to some future time or date.

4.13 Names to be recorded

At any meeting:

- (a) at which there is not a quorum present; or
 - (b) which is adjourned for want of a quorum,
- the names of the Members then present are to be recorded in the minutes.

Part 5 - Business of a meeting

5.1 Business to be specified

- (1) No business is to be transacted at any ordinary meeting of the Council other than that specified in the agenda, without the approval of the Presiding Member or the Council.
- (2) No business is to be transacted at a special meeting of the Council other than that given in the notice as the purpose of the meeting.
- (3) Subject to subclause (4), no business is to be transacted at an adjourned meeting of the Council other than that:
 - (a) specified in the notice of the meeting which had been adjourned; and
 - (b) which remains unresolved.
- (4) Where a meeting is adjourned to the next ordinary meeting of the Council then, unless the Council resolves otherwise, the business unresolved at the adjourned meeting is to be dealt with before considering Reports (Item 10) at that ordinary meeting.

5.2 Order of business

- (1) Unless otherwise decided by the Council the order of business at any ordinary meeting of the Council is to be as follows:
 - 1. Declaration of Opening/Announcement of Visitors
 - 2. Announcements from the Presiding Member
 - 3. Attendance
 - 3.1 Apologies
 - 3.2 Approved leave of absence
 - 4. Declaration of interest
 - 5. Public Question Time
 - 5.1 Response to previous public questions taken on notice
 - 5.2 Public question time
 - 6. Applications for leave of absence
 - 7. Confirmation of minutes
 - 8. Presentations
 - 8.1 Petitions
 - 8.2 Presentations
 - 8.3 Deputations
 - 8.4 Delegates' reports
 - 9. Method of dealing with agenda business
 - 10. Reports
 - 11. Motions of which previous notice has been given
 - 12. Questions from Members without notice

13. New business of an urgent nature introduced by decision of the meeting
 14. Meeting closed to public
 - 14.1 Matters for which the meeting may be closed
 - 14.2 Public reading of resolutions that may be made public
 15. Closure
- (2) Unless otherwise decided by the Council, the order of business at any special meeting of the Council is to be the order in which that business stands in the agenda of the meeting.
- (3) In determining the order of business for any meeting of the Council, the provisions of the Act and Regulations relating to the time at which public question time is to be held are to be observed. *[See section 5.24 of the Act; and regulations 6 & 7 of the Regulations]*

5.3 Motions of which previous notice has been given

- (1) Unless the Act, Regulations or these Local Laws otherwise provide, a Member may raise at a meeting such business as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO and which has been included on the agenda.
- (2) A notice of motion under subclause (1) is to be given at least 7 clear working days before the meeting at which the motion is moved.
- (3) A notice of motion is to relate to the good governance of the district.
- (4) The CEO -
 - (a) may, with the concurrence of the President, exclude from the notice paper any notice of motion deemed to be, or likely to involve, a breach of any of these Local Laws or any other written law;
 - (b) will inform Members on each occasion that a notice has been excluded and the reasons for that exclusion;
 - (c) may, after consultation with the Member where this is practicable, make such amendments to the form but not the substance as will bring the notice of motion into due form; and
 - (d) may provide to the Council relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.
- (5) A motion of which notice has been given is to lapse unless:
 - (a) the Member who gave notice of it, or some other Member authorised by the originating Member in writing, moves the motion when called on; or
 - (b) the Council on a motion agrees to defer consideration of the motion to a later stage or date.
- (6) If a notice of motion is given and lapses under subclause (5), notice of a motion in the same terms or to the same effect is not to be given again for at least 3 months from the date of such lapse.

5.4 New business of an urgent nature

- (1) In cases of extreme urgency or other special circumstances, matters may, on a motion by the Presiding Member that is carried by the meeting, be raised without notice and decided by the meeting.
- (2) In subclause (1), 'cases of extreme urgency or other special circumstances' means matters that have arisen after the preparation of the agenda that are considered by the Presiding Member to be of such importance and urgency that they are unable to be dealt with administratively by the Local

Government and must be considered and dealt with by the Council before the next meeting.

5.5 Adoption by exception resolution

- (1) In this clause 'adoption by exception resolution' means a resolution of the Council that has the effect of adopting, for a number of specifically identified reports, the officer recommendation as the Council resolution.
- (2) Subject to subclause (3), the Local Government may pass an adoption by exception resolution.
- (3) An adoption by exception resolution may not be used for a matter:
 - (a) that requires a 75% majority or an absolute majority;
 - (b) in which a financial, proximity or indirect financial interest has been disclosed;
 - (c) that has been the subject of a petition or deputation;
 - (d) that is a matter on which a Member wishes to make a statement; or
 - (e) that is a matter on which a Member wishes to move a motion that is different to the recommendation.

Part 6 - Public participation

6.1 Meetings generally open to the public

Meetings being generally open to the public is dealt with in the Act.

6.2 Meetings not open to the public

- (1) The CEO may, at any time, recommend that a meeting or part of a meeting be closed to members of the public.
- (2) The Council or a committee, in one or more of the circumstances dealt with in the Act, may at any time, by resolution, decide to close a meeting or part of a meeting.
- (3) If a resolution under subclause (2) is carried:
 - (a) the Presiding Member is to direct everyone to leave the meeting except:
 - (i) the Members;
 - (ii) the CEO; and
 - (iii) any Officer specified by the Presiding Member; and
 - (b) the meeting is to be closed to the public until, at the conclusion of the matter justifying the closure of the meeting to the public, the Council or the committee, by resolution, decides otherwise.
- (4) A person who fails to comply with a direction under subclause (3)(a) may, by order of the Presiding Member, be removed from the meeting.
- (5) While the resolution under subclause (2) remains in force, the operation of clause 7.9 is to be suspended until the Council or the committee, by resolution, decides otherwise.
- (6) A resolution under this clause may be made without notice.
- (7) Unless the Council resolves otherwise, once the meeting is reopened to members of the public, the Presiding Member is to ensure that any resolution

of the Council made while the meeting was closed is to be read out including a vote of a Member to be included in the minutes.

6.3 Question time for the public

Question time for the public is dealt with in the Act.

6.4 Question time for the public at certain meetings

Question time for the public at certain meetings is dealt with in the Regulations.

6.5 Minimum question time for the public

Minimum question time for the public is dealt with in the Regulations.

6.6 Procedures for question time for the public

Procedures for question time for the public are dealt with in the Regulations.

6.7 Other procedures for question time for the public

- (1) A member of the public who raises a question during question time, is to state his or her name and address.
- (2) A question may be taken on notice by the Council for later response.
- (3) When a question is taken on notice the CEO is to ensure that:
 - (a) a response is given to the member of the public in writing; and
 - (b) a summary of the response is included in the agenda of the next meeting of the Council.
- (4) Where a question relating to a matter in which a relevant person has an interest is directed to the relevant person, the relevant person is to:
 - (a) declare that he or she has an interest in the matter; and
 - (b) allow another person to respond to the question.
- (5) Each member of the public with a question is entitled to ask up to 2 questions before other members of the public will be invited to ask their questions.
- (6) Where a member of the public provides written questions then the Presiding Member may elect for the questions to be responded to as normal business correspondence.
- (7) The Presiding Member may decide that a public question shall not be responded to where:
 - (a) the same or similar question was asked at a previous meeting, a response was provided and the member of the public is directed to the minutes of the meeting at which the response was provided;
 - (b) the member of the public uses public question time to make a statement, provided that the Presiding Member has taken all reasonable steps to assist the member of the public to phrase the statement as a question; or
 - (c) the member of the public asks a question that is offensive or defamatory in nature, provided that the Presiding Member has taken all reasonable steps to assist the member of the public to phrase the question in a manner that is not offensive or defamatory.
- (8) A member of the public shall have two minutes to submit a question.
- (9) The Council, by resolution, may agree to extend public question time.
- (10) Where an answer to a question is given at a meeting, a summary of the question and the answer is to be included in the minutes.

6.8 Distinguished visitors

If a distinguished visitor is present at a meeting of the Council, the Presiding Member may acknowledge the presence of the distinguished visitor at an appropriate time during the meeting, and the presence of that visitor shall be recorded in the minutes.

6.9 Deputations

- (1) Any person or group wishing to be received as a deputation by the Council is to either :
 - (a) apply, before the meeting, to the CEO for approval; or
 - (b) with the approval of the Presiding Member, at the meeting, address the Council.
- (2) The CEO may either:
 - (a) approve the request and invite the deputation to attend a meeting of the Council; or
 - (b) refer the request to the Council to decide by simple majority whether or not to receive the deputation.
- (3) Unless the council resolves otherwise, a deputation invited to attend a Council meeting:
 - (a) is not to exceed 5 persons, only 2 of whom may address the Council, although others may respond to specific questions from Members;
 - (b) is not to address the Council for a period exceeding 10 minutes without the agreement of the Council; and,
 - (c) additional members of the deputation may be allowed to speak with the leave of the Presiding Member.
- (4) Any matter which is the subject of a deputation to the Council is not to be decided by the Council until the deputation has completed its presentation.

6.10 Petitions

- (1) A petition is to -
 - (a) be addressed to the President;
 - (b) be made by electors of the district;
 - (c) state the request on each page of the petition;
 - (d) contain the name, address and signature of each elector making the request, and the date each elector signed;
 - (e) contain a summary of the reasons for the request; and
 - (f) state the name of the person to whom, and an address at which, notice to the petitioners can be given.
- (2) Upon receiving a petition, the Local Government is to submit the petition to the relevant officer to be included in his or her deliberations and report on the matter that is the subject of the petition.
- (3) At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless:
 - (a) the matter is the subject of a report included in the agenda; and
 - (b) the Council has considered the issues raised in the petition.

6.11 Presentations

- (1) In this clause, a “presentation” means the acceptance of a gift or an award by the Council on behalf of the Local Government or the community.
- (2) A presentation may be made to the Council at a meeting only with the prior approval of the CEO.

6.12 Participation at committee meetings

- (1) In this clause a reference to a person is to a person who:
 - (a) is entitled to attend a committee meeting;
 - (b) attends a committee meeting; and
 - (c) is not a member of that committee.
- (2) Without the consent of the Presiding Member, no person is to address a committee meeting.
- (3) The Presiding Member of a committee may allow a person to make an oral submission to the committee for up to 3 minutes.
- (4) A person addressing the committee with the consent of the Presiding Member is to cease that address immediately after being directed to do so by the Presiding Member.
- (5) A person who fails to comply with a direction of the Presiding Member under subclause (4) may, by order of the Presiding Member, be removed from the committee room.
- (6) The Council may make a policy dealing with the circumstances in which a person may be given consent to address a committee meeting.

6.13 Council may meet to hear public submissions

- (1) Where an item on the agenda at a Council meeting is contentious and is likely to be the subject of a number of deputations, the Council may resolve to meet at another time to provide a greater opportunity to be heard.
- (2) The CEO and the President shall set the time and date of the meeting to provide the opportunity to be heard.
- (3) Where the Council resolves to meet to provide the opportunity to be heard under subclause (1), the Presiding Member shall:
 - (a) instruct the CEO to provide local public notice of the time and date when the Council will meet to provide an opportunity to be heard;
 - (b) provide a written invitation to attend the meeting to provide the opportunity to be heard to all members of the public who have applied under clause 6.9 to make a deputation on the issue; and
 - (c) cause minutes to be kept of the meeting to provide the opportunity to be heard.
- (4) A meeting held under subclause (1) shall be conducted only to hear submissions. The council shall not make resolutions at a meeting to provide the opportunity to be heard.
- (5) At a meeting held under subclause (1), each person making a submission shall be provided with the opportunity to fully state his or her case.
- (6) A member of the public shall be limited to 10 minutes in making an oral submission, but this period may be extended at the discretion of the Presiding Member.
- (7) Once every member of the public has had the opportunity to make a submission the Presiding Member is to close the meeting.

- (8) The CEO is to ensure that a report is included on the agenda of the next Council meeting summarising each submission made at the meeting.
- (9) The Council must not resolve on the matter that is the subject of a meeting to provide the opportunity to be heard until it has received the CEO's report under subclause (8).

6.14 Public Inspection of agenda materials

The right of the public to inspect the documents referred to, and in accordance with, regulation 14 of the Regulations may be exercised at the Shire of Broome Administration Building and on the Local Government's website.

6.15 Confidentiality of information withheld

- (1) Information withheld by the CEO from the public under regulation 14(2) of the Regulations is to be:
 - (a) identified in the agenda of a Council meeting under the item "Matters for which meeting may be closed";
 - (b) marked "*Confidential*" in the agenda; and
 - (c) kept confidential by Officers and Members until the Council resolves otherwise.
- (2) A member or an officer in receipt of confidential information under subclause (1) or information that is provided or disclosed during a meeting or part of a meeting that is closed to the public is not to disclose any of that information to any person other than another member or an officer to the extent necessary for the purpose of carrying out his or her duties.
- (3) Subclause (2) does not apply where a member or officer discloses the information to his or her lawyer or government officer for the purpose of seeking advice in order to lawfully fulfil his or her role and responsibilities.

6.16 Recording of proceedings

- (1) A person is not to use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council without the permission of the Presiding Member.
- (2) If the Council gives permission under subclause (1), the Presiding Member is to advise the meeting, immediately before the recording is commenced, that such permission has been given and the nature and extent of that permission.

6.17 Prevention of disturbance

- (1) A reference in this clause to a person is to a person other than a member.
- (2) A person addressing the Council shall extend due courtesy and respect to the Council and the processes under which it operates and shall comply with any direction by the Presiding Member.
- (3) A person observing a meeting shall not create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.
- (4) A person shall ensure that his or her mobile telephone or audible pager is not switched on or used during any meeting of the Council.

- (5) A person shall not behave in a manner that is contrary to section 75 of the Criminal Code.

Part 7 – Conduct of Members

7.1 Members to be in their proper places

- (1) At the first meeting held after each election day, the CEO is to allot, alphabetically by ward, a position at the Council table to each Member.
- (2) Each Member is to occupy his or her allotted position at each Council meeting.

7.2 Respect to the Presiding Member

After the business of a Council has been commenced, a Member is not to enter or leave the meeting without first paying due respect to the Presiding Member.

7.3 Titles to be used

A speaker, when referring to the President, Deputy President or Presiding Member, or a Member or Officer, is to use the title of that person's office.

7.4 Advice of entry or departure

During the course of a meeting of the Council, a Member is not to enter or leave the meeting without first advising the Presiding Member, in order to facilitate the recording in the minutes of the time of entry or departure.

7.5 Members to indicate their intention to speak

A Member of the Council who wishes to speak is to indicate his or her intention to speak by raising his or her hand or by another method agreed by the Council.

7.6 Priority of speaking

- (1) Where two or more Members indicate, at the same time, their intention to speak, the Presiding Member is to decide which Member is entitled to be heard first.
- (2) A decision of the Presiding Member under subclause (1) is not open to discussion or dissent.
- (3) A Member is to cease speaking immediately after being asked to do so by the Presiding Member.

7.7 Presiding Member may take part in debates

The Presiding Member may take part in a discussion of any matter before the Council, subject to compliance with these Local Laws.

7.8 Relevance

- (1) A Member is to restrict his or her remarks to the motion or amendment under discussion, or to a personal explanation or point of order.
- (2) The Presiding Member, at any time, may:
- (a) call the attention of the meeting to:
 - (i) any irrelevant, repetitious, offensive or insulting language by a Member; or
 - (ii) any breach of order or decorum by a Member; and
 - (b) direct that Member, if speaking, to discontinue his or her speech.

- (3) A Member is to comply with the direction of the Presiding Member under subclause (2) by immediately ceasing to speak.

7.9 Speaking twice

A Member is not to address the Council more than once on any motion or amendment except:

- (a) as the mover of a substantive motion, to exercise a right of reply;
- (b) to raise a point of order; or
- (c) to make a personal explanation.

7.10 Duration of speeches

- (1) A Member is not to speak on any matter for more than 5 minutes without the consent of the Council which, if given, is to be given without debate.
- (2) An extension under this clause cannot be given to allow a Member's total speaking time to exceed 10 minutes.

7.11 No speaking after conclusion of debate

A Member is not to speak on any motion or amendment:

- (a) after the mover has replied; or
- (b) after the motion has been put.

7.12 No interruption

A Member is not to interrupt another Member who is speaking unless:

- (a) to raise a point of order;
- (b) to call attention to the absence of a quorum;
- (c) to make a personal explanation under clause 7.13; or
- (d) to move a procedural motion that the Member be no longer heard (see clause 10(1)(e)).

7.13 Personal explanations

- (1) A Member who wishes to make a personal explanation relating to a matter referred to by another Member who is then speaking is to indicate to the Presiding Member his or her intention to make a personal explanation.
- (2) The Presiding Member is to determine whether the personal explanation is to be heard immediately or at the conclusion of the speech by the other Member.
- (3) A Member making a personal explanation is to confine his or her observations to a succinct statement relating to a specific part of the speech at which he or she may have been misunderstood.

7.14 No reopening of discussion

A Member is not to reopen discussion on any Council decision, except to move that the decision be revoked or changed (see Part 15).

7.15 Adverse reflection

- (1) A Member is not to reflect adversely on a decision of the Council except on a motion that the decision be revoked or changed (see Part 15).
- (2) A Member is not:
 - (a) to reflect adversely on the character or actions of another Member or Officer; or
 - (b) to impute any motive to a Member or Officer, unless the meeting resolves, without debate, that the motion then before the meeting cannot otherwise be adequately considered.

- (3) A Member is not to use offensive or objectionable expressions in reference to any Member, Officer or other person.
- (4) If a Member specifically requests, immediately after their use, that any particular words used by a Member be recorded in the minutes:
 - (a) the Presiding Member is to cause the words used to be taken down and read to the meeting for verification; and
 - (b) the Council may, by resolution, decide to record those words in the minutes.

7.16 Withdrawal of offensive language

- (1) A Member who, in the opinion of the Presiding Member, uses an expression which:
 - (a) in the absence of a resolution under clause 7.15:
 - (i) reflects adversely on the character or actions of another Member or Officer; or
 - (ii) imputes any motive to a Member or Officer; or
 - (b) is offensive or insulting,must, when directed by the Presiding Member, withdraw the expression and make a satisfactory apology.
- (2) If a Member fails to comply with a direction of the Presiding Member under subclause (1), the Presiding Member may refuse to hear the Member further on the matter then under discussion and call on the next speaker.

Part 8 - Preserving order

8.1 Presiding Member to preserve order

- (1) The Presiding Member is to preserve order, and, whenever he or she considers necessary, may call any Member to order.
- (2) When the Presiding Member speaks during a debate, any Member then speaking, or indicating that he or she wishes to speak, is immediately to sit down and every Member present is to preserve strict silence so that the Presiding Member may be heard without interruption.
- (3) Subclause (2) is not to be used by the Presiding Member to exercise the right provided in clause 7.7, but to preserve order.

8.2 Point of order

- (1) A Member may object, by way of a point of order, only to a breach of:
 - (a) any of these Local Laws; or
 - (b) any other written law.
- (2) Despite anything in these Local Laws to the contrary, a point of order:
 - (a) takes precedence over any discussion; and
 - (b) until determined, suspends the consideration or discussion of any other matter.

8.3 Procedures on a point of order

- (1) A Member who is addressing the Presiding Member is not to be interrupted except on a point of order.
- (2) A Member interrupted on a point of order is to resume his or her seat until:
 - (a) the Member raising the point of order has been heard; and
 - (b) the Presiding Member has ruled on the point of order,and, if permitted, the Member who has been interrupted may then proceed.

8.4 Calling attention to breach

A Member may, at any time, draw the attention of the Presiding Member to any breach of these Local Laws.

8.5 Ruling by the Presiding Member

- (1) The Presiding Member is to rule on any point of order which is raised by either upholding or rejecting the point of order.
- (2) A ruling by the Presiding Member on a point of order:
 - (a) is not to be the subject of debate or comment; and
 - (b) is to be final unless the majority of Members then present and voting, on a motion moved immediately after the ruling, dissent from the ruling.
- (3) Subject to a motion of dissent being carried under subclause (2), if the Presiding Member rules that:
 - (a) any motion, amendment or other matter before the meeting is out of order, it is not to be considered further; and
 - (b) a statement made or act done by a Member is out of order, the Presiding Member may require the Member to make an explanation, retraction or apology.

8.6 Continued breach of order

If a Member:

- (a) persists in any conduct that the Presiding Member had ruled is out of order; or
 - (b) refuses to make an explanation, retraction or apology required by the Presiding Member under clause 8.5(3),
- the Presiding Member may direct the Member to refrain from taking any further part in the matter under discussion, other than by voting, and the Member is to comply with that direction.

8.7 Right of Presiding Member to adjourn

- (1) For the purpose of preserving or regaining order, the Presiding Member may adjourn the meeting for a period of up to 15 minutes.
- (2) On resumption, the debate is to continue at the point at which the meeting was adjourned.
- (3) If, at any one meeting, the Presiding Member adjourns the meeting more than once for the purpose of preserving or regaining order, the second or subsequent adjournment may be to a later time on the same day or to another day.

Part 9 - Debate of substantive motions

9.1 Motions to be stated and in writing

Any Member who wishes to move a substantive motion or an amendment to a substantive motion:

- (a) is to state the substance of the motion before speaking to it; and
- (b) if required by the Presiding Member, is to put the motion or amendment in writing.

9.2 Motions to be supported

- (1) A substantive motion or an amendment to a substantive motion is not open to debate until it has been seconded.
- (2) A motion to revoke or change a decision made at a Council meeting is not open to debate unless the motion has the support required under regulation 10 of the Regulations.

9.3 Unopposed business

- (1) Immediately after a substantive motion has been moved and seconded, the Presiding Member may ask the meeting if any Member opposes it.
- (2) If no Member opposes the motion, the Presiding Member may declare it carried without debate and without taking a vote.
- (3) A motion declared carried under this clause is to be recorded in the minutes as a unanimous decision of the Council.
- (4) If a Member opposes a motion, the motion is to be dealt with under this Part.
- (5) This clause does not apply to a motion to revoke or change a decision which has been made at a Council meeting (see Part 15).

9.4 Only one substantive motion at a time

When a substantive motion is under debate at a meeting of the Council, no further substantive motion is to be accepted. The Council is not to consider more than one substantive motion at any time.

9.5 Order of call in debate

The Presiding Member is to call speakers to a substantive motion in the following order:

- (a) the mover to state the motion;
- (b) a seconder to the motion;
- (c) the mover to speak to the motion;
- (d) the seconder to speak to the motion;
- (e) a speaker against the motion;
- (f) a speaker for the motion;
- (g) other speakers against and for the motion, alternating where possible; and
- (h) mover takes right of reply which closes debate.

9.6 Limit of debate

The Presiding Member may offer the right of reply and put a substantive motion to the vote if he or she believes that sufficient discussion has taken place even though all Members may not have spoken.

9.7 Member may require Motion to be read

A Member may require the Motion or matter under discussion to be read at any time during a debate, but not so as to interrupt any other Member who is speaking.

9.8 Consent of seconder required for alteration

The mover of a substantive motion may not alter the wording of the motion without the consent of the seconder.

9.9 Order of amendments

Any number of amendments may be proposed to a substantive motion, but when an amendment is moved to a substantive motion, no second or subsequent amendment is to be moved or considered until the first amendment has been withdrawn, carried or lost.

9.10 Form of an amendment

An amendment must add, delete, or substitute words to the substantive motion.

9.11 Amendment must not negate original motion

An amendment to a substantive motion cannot negate the original motion or the intent of the original motion.

9.12 Relevance of amendments

Each amendment is to be relevant to the motion in respect of which it is moved.

9.13 Mover of motion may speak on amendment

Any Member may speak during debate on an amendment.

9.14 Effect of an amendment

If an amendment to a substantive motion is carried, the motion as amended then becomes the substantive motion, on which any Member may speak and any further amendment may be moved.

9.15 Withdrawal of motion or amendment

- (1) Subject to subclause (2), the Council may, without debate, grant leave to withdraw a motion or amendment on the request of the mover of the motion or amendment and with the approval of the seconder.
- (2) Where an amendment has been proposed to a substantive motion, the substantive motion is not to be withdrawn, except by consent of the majority of Members present, until the amendment proposed has been withdrawn or lost.

9.16 Right of reply

- (1) The mover of a substantive motion has the right of reply.
- (2) The mover of any amendment to a substantive motion has a right of reply.
- (3) The right of the reply may only be exercised:
 - (a) where no amendment is moved to the substantive motion – at the conclusion of the discussion on the motion; or
 - (b) where one or more amendments have been moved to the substantive motion – at the conclusion of the discussion on the substantive motion and any amendments.
- (4) After the mover of the substantive motion has commenced the reply:
 - (a) no other Member is to speak on the motion;
 - (b) there is to be no further discussion on, or any further amendment to, the motion.

- (5) The right of the reply is to be confined to rebutting arguments raised by previous speakers and no new matter is to be introduced.
- (6) At the conclusion of the right of reply, the substantive motion, or the substantive motion as amended, is immediately to be put to the vote.

Part 10 - Procedural motions

10.1 Permissible procedural motions

In addition to the right to move an amendment to a substantive motion (under Part 9), a Member may move the following procedural motions:

- (a) that the debate be adjourned;
- (b) that the meeting now adjourn;
- (c) that the motion be now put;
- (d) that the Member be no longer heard;
- (e) that the ruling of the Presiding Member be disagreed with;
- (f) that the meeting be closed to the public (see clause 6.2).

10.2 No debate

- (1) The mover of a motion specified in paragraph (a), (b), (c) or (f) of clause 10.1 may speak to the motion for not more than five minutes, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.
- (2) The mover of a motion specified in paragraph (e) or (d) of clause 10.1 may not speak to the motion, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

10.3 Who may move

No person who has moved, seconded, or spoken for or against the substantive motion, or any amendment to the substantive motion, may move any procedural motion which, if carried, would close the debate on the substantive motion or amendment.

10.4 Procedural motions - right of reply on substantive motion

The carrying of a procedural motion which closes debate on the substantive motion or amendment and forces a decision on the substantive motion or amendment does not deny the right of reply to the mover of the substantive motion.

10.5 Meeting to proceed to the next business

The motion “that the meeting proceed to the next business”, if carried, has the effect that:

- (a) the debate on the substantive motion or amendment ceases immediately;
- (b) no decision is made on the substantive motion;
- (c) the Council moves to the next item of business; and
- (d) there is no requirement for the matter to be raised again for consideration.

10.6 Debate to be adjourned

A motion “that the debate be adjourned”:

- (a) is to state the time to which the debate is to be adjourned; and
- (b) if carried, has the effect that all debate on the substantive motion or amendment ceases immediately, but continues at the time stated in the motion.

10.7 Meeting now adjourn

- (1) A Member is not to move or second more than one motion of adjournment during the same sitting of the Council.
- (2) Before putting the motion for the adjournment of the Council, the Presiding Member may seek leave of the Council to deal first with matters that may be the subject of an adoption by exception resolution (see clause 5.5).
- (3) A motion “that the meeting now adjourn”:
 - (a) is to state the time and date to which the meeting is to be adjourned; and
 - (b) if carried, has the effect that the meeting is adjourned to the time and date specified in the motion.
- (4) A meeting adjourned under subclause (3) is to continue from the point at which it was adjourned, unless the Presiding Member or the Council determines otherwise.

10.8 Motion to be put

- (1) If the motion “that the motion be now put”, is carried during debate on a substantive motion without amendment, the Presiding Member is to offer the right of reply and then put the motion to the vote without further debate.
- (2) If the motion “that the motion be now put” is carried during discussion of an amendment, the Presiding Member is to put the amendment to the vote without further debate.
- (3) This motion, if lost, causes debate to continue.

10.9 Member to be no longer heard

If the motion “that the member be no longer heard”, is carried, the speaker against whom the motion has been moved cannot speak further on the current substantive motion, or any amendment relating to it, except to exercise the right of reply if he or she is the mover of the substantive motion.

10.10 Ruling of the Presiding Member to be disagreed with

If the motion “that the ruling of the Presiding Member be disagreed with”, is carried, that ruling is to have no effect and the meeting is to proceed accordingly.

Part 11 - Disclosure of interests

11.1 Disclosure of interests

Disclosure of interests is dealt with in the Act.

Part 12 - Voting

12.1 Motion - when put

- (1) Immediately after the debate on any Motion is concluded and the right of reply has been exercised, the Presiding Member -
 - (a) is to put the Motion to the Council; and
 - (b) if requested by any Member, is to again state the terms of the Motion.
- (2) A Member is not to leave the meeting when the Presiding Member is putting any Motion.

12.2 Voting

Voting is dealt with in the Act and the Regulations.

12.3 Majorities required for decisions

The majorities required for decisions of the Council and committees are dealt with in the Act.

12.4 Method of taking vote

- (1) In taking the vote on any motion or amendment the Presiding Member:
 - (a) is to put the motion, first in the affirmative, and then in the negative;
 - (b) may put the motion in this way as often as may be necessary to enable him or her to determine whether the affirmative or the negative has the majority of votes;
 - (c) may accept a vote on the voices or may require a show of hands; and,
 - (d) is, subject to this clause, to declare the result.
- (2) If a Member calls for a show of hands, the result of the vote is to be determined on the count of raised hands.
- (3) If a member of council or a committee specifically requests that there be recorded -
 - (a) his or her vote; or,
 - (b) the vote of all members present,on a matter voted on at a meeting of the council or committee, the person presiding is to cause the vote or votes, as the case may be, to be recorded in the minutes.
- (4) If a Member calls for a division:
 - (a) those voting in the affirmative are to pass to the right of the Chair; and
 - (b) those voting in the negative are to pass to the left of the Chair.
- (5) For every division, the CEO is to record:
 - (a) the name of each member who voted; and
 - (b) whether he or she voted in the affirmative or negative.

Part 13 – Minutes of meetings

13.1 Keeping of minutes

The keeping and confirmation of minutes are dealt with in the Act.

13.2 Content of minutes

- (1) The content of minutes is dealt with in the Regulations.
- (2) In addition to the matters required by regulation 11, the minutes of a Council meeting is to include, where an application for approval is refused or the authorisation of a licence, permit or certificate is withheld or cancelled, the reasons for the decision.

13.3 Public inspection of unconfirmed minutes

The public inspection of unconfirmed minutes is dealt with in the Regulations.

13.4 Confirmation of minutes

- (1) When minutes of an ordinary meeting of the Council are distributed for consideration prior to their confirmation at the next meeting, if a Member is dissatisfied with the accuracy of the minutes, the Member may provide the Local

Government with a written copy of the alternative wording to amend the minutes no later than 7 clear working days before the next ordinary meeting of the Council.

- (2) At the next ordinary meeting of the Council, the Member who provided the alternative wording shall, at the time for confirmation of minutes -
 - (a) state the item or items with which he or she is dissatisfied; and
 - (b) propose a motion clearly outlining the alternative wording to amend the minutes.
- (3) Members must not discuss items of business contained in the minutes, other than discussion as to their accuracy as a record of the proceedings.

Part 14 - Adjournment of meeting

14.1 Meeting may be adjourned

The Council may adjourn any meeting:

- (a) to a later time on the same day; or
- (b) to any other time on any other day, including a time which coincides with the conclusion of another meeting or event.

14.2 Effect of adjournment

Where any matter, motion, debate or meeting is adjourned under these Local Laws:

- (a) the names of Members who have spoken on the matter prior to the adjournment are to be recorded in the minutes;
- (b) debate is to be resumed at the next meeting at the point where it was interrupted; and
- (c) the provisions of clause 7.9 [speaking twice] apply when the debate is resumed.

Part 15 – Revoking or changing decisions

15.1 Requirements to revoke or change decisions

The requirements to revoke or change a decision made at a meeting are dealt with in regulation 10 of the Regulations.

15.2 Limitations on powers to revoke or change decisions

- (1) Subject to subclause (2), the Council or a committee is not to consider a motion to revoke or change a decision:
 - (a) where, at the time the motion is moved or notice is given, any action has been taken under clause 15.3 to implement the decision; or
 - (b) where the decision is procedural in its form or effect.
- (2) The Council or a committee may consider a motion to revoke or change a decision of the kind described in subclause (1)(a) if the motion is accompanied by a written statement of the legal and financial consequences of carrying the motion.

15.3 Implementing a decision

- (1) In this clause:
 - (a) "authorisation" means a licence, permit, approval or other means of authorising a person to do anything;
 - (b) "implement", in relation to a decision, includes:

- (i) communicate notice of the decision to a person affected by, or with an interest in, the decision; and
 - (ii) take any other action to give effect to the decision; and
- (c) "valid notice of revocation motion" means a notice of motion to revoke or change a decision that complies with the requirements of the Act, Regulations and the Local Laws and may be considered, but has not yet been considered, by the Council or a committee as the case may be.
- (2) Subject to subclause (4), and unless a resolution is made under subclause (3), a decision made at a meeting is not to be implemented by the CEO or any other person until the afternoon of the first business day after the commencement of the meeting at which the decision was made.
- (3) The Council or a committee may, by resolution carried at the same meeting at which a decision was made, direct the CEO or another person to take immediate action to implement the decision.
- (4) A decision made at a meeting is not to be implemented by the CEO or any other person:
 - (a) if, before commencing any implementation action, the CEO or that person is given a valid notice of revocation motion; and
 - (b) unless and until the valid notice of revocation motion has been determined by the Council or the committee as the case may be.
- (5) The CEO is to ensure that members of the public attending the meeting are informed by an appropriate notice that a decision to grant an authorisation:
 - (a) is to take effect only in accordance with this clause; and
 - (b) cannot be acted upon by the person who has been granted the authorisation unless and until the decision has been implemented in accordance with this clause.

Part 16 - Suspension of Local Laws

16.1 Suspension of Local Laws

- (1) A Member may at any time move that the operation of one or more of the provisions of these Local Laws be suspended.
- (2) A Member moving a motion under subclause (1) is to state the reasons for the motion but no other discussion is to take place.
- (3) A motion under subclause (1) which is:
 - (a) seconded; and
 - (b) carried by an absolute majority,is to suspend the operation of the clause or clauses to which the motion relates for the duration of the meeting, unless the meeting earlier resolves otherwise.

16.2 Where Local Laws do not apply

- (1) In situations where:
 - (a) one or more provisions of these Local Laws have been suspended; or
 - (b) a matter is not regulated by the Act, the Regulations or these Local Laws, the Presiding Member is to decide questions relating to the conduct of the meeting.

- (2) The decision of the Presiding Member under subclause (1) is final, except where a motion is moved and carried under clause 10.10.

Part 17 - Meetings of electors

- 17.1 Electors' general meetings**
Electors' general meetings are dealt with in the Act.
- 17.2 Matters for discussion at electors' general meetings**
The matters to be discussed at electors' general meetings are dealt with in the Regulations.
- 17.3 Electors' special meetings**
Electors' special meetings are dealt with in the Act.
- 17.4 Requests for electors' special meetings**
Requests for electors' special meetings are dealt with in the Regulations.
- 17.5 Convening electors' meetings**
Convening electors' meetings is dealt with in the Act.
- 17.6 Who presides at electors' meetings**
Who presides at electors' meetings is dealt with in the Act.
- 17.7 Procedure for electors' meetings**
(1) The procedure for electors' meetings is dealt with in the Act and the Regulations.
(2) In exercising his or her discretion to determine the procedure to be followed at an electors' meeting, the Presiding Member is to have regard to these Local Laws.
- 17.8 Participation of non-electors**
A person who is not an elector of the Local Government shall not take part in any discussion at an electors' meeting unless the meeting, by resolution, permits the person do so.
- 17.9 Voting at electors' meetings**
Voting at electors' meetings is dealt with in the Regulations.
- 17.10 Minutes of electors' meetings**
Minutes of electors' meetings are dealt with in the Act.
- 17.11 Decisions made at electors' meetings**
Decisions made at electors' meetings are dealt with in the Act.

Part 18 - Enforcement

- 18.1 Penalty for breach**
A person who breaches a provision of these Local Laws commits an offence.
Penalty: \$5,000.00 and a daily penalty of \$500.00.

18.2 Who can prosecute

Who can prosecute is dealt with in the Act.

Dated: [INSERT DATE]

The Common Seal of the [INSERT NAME OF LOCAL GOVERNMENT]
was affixed by the authority of a resolution of Council in the presence of:

[INSERT NAME OF PRESIDENT]
President

[INSERT NAME OF CEO]
Chief Executive Officer

9.4.4 MONTHLY PAYMENT LISTING - MAY 2020

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Finance Officer - Creditors
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report recommends that Council receives the list of payments made under delegated authority, as per the attachment to this report, for May 2020.

COMMENT

The Chief Executive Officer (CEO) has delegated authority to make payments from the Municipal and Trust funds as per the budget allocations.

The Shire provides payments to suppliers by either Electronic Funds Transfer (EFT & BPAY), cheque, credit card or direct debit.

Attached is a list of all payments processed under delegated authority during May 2020.

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 sub regulation (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.

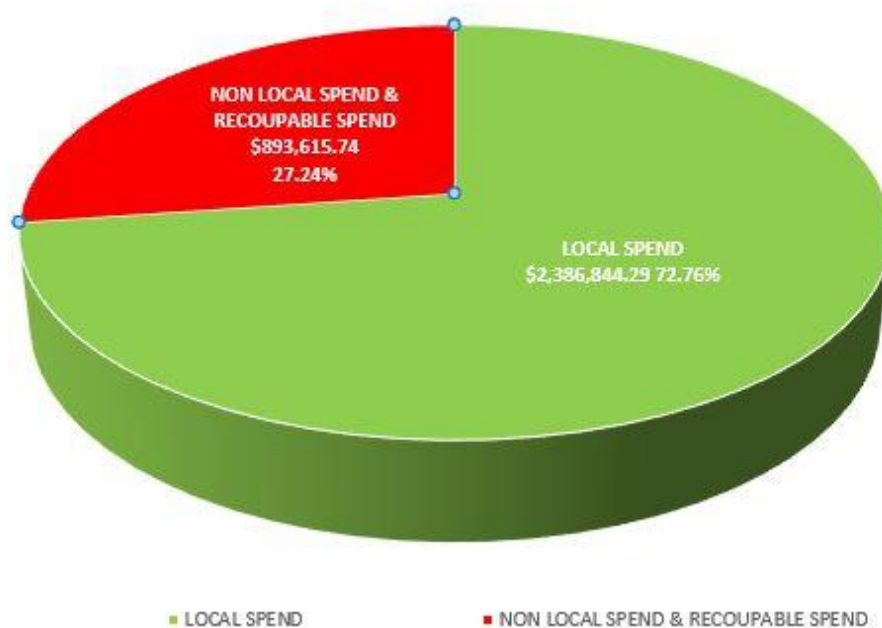
POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

List of payments made in accordance with budget and delegated authority. Payments can also be analysed as follows:

SHIRE OF BROOME PAYMENTS - MAY 2020



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for May 2020 after \$529,010.09 in personnel payments, \$1,802,746.15 in utilities and other non-local sole suppliers were excluded.

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

Sustainable and integrated strategic and operational plans

Responsible resource allocation

Effective community engagement

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/024

Moved: Cr C Mitchell (JP)

Seconded: Cr P Taylor

That Council:

- 1. Receives the list of payments made from the Municipal and Trust Accounts in May 2020 totalling \$5,612,216.27 (Attachment 1) per the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996 covering:**
 - a. EFT Vouchers 55807 - 56193 totalling \$5,453,188.52;**
 - b. Municipal Cheque Vouchers 000 – 000 totalling \$0.00;**
 - c. Trust Cheque Vouchers 000 – 000 totalling \$0.00; and**
 - d. Credit Card Payments and Municipal Direct Debits 27978.1 – DD28075.4 totalling \$159,027.75**
- 2. Notes the local spend of \$2,386,844.29 included in the amount above, equating to 72.76% of total payments excluding personnel, utility and other external sole supplier costs.**

CARRIED UNANIMOUSLY 8/0

Attachments

1. Monthly Payment Listing May 2020

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 & FROM TRUST - MAY 2020						
MUNICIPAL & TRUST ELECTRONIC TRANSFER - MAY 2020						
EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT55807	01/05/2020	BRUCE RUDEFORTH	Monthly Councilor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT55808	01/05/2020	CHRISTOPHER RALPH MITCHELL	Monthly Councilor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT55809	01/05/2020	DESIREE MAGDOLNA MALE	Monthly Councilor Sitting Fee and Allowances	\$ 2,737.67	MFS	\$ 2,737.67
EFT55810	01/05/2020	ELSTA REGINA FOY	Monthly Councilor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT55811	01/05/2020	FIONA LEIGH WEST	Monthly Councilor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT55812	01/05/2020	HAROLD NORMAN TRACEY	Monthly Councilor Sitting Fee and Allowances	\$ 6,202.16	MFS	\$ 6,202.16
EFT55813	01/05/2020	PETER JOHN TAYLOR	Monthly Councilor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT55814	01/05/2020	PHILLIP FRANCIS MATSUMOTO	Monthly Councilor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT55815	01/05/2020	VERONICA LYNN WEVERS	Monthly Councilor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT55816	01/05/2020	WATER CORPORATION	Water Use and Service Charge Account- Various Shire Locations	\$ 107,726.65	MFS	
EFT55817	01/05/2020	AUSTRALIA POST	Postage- Admin	\$ 657.18	MFS	
EFT55818	01/05/2020	BROOME CRETE	Concrete- Depot	\$ 823.68	MFS	\$ 823.68
EFT55819	01/05/2020	CLEANAWAY PTY LTD (BROOME TOXFREE)	General Waste Collection (RFT 14/01)	\$ 92,214.54	MFS	\$ 92,214.54
EFT55820	01/05/2020	COAST & COUNTRY ELECTRICS	Electrical Repairs- BVC	\$ 933.91	MFS	\$ 933.91
EFT55821	01/05/2020	COATES HIRE OPERATIONS PTY LTD	Equipment Hire- Excavator	\$ 9,789.96	MFS	
EFT55822	01/05/2020	DEPARTMENT OF THE PREMIER & CABINET	Advertising- Government Gazette	\$ 317.96	MFS	
EFT55823	01/05/2020	DIRECTCOMMS PTY LTD	SMS Service- Broome Library	\$ 51.00	MFS	
EFT55824	01/05/2020	FIXIT BROOME	Flooring Repairs- Robinson Street	\$ 2,096.68	MFS	\$ 2,096.68
EFT55825	01/05/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning- Admin Buildings	\$ 242.00	MFS	\$ 242.00
EFT55826	01/05/2020	HOLDFAST FLUID POWER NW PTY LTD	Hydraulic Cylinder- Works	\$ 264.00	MFS	
EFT55827	01/05/2020	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- SES Building	\$ 952.02	MFS	
EFT55828	01/05/2020	HORIZON POWER (SERVICE WORKS)	Relocation of power pole McDaniel- Infrastructure	\$ 4,614.97	MFS	
EFT55829	01/05/2020	J BLACKWOOD & SON T/AS BLACKWOODS	Tools- Depot	\$ 2,287.93	MFS	
EFT55830	01/05/2020	NORTH WEST COAST SECURITY	Security- Various	\$ 5,970.80	MFS	\$ 5,970.80
EFT55831	01/05/2020	NORTH WEST LOCKSMITHS	Remove and Replace Gate Locks- BRAC	\$ 756.00	MFS	\$ 756.00
EFT55832	01/05/2020	SURFMET PTY LTD T/A KIMBERLEY SOILS LABORATORY	Soil Testing- Bike Recreation Area BRAC	\$ 1,812.80	MFS	
EFT55833	01/05/2020	TERRANCE MAYOR	Light globes- Staff housing	\$ 21.00	MFS	
EFT55834	01/05/2020	WILD MANGO CAFE (Green Mango Cafe)	Catering- Councillor Workshops, July 2017	\$ 365.30	MFS	
EFT55835	05/05/2020	BUNNINGS BROOME	Tools & Equipment- P&G	\$ 2,787.83	MFS	

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT55836	05/05/2020	DC DATA COMMS	Weighbridge repairs- WMF	\$ 137.50	MFS	\$ 137.50
EFT55837	05/05/2020	DRAKE WORKWISE	EAP Program- Additional 25 Hrs	\$ 6,050.00	MFS	
EFT55838	05/05/2020	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Lubricant & brake cleaner- Workshop	\$ 502.99	MFS	
EFT55839	05/05/2020	H & M TRACEY CONSTRUCTION PTY LTD	Construction (RFT 19/15)- Town Beach Water Park	\$ 262,900.01	MFS	\$ 262,900.01
EFT55840	05/05/2020	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges	\$ 5,541.81	MFS	
EFT55841	05/05/2020	TALIS CONSULTANTS	Consultancy (WANDRRA)- Simpsons Beach & Demco	\$ 16,183.75	MFS	
EFT55842	05/05/2020	TELSTRA	Phone Charges- Rangers	\$ 90.00	MFS	
EFT55843	05/05/2020	TNT AUSTRALIA PTY LTD T/AS TNT EXPRESS	Freight Charges- Various	\$ 743.95	MFS	
EFT55844	05/05/2020	WEST AUSTRALIAN NEWSPAPERS	Advertising- 12 Month Contract Broome Advertiser	\$ 4,322.00	MFS	
EFT55845	05/05/2020	WEST COAST ON HOLD	Monthly Messages On Hold- Marketing	\$ 138.00	MFS	
EFT55846	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 700.00	MFS	
EFT55847	07/05/2020	AUSTRALIAN TAXATION OFFICE	TAX PPE05/05/2020	\$ 114,246.29	MFS	
EFT55848	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 236.90	MFS	
EFT55849	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 170.00	MFS	
EFT55850	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 200.00	MFS	
EFT55851	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 382.39	MFS	
EFT55852	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 550.00	MFS	
EFT55853	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 19,031.26	MFS	
EFT55854	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 1,101.70	MFS	
EFT55855	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 640.00	MFS	
EFT55856	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 660.00	MFS	
EFT55857	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 956.84	MFS	
EFT55858	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 19.40	MFS	
EFT55859	07/05/2020	SALARY & WAGES	Payroll S & W	\$ 319,699.00	MFS	
EFT55860	07/05/2020	ALERTON AUSTRALIA PTY LTD	Portal replacement- Civic Centre	\$ 11,957.00	MFS	
EFT55861	07/05/2020	BIDFOOD (PREVIOUSLY GOLDLINE DISTRIBUTORS)	Kiosk Supplies- BRAC	\$ 387.70	MFS	\$ 387.70
EFT55862	07/05/2020	BROOME DIESEL & HYDRAULIC SERVICE	Parts For Fuel Pod- Workshop	\$ 175.55	MFS	\$ 175.55
EFT55863	07/05/2020	BROOME DOCTORS PRACTICE PTY LTD	Staff Influenzas Vaccine- People & Culture	\$ 2,007.50	MFS	\$ 2,007.50
EFT55864	07/05/2020	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	New Tyres- WMF Vehicle	\$ 2,447.00	MFS	\$ 2,447.00
EFT55865	07/05/2020	CARPET PAINT & TILE CENTRE	Pavecoat Sealer- Chinatown Works	\$ 869.67	MFS	\$ 869.67
EFT55866	07/05/2020	CLEANAWAY PTY LTD (BROOME TOXFREE)	Waste collection- BRAC Multi Courts Upgrade	\$ 2,950.78	MFS	\$ 2,950.78
EFT55867	07/05/2020	COAST & COUNTRY ELECTRICS	Test & Tag- Depot	\$ 1,002.65	MFS	\$ 1,002.65
EFT55868	07/05/2020	CONSTRUCTION ESTIMATING PTY. LTD. TRADING AS QS SERVICES	Engineering Consultantancy- Surf Life Saving Facility, BRAC	\$ 2,618.00	MFS	
EFT55869	07/05/2020	DANUBE RIVER PTY LTD	Service Delivery Plan (RFT 19/01)- Corporate	\$ 16,500.00	MFS	
EFT55870	07/05/2020	EZESCAN	Annual Subscription- Ezescan Software	\$ 2,494.80	MFS	
EFT55871	07/05/2020	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Repair Airconditioning- Hino Tipper Truck, Workshop	\$ 4,005.05	MFS	\$ 4,005.05
EFT55872	07/05/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning- Various	\$ 1,503.31	MFS	\$ 1,503.31
EFT55873	07/05/2020	GOOD EARTH GARDEN PRODUCTS PTY LTD	Gardening Supplies- P&G	\$ 643.50	MFS	
EFT55874	07/05/2020	HERBERT SMITH FREEHILLS	Legal Fees- Broome Golf Club Redevelopment	\$ 2,017.84	MFS	

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT55875	07/05/2020	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- BRAC	\$ 6,344.51	MFS	
EFT55876	07/05/2020	INTERNATIONAL LIVESTOCK EXPORT	Composted Manure- P&G	\$ 1,760.00	MFS	
EFT55877	07/05/2020	J BLACKWOOD & SON T/AS BLACKWOODS	Tools- Grinder, Depot	\$ 387.39	MFS	
EFT55878	07/05/2020	KIMBERLEY AUTO CARE	Memorial plaque stone cleaning- Various locations	\$ 3,135.00	MFS	\$ 3,135.00
EFT55879	07/05/2020	KIMBERLEY FUEL & OIL SERVICES	Filters- Various	\$ 93.45	MFS	\$ 93.45
EFT55880	07/05/2020	KIMBERLEY WASHROOM SERVICES	Washroom Services- Various	\$ 828.00	MFS	\$ 828.00
EFT55881	07/05/2020	MCINTOSH & SON	Tube rigid- Works	\$ 369.89	MFS	
EFT55882	07/05/2020	NEXON ASIA PACIFIC PTY LTD	Phone Charges- Various	\$ 360.25	MFS	
EFT55883	07/05/2020	NGIS (AUSTRALIA) PTY LTD	GIS Support Services- IT	\$ 84,700.00	MFS	
EFT55884	07/05/2020	NIRRUMBUK ABORIGINAL CORPORATION	Apprentice Trainee- Horticultural, Depot	\$ 28,847.84	MFS	\$ 28,847.84
EFT55885	07/05/2020	NORTH WEST COAST SECURITY	Security- D'Antoine St Gate	\$ 231.00	MFS	\$ 231.00
EFT55886	07/05/2020	NORTHWEST SHEDMASTERS GARAGE DOORS PTY LTD	Repair Roller Door- BRAC	\$ 198.00	MFS	\$ 198.00
EFT55887	07/05/2020	NUTRIEN AG SOLUTIONS (LANDMARK)	Gardening Consumables- Works	\$ 1,497.10	MFS	\$ 1,497.10
EFT55888	07/05/2020	PMK WELDING & METAL FABRICATION	Steel Supplies- Workshop	\$ 88.30	MFS	\$ 88.30
EFT55889	07/05/2020	POOL WISDOM	Pool Chemicals- BRAC	\$ 1,041.83	MFS	\$ 1,041.83
EFT55890	07/05/2020	SOUTHERN CROSS AUSTERO (SCA)	Advertising- Contract Subscription	\$ 1,210.00	MFS	
EFT55891	07/05/2020	SPINIFEX HOTEL	Travel- Accommodation, BRAC	\$ 200.00	MFS	
EFT55892	07/05/2020	TAPPED PLUMBING & GAS PTY LTD	Plumbing Repairs- Shelduck Way	\$ 649.00	MFS	\$ 649.00
EFT55893	07/05/2020	TELSTRA	Phone charges- Various Shire Departments	\$ 4,142.95	MFS	
EFT55894	07/05/2020	TERRITORY RURAL BROOME	Reticulation Equipment- P&G	\$ 1,999.82	MFS	\$ 1,999.82
EFT55895	07/05/2020	TIM FRANKLIN ENGINEERING	Technical & Construction Support (RFQ 17-77)- Airconditioning KRO1	\$ 2,895.26	MFS	
EFT55896	07/05/2020	TOTALLY WORKWEAR	Uniforms- Depot	\$ 319.50	MFS	\$ 319.50
EFT55898	11/05/2020	SALARY & WAGES	Payroll S & W	\$ 4,550.00	MFS	
EFT55899	11/05/2020	DEPARTMENT OF MINES, INDUSTRY AND SAFETY - BUILDING & ENERGY (PREVIOUSLY BUILDING COMMISSION)	BSL LEVY APRIL 2020	\$ 4,181.74	MFS	
EFT55900	11/05/2020	SHIRE OF BROOME	BSL COMMISSION APRIL 2020	\$ 70.00	MFS	\$ 70.00
EFT55901	13/05/2020	COLES SUPERMARKETS - CHINATOWN, S324	Gift Cards- Performance Based Rewards	\$ 793.23	MFS	
EFT55902	13/05/2020	ALL CREATURES VETERINARY CLINIC	Animal Sterilisation- Rangers	\$ 168.85	MFS	\$ 168.85
EFT55903	13/05/2020	ALL WEST BUILDING APPROVALS PTY LTD	Building Certificate- Wongai Crescent	\$ 247.50	MFS	
EFT55904	13/05/2020	ASK WASTE MANAGEMENT PTY LTD	Training (RFQ 20-08)- WMF	\$ 8,277.50	MFS	
EFT55905	13/05/2020	AUSTRALIA POST	Postage- Admin	\$ 1,583.01	MFS	
EFT55906	13/05/2020	AVERY AIRCONDITIONING PTY LTD	Maintenance- Freight and Labour cost	\$ 189.60	MFS	\$ 189.60
EFT55907	13/05/2020	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Supply & Print Covid Signs- Depot	\$ 1,520.84	MFS	\$ 1,520.84
EFT55908	13/05/2020	BP AUSTRALIA PTY LTD - FUEL	Bulk Diesel- Depot	\$ 7,650.41	MFS	
EFT55909	13/05/2020	BROOME DIESEL & HYDRAULIC SERVICE	Hydraulic Parts- Wheel Loader, Workshop	\$ 150.60	MFS	\$ 150.60
EFT55910	13/05/2020	BROOME FIRST NATIONAL REAL ESTATE	Rates refund	\$ 747.35	MFS	\$ 747.35

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT55911	13/05/2020	BROOME PROGRESSIVE SUPPLIES	Rental Water Cooler- Depot	\$ 289.76	MFS	\$ 289.76
EFT55912	13/05/2020	BROOME CRETE	Concrete- Cable Beach Club footpath	\$ 2,180.15	MFS	\$ 2,180.15
EFT55913	13/05/2020	COLIN WILKINSON DEVELOPMENTS PTY LTD	Court Upgrade (RFT 22/19)- BRAC	\$ 366,521.51	MFS	\$ 366,521.51
EFT55914	13/05/2020	DFP RECRUITMENT (PINDAN LABOUR SOLUTIONS PTY LTD)	Employee Recruitment Expense- P&G	\$ 6,027.32	MFS	\$ 6,027.32
EFT55915	13/05/2020	EVENTPRO SOFTWARE	Software Licence- IT	\$ 1,353.98	MFS	
EFT55916	13/05/2020	H & M TRACEY CONSTRUCTION PTY LTD	Water Park Construction (RFT 19/15)- Town Beach	\$ 377,040.42	MFS	\$ 377,040.42
EFT55917	13/05/2020	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Various Shire locations	\$ 50,743.50	MFS	
EFT55918	13/05/2020	KAWEHILANI LEVI	Bond refund- Staff rental	\$ 533.86	MFS	\$ 533.86
EFT55919	13/05/2020	MAJOR MOTORS PTY LTD	Truck Parts- Workshop	\$ 1,380.51	MFS	
EFT55920	13/05/2020	MCCORRY BROWN EARTHMOVING PTY LTD	Concrete Crushing- WMF	\$ 72,590.38	MFS	
EFT55921	13/05/2020	MCKENO BLOCKS & PAVERS	Road Repair Consumables- Works	\$ 1,792.56	MFS	\$ 1,792.56
EFT55922	13/05/2020	MCLEODS BARRISTERS & SOLICITORS	Professional Advice- Governance	\$ 5,764.22	MFS	
EFT55923	13/05/2020	NORTH WEST COAST SECURITY	Security- Various	\$ 5,497.80	MFS	\$ 5,497.80
EFT55924	13/05/2020	NORTH WEST LOCKSMITHS	Lock Service- Depot	\$ 385.20	MFS	\$ 385.20
EFT55925	13/05/2020	NUTRIEN AG SOLUTIONS (LANDMARK)	Garden Chemicals- P&G	\$ 610.50	MFS	\$ 610.50
EFT55926	13/05/2020	OPENCITIES PTY LTD	Premium Shared Hosting- IT	\$ 2,824.80	MFS	
EFT55927	13/05/2020	RAPID PRINT FINISHING AND PRITCHARD BOOKBINDERS	Newspaper Binding- 2019 Edition Advertiser	\$ 330.00	MFS	
EFT55928	13/05/2020	ROEBUCK TREE SERVICE	Tree Removal- Walcott Street	\$ 1,790.00	MFS	\$ 1,790.00
EFT55929	13/05/2020	ROYAL LIFE SAVING SOCIETY - WA	Bronze Medallion- BRAC	\$ 138.60	MFS	
EFT55930	13/05/2020	SOURCE MACHINERY PTY LTD	Supply Mini Excavator (RFQ 19-104)- Depot	\$ 59,264.90	MFS	
EFT55931	13/05/2020	STRATCO WA PTY LTD	Signage Poles- Workshop	\$ 251.35	MFS	\$ 251.35
EFT55932	13/05/2020	TNT AUSTRALIA PTY LTD T/AS TNT EXPRESS	Freight- Health	\$ 416.56	MFS	
EFT55933	13/05/2020	BROOME FISHING CLUB	Sponsorship Event 2019- Community Development	\$ 5,500.00	MFS	\$ 5,500.00
EFT55934	13/05/2020	BROOME TV PTY LTD	Installation of TV box- Depot	\$ 2,770.90	MFS	\$ 2,770.90
EFT55935	13/05/2020	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Various Shire locations	\$ 30,170.11	MFS	
EFT55936	13/05/2020	HORIZON POWER (SERVICE WORKS)	Install Street Lighting- Various, Infrastructure	\$ 98,191.62	MFS	
EFT55937	13/05/2020	JEAN STEVENSON	Refund swimming lessons (Covid 19)- BRAC	\$ 45.00	MFS	
EFT55938	13/05/2020	LANA REED (LANA REED PRODUCTIONS)	Productions Videos- COVID-19	\$ 300.00	MFS	\$ 300.00
EFT55939	13/05/2020	ROADLINE CIVIL CONTRACTORS	Road Repairs- P&G	\$ 2,035.00	MFS	\$ 2,035.00
EFT55940	13/05/2020	TERRITORY RURAL BROOME	Reticulation Stock- Depot	\$ 1,941.92	MFS	\$ 1,941.92
EFT55941	13/05/2020	TNT AUSTRALIA PTY LTD T/AS TNT EXPRESS	Freight- Workshop Parts	\$ 14.96	MFS	
EFT55942	13/05/2020	TOTALLY WORKWEAR	PPE Hats- Works	\$ 1,065.50	MFS	\$ 1,065.50
EFT55943	13/05/2020	WILD MANGO CAFE (Green Mango Cafe)	Catering- Councillor Workshops	\$ 401.00	MFS	
EFT55944	13/05/2020	ZIPFORM PTY LTD	Firebreak Notices- Mailout	\$ 1,729.16	MFS	
EFT55945	15/05/2020	ACURIX NETWORKS PTY LTD	Licence Subscription- Library	\$ 436.70	MFS	
EFT55946	15/05/2020	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs- KRO1 Building	\$ 5,310.08	MFS	\$ 5,310.08
EFT55947	15/05/2020	BROOME ABORIGINAL MEDIA ASSOCIATION	Events Funding- Community Development	\$ 8,250.00	MFS	\$ 8,250.00
EFT55948	15/05/2020	BROOME DIESEL & HYDRAULIC SERVICE	Truck Parts- Workshop	\$ 290.00	MFS	\$ 290.00
EFT55949	15/05/2020	BROOME PLUMBING & GAS	Plumbing repairs- BRAC	\$ 310.00	MFS	\$ 310.00

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT55950	15/05/2020	BROOME PROGRESSIVE SUPPLIES	Bottled Water- Depot	\$ 243.69	MFS	\$ 243.69
EFT55951	15/05/2020	BROOME SMALL MAINTENANCE SERVICES	Shade Repairs- Town Beach	\$ 117.00	MFS	\$ 117.00
EFT55953	15/05/2020	BROOME CRETE	Sand- 6 Seasons Park Repairs, Works	\$ 2,310.00	MFS	\$ 2,310.00
EFT55954	15/05/2020	CABLE BEACH ELECTRICAL SERVICE	Electrical repairs- BVC	\$ 363.00	MFS	\$ 363.00
EFT55955	15/05/2020	CABLE BEACH POLO PTY LTD	Cable Beach Polo Sponsorship- Community Development	\$ 2,750.00	MFS	\$ 2,750.00
EFT55956	15/05/2020	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	New Tyres- Grader Tyres x2	\$ 3,236.00	MFS	\$ 3,236.00
EFT55957	15/05/2020	CARPET PAINT & TILE CENTRE	Consumables- Chinatown Maintenance	\$ 2,033.55	MFS	\$ 2,033.55
EFT55958	15/05/2020	CLARITY COMMUNICATIONS	Electronic Direct Marketing- Marketing	\$ 66.53	MFS	
EFT55959	15/05/2020	DAN GUIDERA	Entertainment- Australia Day Town Beach	\$ 450.00	MFS	\$ 450.00
EFT55960	15/05/2020	DC DATA COMMS	Security Repairs- Cameras WMF	\$ 275.00	MFS	\$ 275.00
EFT55961	15/05/2020	EASY ELECTRICAL	Electrical Repairs- Tanami Drive	\$ 121.00	MFS	\$ 121.00
EFT55962	15/05/2020	ELGAS LTD	Gas Cylinder- Forklift	\$ 73.77	MFS	
EFT55963	15/05/2020	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Hino Parts- Workshop	\$ 2,664.75	MFS	\$ 2,664.75
EFT55964	15/05/2020	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight Charges- Depot	\$ 97.75	MFS	
EFT55965	15/05/2020	HEAD OFFICE LANDGATE	Gross Rental Value Interim Schedule- Revenue	\$ 408.51	MFS	
EFT55966	15/05/2020	HERBERT SMITH FREEHILLS	Legal Fees April 20- Property	\$ 2,301.53	MFS	
EFT55967	15/05/2020	HOLDFAST FLUID POWER NW PTY LTD	Hydraulic Fittings- Wheel loader, Workshop	\$ 223.17	MFS	
EFT55968	15/05/2020	J BLACKWOOD & SON T/AS BLACKWOODS	Extension leads- Depot	\$ 74.65	MFS	
EFT55969	15/05/2020	JOSH BYRNE & ASSOCIATES	Design Works (RFQ 18/63)- Waterpark Expansion	\$ 4,212.87	MFS	
EFT55970	15/05/2020	KIMBERLEY CAMPING & OUTBACK SUPPLIES	Uniforms-	\$ 539.77	MFS	\$ 539.77
EFT55971	15/05/2020	KIMBERLEY CONTRACTING	Posi Shell Landfill (RFT 19-11)- WMF	\$ 31,438.00	MFS	\$ 31,438.00
EFT55972	15/05/2020	KIMBERLEY FIRE SYSTEMS PTY LTD	Fire Equipment Servicing- Civic Centre	\$ 352.00	MFS	\$ 352.00
EFT55973	15/05/2020	KIMBERLEY FUEL & OIL SERVICES	Engine Coolant- Workshop	\$ 1,156.41	MFS	\$ 1,156.41
EFT55974	15/05/2020	KIMBERLEY KERBS	Kerbing Works- Front Of Cable Beach Club	\$ 3,710.30	MFS	\$ 3,710.30
EFT55975	15/05/2020	KIMBERLEY SIGNS & DESIGNS	Signage- Rangers	\$ 69.30	MFS	\$ 69.30
EFT55976	15/05/2020	KIMBERLEY SMALL BUSINESS SUPPORT	Training Workshop- Tenders	\$ 1,310.00	MFS	
EFT55977	15/05/2020	KIMBERLEY WASHROOM SERVICES	Washroom Services- Various	\$ 708.00	MFS	\$ 708.00
EFT55978	15/05/2020	NORTH WEST STRATA SERVICES	Staff Housing Levies- Ibis Way	\$ 1,173.75	MFS	\$ 1,173.75
EFT55979	15/05/2020	OFFICE NATIONAL BROOME	Stationary- Admin	\$ 52.12	MFS	\$ 52.12
EFT55980	15/05/2020	ORD AGRICULTURAL EQUIPMENT	Vehicle Parts- Workshop	\$ 162.66	MFS	
EFT55981	15/05/2020	ROEBUCK TREE SERVICE	Tree Removal- P&G	\$ 1,820.00	MFS	\$ 1,820.00
EFT55982	15/05/2020	ROYAL LIFE SAVING SOCIETY - WA	Bronze Medallion Reward Fee- BRAC	\$ 237.60	MFS	
EFT55983	15/05/2020	TALIS CONSULTANTS	Consultancy Services (WANDRRA)- Simpsons Beach & Demco	\$ 11,685.58	MFS	
EFT55984	15/05/2020	TAPPED PLUMBING & GAS PTY LTD	Plumbing Repairs- Valves On Fire Service BRAC	\$ 1,457.47	MFS	\$ 1,457.47
EFT55985	15/05/2020	TOTALLY WORKWEAR	PPE Mask- Depot	\$ 276.50	MFS	\$ 276.50
EFT55986	15/05/2020	WA LIMESTONE CONTRACTING	Construction (RFT 19-12)- Town Beach Groyne Upgrade	\$ 1,378,139.29	MFS	

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT55987	18/05/2020	ACOR CONSULTANTS (WA) PTY LIMITED	Civil Engineering- Chinatown Stage 2	\$ 141,648.43	MFS	\$ 141,648.43
EFT55988	18/05/2020	ADOBE INC.	Adobe Subscription- Finance	\$ 599.81	MFS	
EFT55989	18/05/2020	KIMBERLEY FIRE SYSTEMS PTY LTD	Repairs- Fire Cabinet BRAC	\$ 1,743.59	MFS	\$ 1,743.59
EFT55990	20/05/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Grader Parts- Workshop	\$ 8,513.29	MFS	
EFT55991	20/05/2020	AVERY AIRCONDITIONING PTY LTD	Air-conditioning Maintenance- BVC	\$ 577.50	MFS	\$ 577.50
EFT55992	20/05/2020	BP AUSTRALIA PTY LTD - FUEL	Bulk Diesel- Depot	\$ 7,274.42	MFS	
EFT55993	20/05/2020	BROOME ALI WORKS	Welding Repairs- Tipper Truck, Workshop	\$ 682.00	MFS	\$ 682.00
EFT55994	20/05/2020	BROOME DIESEL & HYDRAULIC SERVICE	Engine Repairs- Wheel Loader Workshop	\$ 6,209.70	MFS	\$ 6,209.70
EFT55995	20/05/2020	BROOME SMALL ENGINE SERVICES	Servicing- Water Park Pressure Cleaner	\$ 244.40	MFS	\$ 244.40
EFT55996	20/05/2020	BROOME SMALL MAINTENANCE SERVICES	Maintenance & Repairs- Town Beach Cafe	\$ 650.00	MFS	\$ 650.00
EFT55997	20/05/2020	BROOME CRETE	Sandstone- Footpath Repairs Cable Beach Club	\$ 1,948.05	MFS	\$ 1,948.05
EFT55998	20/05/2020	CLEANAWAY PTY LTD (BROOME TOXFREE)	Bin Empties- Haynes Oval Jan 2020	\$ 136.70	MFS	\$ 136.70
EFT55999	20/05/2020	CS LEGAL	Debt Management- Finance	\$ 3,818.00	MFS	
EFT56000	20/05/2020	CUTTING EDGES REPLACEMENT PARTS PTY LTD	Parts & Equipment- Workshop	\$ 473.79	MFS	
EFT56001	20/05/2020	DFP RECRUITMENT (PINDAN LABOUR SOLUTIONS PTY LTD)	Temporary Staff- Garden Operator	\$ 1,730.19	MFS	\$ 1,730.19
EFT56002	20/05/2020	DJ CITY	Equipment- Civic Centre	\$ 839.00	MFS	
EFT56003	20/05/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning- KRO buildings	\$ 605.00	MFS	\$ 605.00
EFT56004	20/05/2020	HERBERT SMITH FREEHILLS	Legal Fees- KRO2 Tenancy	\$ 1,130.06	MFS	
EFT56005	20/05/2020	J BLACKWOOD & SON T/AS BLACKWOODS	Hand Sanitiser- Workshop	\$ 91.28	MFS	
EFT56006	20/05/2020	KIMBERLEY AUTO CARE	Park Maintenance- Memorial Park	\$ 1,320.00	MFS	\$ 1,320.00
EFT56007	20/05/2020	KIMBERLEY CAMPING & OUTBACK SUPPLIES	Uniform Pants- P&G	\$ 510.00	MFS	\$ 510.00
EFT56008	20/05/2020	KIMBERLEY FIRE SYSTEMS PTY LTD	Equipment inspections- Administration	\$ 324.50	MFS	\$ 324.50
EFT56009	20/05/2020	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Parts- Workshop	\$ 311.15	MFS	\$ 311.15
EFT56010	20/05/2020	KOMATSU AUSTRALIA PTY LTD	Grader Parts- Depot	\$ 1,862.45	MFS	
EFT56011	20/05/2020	L.P AIRCONDITIONING INSTALLATION	Supply & Install Airconditioning- KRO2	\$ 7,310.00	MFS	\$ 7,310.00
EFT56012	20/05/2020	MAGIQ SOFTWARE PTY LTD	Annual Licence Renewal- Magic Software	\$ 8,939.39	MFS	
EFT56013	20/05/2020	MG TYRES	New Tyre- WMF	\$ 2,100.00	MFS	\$ 2,100.00
EFT56014	20/05/2020	NORTH WEST STRATA SERVICES	Levies staff housing- Property	\$ 1,518.75	MFS	\$ 1,518.75
EFT56015	20/05/2020	OFFICE NATIONAL BROOME	Copier Charges- Admin	\$ 348.85	MFS	\$ 348.85
EFT56016	20/05/2020	STAGECRAFT PTY LTD	Lighting Material- Civic Centre	\$ 965.80	MFS	
EFT56017	20/05/2020	STREETER & MALE PTY LTD	Tool Equipment- P&G	\$ 349.13	MFS	\$ 349.13
EFT56018	20/05/2020	TAPPED PLUMBING & GAS PTY LTD	Plumbing Repairs- Tanami Drive	\$ 2,966.70	MFS	\$ 2,966.70
EFT56019	20/05/2020	TERRITORY RURAL BROOME	Reticulation Parts- P&G	\$ 2,324.27	MFS	\$ 2,324.27
EFT56020	20/05/2020	WA HINO	Parts- Truck, Depot	\$ 686.05	MFS	
EFT56021	21/05/2020	SALARY & WAGES	Payroll S & W	\$ 20,736.44	MFS	
EFT56022	21/05/2020	SALARY & WAGES	Payroll S & W	\$ 1,101.70	MFS	
EFT56023	21/05/2020	SALARY & WAGES	Payroll S & W	\$ 680.00	MFS	
EFT56024	21/05/2020	SALARY & WAGES	Payroll S & W	\$ 660.00	MFS	
EFT56025	21/05/2020	SALARY & WAGES	Payroll S & W	\$ 903.12	MFS	
EFT56026	21/05/2020	SALARY & WAGES	Payroll S & W	\$ 19.40	MFS	

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT56027	21/05/2020	SALARY & WAGES	Payroll S & W	\$ 700.00	MFS	
EFT56028	21/05/2020	AUSTRALIAN TAXATION OFFICE	TAX PPE19/05/2020	\$ 121,288.09	MFS	
EFT56029	21/05/2020	SALARY & WAGES	Payroll S & W	\$ 170.00	MFS	
EFT56030	21/05/2020	SALARY & WAGES	Payroll S & W	\$ 200.00	MFS	
EFT56031	21/05/2020	SALARY & WAGES	Payroll S & W	\$ 550.00	MFS	
EFT56032	21/05/2020	BROOME COMMONWEALTH BANK OF AUSTRALIA	S & W PAY PERIOD ENDING - 19/05/2020	\$ 331,626.00	MFS	\$ 331,626.00
EFT56033	22/05/2020	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs- Admin	\$ 124.08	MFS	\$ 124.08
EFT56034	22/05/2020	BROOME BUILDERS PTY LTD	Building Repairs- Depot	\$ 2,836.00	MFS	\$ 2,836.00
EFT56035	22/05/2020	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Spinner & chain break- Depot	\$ 806.00	MFS	\$ 806.00
EFT56036	22/05/2020	BROOME TREE & PALM SERVICE	Loader Hire- WMF	\$ 11,000.00	MFS	\$ 11,000.00
EFT56037	22/05/2020	BROOME VINTAGE WEDDING HIRE	Wedding refund (Covid 19)- Community	\$ 392.87	MFS	\$ 392.87
EFT56038	22/05/2020	BROOME CRETE	Concrete- Cable Beach Club footpath	\$ 2,180.15	MFS	\$ 2,180.15
EFT56039	22/05/2020	CLEANAWAY PTY LTD (BROOME TOXFREE)	General Waste Collection (RFT 14/01)- Kerbside Collection	\$ 92,087.55	MFS	\$ 92,087.55
EFT56040	22/05/2020	CORSIGN WA PTY LTD	Roadwork Signs- Works	\$ 3,512.03	MFS	
EFT56041	22/05/2020	CS LEGAL	Debt Management (RFQ 19-37)- Finance	\$ 546.96	MFS	
EFT56042	22/05/2020	DFP RECRUITMENT (PINDAN LABOUR SOLUTIONS PTY LTD)	Temporary Staff- Garden Operator	\$ 2,027.37	MFS	\$ 2,027.37
EFT56043	22/05/2020	EASY ELECTRICAL	Electrical Repairs- Tanami Drive	\$ 171.73	MFS	\$ 171.73
EFT56044	22/05/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning Consumables- Various	\$ 1,468.50	MFS	\$ 1,468.50
EFT56045	22/05/2020	FUEL TRANS AUSTRALIA PTY LTD T/A RECHARGE PETROLEUM (BP BROOME CENTRAL)	Fuel- Garden Tools BRAC	\$ 48.54	MFS	\$ 48.54
EFT56046	22/05/2020	H & M TRACEY CONSTRUCTION PTY LTD	Construction (RFT 18/08)- Broome Volunteer Bushfire Brigade	\$ 256,386.68	MFS	\$ 256,386.68
EFT56047	22/05/2020	HARVEY NORMAN AV/IT SUPERSTORE BROOME	Fitness Equipment- BRAC	\$ 87.00	MFS	\$ 87.00
EFT56048	22/05/2020	KENNARDS HIRE	Equipment Hire- Six Seasons Park	\$ 1,685.00	MFS	
EFT56049	22/05/2020	KIMBERLEY FIRE SYSTEMS PTY LTD	Repairs Fire Systems- Civic Centre	\$ 420.48	MFS	\$ 420.48
EFT56050	22/05/2020	KO CONTRACTING	Line marking- Lorikeet Drive, Works	\$ 1,512.50	MFS	\$ 1,512.50
EFT56051	22/05/2020	KULLARRI BUILDING PTY LTD	Roof Repairs- KRO2 Building	\$ 3,740.10	MFS	\$ 3,740.10
EFT56052	22/05/2020	LUKE MCKENZIE	Bond staff housing- Property	\$ 2,660.00	MFS	\$ 2,660.00
EFT56053	22/05/2020	M P ROGERS & ASSOCIATES PTY LTD	Technical Construction Support- Town Beach	\$ 4,769.61	MFS	
EFT56054	22/05/2020	M2M ONE PTY LTD	Remote Access- BRAC	\$ 10.45	MFS	
EFT56055	22/05/2020	MARKETFORCE	Firebreak Hazard Advertising- Rangers	\$ 2,623.94	MFS	
EFT56056	22/05/2020	OFFICE NATIONAL BROOME	Copier Cost- Admin Various	\$ 295.78	MFS	\$ 295.78
EFT56057	22/05/2020	OPTEON PROPERTY GROUP PTY LTD	Valuation Report- KRO1, Property	\$ 1,980.00	MFS	
EFT56058	22/05/2020	ORACLE CORPORATION AUSTRALIA PTY LIMITED	Software Licence- IT	\$ 2,013.00	MFS	
EFT56059	22/05/2020	POOL WISDOM	Sodium bicarbonate- BRAC	\$ 2,230.16	MFS	\$ 2,230.16
EFT56060	22/05/2020	ROEBUCK TREE SERVICE	Tree Repairs- Broome Museum	\$ 840.00	MFS	\$ 840.00
EFT56061	22/05/2020	SEAT ADVISOR PTY LTD	Ticket Sales Commission- Civic Centre	\$ 75.63	MFS	
EFT56062	22/05/2020	SECUREPAY PTY LTD	Seat Advisor- Civic Centre	\$ 25.52	MFS	
EFT56063	22/05/2020	SUNNY SIGN COMPANY PTY LTD	Blue Signs- Various, Works	\$ 2,005.08	MFS	
EFT56064	22/05/2020	TALIS CONSULTANTS	Consultancy Services- WMF Investigations And Planning	\$ 26,141.50	MFS	
EFT56065	22/05/2020	TOTALLY WORKWEAR	Uniforms- Library	\$ 169.80	MFS	\$ 169.80
EFT56066	22/05/2020	VIVA ENERGY AUSTRALIA	Fuel Cards- Various	\$ 508.97	MFS	

Item 9.4.4 - MONTHLY PAYMENT LISTING - MAY 2020

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT56067	22/05/2020	WATTLEUP TRACTORS	Mower Parts- Workshop	\$ 752.40	MFS	
EFT56068	22/05/2020	BROOME FIRST NATIONAL REAL ESTATE	Staff rent- June Rent 2020	\$ 15,181.65	MFS	\$ 15,181.65
EFT56069	22/05/2020	CATHOLIC DIOCESE OF BROOME (THE ROMAN CATHOLIC BISHOP OF BROOME)	Staff rent- June Rent 2020	\$ 2,058.33	MFS	\$ 2,058.33
EFT56070	22/05/2020	KATHRYN KIMBER & GRANT ASTLES	Staff rent- June Rent 2020	\$ 2,824.40	MFS	\$ 2,824.40
EFT56071	22/05/2020	PRD NATIONWIDE	Staff rent- June Rent 2020	\$ 5,633.33	MFS	\$ 5,633.33
EFT56072	22/05/2020	RAY WHITE BROOME	Staff rent- June Rent 2020	\$ 8,690.47	MFS	\$ 8,690.47
EFT56073	22/05/2020	REALMARK BROOME	Staff rent- June Rent 2020	\$ 3,910.70	MFS	\$ 3,910.70
EFT56074	22/05/2020	VICKI ELIZABETH COBBY	Staff rent- June Rent 2020	\$ 3,466.66	MFS	
EFT56075	26/05/2020	SALARY & WAGES	Payroll S & W	\$ 546.56	MFS	
EFT56076	27/05/2020	ACURIX NETWORKS PTY LTD	Monthly Software Fee- Library	\$ 436.70	MFS	
EFT56077	27/05/2020	ALERTON AUSTRALIA PTY LTD	Maintenance Control System- Civic Centre	\$ 786.50	MFS	
EFT56078	27/05/2020	AUTOPRO BROOME (Gaff Holdings Pty Ltd)	Tools- Workshop	\$ 54.45	MFS	\$ 54.45
EFT56079	27/05/2020	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs- Admin	\$ 10,311.31	MFS	\$ 10,311.31
EFT56080	27/05/2020	BAILEY WATER	Reticulation Equipment- P&G	\$ 40.00	MFS	\$ 40.00
EFT56081	27/05/2020	BITUMEN SEALING SERVICES PTY LTD	Bank Guarantee refund for previous contract- Infrastructure	\$ 30,000.00	MFS	
EFT56082	27/05/2020	BOC LIMITED	Gas- Works	\$ 109.54	MFS	
EFT56083	27/05/2020	BRIGHTHOUSE STRATEGIC CONSULTANTS	Consultation Fees- Roebuck Bay Caravan Park	\$ 891.00	MFS	
EFT56084	27/05/2020	BROOME AUTO EXCELLENCE	Tipper Repairs- Workshop	\$ 679.25	MFS	\$ 679.25
EFT56085	27/05/2020	BROOME BOLT SUPPLIES WA PTY LTD	Tools- Depot	\$ 418.00	MFS	\$ 418.00
EFT56086	27/05/2020	BROOME CLARK POOLS & SPAS BROOME	Pool Repairs- Tanami Drive	\$ 102.95	MFS	\$ 102.95
EFT56087	27/05/2020	BROOME DIESEL & HYDRAULIC SERVICE	Vehicle Repairs- Tipper Truck, Workshop	\$ 3,239.75	MFS	\$ 3,239.75
EFT56088	27/05/2020	BROOME MOTORS	Windscreen Repairs- Excavator, WMF	\$ 508.20	MFS	\$ 508.20
EFT56089	27/05/2020	BROOME VETERINARY HOSPITAL	Pound Fees- Animal Boarding and Destruction	\$ 12,053.00	MFS	\$ 12,053.00
EFT56090	27/05/2020	CLEANAWAY PTY LTD (BROOME TOXFREE)	General Waste Collection (RFT 14/01)- Replacement Bins	\$ 9,961.50	MFS	\$ 9,961.50
EFT56091	27/05/2020	COAST & COUNTRY ELECTRICS	Auto Door Repairs- KRO Office	\$ 847.00	MFS	\$ 847.00
EFT56092	27/05/2020	EVENTPRO SOFTWARE	Software Licence- Civic Centre	\$ 1,353.98	MFS	
EFT56093	27/05/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning Toilets- Town Beach	\$ 2,589.71	MFS	\$ 2,589.71
EFT56094	27/05/2020	FUEL TRANS AUSTRALIA PTY LTD T/A RECHARGE PETROLEUM (BP BROOME CENTRAL)	Bulk Oil- Workshop	\$ 114.95	MFS	\$ 114.95
EFT56095	27/05/2020	GLASS CO KIMBERLEY (FORMALLY KIMBERLEY GLASS SERVICE)	Property Repairs- Tanami Drive	\$ 506.00	MFS	\$ 506.00
EFT56096	27/05/2020	IT VISION	Altus Software- Printer Rolls, Rangers	\$ 2,787.78	MFS	
EFT56097	27/05/2020	J BLACKWOOD & SON T/AS BLACKWOODS	Consumables- Depot	\$ 300.85	MFS	
EFT56098	27/05/2020	KENNARDS HIRE	Excavator Hire- Broome Cemetery, Works	\$ 1,970.60	MFS	
EFT56099	27/05/2020	KIMBERLEY CAMPING & OUTBACK SUPPLIES	PPE Uniforms- Depot	\$ 2,548.15	MFS	\$ 2,548.15
EFT56100	27/05/2020	KIMBERLEY QUARRY PTY LTD	Pea Gravel (RFT 19/05)- Works	\$ 7,599.41	MFS	
EFT56101	27/05/2020	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Tool Accessories- Depot	\$ 1,083.91	MFS	\$ 1,083.91
EFT56102	27/05/2020	NORTH WEST LOCKSMITHS	Keys Cut- KRO Doors	\$ 30.00	MFS	\$ 30.00
EFT56103	27/05/2020	OFFICE NATIONAL BROOME	Office Chairs- Admin	\$ 2,157.98	MFS	\$ 2,157.98

Item 9.4.4 - MONTHLY PAYMENT LISTING - MAY 2020

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT56104	27/05/2020	THINK WATER BROOME	Supply Electronic Filter System- BRAC	\$ 26,259.97	MFS	\$ 26,259.97
EFT56105	27/05/2020	THREAT PROTECT	Alarm Monitoring- Civic Centre	\$ 1,153.90	MFS	
EFT56106	27/05/2020	THREE ANGELS BROOME	Grant activation- Chinatown	\$ 500.00	MFS	\$ 500.00
EFT56107	27/05/2020	TONON LEGAL PTY LTD (T/A DANIELA TONON LEGAL	Legal Expenses- Native Title Dampier Peninsula	\$ 2,128.50	MFS	
EFT56108	27/05/2020	TOTALLY WORKWEAR	Uniforms- Health	\$ 48.60	MFS	\$ 48.60
EFT56109	27/05/2020	TRUCK CENTRE (WA) PTY LTD	Seat Covers- Depot	\$ 500.86	MFS	
EFT56110	27/05/2020	TYREPOWER BROOME	Mower Tyre- Depot	\$ 120.00	MFS	\$ 120.00
EFT56111	28/05/2020	BEST KIMBERLEY COMPUTING	Copier Fees- Admin	\$ 795.86	MFS	\$ 795.86
EFT56112	28/05/2020	BOC LIMITED	Cylinder Hire- Works	\$ 144.69	MFS	
EFT56113	28/05/2020	BROOME ALI WORKS	Tailgate Repairs- Supalift, Workshop	\$ 847.00	MFS	\$ 847.00
EFT56114	28/05/2020	BROOME BOLT SUPPLIES WA PTY LTD	Concrete Blade- Depot	\$ 1,282.60	MFS	\$ 1,282.60
EFT56115	28/05/2020	BROOME DIESEL & HYDRAULIC SERVICE	Repair Parts- Bomag, Workshop	\$ 39.40	MFS	\$ 39.40
EFT56116	28/05/2020	BROOME MOTORS	Vehicle Parts- Dmax, Workshop	\$ 3,473.28	MFS	\$ 3,473.28
EFT56117	28/05/2020	BROOME PROGRESSIVE SUPPLIES	Bottled Water- Depot	\$ 309.74	MFS	\$ 309.74
EFT56118	28/05/2020	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Hedge trimmer- P&G	\$ 3,788.00	MFS	\$ 3,788.00
EFT56119	28/05/2020	BROOME CRETE	Concrete- BRAC	\$ 7,106.00	MFS	\$ 7,106.00
EFT56120	28/05/2020	BT EQUIPMENT PTY LTD	Vehicle Parts- Compactor, Workshop	\$ 5,039.64	MFS	
EFT56121	28/05/2020	CABLE BEACH ELECTRICAL SERVICE	Electrical Repairs- Cygnet Park	\$ 1,754.50	MFS	\$ 1,754.50
EFT56122	28/05/2020	CABLE BEACH PEST CONTROL	Pest Control- KRO1	\$ 250.00	MFS	\$ 250.00
EFT56123	28/05/2020	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	New Tyre- Rangers	\$ 697.00	MFS	\$ 697.00
EFT56124	28/05/2020	CENTURION TRANSPORT	Freight- P&G	\$ 77.00	MFS	
EFT56125	28/05/2020	CLARITY COMMUNICATIONS	Electronic Marketing- SOB Various	\$ 55.00	MFS	
EFT56126	28/05/2020	CLEANAWAY PTY LTD (BROOME TOXFREE)	General Waste Collection (RFT 14/01)- Admin, Library	\$ 2,954.00	MFS	\$ 2,954.00
EFT56127	28/05/2020	COAST & COUNTRY ELECTRICS	Electrical Repairs- Civic Centre	\$ 3,773.87	MFS	\$ 3,773.87
EFT56128	28/05/2020	CONVIC PTY LTD (SKATEPARK DESIGN)	Consultancy Fees (RFQ 19-102)- Broome Skate Park	\$ 6,875.00	MFS	
EFT56129	28/05/2020	CRAIG ANDREW TRENORDEN	Reimbursement of safety glasses- Works	\$ 430.00	MFS	\$ 430.00
EFT56130	28/05/2020	DFF RECRUITMENT (PINDAN LABOUR SOLUTIONS PTY LTD)	Temporary Staff- Garden Operator	\$ 889.81	MFS	\$ 889.81
EFT56131	28/05/2020	DS AGENCIES PTY LTD	Drink Fountain- P&G	\$ 6,611.00	MFS	
EFT56132	28/05/2020	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Battery- Holden Colorado, Workshop	\$ 604.60	MFS	\$ 604.60
EFT56133	28/05/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning- Various locations	\$ 32,173.23	MFS	\$ 32,173.23
EFT56134	28/05/2020	GALVINS PLUMBING PLUS	Plumbing Parts- Depot	\$ 53.55	MFS	
EFT56135	28/05/2020	J BLACKWOOD & SON T/AS BLACKWOODS	Consumables- Depot	\$ 808.08	MFS	
EFT56136	28/05/2020	KENNARDS HIRE	Equipment Hire- Excavator, Depot	\$ 890.00	MFS	
EFT56137	28/05/2020	KIMBERLEY GOLD PURE DRINKING WATER	Bottled Water- WMF	\$ 306.00	MFS	\$ 306.00
EFT56138	28/05/2020	KULLARRI BUILDING PTY LTD	Repair Roof- KRO1	\$ 250.00	MFS	\$ 250.00
EFT56139	28/05/2020	MARKETFORCE	Bush Fire Mitigation advertising- Rangers	\$ 346.28	MFS	
EFT56140	28/05/2020	MCCORRY BROWN EARTHMOVING PTY LTD	Roadworks (RFQ 20-05)- Gus Winkel Intersection	\$ 33,588.14	MFS	
EFT56141	28/05/2020	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Consultancy Fees- Retention basin, BRAC	\$ 1,153.50	MFS	\$ 1,153.50
EFT56142	28/05/2020	MERCURE HOTEL - PERTH	Accommodation- Perth Council Meeting	\$ 301.00	MFS	
EFT56143	28/05/2020	MR SAIGON	Chinatown Activation Grant- Community	\$ 500.00	MFS	\$ 500.00

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT56144	28/05/2020	ROEBUCK BAY WORKING GROUP	DVD's- 3 copies Mud and Saltwater Film Fest 2019 Library	\$ 30.00	MFS	\$ 30.00
EFT56145	28/05/2020	TLIFE (Howling Husky Communications P/L) (Telstra Broome)	Equipment- IT	\$ 537.00	MFS	\$ 537.00
EFT56146	28/05/2020	URBIS PTY LTD	Variations- Cable Beach Foreshore	\$ 8,668.00	MFS	
EFT56147	28/05/2020	WA LIMESTONE CONTRACTING	Construction (RFT 19-12)- Town Beach Groyne	\$ 91,600.08	MFS	
EFT56148	28/05/2020	WATERCHOICE (AUST) PTY LTD	Water Machine Rental- Library	\$ 65.00	MFS	
EFT56149	28/05/2020	COLES SUPERMARKETS - CHINATOWN, S324	Consumables- Function Room, Admin	\$ 308.01	MFS	
EFT56150	28/05/2020	ZOOM VIDEO CONFERENCING	Zoom Video conferencing- IT	\$ 307.89	MFS	
EFT56151	28/05/2020	BUNNINGS BROOME	Equipment- Depot	\$ 2,457.75	MFS	
EFT56152	29/05/2020	ALL WEST BUILDING APPROVALS PTY LTD	Building Permits- Planning and Building	\$ 165.00	MFS	
EFT56153	29/05/2020	ALLPEST (BROOME PEST CONTROL)	Pest Control- Library	\$ 195.00	MFS	\$ 195.00
EFT56154	29/05/2020	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Scanning- Building & Planning	\$ 182.39	MFS	\$ 182.39
EFT56155	29/05/2020	BROOME BETTA HOME LIVING	Furniture- Shelduck Way, Property	\$ 799.00	MFS	\$ 799.00
EFT56156	29/05/2020	BROOME DIESEL & HYDRAULIC SERVICE	Hydraulic Hose Repair- Workshop	\$ 458.80	MFS	\$ 458.80
EFT56157	29/05/2020	BROOME PLUMBING & GAS	Plumbing Repairs- Depot	\$ 189.00	MFS	\$ 189.00
EFT56158	29/05/2020	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Tools- P&G	\$ 196.50	MFS	\$ 196.50
EFT56159	29/05/2020	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	New Tyres- 4 For Toyota Prado	\$ 3,156.00	MFS	\$ 3,156.00
EFT56160	29/05/2020	CARPET PAINT & TILE CENTRE	Paint- Works	\$ 296.10	MFS	\$ 296.10
EFT56161	29/05/2020	COAST & COUNTRY ELECTRICS	Electrical Repairs- Admin	\$ 214.09	MFS	\$ 214.09
EFT56162	29/05/2020	DANS QUALITY PAINTING & DECORATING PTY LTD	Painting Maintenance- Cable Beach Toilets	\$ 4,081.00	MFS	
EFT56163	29/05/2020	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Truck Parts- Workshop	\$ 4,142.00	MFS	\$ 4,142.00
EFT56164	29/05/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning- Ibis Way	\$ 181.50	MFS	\$ 181.50
EFT56165	29/05/2020	FORM DIRECT	Form Work- Town Beach Development	\$ 1,821.40	MFS	
EFT56166	29/05/2020	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Signs	\$ 94.96	MFS	
EFT56167	29/05/2020	HARBY ENTERPRISES PTY LTD T/A HARBY STUDIOS	Marketing Consultants- Chinatown Stage 2	\$ 4,950.00	MFS	
EFT56168	29/05/2020	HERBERT SMITH FREEHILLS	Legal Services- Chinatown Project	\$ 13,072.18	MFS	
EFT56169	29/05/2020	HOLDFAST FLUID POWER NW PTY LTD	Truck Parts- Workshop	\$ 2,026.08	MFS	
EFT56170	29/05/2020	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Ibis Way, Property	\$ 296.08	MFS	
EFT56171	29/05/2020	INFOCOUNCIL PTY LTD	Consultancy Fees- Chinatown Steering Committee	\$ 484.00	MFS	
EFT56172	29/05/2020	KOMATSU AUSTRALIA PTY LTD	Grader Parts- Depot	\$ 37.62	MFS	
EFT56173	29/05/2020	LUMEN IT PTY LTD	Sensei Empower Subscription- IT	\$ 44,385.00	MFS	
EFT56174	29/05/2020	M P ROGERS & ASSOCIATES PTY LTD	Consultancy Fees- Town Beach Development	\$ 1,137.40	MFS	
EFT56175	29/05/2020	Moddex Group	Handrail- Town Beach	\$ 6,384.58	MFS	
EFT56176	29/05/2020	NATURE PLAY WA	App Development- IT	\$ 14,366.00	MFS	
EFT56177	29/05/2020	NORTH WEST COAST SECURITY	Security (RFQ 19/107)- Various	\$ 5,558.30	MFS	\$ 5,558.30
EFT56178	29/05/2020	NORTH WEST STRATA SERVICES	Levies Staff Housing- Property	\$ 604.00	MFS	\$ 604.00

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT56179	29/05/2020	ONECELL SYSTEMS INC	App Development (RFQ 20-19)- Town Beach, Chinatown	\$ 4,290.00	MFS	
EFT56180	29/05/2020	PRD NATIONWIDE	Cleaning Fee- Pelican Gardens	\$ 130.00	MFS	\$ 130.00
EFT56181	29/05/2020	ROEBUCK BAY HOTEL	Consumables- Council Meetings	\$ 635.90	MFS	\$ 635.90
EFT56182	29/05/2020	ROSMECH SALES & SERVICE PTY LTD	Road Sweeper Parts- Workshop	\$ 4,412.28	MFS	
EFT56183	29/05/2020	SOUTHERN CROSS AUSTEREO (SCA)	Radio Advertising- Marketing	\$ 1,320.00	MFS	
EFT56184	29/05/2020	STRATCO WA PTY LTD	Sign Poles- Works	\$ 2,006.16	MFS	\$ 2,006.16
EFT56185	29/05/2020	TAPPED PLUMBING & GAS PTY LTD	Plumbing Repairs- Walcott St	\$ 1,058.20	MFS	\$ 1,058.20
EFT56186	29/05/2020	TERRITORY RURAL BROOME	Reticulation Supplies- Depot	\$ 4,560.55	MFS	\$ 4,560.55
EFT56187	29/05/2020	THINK WATER BROOME	Reticulation Parts- P&G	\$ 36.72	MFS	\$ 36.72
EFT56188	29/05/2020	TNT AUSTRALIA PTY LTD T/AS TNT EXPRESS	Freight- Grader Parts, Workshop	\$ 145.27	MFS	
EFT56189	29/05/2020	TOTALLY WORKWEAR	Uniforms- Depot	\$ 75.00	MFS	\$ 75.00
EFT56190	29/05/2020	WEST AUSTRALIAN NEWSPAPERS	Advertising- Broome Advertiser	\$ 3,912.00	MFS	
EFT56191	29/05/2020	WEST COAST ON HOLD	Monthly Messages- Marketing	\$ 69.00	MFS	
EFT56192	29/05/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	Hand Sanitiser- SOB Various	\$ 7,742.90	MFS	
EFT56193	29/05/2020	WURTH AUSTRALIA PTY LTD	Vehicle Protection Sets- COVID	\$ 274.78	MFS	
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				\$5,453,188.52		\$2,382,150.29

MUNICIPAL CHEQUES - APRIL 2020						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
					MFS	
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				\$0.00		\$0.00

TRUST CHEQUES - APRIL 2020						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
					MFS	
TRUST CHEQUES TOTAL:				\$0.00		\$0.00

MUNICIPAL DIRECT DEBIT/CREDIT CARD PAYMENTS - APRIL 2020						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
DD27978.1	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 45,778.58	MFS	
DD27978.10	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 475.00	MFS	
DD27978.11	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 309.34	MFS	
DD27978.12	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 1,783.28	MFS	
DD27978.13	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 487.76	MFS	
DD27978.14	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 365.23	MFS	
DD27978.15	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 566.52	MFS	
DD27978.16	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 931.81	MFS	
DD27978.17	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 619.45	MFS	
DD27978.18	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 635.04	MFS	
DD27978.19	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 279.32	MFS	
DD27978.2	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 480.60	MFS	

Item 9.4.4 - MONTHLY PAYMENT LISTING - MAY 2020

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
DD27978.20	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 679.26	MFS	
DD27978.21	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 339.85	MFS	
DD27978.22	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 644.03	MFS	
DD27978.23	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 248.30	MFS	
DD27978.24	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 1,069.58	MFS	
DD27978.25	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 843.07	MFS	
DD27978.26	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 726.13	MFS	
DD27978.27	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 2,637.33	MFS	
DD27978.28	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 1,980.88	MFS	
DD27978.29	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 704.82	MFS	
DD27978.3	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 157.72	MFS	
DD27978.30	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 4,564.05	MFS	
DD27978.31	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 876.02	MFS	
DD27978.32	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 1,602.00	MFS	
DD27978.4	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 657.93	MFS	
DD27978.5	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 630.29	MFS	
DD27978.6	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 446.78	MFS	
DD27978.7	05/05/2020	SALARY & WAGES	Payroll S & W	\$ 2,724.48	MFS	
DD27978.8	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 219.43	MFS	
DD27978.9	05/05/2020	SUPERANNUATION	Superannuation contributions	\$ 216.58	MFS	
DD28019.1	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 46,084.61	MFS	
DD28019.10	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 475.00	MFS	
DD28019.11	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 337.27	MFS	
DD28019.12	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 1,685.35	MFS	
DD28019.13	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 365.23	MFS	
DD28019.14	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 920.92	MFS	
DD28019.15	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 931.81	MFS	
DD28019.16	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 619.45	MFS	
DD28019.17	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 635.07	MFS	
DD28019.18	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 396.83	MFS	
DD28019.19	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 280.58	MFS	
DD28019.2	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 480.60	MFS	
DD28019.20	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 679.26	MFS	
DD28019.21	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 339.85	MFS	
DD28019.22	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 644.03	MFS	
DD28019.23	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 248.30	MFS	
DD28019.24	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 781.58	MFS	
DD28019.25	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 843.07	MFS	
DD28019.26	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 726.13	MFS	
DD28019.27	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 2,672.04	MFS	
DD28019.28	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 1,991.25	MFS	
DD28019.29	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 704.82	MFS	
DD28019.3	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 157.72	MFS	
DD28019.30	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 5,149.56	MFS	
DD28019.31	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 928.13	MFS	
DD28019.32	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 1,615.58	MFS	
DD28019.4	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 657.93	MFS	
DD28019.5	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 630.29	MFS	
DD28019.6	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 446.78	MFS	
DD28019.7	19/05/2020	SALARY & WAGES	Payroll S & W	\$ 6,299.87	MFS	
DD28019.8	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 219.43	MFS	
DD28019.9	19/05/2020	SUPERANNUATION	Superannuation contributions	\$ 216.58	MFS	
DD28063.1	28/05/2020	DEPARTMENT OF TRANSPORT (REGISTRATION)	Vehicle Licence- Kubota Tractor, Fleet	\$ 50.60	MFS	
DD28066.1	28/05/2020	GODADDY	Kimberley Zone Domain- IT (Credit Card payment 28/05/20)	\$ 32.78	MFS	
DD28066.2	28/05/2020	ZOOM VIDEO CONFERENCING	Subscription- Video Conferencing (Credit Card Payment 28/05/20)	\$ 307.89	MFS	
DD28069.1	28/05/2020	TARGET AUSTRALIA PTY LTD	DVD Series- Library (Credit Card Payment 28.05.20)	\$ 70.00	MFS	70
DD28075.1	28/05/2020	HARVEY NORMAN AV/IT SUPERSTORE BROOME	Coffee Machine- CEO Admin (Credit Card Payment 28.05.20)	\$ 2,114.00	MFS	2114

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
DD28075.2	28/05/2020	SQUARESPACE INC	Website Monthly Fee- Chinatown (Credit Card Payment 28.05.20)	\$ 41.10	MFS	
DD28075.3	28/05/2020	BROOME CHAMBER OF COMMERCE & INDUSTRY (INC) - BCCI	Gift Cards- Step Challenge (Credit Card Payment 28.05.20)	\$ 2,510.00	MFS	2510
DD28075.4	28/05/2020	FACEBOOK	Facebook- Advertising (Credit Card Payment 28.05.20)	\$ 56.00	MFS	
MUNICIPAL DIRECT DEBIT/ CREDIT CARD TOTAL				\$159,027.75		\$4,694.00

MUNICIPAL ELECTRONIC TRANSFER TOTAL **\$5,453,188.52** **\$2,382,150.29**

MUNICIPAL CHEQUES TOTAL **\$0.00** **\$0.00**

TRUST CHEQUE TOTAL **\$0.00** **\$0.00**

MUNICIPAL DIRECT DEBIT/ CREDIT CARD TOTAL **\$159,027.75** **\$4,694.00**

TOTAL PAYMENTS - APRIL 2020 **\$5,612,216.27** **\$2,386,844.29**

Key for Delegation of Authority:

CEO Chief Executive Officer
MFS Manager Financial Services
DCS Director Corporate Services

9.4.5 MONTHLY STATEMENT OF FINANCIAL ACTIVITY MAY 2020

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Senior Finance Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Council is required by legislation to consider and adopt the Monthly Statement of Financial Activity Report for the period ended 31 May 2020, 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 Monthly Statement of Financial Activity (**Attachment 1**), is mandatory under FMR 34(2)(b).

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 2019/20 Annual Budget was adopted at the Ordinary Meeting of Council on 27 June 2019.

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

Budget Year elapsed	91.80%
Total Rates Raised Revenue	100% (of which 95.41% has been collected)
Total Other Operating Revenue	67%
Total Operating Expenditure	75%
Total Capital Revenue	27%

Total Capital Expenditure	46%
Total Sale of Assets Revenue	65%

More detailed explanations of variances are contained in Note 2 of the Monthly Statement of Financial Activity. The commentary identifies material variations between the expected year-to-date budget position and the position at the reporting date.

Based on the 2019/20 Annual Budget presented at the Ordinary Meeting of Council on 27 June 2019, Council adopted a balanced budget to 30 June 2020.

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 sub regulation (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 sub regulation (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

Nil

FINANCIAL IMPLICATIONS

The adoption of the Monthly Financial Report is retrospective. Accordingly, the financial implications associated with adopting the Monthly Financial 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 Review (FACR) process 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

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/025

Moved: Cr D Male

Seconded: Cr P Matsumoto

That Council:

- 1. Adopts the Monthly Financial Activity Report for the period ended 31 May 2020.**

CARRIED UNANIMOUSLY 8/0

Attachments

1. Attachment 1 - Monthly Statement of Financial Activity May 2020

SHIRE OF BROOME
MONTHLY FINANCIAL REPORT
For the Period Ended 31 May 2020

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Shire of Broome

Compilation Report

For the Period Ended 31 May 2020

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 31 May 2020 of \$8,256,946.

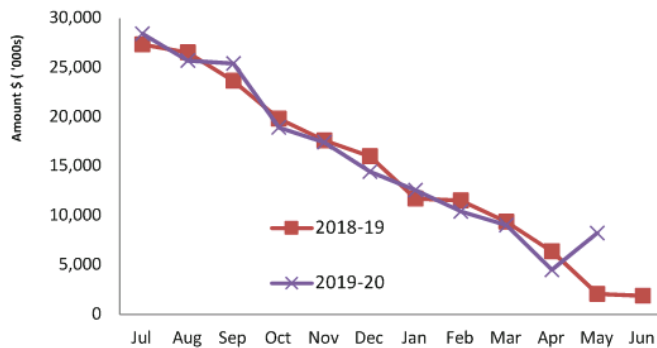
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

Preparation

Prepared by: N Vines
Reviewed by: A Santiago
Date prepared: 10/06/2020

Shire of Broome
Monthly Summary Information
For the Period Ended 31 May 2020

Liquidity Over the Year (Refer Note 3)



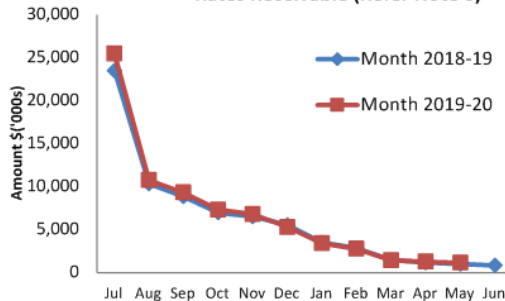
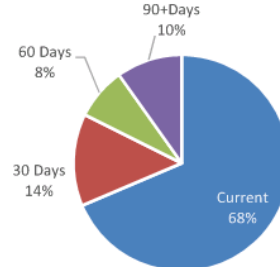
Cash and Cash Equivalents
as at period end

Unrestricted	\$ 8,883,938
Restricted	\$ 30,938,873
	<u>\$ 39,822,812</u>

Receivables

Rates	\$ 1,097,569
Other	\$ 1,046,058
	<u>\$ 2,143,626</u>

Rates Receivable (Refer Note 6)

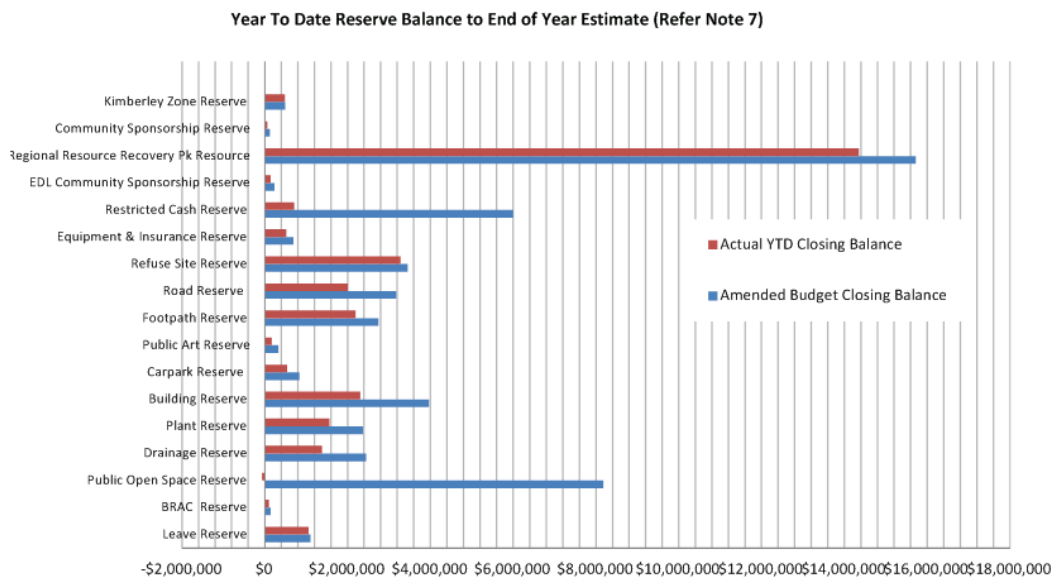
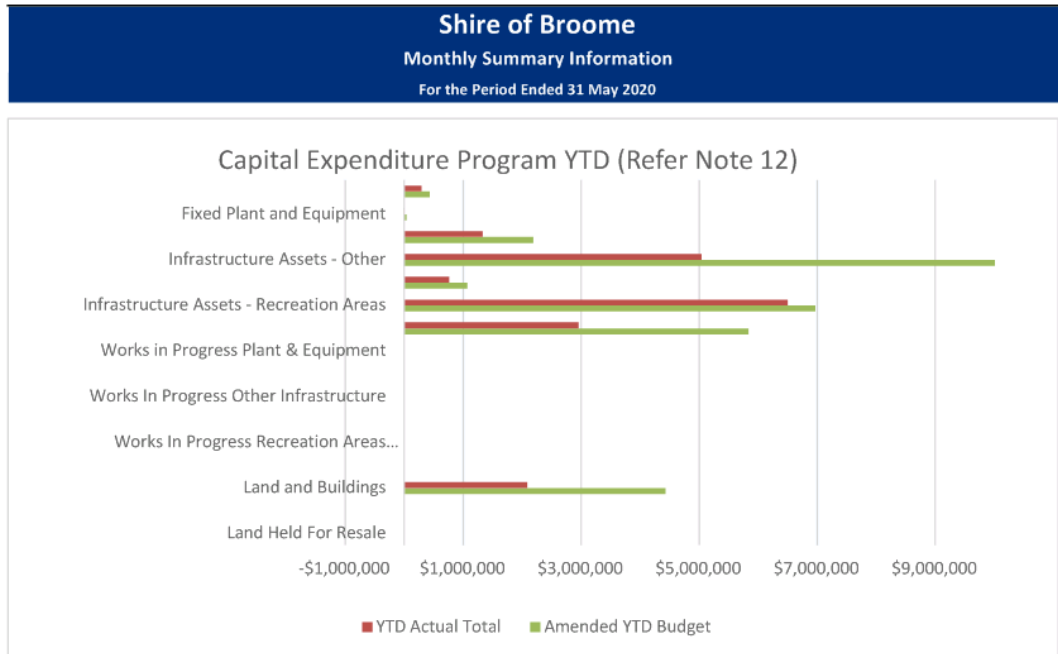
Accounts Receivable Ageing (non-rates)
(Refer Note 6)

Comments

1. Liquidity refers to the Shire of Broome's ability to meet its financial obligations within the current year. Liquidity increased at the start of the financial year by \$26.554M due mainly to the issuance of rates. Liquidity is a combination of unrestricted cash, Current Debtors (including Rates), and Current Creditors. The Shire of Broome's current position (representing liquidity) can be found in Note 3. The recognition of Reserve transfers has also occurred in June 2019 reducing liquidity significantly, as demonstrated by the sharp decline between May and June 2019.

2. Rates were raised in July with payment due 35 days after issuing. Total Rates raised for the year was \$23.16M with total outstanding rates YTD at \$1.1M.

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.

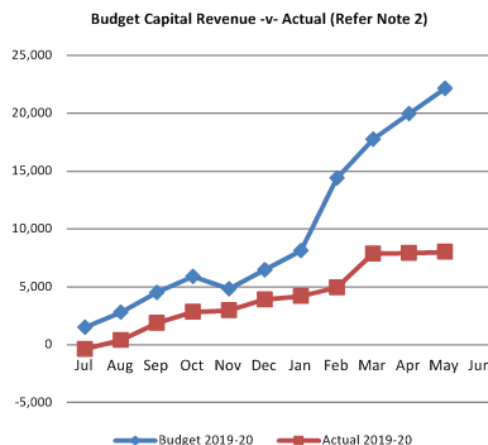
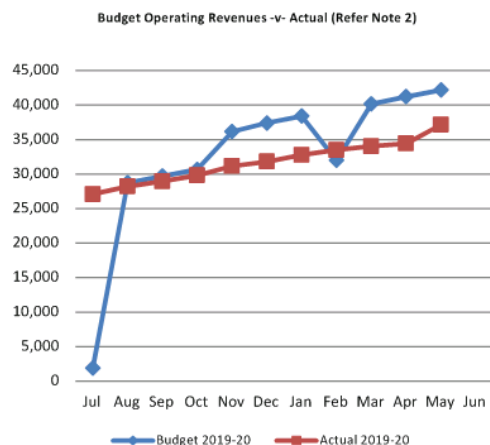
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Broome

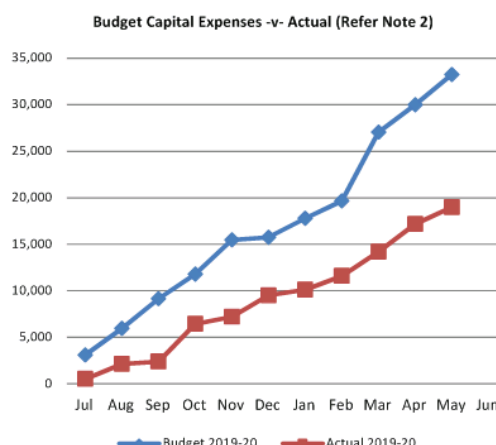
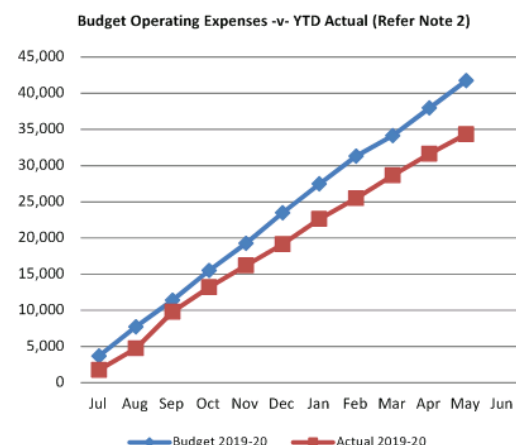
Monthly Summary Information

For the Period Ended 31 May 2020

Revenues



Expenditure



Comments

Explanation on material variances are presented in note 2.

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 31 May 2020

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(a)	Var.
Operating Revenues		\$	\$	\$		\$	%	
Governance		451,646	410,829	252,462		(158,367)	(35.06%)	▼
General Purpose Funding - Rates	9	23,536,298	23,503,965	23,539,162		35,197	0.15%	
General Purpose Funding - Other		865,979	793,815	2,316,198		1,522,383	175.80%	▲
Law, Order and Public Safety		137,120	127,849	73,084		(54,765)	(39.94%)	▼
Health		150,389	137,619	148,694		11,075	7.36%	
Education and Welfare		35,500	32,538	35,455		2,917	8.22%	
Housing		751,345	688,263	591,433		(96,830)	(12.89%)	▼
Community Amenities		7,305,513	6,601,691	5,362,027		(1,239,664)	(16.97%)	▼
Recreation and Culture		972,698	835,892	872,519		36,627	3.77%	
Transport		6,065,105	5,895,710	844,241		(5,051,469)	(83.29%)	▼
Economic Services		1,066,940	985,930	666,353		(319,577)	(29.95%)	▼
Other Property and Services		2,469,467	2,163,628	2,446,533		282,905	11.46%	▲
Total Operating Revenue		43,808,000	42,177,729	37,148,161	85%	(5,029,568)		
Operating Expense								
Governance		(2,896,023)	(2,428,795)	(1,885,736)		543,059	18.75%	▲
General Purpose Funding		(194,388)	(178,178)	(164,131)		14,047	7.23%	
Law, Order and Public Safety		(1,305,471)	(1,189,049)	(988,440)		200,609	15.37%	▲
Health		(668,162)	(609,160)	(596,472)		12,688	1.90%	
Education and Welfare		(495,542)	(453,627)	(318,300)		135,327	27.31%	▲
Housing		(862,650)	(791,074)	(644,618)		146,456	16.98%	▲
Community Amenities		(10,392,204)	(9,572,374)	(6,942,195)		2,630,179	25.31%	▲
Recreation and Culture		(13,069,582)	(11,962,788)	(10,238,950)		1,723,838	13.19%	▲
Transport		(10,236,407)	(9,310,832)	(8,661,058)		649,774	6.35%	
Economic Services		(2,548,522)	(2,312,244)	(2,031,926)		280,318	11.00%	▲
Other Property and Services		(3,250,643)	(2,922,222)	(1,860,860)		1,061,362	32.65%	▲
Total Operating Expenditure		(45,919,594)	(41,730,343)	(34,332,686)	75%	7,397,657		
Funding Balance Adjustments								
Add back Depreciation		11,355,912	10,409,585	10,180,290		(229,295)	(2.02%)	
Adjust (Profit)/Loss on Asset Disposal	8	115,169	111,295	26,235		(85,060)	(73.86%)	▼
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
Net Cash from Operations		9,359,487	10,968,266	13,022,000		2,053,734		
Capital Revenues								
Grants, Subsidies and Contributions		28,856,010	21,615,838	7,647,547		(13,968,291)	(48.41%)	▼
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		1,242,520	1,138,973	0		(1,138,973)	(91.67%)	▼
Health		0	0	0		0		
Education and Welfare		0	0	0		0		
Housing		0	0	0		0		
Community Amenities		158,922	145,673	66,461		(79,212)	(49.84%)	▼
Recreation and Culture		18,987,503	12,569,713	4,769,515		(7,800,198)	(41.08%)	▼
Transport		2,934,744	2,690,182	1,980,750		(709,432)	(24.17%)	▼
Economic Services		5,532,321	5,071,297	830,821		(4,240,476)	(76.65%)	▼
Other Property and Services		0	0	0		0		
Proceeds from Disposal of Assets	8	554,055	516,663	358,163	65%	(158,500)	(28.61%)	▼
Total Capital Revenues		29,410,065	22,132,501	8,005,710	27%	(14,126,791)		

SHIRE OF BROOME
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 May 2020

	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	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(9,894,818)	(4,431,105)	(2,088,668)		2,342,437	23.67%	▲
Works in Progress Land & Buildings	12	0	0	0		0		
Works In Progress Recreation Areas								
Infrastructure	12	0	0	0		0		
Works in Progress - Rds, F/Paths & Bridges	12	0	0	0		0		
Works In Progress Other Infrastructure	12	0	0	0		0		
Works in Progress Drainage								
Infrastructure	12	0	0	0		0		
Works in Progress Plant & Equipment	12	0	0	0		0		
Infrastructure Assets - Roads & Footpaths	12	(6,435,456)	(5,835,763)	(2,957,608)		2,878,155	44.72%	▲
Infrastructure Assets - Recreation Areas	12	(7,669,330)	(6,969,177)	(6,501,061)		468,117	6.10%	
Infrastructure Assets - Drainage	12	(1,113,609)	(1,074,738)	(764,932)		309,806	27.82%	▲
Infrastructure Assets - Other	12	(13,391,593)	(12,262,165)	(5,042,778)		7,219,387	53.91%	▲
Mobile Plant and Equipment	12	(2,367,865)	(2,191,418)	(1,330,597)		860,821	36.35%	▲
Fixed Plant and Equipment	12	(40,500)	(40,500)	(1,117)		39,383	97.24%	▲
Furniture and Equipment	12	(480,047)	(434,569)	(297,146)		137,423	28.63%	▲
Total Capital Expenditure		(41,393,218)	(33,239,435)	(18,983,907)	46%	14,255,528		
Net Cash from Capital Activities		(11,983,153)	(11,106,934)	(10,978,197)		128,737		
Financing								
Proceeds from New Debentures		3,250,000	3,250,000	0		(3,250,000)	(100.00%)	▼
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		0	0	125		125		
Transfer from Reserves	7	7,983,496	345,659	4,699,600		4,353,941	54.54%	▲
Advances to Community Groups		(1,250,000)	(1,250,000)	0		1,250,000	100.00%	▲
Repayment of Debentures	10	(675,348)	(395,024)	(366,241)		28,783	4.26%	
Transfer to Reserves	7	(9,143,640)	(7,414,226)	(264,568)		7,149,658	78.19%	▲
Net Cash from Financing Activities		164,508	(5,463,591)	4,068,916		9,532,507		
Net Operations, Capital and Financing		(2,459,158)	(5,602,259)	6,112,719		11,714,978		
Opening Funding Surplus(Deficit)	3	2,144,227	2,144,227	2,144,227		0		
Closing Funding Surplus(Deficit)	3	(314,931)	(3,458,032)	8,256,946		11,714,978		

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 31 May 2020

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(a)	Var.
Operating Revenues		\$	\$	\$		\$	%	
Rates	9	23,163,298	23,162,063	23,161,849		(214)	(0.00%)	
Operating Grants, Subsidies and Contributions		7,457,813	7,264,572	3,575,050		(3,689,522)	(49.47%)	▼
Fees and Charges		10,355,634	9,777,290	8,638,316		(1,138,974)	(11.00%)	▼
Service Charges		0	0	0		0		
Interest Earnings		1,410,644	676,115	884,957		208,842	14.80%	▲
Other Revenue		1,346,479	1,228,341	850,848		(377,493)	(28.04%)	▼
Profit on Disposal of Assets	8	74,132	69,348	37,142		(32,206)	(43.44%)	▼
Total Operating Revenue		43,808,000	42,177,729	37,148,162	85%	(5,029,567)		
Operating Expense								
Employee Costs		(16,089,435)	(14,603,435)	(13,198,900)		1,404,535	8.73%	
Materials and Contracts		(12,496,700)	(11,253,846)	(7,011,907)		4,241,939	33.94%	▲
Utility Charges		(1,946,680)	(1,784,443)	(1,813,477)		(29,034)	(1.49%)	
Depreciation on Non-Current Assets		(11,355,912)	(10,409,585)	(10,180,290)		229,295	2.02%	
Interest Expenses		(147,631)	(94,569)	(48,820)		45,749	30.99%	▲
Insurance Expenses		(652,098)	(650,702)	(671,595)		(20,893)	(3.20%)	
Other Expenditure		(3,041,837)	(2,753,120)	(1,349,680)		1,403,440	46.14%	▲
Loss on Disposal of Assets	8	(189,301)	(180,643)	(63,377)		117,266	61.95%	▲
Total Operating Expenditure		(45,919,594)	(41,730,343)	(34,338,046)	75%	7,392,297		
Funding Balance Adjustments								
Add back Depreciation		11,355,912	10,409,585	10,180,290		(229,295)	(2.02%)	
Adjust (Profit)/Loss on Asset Disposal	8	115,169	111,295	26,235		(85,060)	(73.86%)	▼
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
Net Cash from Operations		9,359,487	10,968,266	13,016,641		2,048,375		
Capital Revenues								
Grants, Subsidies and Contributions		28,856,010	21,615,838	7,647,548		(13,968,290)	(48.41%)	▼
Proceeds from Disposal of Assets	8	554,055	516,663	358,163	65%	(158,500)	(28.61%)	▼
Total Capital Revenues		29,410,065	22,132,501	8,005,711	27%	(14,126,790)		
Capital Expenses								
Land Held for Resale	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(9,894,818)	(4,431,105)	(2,088,668)		2,342,437	23.67%	▲
Works in Progress Land & Buildings	12	0	0	0		0		
Works In Progress Recreation Areas								
Infrastructure	12	0	0	0		0		
Works in Progress - Rds, F/Paths & Bridges	12	0	0	0		0		
Works In Progress Other Infrastructure	12	0	0	0		0		
Works in Progress Drainage								
Infrastructure	12	0	0	0		0		
Works in Progress Plant & Equipment	12	0	0	0		0		
Infrastructure Assets - Roads & Footpaths	12	(6,435,456)	(5,835,763)	(2,957,608)		2,878,155	44.72%	▲
Infrastructure Assets - Recreation Areas	12	(7,669,330)	(6,969,177)	(6,501,061)		468,117	6.10%	
Infrastructure Assets - Drainage	12	(1,113,609)	(1,074,738)	(764,932)		309,806	27.82%	▲
Infrastructure Assets - Other	12	(13,391,592)	(12,262,165)	(5,042,778)		7,219,387	53.91%	▲
Mobile Plant and Equipment	12	(2,367,865)	(2,191,418)	(1,330,597)		860,821	36.35%	▲
Fixed Plant and Equipment	12	(40,500)	(40,500)	(1,117)		39,383	97.24%	▲
Furniture and Equipment	12	(480,047)	(434,569)	(297,146)		137,423	28.63%	▲
Total Capital Expenditure		(41,393,217)	(33,239,435)	(18,983,907)	46%	14,255,528		
Net Cash from Capital Activities		(11,983,152)	(11,106,934)	(10,978,196)		128,738		

SHIRE OF BROOME
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 May 2020

	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		3,250,000	3,250,000	0		(3,250,000)	(100.00%)	▼
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		0	0	125		125		
Transfer from Reserves	7	7,983,496	345,659	4,699,600		4,353,941	54.54%	▲
Advances to Community Groups		(1,250,000)	(1,250,000)	0		1,250,000	100.00%	▲
Repayment of Debentures	10	(675,348)	(395,024)	(366,241)		28,783	4.26%	
Transfer to Reserves	7	(9,143,640)	(7,414,226)	(264,568)		7,149,658	78.19%	▲
Net Cash from Financing Activities		164,508	(5,463,591)	4,068,916		9,532,507		
Net Operations, Capital and Financing		(2,459,157)	(5,602,259)	6,107,361		11,709,620		
Opening Funding Surplus(Deficit)	3	2,144,227	2,144,227	2,144,227		0		
Closing Funding Surplus(Deficit)	3	(314,930)	(3,458,032)	8,251,588		11,709,620		

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 31 May 2020

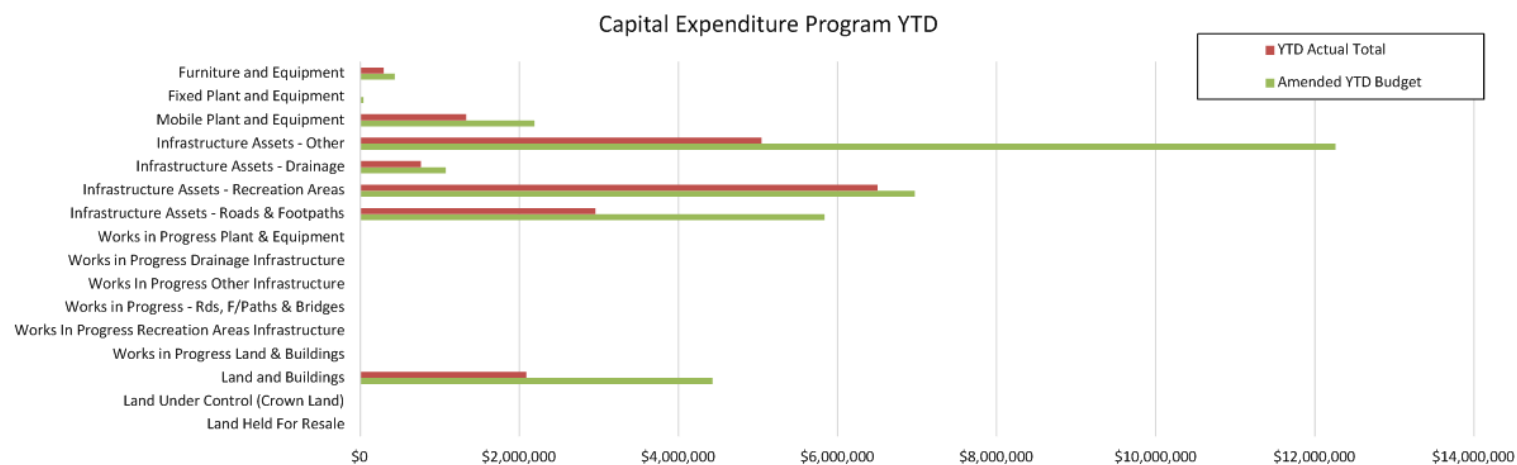
Capital Acquisitions	Note	YTD Actual New / Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land Held For Resale	12	0	0	0	0	0	0
Land Under Control (Crown Land)	12	0	0	0	0	0	0
Land and Buildings	12	1,336,548	752,120	2,088,668	4,431,105	9,894,818	(2,342,437)
Works in Progress Land & Buildings	12	0	0	0	0	0	0
Works In Progress Recreation Areas Infrastructure	12	0	0	0	0	0	0
Works in Progress - Rds, F/Paths & Bridges	12	0	0	0	0	0	0
Works In Progress Other Infrastructure	12	0	0	0	0	0	0
Works in Progress Drainage Infrastructure	12	0	0	0	0	0	0
Works in Progress Plant & Equipment	12	0	0	0	0	0	0
Infrastructure Assets - Roads & Footpaths	12	1,771,488	1,186,120	2,957,608	5,835,763	6,435,456	(2,878,155)
Infrastructure Assets - Recreation Areas	12	6,287,503	213,558	6,501,061	6,969,177	7,669,330	(468,117)
Infrastructure Assets - Drainage	12	764,932	0	764,932	1,074,738	1,113,609	(309,806)
Infrastructure Assets - Other	12	4,716,125	326,653	5,042,778	12,262,165	13,391,592	(7,219,387)
Mobile Plant and Equipment	12	97,653	1,232,944	1,330,597	2,191,418	2,367,865	(860,821)
Fixed Plant and Equipment	12	1,117	0	1,117	40,500	40,500	(39,383)
Furniture and Equipment	12	297,146	0	297,146	434,569	480,047	(137,423)
Capital Expenditure Totals		15,272,512	3,711,395	18,983,907	33,239,435	41,393,217	(14,255,528)

Funded By:

Capital Grants and Contributions	7,647,548	21,615,838	28,856,010	13,968,290
Borrowings	0	3,250,000	3,250,000	(3,250,000)
Other (Disposals & C/Fwd)	358,163	516,663	554,055	(158,500)
Total Own Source Funding - Cash Backed Reserves	4,699,600	345,659	(7,634,710)	4,353,941
Own Source Funding - Operations	6,278,596	7,511,275	16,367,862	(1,232,679)
Capital Funding Total	18,983,907	33,239,435	41,393,217	(14,255,528)

SHIRE OF BROOME
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 May 2020

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)
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SHIRE OF BROOME
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 31 May 2020

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
Operating Revenues	\$	\$	\$
Governance	375,532	76,114	451,646
General Purpose Funding - Rates	23,272,671	263,627	23,536,298
General Purpose Funding - Other	955,818	(89,839)	865,979
Law, Order and Public Safety	182,885	(45,765)	137,120
Health	187,168	(36,779)	150,389
Education and Welfare	17,000	18,500	35,500
Housing	751,345	0	751,345
Community Amenities	7,137,797	167,716	7,305,513
Recreation and Culture	1,530,124	(557,426)	972,698
Transport	1,237,310	4,827,795	6,065,105
Economic Services	1,163,579	(96,639)	1,066,940
Other Property and Services	2,281,605	187,862	2,469,467
Total Operating Revenue	39,092,834	4,715,166	43,808,000
Operating Expense			
Governance	(2,970,884)	74,861	(2,896,023)
General Purpose Funding	(289,764)	95,376	(194,388)
Law, Order and Public Safety	(1,375,022)	69,551	(1,305,471)
Health	(684,329)	16,167	(668,162)
Education and Welfare	(505,242)	9,700	(495,542)
Housing	(862,650)	0	(862,650)
Community Amenities	(9,837,639)	(554,565)	(10,392,204)
Recreation and Culture	(13,632,793)	563,213	(13,069,580)
Transport	(9,373,312)	(863,096)	(10,236,408)
Economic Services	(2,462,330)	(86,192)	(2,548,522)
Other Property and Services	(3,367,437)	116,793	(3,250,644)
Total Operating Expenditure	(45,361,402)	(558,192)	(45,919,594)
Funding Balance Adjustments			
Add back Depreciation	11,355,912	0	11,355,912
Adjust (Profit)/Loss on Asset Disposal	115,169	0	115,169
Adjust Provisions and Accruals	0	0	0
Net Cash from Operations	5,202,513	4,156,974	9,359,487

SHIRE OF BROOME
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 31 May 2020

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
Capital Revenues			
Grants, Subsidies and Contributions	16,990,887	11,865,123	28,856,010
Proceeds from Disposal of Assets	585,000	(30,945)	554,055
Proceeds from Sale of Investments	0		0
Total Capital Revenues	17,575,887	11,834,178	29,410,065
Capital Expenses			
Land Held for Resale	0	0	0
Land Under Control (Crown Land)	0	0	0
Land and Buildings	(4,929,493)	(4,965,325)	(9,894,818)
Works in Progress Land & Buildings	0	0	0
Works In Progress Recreation Areas			
Infrastructure	0	0	0
Works in Progress - Rds, F/Paths & Bridges	0	0	0
Works In Progress Other Infrastructure	0	0	0
Works in Progress Drainage Infrastructure	0	0	0
Works in Progress Plant & Equipment	0	0	0
Infrastructure Assets - Roads & Footpaths	(4,952,493)	(1,482,962)	(6,435,455)
Infrastructure Assets - Recreation Areas	(6,124,288)	(1,545,042)	(7,669,330)
Infrastructure Assets - Drainage	(1,087,483)	(26,126)	(1,113,609)
Infrastructure Assets - Other	(12,956,231)	(435,362)	(13,391,593)
Mobile Plant and Equipment	(2,180,170)	(187,695)	(2,367,865)
Fixed Plant and Equipment	(40,500)	0	(40,500)
Furniture and Equipment	(419,959)	(60,088)	(480,047)
Total Capital Expenditure	(32,690,617)	(8,702,600)	(41,393,217)
Net Cash from Capital Activities	(15,114,730)	3,131,578	(11,983,152)
Financing			
Proceeds from New Debentures	3,250,000	0	3,250,000
Proceeds from Advances	0	0	0
Self-Supporting Loan Principal	0	0	0
Transfer from Reserves	6,791,051	1,192,445	7,983,496
Purchase of Investments	0	0	0
Advances to Community Groups	(1,250,000)	0	(1,250,000)
Repayment of Debentures	(675,348)	0	(675,348)
Transfer to Reserves	(2,210,246)	(6,933,394)	(9,143,640)
Net Cash from Financing Activities	5,905,457	(5,740,949)	164,508
Net Operations, Capital and Financing	(4,006,760)	1,547,603	(2,459,157)
Opening Funding Surplus(Deficit)	4,006,760	(1,862,533)	2,144,227
Closing Funding Surplus(Deficit)	0	(314,930)	(314,930)

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(158,367)	(35.06%)	▼	Timing	Kimberley Grant monies not yet received
General Purpose Funding - Rates	35,197	0.15%			
General Purpose Funding - Other	1,522,383	175.80%	▲	Timing	WALGGC Grants received prior to budgeted timing. Funding not yet received from Water Corp for Fire Mitigation or Local Recovery Plan Grant
Law, Order and Public Safety	(54,765)	(39.94%)	▼	Timing	
Health	11,075	7.36%			
Education and Welfare	2,917	8.22%			
Housing	(96,830)	(12.89%)	▼	Permanent	Lower number of staff salary sacrificing rent than budgeted for/offset in Housing expense
Community Amenities	(1,239,664)	(16.97%)	▼	Timing	Kerbside collection Waste - Internal transfer processed year end
Recreation and Culture	36,627	3.77%			
Transport	(5,051,469)	(83.29%)	▼	Timing	WANDRRA funding not yet received - natural disaster (roads component)
Economic Services	(319,577)	(29.95%)	▼	Timing	BVC internal journal to recognise rent and rent forgone not yet received.
Other Property and Services	282,905	11.46%	▲	Timing	BVBFB Grant monies receipted to incorrect account. Correction made in June.
Operating Expense					
					Combination of many smaller variance - unspent In Kind donations, EDL sponsorships and timing on Audit fees
Governance	543,059	18.75%	▲	Timing/ Pemanent	
General Purpose Funding	14,047	7.23%			
Law, Order and Public Safety	200,609	15.37%	▲	Permanent	Fire Prevention Salaries - casual position delayed recruitments due to Covid 19
Health	12,688	1.90%			
Education and Welfare	135,327	27.31%	▲	Permanent	Variance due to unfilled vacant positions
Housing	146,456	16.98%	▲	Permanent	Lower number of staff salary sacrificing rent than budgeted for/offset in Housing income
Community Amenities	2,630,179	25.31%	▲	Timing	Variance is due to unspent monies on new refuse site & Kebside collection disposal cost hit in June YE transfer.
Recreation and Culture	1,723,838	13.19%	▲	Permanent	BRAC & Civic centre Casual staff from COVID19 closures and Parks & Ovals maintenance costs down
Transport	649,774	6.35%			
Economic Services	280,318	11.00%	▲	Timing	Delay on Chinatown Place activation Initiatives due to Covid closures.
Other Property and Services	1,061,362	32.65%	▲	Permanent	Due to high Engineering design and plant allocation recouperation of costs
Capital Revenues					
Grants, Subsidies and Contributions	(13,968,291)	(48.41%)	▼	Timing	Royalties for Regions funding not received as projects in progress including Town Beach Jetty and Town Beach Ablutions.
Proceeds from Disposal of Assets	(158,500)	(28.61%)	▼	Permanent	Sale price of carry over plant P6413 & P6313 lower than budget
Capital Expenses					
Land Held for Resale	0				
Land Under Control (Crown Land)	0				
Land and Buildings	2,342,437	23.67%	▲	Timing	BRAC Outdoor Multi Sports and Bush Fire Volunteer Shed processing big invoices for payment in June. \$206K known Carryover for VBFB Shed.
Works in Progress Land & Buildings	0				
Works In Progress Recreation Areas Infrastructure	0				

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

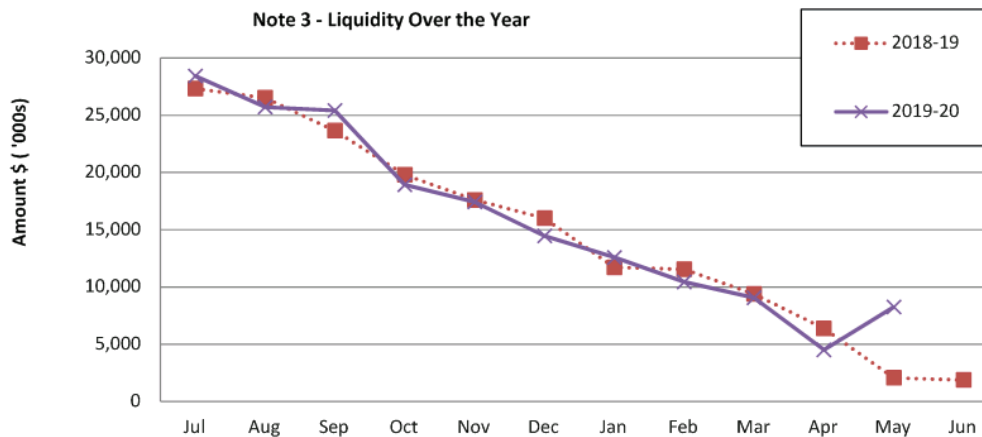
Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Works in Progress - Rds, F/Paths & Bridges	0				
Works In Progress Other					
Infrastructure	0				
Works in Progress Drainage Infrastructure	0				
Works in Progress - Plant & Equipment	0				
Infrastructure Assets - Roads & Footpaths	2,878,155	44.72%	▲	Timing	Various infrastructure projects in progress mainly McDaniel Rd upgrade.
Infrastructure Assets - Recreation Areas	468,117	6.10%			
Infrastructure Assets - Drainage	309,806	27.82%	▲	Timing	Upgrade Frederick St, currently in design phase to be complete for year end.
Infrastructure Assets - Other	7,219,387	53.91%	▲	Timing	Various infrastructure projects in progress, invoices still to be received mainly Town Beach Jetty Grader, excavator and various trailers not yet received. Known carry over \$147K for elevated work platform.
Mobile Plant and Equipment	860,821	36.35%	▲	Timing	
Fixed Plant and Equipment	39,383	97.24%	▲		
Furniture and Equipment	137,423	(8.37%)			
Financing					
Proceeds from New Debentures	(3,250,000)	(100.00%)	▼	Timing	Borrowing - SSL Broome Golf Club & Town Beach Groyne not yet received
Proceeds from Advances	0				
Self-Supporting Loan Principal	125				
Transfer from Reserves	4,353,941	54.54%	▲	Timing	Roll over Reserves TD and transfer completed projects to Muni early to smooth impacts from COVID situation on cash flow.
Advances to Community Groups	1,250,000	100.00%	▲	Permanent	Self Supporting Loan - Broome Golf Club not to be funded as project to now be managed by Shire.
Loan Principal	28,783	4.26%			
Transfer to Reserves	7,149,658	78.19%	▲	Timing	All transfers to & from Reserves happen in June at year end

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 May 2020	30 Jun 2019	YTD 31 May 2019
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	8,883,938	7,385,966	5,188,509
Cash Restricted	4	30,938,873	35,273,697	38,126,243
Receivables - Rates	6	1,097,569	755,320	755,320
Receivables - Rates Other		35,764	25,766	25,766
Receivables - Debtors	6	877,081	883,293	883,293
Receivables - Other		168,976	(82,728)	(82,728)
Sundry Provisions & Accruals		96,641	1,175,472	1,175,472
Inventories		43,811	49,462	49,462
		42,142,654	45,466,247	46,121,337
Less: Current Liabilities				
Payables		(2,485,117)	(7,124,080)	(7,124,080)
Provisions		(904,573)	(1,377,767)	(1,377,767)
		(3,389,690)	(8,501,847)	(8,501,847)
Less: Cash Reserves	7	(30,838,667)	(35,273,697)	(38,126,243)
Rounding and Timing Adjustment		342,649		
Net Current Funding Position		8,256,946	1,690,703	(506,754)

Note 3 - Liquidity Over the Year**Comments - Net Current Funding Position**

The budget was adopted at the OMC 27 June 2019. It was presented to Council with a predicted carried forward surplus of \$4,006,760.

The Rounding and Timing Adjustment is calculated by subtracting the sum of current assets less current liabilities and cash reserves from the YTD funding surplus (see page 7).

A full list of all budget amendments can be found Note 5.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.15%	7,738,836	27,557,653		35,296,488	CommBank	At Call
Business Online Saver	0.40%	5,345	3,373,279		3,378,624	CommBank	At Call
BRAC Bank Account	0.10%	13,136			13,136	CommBank	At Call
BPAY Bank Account	0.00%	0			0	CommBank	At Call
Reserve Bank Account	0.40%		7,942		7,942	CommBank	At Call
Trust Bank Account	0.00%			963,816	963,816	CommBank	At Call
Cash On Hand	Nil	4,400			4,400	N/A	On Hand
(b) Term Deposits							
Term Deposit	1.69%	0			0	Westpac	28-Jan-20
Term Deposit	1.89%	0			0	Westpac	27-Feb-20
Term Deposit	1.75%	0			0	Westpac	26-Dec-19
Term Deposit	1.84%		0		0	Westpac	25-Jun-20
Total		7,761,717	30,938,873*	963,816†	39,664,406		
Adjustments							
Payment Timing Adjustments**		(1,122,221)					
Pending Trust transfer			100,209				
Total		8,883,938.41	30,838,664				

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.

†Note - A discrepancy between Trust balance and the balance of Note 11 is a result of money in transit, either as a refund or a payment, or an unrepresented cheque.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

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	\$	\$	\$	\$
		Permanent Changes						0
		Opening surplus adjustment						0
		Budgeted EOY Surplus/(Deficit)						0
		General Purpose Funding						
30105		Rates Broome - Op Inc - Rates	OMC 21.11.19	Operating Income		160,924		160,924
30146		Interest - Rates Instalments - Op Inc - Rates	OMC 21.11.19	Operating Income		10,000		170,924
30301		Grants Commission - Op Inc - Other General Purpose Funding	OMC 21.11.19	Operating Income			(89,839)	81,085
32492		Back Rates - Op Inc - Rates	OMC 21.11.19	Operating Income				81,085
30105		Rates Broome - Op Inc - Rates	OMC 27.02.20	Operating Income	188,967			270,052
30145		Debt Collection Recovery	OMC 27.02.20	Operating Expenditure	8,830			278,882
32490		Legal Expense Recovery No GST - Op Inc - Rates	OMC 27.02.20	Operating Income			(8,830)	270,052
30149		Legal & Rates Consulting Exp - Op Exp - Rates	OMC 27.02.20	Operating Expenditure	10,376			280,428
32492		Back Rates - Op Inc - Rates	OMC 27.02.20	Operating Income	14,886			295,314
0030145		Debt Collection Recovery	OMC 30.04.20 - FACR3	Operating Expenditure	47,170			342,484
0030146		Interest - Rates Instalments - Op Inc - Rates	OMC 30.04.20 - FACR3	Operating Income			(9,000)	333,484
0030149		Legal & Rates Consulting Exp - Op Exp - Rates	OMC 30.04.20 - FACR3	Operating Expenditure	10,000			343,484
0030201		Rates Non Payment Int - Op Inc - Rates	OMC 30.04.20 - FACR3	Operating Income			(35,000)	308,484
0030251		Rates Reduced/Written Off - Op Exp - Rates	OMC 30.04.20 - FACR3	Operating Expenditure	2,500			310,984
0032220		Valuation Expenses - Op Exp - Rates	OMC 30.04.20 - FACR3	Operating Expenditure	4,500			315,484
0032230		Rates Review Land Use Pickup - Op Exp - Rates	OMC 30.04.20 - FACR3	Operating Expenditure	2,000			317,484
0032250		General Expenditure - Op Exp - Rates	OMC 30.04.20 - FACR3	Operating Expenditure	10,000			327,484
0032480		Rates Equity Fees - Op Inc - Rates	OMC 30.04.20 - FACR3	Operating Income			(3,150)	324,334
0032481		Rates Other Fees for Service (ex GST) - Op Inc - Rates	OMC 30.04.20 - FACR3	Operating Income			(3,000)	321,334
0032490		Legal Expense Recovery No GST - Op Inc - Rates	OMC 30.04.20 - FACR3	Operating Income			(52,170)	269,164
		Governance						
23598		Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone	OMC 29.08.19	Capital Income		77,273		346,437
405235		Kimberley Zone - Alcohol Management Initiatives - Op Exp	OMC 29.08.19	Operating Expenditure			(77,273)	269,164
23598		Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone	OMC 12.12.19	Capital Income		50,400		319,564
405235		Kimberley Zone - Alcohol Management Initiatives - Op Exp	OMC 12.12.19	Operating Expenditure			(50,400)	269,164
22173		EDL sponsorship programme Reserve Funded - Op Exp - Other Governance	Carryover OMC 17.10.19	Operating Expenditure		16,498		285,662
23593		Transfer From EDL Sponsorship Reserve - Cap Inc - Other Gov	Carryover OMC 17.10.19	Capital Income			(16,498)	269,164
405370		Kimberley Zone - Kimberley Volunteer Strategy Grant	Carryover OMC 17.10.19	Operating Income	65,000			334,164
405234		Kimberley Zone - Volunteering Strategy - Op Exp	Carryover OMC 17.10.19	Operating Expenditure			(36,000)	298,164
405237		Kimberley Zone - ICT & Office 365 Improvements - Op Exp	Carryover OMC 17.10.19	Operating Expenditure			(10,000)	288,164
								288,164
22172		Community Sponsorship Program - Op Exp - Other Governance	Carryover OMC 17.10.19	Operating Expenditure			(37,282)	250,882
23040		Youth Development Programme & Working Group - Op Exp - Other Governance	Carryover OMC 17.10.19	Operating Expenditure			(5,000)	245,882
22124		Contribution to Kimberley Zone Secretariat	OMC 21.11.19	Operating Expenditure	15,000			260,882
24010		Conferences Travel & Accom Op Exp - Members	OMC 21.11.19	Operating Expenditure			(20,000)	240,882
22200		Audit Fees Op Exp - Other Governance	OMC 21.11.19	Operating Expenditure	35,500			276,382
23453		Review of Strategies Relating to the Community Strategic Plan - Op Exp - Other Gov	OMC 21.11.19	Operating Expenditure		25,000		301,382
24160		Subscriptions Op Exp - Members	OMC 27.02.20	Operating Expenditure			(5,000)	296,382
22174		Sundry In Kind Donations Op Exp - Other Governance	OMC 27.02.20	Operating Expenditure	30,941			327,323
23596		Transfer From Community Sponsorship Reserve Cap Inc - Other Gov	OMC 27.02.20	Capital Income	61,745			389,068
23040		Youth Development Programme & Working Group - Op Exp - Other Governance	OMC 27.02.20	Operating Expenditure		12,000		401,068
22121		Kimberley Zone - SOB's Members Costs - Op Exp - Kimberley Zone	OMC 30.04.20 - FACR3	Operating Expenditure	8,000			409,068
22125		WARCA (WA Regional Capitals Alliance) - Op Exp - Other Governance	OMC 30.04.20 - FACR3	Operating Expenditure	9,000			418,068
22230		Legal Expts Op Exp - Other Governance	OMC 30.04.20 - FACR3	Operating Expenditure	10,000			428,068
22116		Reimbursements Including GST Op Inc - Other Governance	OMC 30.04.20 - FACR3	Operating Income	28,500			456,568
23450		Consultants - Op Exp - Other Governance	OMC 30.04.20 - FACR3	Operating Expenditure	20,000			476,568
23015		Executive Travel & Accom - Op Exp - Other Governance	OMC 30.04.20 - FACR3	Operating Expenditure	9,000			485,568
22290		Sister City Relations/Japanese Youth Ambassador - Op Exp - Other Governance	OMC 30.04.20 - FACR3	Operating Expenditure		10,365		495,933
23595		Transfer to Community Sponsorship Reserve - Cap Exp - Other Governance	OMC 30.04.20 - FACR3	Capital Expenditure			(61,988)	433,945
22174		Sundry In Kind Donations Op Exp - Other Governance	OMC 30.04.20 - FACR3	Operating Expenditure	118,500			552,445
0023040		Youth Development Programme & Working Group - Op Exp - Other Governance	OMC 30.04.20 - FACR3	Operating Expenditure		5,000		557,445
0023050		Grant Op - Youth Coordinating Committee Op Inc - Other Governance	OMC 30.04.20 - FACR3	Operating Income			(17,386)	540,059
0023052		Volunteers Day Program Op Exp - Other Governance	OMC 30.04.20 - FACR3	Operating Expenditure	3,000			543,059
0022200		Audit Fees Op Exp - Other Governance	OMC 30.04.20 - FACR3	Operating Expenditure	24,000			567,059
0022110		Refreshments & Receptions - Op Exp - Other Governance	OMC 30.04.20 - FACR3	Operating Expenditure	10,000			577,059
0024010		Conferences Travel & Accom Op Exp - Members	OMC 30.04.20 - FACR3	Operating Expenditure	10,000			587,059
0024040		Election Expenses Op Exp - Members	OMC 30.04.20 - FACR3	Operating Expenditure	6,000			593,059
23596		Transfer From Community Sponsorship Reserve Cap Inc - Other Gov	SMC 9.04.20	Capital Income	61,988			655,047
22172		Community Sponsorship Program - Op Exp - Other Governance	SMC 9.04.20	Operating Expenditure			(61,988)	593,059
		Law, Order and Public Safety						
506216		Bush Fire Mitigation - Op Exp - Fire Prevention	Carryover OMC 17.10.19	Operating Expenditure			(5,949)	587,110
53256		Transfer to Building Reserve - Cap Exp - Other Law Ord & Public Safety	Surplus OMC 17.10.19	Capital Expenditure			(170,356)	416,754
52119	52101	Emergency Management Response Expenses - Op Exp - Emerg & Rang Serv	OMC 21.11.19	Operating Expenditure		20,000		436,754
51010		Salaries - Op Exp - Fire Prevention	OMC 27.02.20	Operating Expenditure		70,000		506,754
53015		Relief Staff Exp - Op Exp - Ranger Operations	OMC 27.02.20	Operating Expenditure			(70,000)	436,754
52420		Dog Registration - Op Inc - Animal Control	OMC 27.02.20	Operating Income			(7,710)	429,044
53400		Sundry (ORV Etc) Fines & Penalties - Op Inc - Other Law Order & Public Safety	OMC 27.02.20	Operating Income			(5,060)	423,984
53273		Cable Beach Foreshore Restore	OMC 30.04.20 - FACR3	Operating Expenditure			(16,000)	407,984
53172		VBF Building New Const - Cap Exp - Volunteer Bush Fire Brigade	OMC 30.04.20 - FACR3	Capital Expenditure			(42,520)	365,464
53390		Capital Grant Funding For Plant/Equip/ Buildings - Cap Inc - Volunteer Bush Fire Brigade	OMC 30.04.20 - FACR3	Capital Income		42,520		407,984
0052040		Pound Fees Animal Destruction & Disposal - Op Exp - Animal Control	OMC 30.04.20 - FACR3	Operating Expenditure		20,000		427,984
0052119	52101	Emergency Management Response Expenses - Op Exp - Emerg & Rang Serv	OMC 30.04.20 - FACR3	Operating Expenditure		20,000		447,984
0052341		Reimb & Other Op Income - Emerg & Rang Serv	OMC 30.04.20 - FACR3	Operating Income			(20,000)	427,984
0052286		Cat Sterilisation Program - Op Exps - Animal Control	OMC 30.04.20 - FACR3	Operating Expenditure		1,500		429,484

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

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
0052387		Dog Sterilisation Program - Op Exps - Animal Control	OMC 30.04.20 -FACR3	Operating Expenditure		1,000		430,484
0052410		Dog Impounding Fees & Sundries - Op Inc - Animal Control	OMC 30.04.20 -FACR3	Operating Income			(4,995)	425,489
0053015		Relief Staff Exp - Op Exp - Ranger Operations	OMC 30.04.20 -FACR3	Operating Expenditure		29,000		454,489
0053400		Sundry (ORV Etc) Fines & Penalties - Op Inc - Other Law Order & Public Safety	OMC 30.04.20 -FACR3	Operating Income			(8,000)	446,489
		Health						
74010		Salary - Op Exp - Preventive - Inspection/Admin	OMC 21.11.19	Operating Expenditure		18,373		464,862
74011		Relief Staff Expenses - Op Exp - Preventive - Inspection/Admin	OMC 21.11.19	Operating Expenditure			(18,373)	446,489
75391		Grants and Contributions Rec'd Op Inc - Prev Svcs - Pest Control	OMC 21.11.19	Operating Income		5,589		452,078
74490		Trading Licences - All Except Beach - Op Inc - Prevent - Inspection/Admin	OMC 27.02.20	Operating Income			(11,965)	440,113
0074011		Relief Staff Expenses - Op Exp - Preventive - Inspection/Admin	OMC 30.04.20 -FACR3	Operating Expenditure		7,373		447,486
0074280		Other Minor Expenditure - Op Exp - Preventive - Inspection/Admin	OMC 30.04.20 -FACR3	Operating Expenditure			(3,290)	444,196
0074413		Commercial Pool Inspection Fees - Op Inc - Preventive - Inspection/Admin	OMC 30.04.20 -FACR3	Operating Income			(21,832)	422,364
0074414		Water Sampling (Not Swimming Pools) - Op Inc - Health Service	OMC 30.04.20 -FACR3	Operating Income			(3,710)	418,654
0074420		Health Licences - Op Inc - Preventive - Inspection/Admin	OMC 30.04.20 -FACR3	Operating Income			(2,361)	416,293
0074490		Trading Licences - All Except Beach - Op Inc - Prevent - Inspection/Admin	OMC 30.04.20 -FACR3	Operating Income			(2,500)	413,793
0075020		Mosquito Control & Pest Control - Op Exp - Preventive Service-Pest Control	OMC 30.04.20 -FACR3	Operating Expenditure		4,084		417,877
0075030		Eradication Flies/Rodents - Op Exp - Preventive Service-Pest Control	OMC 30.04.20 -FACR3	Operating Expenditure		2,000		419,877
0076020		Analytical Expenses - Op Exp - Preventive Services Other	OMC 30.04.20 -FACR3	Operating Expenditure		6,000		425,877
		Education and Welfare						
82675		Grants For Community Programs - Op Inc - Community Services	OMC 21.11.19	Operating Income		10,500		436,377
82603		Legal Exp - Op Exp - Community Services	OMC 30.04.20 -FACR3	Operating Expenditure		7,000		443,377
82603		Legal Exp - Op Exp - Community Services	OMC 30.04.20 -FACR3	Operating Expenditure		2,000		445,377
82670		Grant Income - Comm Services	OMC 30.04.20 -FACR3	Operating Income		25,000		470,377
0082621		Sundry Exp - Op Exp - Community Services	OMC 30.04.20 -FACR3	Operating Expenditure		700		471,077
0082675		Grants For Community Programs - Op Inc - Community Services	OMC 30.04.20 -FACR3	Operating Income			(2,000)	469,077
0082675		Grants For Community Programs - Op Inc - Community Services	OMC 30.04.20 -FACR3	Operating Income			(15,000)	454,077
		Housing						
96200		1/17 Honeywater Loop - Rent & Recoup Income - Op Inc	OMC 27.02.20	Operating Income			(18,000)	436,077
96204		2/50 Tanami Drive - Rent & Recoup Income - Op Inc	OMC 27.02.20	Operating Income		5,000		441,077
145561		Lot 1002 Shelduck Way - Rent & Recoup Income - Op Inc	OMC 27.02.20	Operating Income		13,000		454,077
		Community Amenities						
108001		New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	OMC 27.06.19	Operating Expenditure			(425,000)	29,077
101995		Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC 27.06.19	Capital Income		425,000		454,077
108001		New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	OMC 26.09.19	Operating Expenditure			(440,000)	14,077
101995		Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC 26.09.19	Capital Income		440,000		454,077
108001		New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	Carryover OMC 17.10.19	Operating Expenditure		56,729		510,806
101545	101558	Buckleys Rd Closure Upgrade (was Opex 101302) - Cap Exp - San Gen Refuse	Carryover OMC 17.10.19	Capital Expenditure		243		511,049
101525		Transfer From Refuse Site Reserve - Sanitation Gen Refuse	Carryover OMC 17.10.19	Capital Income			(243)	510,806
101510		Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	Carryover OMC 17.10.19	Capital Expenditure			(10,555)	500,251
101500		Proceeds From Sale of Assets - Cap Inc - Sanitation Gen Refuse	Carryover OMC 17.10.19	Capital Income			(64,000)	436,251
101525		Transfer From Refuse Site Reserve - Sanitation Gen Refuse	Carryover OMC 17.10.19	Capital Income			(221,000)	215,251
104270	104299	Short-St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	Carryover OMC 17.10.19	Capital Expenditure			(26,126)	189,125
104480		Transfer From Drainage Reserve - Urban Stormwater Drainage - Cap Inc	Carryover OMC 17.10.19	Capital Income			(224,320)	(35,195)
107550	107556	Broome Cemetery New Infrastructure Cap Exp	Carryover OMC 17.10.19	Capital Expenditure			(27,514)	(62,709)
106106	106123	Project - LPS & LPS6 - Op Exp - Development Services	OMC 21.11.19	Operating Expenditure			(6,020)	(68,729)
106030	106055	Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC 21.11.19	Operating Expenditure			(10,000)	(78,729)
107550	107556	Broome Cemetery New Infrastructure Cap Exp	OMC 21.11.19	Capital Expenditure			(33,440)	(112,169)
102202	102202	Drainage - Works Maint	OMC 21.11.19	Operating Expenditure			(10,000)	(122,169)
101030	101050	Weighbridge Operations - Op Exp - San Gen Refuse	OMC 21.11.19	Operating Expenditure			(10,000)	(132,169)
101080	101081	WMF - Reactive Maint - Op Exp	OMC 21.11.19	Operating Expenditure			(5,000)	(137,169)
101285		Minor Assets, Equipment & Consumables - Op Exps - Sanitation Gen Refuse	OMC 21.11.19	Operating Expenditure			(5,000)	(142,169)
101423		Sundry Income (Inc. GST) - Op Inc - Sanitation Gen Refuse	OMC 21.11.19	Operating Income		160,000		17,831
101080	101082	WMF - Planned Maint & Minor Works - Op Exp	OMC 21.11.19	Operating Expenditure			(25,000)	(7,169)
101895		Transfer to Regional Resource Recovery Park Reserve - Cap Exp - Reg Res Rec Pk	OMC 21.11.19	Capital Expenditure			(115,000)	(122,169)
105054	105054	Coastal Management Protect Environment- P&G Maint	OMC 21.11.19	Operating Expenditure			(20,000)	(142,169)
107552	107561	Broome Cemetery Renewal by P & G - Cap Exp	OMC 21.11.19	Capital Expenditure			(5,000)	(147,169)
107550	107556	Broome Cemetery New Infrastructure Cap Exp	OMC 27.02.20	Capital Expenditure		25,444		(121,725)
107035		General CCTV & Wireless Network Maint - Op Exp - Other Comm Amen	OMC 27.02.20	Operating Expenditure			(20,000)	(141,725)
101031	101037	Liquid Waste - Works - Op Exp - San Gen Refuse	OMC 27.02.20	Operating Expenditure		35,000		(106,725)
101500		Proceeds From Sale of Assets - Cap Inc - Sanitation Gen Refuse	OMC 27.02.20	Capital Income		71,500		(35,225)
1042510		Vehicles & Mobile Plant New - Cap Exp - Sanitation Other	OMC 27.02.20	Capital Expenditure		15,170		(20,055)
101513		Transfer to Plant Reserve - Cap Exp - Refuse Site	OMC 27.02.20	Capital Expenditure			(86,670)	(106,725)
101510		Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	OMC 27.02.20	Capital Expenditure			(220,265)	(326,990)
101040		Consultants - Op Exp - Sanitation Gen Refuse	OMC 27.02.20	Operating Expenditure			(20,000)	(346,990)
101525		Transfer From Refuse Site Reserve - Sanitation Gen Refuse	OMC 27.02.20	Capital Income		205,265		(141,725)
101028	101028	Reuse and Recycling - Op Exp - Sanitation Gen Refuse	Budgets altered on 08.08.19	Operating Expenditure		158,000		16,275
101030	101033	Waste Facility Operations - Op Exp - San Gen Ref	Budgets altered on 08.08.19	Operating Expenditure			(158,000)	(141,725)
101545	101558	Buckleys Rd Closure Upgrade (was Opex 101302) - Cap Exp - San Gen Refuse	Budgets altered on 08.08.19	Capital Expenditure			(200,000)	(341,725)
101550	101552	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	Budgets altered on 08.08.19	Capital Expenditure		200,000		(141,725)

Item 9.4.5 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY MAY 2020

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

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
106038		Legal Expenses - Development Services	OMC 30.04.20 - FACR3	Operating Expenditure		1,000		(140,725)
106390		Reimbursements Received - Development Services	OMC 30.04.20 - FACR3	Operating Income			(5,000)	(145,725)
106106	106107	Consultancy - Op Exp - Development Services	OMC 30.04.20 - FACR3	Operating Expenditure		15,000		(130,725)
0106039		Planning Appeals - Op Exp - Town Planning/ Regional Devel	OMC 30.04.20 - FACR3	Operating Expenditure		4,000		(126,725)
0106040		Advertising - Op Exp - Town Planning/Regional Devel	OMC 30.04.20 - FACR3	Operating Expenditure		1,000		(125,725)
0106051		Engagement Expenses - Op Exp - Town Planning/Regional Dev	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(123,725)
0106290		Reimbursement Expense Legal & Other - Town Planning	OMC 30.04.20 - FACR3	Operating Expenditure		500		(123,225)
0106410		Planning Fees (GST Free) - Op Inc - Town Planning/Regional	OMC 30.04.20 - FACR3	Operating Income		5,000		(118,225)
0106421		Rezoning Fees (Excl GST) - Op Inc - Town Planning	OMC 30.04.20 - FACR3	Operating Income			(2,500)	(120,725)
0106480		Other Minor Charges No GST - Op Inc - Town Planning/Regional	OMC 30.04.20 - FACR3	Operating Income		250		(120,475)
0106481		Other Minor Charges Includes GST - Op Inc - Town	OMC 30.04.20 - FACR3	Operating Income		4,000		(116,475)
0107028	107039	Cemetery Operating & Admin - Op Exp - Other Comm Amen	OMC 30.04.20 - FACR3	Operating Expenditure			(1,774)	(118,249)
0106185		Vehicle & Mobile Plant New - Cap Exp - Dev Services	OMC 30.04.20 - FACR3	Capital Expenditure		9,128		(109,121)
0106194		Proceeds From Sale Of Assets - Development Services	OMC 30.04.20 - FACR3	Capital Income			(6,118)	(115,239)
0101030		Kerbside Refuse Collection - Op Exp - Sanitation Gen Refuse	OMC 30.04.20 - FACR3	Operating Expenditure		60,000		(55,239)
0101022		Kerbside Recycling Collection -Op Exp - San Gen Refuse	OMC 30.04.20 - FACR3	Operating Expenditure		90,000		34,761
0101030	101033	Waste Facility Operations -Op Exp - San Gen Ref	OMC 30.04.20 - FACR3	Operating Expenditure		170,000		204,761
0101038	101039	Training Expenses - OpExps - Sanitation Gen Refuse	OMC 30.04.20 - FACR3	Operating Expenditure			(7,000)	197,761
0101040	101042	Sanitation General Project Consultancy - Op Exp - Sanitation Gen	OMC 30.04.20 - FACR3	Operating Expenditure			(9,000)	188,761
0101050		Refuse	OMC 30.04.20 - FACR3	Operating Expenditure			(18,000)	170,761
0101523		Contaminated Site Remediation	OMC 30.04.20 - FACR3	Operating Expenditure				176,727
0102010	102011	Private Works- Op Inc - Sanitation Gen Refuse	OMC 30.04.20 - FACR3	Operating Income		5,966		184,727
0102010	102011	General Litter Control - CCC Maint	OMC 30.04.20 - FACR3	Operating Expenditure		8,000		198,727
0102010	102013	Urban Rubbish Bins Servicing - CCC Maint	OMC 30.04.20 - FACR3	Operating Expenditure		14,000		212,727
0102060	102060	Orange Bag Litter Programme - CCC Maint	OMC 30.04.20 - FACR3	Operating Expenditure		4,000		216,727
0101525		Transfer From Refuse Site Reserve - Sanitation Gen Refuse	OMC 30.04.20 - FACR3	Capital Income			(217,966)	(15,239)
0105054	105054	Coastal Management Protect Environment- P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure			(4,000)	(19,239)
0103101	103102	Town Beach Sewerage - Reactive Maint - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(17,239)
0107010	107013	Town Beach Abolitions - Reactive Maint - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(15,239)
0107010	107013	Male Oval Abolitions - Reactive Maint - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		3,000		(12,239)
0107028	107033	Cemetery Operating Expense - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		3,000		(9,239)
0107071	107071	Male Oval Abolitions - Operating Expense - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		10,000		761
0107680	107684	Gantheume Toilet Block Upgrade - Cap Exp - Other Community	OMC 30.04.20 - FACR3	Capital Expenditure		4,200		4,961
104480		Amenities	OMC 30.04.20 - FACR3	Capital Expenditure				
		Transfer From Drainage Reserve - Urban Stormwater Drainage -	OMC 30.04.20 - 12.1	Capital Income		56,795		61,756
		Cap Inc						
		Recreation and Culture						
1181405		Town Beach Redevelopment - Greenspace & Waterpark - Cap	Carryover OMC 17.10.19	Capital Expenditure		203,645		265,401
1181401		Exp	Carryover OMC 17.10.19	Capital Expenditure			(27,606)	237,795
1181402		Town Beach Redevelopment - Other Infra New - Cap Exp	Carryover OMC 17.10.19	Capital Expenditure				
113403		Town Beach Redevelopment - Fishing Platform & Amenities -	Carryover OMC 17.10.19	Capital Expenditure			(35,220)	202,575
113489		Other Infra New - Cap Exp	Carryover OMC 17.10.19	Capital Expenditure			(406,319)	(203,744)
113403		Grants - Non Op - Cap Inc - Other Rec & Sport	Carryover OMC 17.10.19	Capital Income			(18,000)	(221,744)
113489		Transfer From POS Reserve - Other Rec & S	Carryover OMC 17.10.19	Capital Income				
113371		Royalties For Regions Loc Govt - Non Op Grant - Op Inc - Other	Carryover OMC 17.10.19	Capital Income			(14,780)	(236,524)
117455	117456	Recreation & Sport	Carryover OMC 17.10.19	Capital Expenditure		44,863		(191,661)
117210	117211	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	Carryover OMC 17.10.19	Operating Expenditure		35,670		(155,991)
117210	117211	BRAC Ovals - P&G Maint	Carryover OMC 17.10.19	Capital Expenditure			(9,700)	(165,691)
113551	113677	Town Beach Renewal Works - Infra Cap Exp	Carryover OMC 17.10.19	Capital Expenditure		6,884		(158,807)
113552	113607	Town Beach Reserve Upgrade - Cap Exp - P&G	Carryover OMC 17.10.19	Operating Expenditure		4,765		(154,042)
1181201		Town Beach - Design/Plans/Feasibility - Op Exp - Other	Carryover OMC 17.10.19	Capital Expenditure		6,000		(148,042)
113552	113620	Recreation & Sport	Carryover OMC 17.10.19	Capital Expenditure			(201,360)	(349,402)
1181420	YBRA001	Haynes Oval Floodlighting Upgrade Infra - Capex	Carryover OMC 17.10.19	Capital Expenditure				
		Youth Bike Recreation Area - New Construction - Cap Exp	Carryover OMC 17.10.19	Operating Expenditure		449		(348,953)
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	Carryover OMC 17.10.19	Operating Expenditure				
115480		Grant Program Income - Op Inc - Library (Expense in 115280)	Carryover OMC 17.10.19	Operating Income			(449)	(349,402)
113551	113787	Solway Park renewal Infra - Cap Exp - Pks & Ovals	Carryover OMC 17.10.19	Capital Expenditure			(8,500)	(357,902)
116125	116126	Broome Entry Statement Signage New Const - Cap Exp - Other	Carryover OMC 17.10.19	Capital Expenditure			(74,089)	(431,991)
116085		Cult	Carryover OMC 17.10.19	Operating Expenditure			(60,000)	(491,991)
111989		Heritage Projects - Op Exp - Other Culture	Carryover OMC 17.10.19	Capital Expenditure			(53,693)	(545,684)
113317		Transfer to POS Reserve - Cap Exp - Parks & Ovals	OMC 21.11.19	Capital Income			(25,000)	(570,684)
113708		SRFF & RDAF Grants & Non Operating Other Income for Parks	OMC 21.11.19	Operating Expenditure		20,000		(550,684)
113708		& Oval Const - Op Inc - Parks & Ovals GEN	OMC 21.11.19	Operating Expenditure				
113751		Grant Funded Operational Expense - Rec Serv	OMC 21.11.19	Operating Expenditure				
117081	117082	Operating Grants & Contributions Rec'd - Recreation Services -	OMC 21.11.19	Operating Income			(20,000)	(570,684)
117220		Op Inc	OMC 21.11.19	Operating Expenditure		44,417		(526,267)
117294		General Building & Facility Maint - BRAC Dry - Op Exp	OMC 21.11.19	Capital Income			(44,417)	(570,684)
117300	117365	Transfer From BRAC Reserve - Cap Inc - BRAC Aquatic	OMC 21.11.19	Capital Income			(488,000)	(1,058,684)
117372	117373	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 21.11.19	Capital Expenditure		500,000		(558,684)
116483		Furniture & Equip - New - BRAC Dry	OMC 21.11.19	Capital Expenditure			(25,000)	(583,684)
116473		Broome Civic Centre Operational Grants & Contributions - Op Inc	OMC 21.11.19	Operating Income			(104,000)	(687,684)
115380		- Bme Civic Centre	OMC 21.11.19	Capital Income		80,000		(607,684)
115431		Transfer From Restricted Cash Reserve - Broome Civic Centre	OMC 21.11.19	Operating Income			(8,836)	(616,520)
113550	113560	Grants - Cap Inc	OMC 21.11.19	Operating Income		9,651		(606,869)
1181407		Grant Op - State SLWA Library Grant	OMC 21.11.19	Operating Income				
113000	113041	Income Library (photocopier mobile and fax services) - Op Inc -	OMC 21.11.19	Operating Income				
113000	113030	Libraries	OMC 21.11.19	Operating Income				
117210	117213	Cemetery Reserve New Infra Const - Cap Exp - Parks & Ovals	OMC 21.11.19	Capital Expenditure			(100,320)	(707,189)
1181407		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 21.11.19	Capital Income		1,214,678		507,489
113000	113041	Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	OMC 21.11.19	Capital Expenditure			(1,214,678)	(707,189)
113000	113030	Cable Beach Road - P&G Maint	OMC 21.11.19	Operating Expenditure			(8,000)	(715,189)
117210	117213	Frederick Street Lookout (R39556) - P&G Maint	OMC 21.11.19	Operating Expenditure			(5,000)	(720,189)
1181420	YBRA001	Father McMahon Oval Lighting - Reactive Maint - Op Exp	OMC 21.11.19	Operating Expenditure			(40,893)	(761,082)
113027	113029	Youth Bike Recreation Area - New Construction - Cap Exp	OMC 21.11.19	Capital Expenditure			(70,160)	(831,242)
113702		Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	OMC 27.02.20	Capital Expenditure		10,000		(821,242)
117156		Club Development Officer Programs Exp - Rec Services	OMC 27.02.20	Operating Expenditure		3,000		(818,242)
117002	117182	Program Annual Events - Op Exp - BRAC Dry	OMC 27.02.20	Operating Expenditure			(3,000)	(821,242)
117171		Salary - Swimming Lessons - Op Exp - BRAC Aquatic	OMC 27.02.20	Operating Expenditure		15,000		(806,242)
117049		Salary - Op Exp - Holiday Prog Exps - BRAC Dry	OMC 27.02.20	Operating Expenditure		8,000		(798,242)
117256		Rubbish & Recycling - Op Exp - BRAC - Genera	OMC 27.02.20	Operating Expenditure			(5,775)	(804,017)
117236		Program Annual Events - Op Inc - BRAC Dry	OMC 27.02.20	Operating Income		3,000		(801,017)
117252		Consumables Sales	OMC 27.02.20	Operating Income		8,000		(793,017)
117294		Introductory Programs - Op Inc - BRAC Dry	OMC 27.02.20	Operating Income		5,000		(788,017)
117300	117365	Grant Income - Non Op Inc - BRAC Dry	OMC 27.02.20	Capital Income			(60,000)	(848,017)
		Building New Construction Expense - BRAC Dry - Cap Exp	OMC 27.02.20	Capital Expenditure		60,000		(788,017)

Item 9.4.5 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY MAY 2020

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

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
117336		Cost Of Goods Sold Direct (Consumables) Op Exp - BRAC General	OMC 27.02.20	Operating Expenditure			(5,000)	(793,017)
117410		Entry Fees and Spectator Fees - Op Inc - BRAC Aquatic	OMC 27.02.20	Operating Income		20,000		(773,017)
1181420	YBRA001	Youth Bike Recreation Area - New Construction - Cap Exp	OMC 27.02.20	Capital Expenditure			(70,000)	(843,017)
117450	117452	BRAC Oval Upgrade of Infra - Cap Exp	OMC 27.02.20	Capital Expenditure			(18,225)	(861,242)
116495		Performance Production Expenses - Broome Civic - Op Exp	OMC 27.02.20	Operating Expenditure			(80,000)	(941,242)
116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC 27.02.20	Operating Income		7,842		(933,400)
115286		SLWA Travel & Accommodation Op Exp - Library Festival, Events and Culture Promotion Program General - Op	OMC 27.02.20	Operating Expenditure		6,642		(926,758)
116101		Exp - Other Culture	OMC 27.02.20	Operating Expenditure		20,000		(906,758)
1138332		Grant Income & Contributions - Op Inc - Other Culture	OMC 27.02.20	Operating Income			(12,000)	(918,758)
1107208		Streeters Jetty Renewal - Other Culture - Cap Exp	OMC 27.02.20	Capital Expenditure		68,116		(850,642)
1181409		Town Beach Development - Jetty Project - Other Infra New - Cap Exp	OMC 27.02.20	Capital Expenditure			(6,968,592)	(7,819,234)
1181408		Town Beach Development - Groyne Project - Other Infra New - Cap Exp	OMC 27.02.20	Capital Expenditure		6,968,592		(850,642)
113550	113606	Sugar Glider Park New Const - Cap Exp	OMC 27.02.20	Capital Expenditure		51,000		(799,642)
113000	113581	Matsumoto Courts - P&G Maint	OMC 27.02.20	Operating Expenditure			(5,000)	(804,642)
117210	117211	BRAC Ovals - P&G Maint	OMC 27.02.20	Operating Expenditure			(20,000)	(824,642)
1181201		Town Beach - Design/Plans/Feasibility - Op Exp - Other Recreation & Sport	OMC 27.02.20	Operating Expenditure		17,268		(807,374)
111989		Transfer to POS Reserve - Cap Exp - Parks & Ovals	OMC 21.11.19	Capital Expenditure			(80,582)	(887,956)
111989		Transfer to POS Reserve - Cap Exp - Parks & Ovals	OMC 27.02.20	Capital Expenditure			(368,677)	(1,256,633)
1181405		Town Beach Redevelopment - Greenspace & Waterpark - Cap Exp	OMC 12.12.19	Capital Expenditure			(132,082)	(1,388,715)
113489		Transfer From POS Reserve - Other Rec & S	OMC 12.12.19	Capital Income		132,082		(1,256,633)
0113552	113620	Haynes Oval Floodlighting Upgrade Infra - Capexp	OMC 30.04.20 - FACR3	Capital Expenditure			(13,108)	(1,269,741)
0117003		Relieving Staff Exp - Op Ex - BRAC Aquatic	OMC 30.04.20 - FACR3	Operating Expenditure			(2,400)	(1,272,141)
0117010	117011	Aquatic Building & Pool General Maint Exp	OMC 30.04.20 - FACR3	Operating Expenditure			(5,000)	(1,277,141)
0117044		Licence Exps - BRAC	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(1,275,141)
0117080		Marketing - BRAC	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(1,273,141)
0117128	117129	Aquatic Infrastructure Renewal - Cap Exp - BRAC Aquatic	OMC 30.04.20 - FACR3	Capital Expenditure			(4,150)	(1,277,291)
0117156		Program Annual Events - Op Exp - BRAC Dry	OMC 30.04.20 - FACR3	Operating Expenditure		2,800		(1,274,491)
0117233		Kiosk Sales - No GST	OMC 30.04.20 - FACR3	Operating Income			(5,951)	(1,281,442)
0117234		Kiosk Sales - Op Inc - BRAC - General	OMC 30.04.20 - FACR3	Operating Income			(33,492)	(1,314,934)
0117235		Cost of Goods Sold Goods Kiosk - Op Exp - BRAC - General MUN	OMC 30.04.20 - FACR3	Operating Expenditure		26,585		(1,288,349)
0117236		Consumables Sales	OMC 30.04.20 - FACR3	Operating Income			(15,441)	(1,303,790)
0117246		Netball BRAC Program - Op Inc - BRAC Dry	OMC 30.04.20 - FACR3	Operating Income			(4,400)	(1,308,190)
0117248		Squash BRAC Program Inc	OMC 30.04.20 - FACR3	Operating Income			(6,700)	(1,314,890)
0117250		Tennis BRAC Program Inc	OMC 30.04.20 - FACR3	Operating Income			(15,180)	(1,330,070)
0117251		Outdoor Court Hire - Op Inc - BRAC Dry	OMC 30.04.20 - FACR3	Operating Income			(7,600)	(1,337,670)
0117252		Introductory Programs - Op Inc - BRAC Dry	OMC 30.04.20 - FACR3	Operating Income			(4,200)	(1,341,870)
0117256		Program Annual Events - Op Inc - BRAC Dry	OMC 30.04.20 - FACR3	Operating Income			(9,000)	(1,350,870)
0117260		Creche User Fees Inc. Rec'd	OMC 30.04.20 - FACR3	Operating Income			(3,650)	(1,354,520)
0117262		Education Inc - Aquatic	OMC 30.04.20 - FACR3	Operating Income		2,318		(1,352,202)
0117266		Multipurpose Room Hire Inc - BRAC	OMC 30.04.20 - FACR3	Operating Income			(1,600)	(1,353,802)
0117268		Cost of Goods Equip - Op Exp - BRAC - Genera	OMC 30.04.20 - FACR3	Operating Expenditure		2,943		(1,350,859)
0117269		Sales Income Equipment - Op Inc - BRAC General	OMC 30.04.20 - FACR3	Operating Income			(3,650)	(1,354,509)
0117272		Holiday Program Enrolment Fees Rec'd	OMC 30.04.20 - FACR3	Operating Income			(3,300)	(1,357,809)
0117275		Stadium Venue Hire Inc. Rec'd - Op Inc - Dry BRAC	OMC 30.04.20 - FACR3	Operating Income			(6,000)	(1,363,809)
0117280		Group Fitness by BRAC Inc - Aquatic	OMC 30.04.20 - FACR3	Operating Income			(18,779)	(1,382,588)
0117282		Swimming Lessons by BRAC Inc	OMC 30.04.20 - FACR3	Operating Income			(21,186)	(1,403,774)
0117285		School Program Income - Op Inc - BRAC Aquatic	OMC 30.04.20 - FACR3	Operating Income			(4,038)	(1,407,812)
0117286		Inflatable Hire Fees - Op Inc - BRAC Aquatic	OMC 30.04.20 - FACR3	Operating Income			(1,877)	(1,409,689)
0117289		BRAC Field - Glenn & Pat Medlend Pavilion Fees - Op Inc - BRAC Ovals	OMC 30.04.20 - FACR3	Operating Income			(8,000)	(1,417,689)
0117291		BRAC Fields - Electricity Reimb and Other Income - Op Inc	OMC 30.04.20 - FACR3	Operating Income			(11,400)	(1,429,089)
0117292		BRAC Fields - Joseph Nipper Roe Playing Field Fees and Other Income - Op Inc	OMC 30.04.20 - FACR3	Operating Income			(2,600)	(1,431,689)
0117293		BRAC Fields - Father McMahon Playing Field Fees and Other Income - Op Inc	OMC 30.04.20 - FACR3	Operating Income			(9,400)	(1,441,089)
0117336		Cost Of Goods Sold Direct (Consumables) Op Exp - BRAC General	OMC 30.04.20 - FACR3	Operating Expenditure		11,000		(1,430,089)
0117410		Entry Fees and Spectator Fees - Op Inc - BRAC Aquatic	OMC 30.04.20 - FACR3	Operating Income			(74,941)	(1,505,030)
1140211		General Operating Exp - Swim Areas & Beach Life Guard	OMC 30.04.20 - FACR3	Operating Expenditure		96,000		(1,409,030)
1181420	YBRA001	Youth Bike Recreation Area - New Construction - Cap Exp	OMC 30.04.20 - FACR3	Capital Expenditure			(64,000)	(1,473,030)
0113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 30.04.20 - FACR3	Capital Income		194,000		(1,279,030)
117004	117057	Salary & Related Customer Service Officer Expense	OMC 30.04.20 - FACR3	Operating Expenditure			38,434	(1,240,596)
117002	117002	Salary - Lifeguard - Op Exp - BRAC Aquatic	OMC 30.04.20 - FACR3	Operating Expenditure			36,391	(1,204,205)
117004	117182	Salary - Swimming Lessons - Op Exp - BRAC Aquatic	OMC 30.04.20 - FACR3	Operating Expenditure			28,514	(1,175,691)
117004	117180	Salary - Group Fitness - Op Exp - BRAC Aquatic	OMC 30.04.20 - FACR3	Operating Expenditure			10,238	(1,165,453)
117160		Salary - Op Exp - BRAC Dry	OMC 30.04.20 - FACR3	Operating Expenditure			9,749	(1,155,704)
117171		Salary - Op Exp - Holiday Prog Exps - BRAC Dry	OMC 30.04.20 - FACR3	Operating Expenditure			4,520	(1,151,184)
1138332		Grant Income & Contributions - Op Inc - Other Culture	OMC 30.04.20 - FACR3	Operating Income			(5,000)	(1,156,184)
0116489		Operational Expenses - Broome Civic Centre - Production/Events	OMC 30.04.20 - FACR3	Operating Expenditure		11,500		(1,144,684)
0116489		Operational Expenses - Broome Civic Centre - Production/Events	OMC 30.04.20 - FACR3	Operating Expenditure		1,000		(1,143,684)
0116492		Sundry Consultant Expenses - Broome Civic Centre - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		7,900		(1,135,784)
0116493		Advertising Promotion & Printing Expenses - Broome Civic Centre - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		18,088		(1,117,696)
116495		Performance Production Expenses - Broome Civic - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		50,000		(1,067,696)
0116540		Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	OMC 30.04.20 - FACR3	Operating Income			(470)	(1,068,166)
0116540		Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	OMC 30.04.20 - FACR3	Operating Income		764		(1,067,402)
0116540		Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	OMC 30.04.20 - FACR3	Operating Income			(8,973)	(1,076,375)
0116540		Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	OMC 30.04.20 - FACR3	Operating Income		1,334		(1,075,041)
0116540		Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	OMC 30.04.20 - FACR3	Operating Income			(8,779)	(1,083,820)
0116540		Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	OMC 30.04.20 - FACR3	Operating Income		736		(1,083,084)
0116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC 30.04.20 - FACR3	Operating Income			(10,300)	(1,093,384)
0116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC 30.04.20 - FACR3	Operating Income		2,000		(1,091,384)
0116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC 30.04.20 - FACR3	Operating Income			(44,900)	(1,136,284)
0116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC 30.04.20 - FACR3	Operating Income			(32,300)	(1,168,584)
0116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC 30.04.20 - FACR3	Operating Income			(79,800)	(1,248,384)
116486		Salary - Op Exp - Broome Civic Centre - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		103,035		(1,145,349)
116497		Superannuation Employee Expense - Broome Civic Centre	OMC 30.04.20 - FACR3	Operating Expenditure		9,898		(1,135,451)

Item 9.4.5 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY MAY 2020

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

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
0115286		SLWA Travel & Accommodation Op Exp - Library	OMC 30.04.20 - FACR3	Operating Expenditure		3,000		(1,132,451)
0115282		Library Office - Op Exp - Libraries	OMC 30.04.20 - FACR3	Operating Expenditure			(1,600)	(1,134,051)
0116101		Festival, Events and Culture Promotion Program General - Op Exp - Other Culture	OMC 30.04.20 - FACR3	Operating Expenditure		4,000		(1,130,051)
0116184	116201	Reconciliation Week Event - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		8,330		(1,121,721)
0112397		Vehicle & Mobile Plant Renewal (Replacement) - Cap Exp - Swim Areas & Beaches	OMC 30.04.20 - FACR3	Capital Expenditure		9,250		(1,112,471)
0112500		Proceeds From Sale of Assets Swimm Areas & Bchs	OMC 30.04.20 - FACR3	Capital Income			(5,000)	(1,117,471)
1181402		Other Infra New - Cap Exp	OMC 30.04.20 - FACR3	Capital Expenditure		150,218		(967,253)
1181409		Town Beach Development - Jetty Project - Other Infra New - Cap Exp	OMC 30.04.20 - FACR3	Capital Expenditure			(150,218)	(1,117,471)
0113000	113080	Six Season Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		3,000		(1,114,471)
0113000	113028	Cygnets Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(1,112,471)
0113000	113039	Streeters Jetty Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		5,250		(1,107,221)
0113000	113040	Cable Beach - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(1,105,221)
0113000	113045	Gilson Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(1,103,221)
0113000	113046	Nursery - Operating Exp	OMC 30.04.20 - FACR3	Operating Expenditure		6,000		(1,097,221)
0113000	113621	Oku Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(1,095,221)
0113000	113032	Male Oval - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(1,093,221)
0113000	113070	Sunset Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		3,000		(1,090,221)
0113000	113077	Januburu Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		3,000		(1,087,221)
0113000	113543	Town Beach Water Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		55,000		(1,032,221)
0113000	113037	Bedford Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(1,030,221)
0113000	113542	Pioneer Cemetery - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		2,680		(1,027,541)
0113000	113602	Nakamura Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(1,025,541)
0113000	PR26N	Hayama Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(1,023,541)
0113000	113043	Town Beach - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		10,000		(1,013,541)
0113000	113044	Civic Centre - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		(1,011,541)
0113000	113051	Weed Eradication Program - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		4,000		(1,007,541)
0113000	113576	Silobado Park - P&G Maint	OMC 30.04.20 - FACR3	Operating Expenditure		3,000		(1,004,541)
0113380		Consultants & Concept Plan Exps - Op Exp - Parks & Ovals	OMC 30.04.20 - FACR3	Operating Expenditure		2,500		(1,002,041)
0113550	113570	Dakas Street Reserve New Infra Const Cap Exp-P&O	OMC 30.04.20 - FACR3	Capital Expenditure		25,394		(976,647)
0113551	113628	Silobado Park Renewal Infra - Cap Exp - Pks & Ovals	OMC 30.04.20 - FACR3	Capital Expenditure		3,000		(973,647)
0113551	113674	Cable Beach Reserve Renewal Works - Cap Exp	OMC 30.04.20 - FACR3	Capital Expenditure		2,000		(971,647)
0113551	113677	Town Beach Renewal Works - Infra Cap Exp	OMC 30.04.20 - FACR3	Capital Expenditure		9,700		(961,947)
0113551	113762	Haynes Oval Reserve Renewal of Infrastructure- Cap Exp	OMC 30.04.20 - FACR3	Capital Expenditure			(4,245)	(966,192)
0113551	113793	Sugar Glider Park Renewal Infra - Cap Exp - Parks & Ovals	OMC 30.04.20 - FACR3	Capital Expenditure			(5,000)	(971,192)
0113552	113607	Town Beach Reserve Upgrade - Cap Exp - P&G	OMC 30.04.20 - FACR3	Capital Expenditure		8,000		(963,192)
0115461		Library Building Renewal (Inc Plant & Furn) - Cap Exp - Libraries	OMC 30.04.20 - FACR3	Capital Expenditure			(4,417)	(967,609)
0116090	116092	Broome Museum - Reactive Maint - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		4,526		(963,083)
0116090	116093	Broome Museum Planned Maint & Minor Works - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		6,789		(956,294)
0116201		Museum Building Renewal- Cap Exp - Other Cult	OMC 30.04.20 - FACR3	Capital Expenditure			(11,315)	(967,609)
0117000	117052	BRAC - Operating Expense, Security & Insurance- Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		15,000		(952,609)
0113412		Cable Beach Club - Rent & Recoup Income - Op Inc	OMC 30.04.20 - FACR3	Operating Income			(4,544)	(957,153)
116070		Community Storage Facility Income - Op Inc	OMC 30.04.20 - FACR3	Operating Income			(4,335)	(961,488)
111989		Transfer to POS Reserve - Cap Exp - Parks & Ovals	OMC 30.04.20 - FACR3	Capital Expenditure			(554,180)	(1,515,668)
112071		Broome Golf Club Building Renewal - Cap Exp - Other Recreation & Sports	OMC 30.04.20 - 12.2	Capital Expenditure			(6,827,687)	
113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 30.04.20 - 12.2	Capital Income		5,100,000		(1,727,687)
Transport								
125140	125222	Hunter Street - Footpath Construction	Carryover OMC 17.10.19	Capital Expenditure			(5,100)	(1,732,787)
121100	121113	Hammersley St Upgrade Construction - Cap Exp	Carryover OMC 17.10.19	Capital Expenditure		198,457		(1,534,330)
121960		Transfer From Road Reserve Road Construction - Cap Inc	Carryover OMC 17.10.19	Capital Income			(64,920)	(1,599,250)
123000	102204	2017-2018 WANDRRA Events - Works Maint	Carryover OMC 17.10.19	Operating Expenditure			(835,509)	(2,434,759)
125100	BUSN002	Old Broome Estate - New Bus bay Construction - Cap Exp	Carryover OMC 17.10.19	Capital Expenditure		21,278		(2,413,481)
125140	125192	Palmer Road - Footpath Construction	Carryover OMC 17.10.19	Capital Expenditure		20,300		(2,393,181)
125960		Transfer From Footpath Reserve - Footpath Construction	Carryover OMC 17.10.19	Capital Income			(20,300)	(2,413,481)
125140	125269	Roebuck Estate Subdivision - Various Stages	Carryover OMC 17.10.19	Capital Expenditure		30,779		(2,382,702)
125960		Transfer From Footpath Reserve - Footpath Construction	Carryover OMC 17.10.19	Capital Income			(40,300)	(2,423,002)
125140	125277	Broome North Footpath New Const - Capex	Carryover OMC 17.10.19	Capital Expenditure			(5,641)	(2,428,643)
125960		Transfer From Footpath Reserve - Footpath Construction	Carryover OMC 17.10.19	Capital Income			(42,567)	(2,471,210)
125215	125807	Kerr St & Stracke Cove Lighting Upgrade (Safer Comm) - Cap Exp	OMC 27.02.20	Capital Expenditure		5,299		(2,465,911)
125225	125232	Street Lighting at Various Locations - Renewal	OMC 27.02.20	Capital Expenditure		39,257		(2,426,654)
125100	BUSN003	Male Oval Bus Shelter - Infra Cap Exp	OMC 27.02.20	Capital Expenditure		13,000		(2,413,654)
125134		Transfer to Road Reserve (for Bus Shelters)	OMC 27.02.20	Capital Expenditure			(13,000)	(2,426,654)
125140	121597	Frangipani Subdivision Footpath Construction Expense - Cap Exp	OMC 27.02.20	Capital Expenditure			(4,810)	(2,431,464)
125300	125291	Footpath Old Broome Road - One Mile Access/Sandpiper/Short St	OMC 27.02.20	Capital Expenditure			(300,000)	(2,731,464)
125964		Transfer From Road Reserve Street Lighting Const - Cap Inc	OMC 27.02.20	Capital Income		300,000		(2,431,464)
121100	121113	Hammersley St Upgrade Construction - Cap Exp	OMC 27.02.20	Capital Expenditure		8,353		(2,423,111)
121100	RUS55	Old Broome Road/ Gus Winckel Road Upgrade - Capex	OMC 27.02.20	Capital Expenditure			(195,231)	(2,618,342)
121763		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 27.02.20	Capital Income		195,231		(2,423,111)
121000	121560	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	OMC 27.02.20	Capital Expenditure			(667,383)	(3,090,494)
121100	121108	McDaniel Rd Upgrade Const - HIA All Streets	OMC 27.02.20	Capital Expenditure		97,100		(2,993,394)
121778		Regional Rd Group (RRG) Rural Rd Const Funding - Non Op Inc - Rd Const	OMC 27.02.20	Capital Income		570,283		(2,423,111)
121779		Regional Rd Group (RRG) Urban Rd Const Funding - Non Op Inc - Rd Const	OMC 27.02.20	Capital Income			0	(2,423,111)
125215	125807	Kerr St & Stracke Cove Lighting Upgrade (Safer Comm) - Cap Exp	OMC 27.02.20	Capital Expenditure			0	(2,423,111)
121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd	OMC 27.02.20	Operating Income		0		(2,423,111)
125140	125279	Six Seasons Estate - Januburu Subdivision - Various Stages	Carryover OMC 17.10.19	Capital Expenditure		1,207		(2,421,904)
125960		Transfer From Footpath Reserve - Footpath Construction	Carryover OMC 17.10.19	Capital Income			(8,207)	(2,430,111)
125960		Transfer From Footpath Reserve - Footpath Construction	Carryover OMC 17.10.19	Capital Income			(6,856)	(2,436,967)
125225	125232	Street Lighting at Various Locations - Renewal	Carryover OMC 17.10.19	Capital Expenditure		6,790		(2,430,177)
120306		Dept's Premier & Cabinet Natural Disaster Grant - Cape Leveque	Carryover OMC 17.10.19	Operating Income		3,829,555		1,399,378
121101	121552	Hunter St Renewal Rd Infra Const - Capex (was Herbert st)	Carryover OMC 17.10.19	Capital Expenditure			(92,394)	1,306,984
121779		Regional Rd Group (RRG) Urban Rd Const Funding - Non Op Inc - Rd Const	Carryover OMC 17.10.19	Capital Income			(199,108)	1,107,876
125215	125807	Kerr St & Stracke Cove Lighting Upgrade (Safer Comm) - Cap Exp	Carryover OMC 17.10.19	Capital Expenditure			(5,299)	1,102,577
122430		Natural Disaster Grant - Flood Damage Repairs	Carryover OMC 17.10.19	Operating Income		970,000		2,072,577
1254421		Access & Inclusion Improvements New Infra - Cap Exp	Carryover OMC 17.10.19	Capital Expenditure			(20,000)	2,052,577
1223481	FPUP001	Various FootPath Upgrade - Cap Exp	Carryover OMC 17.10.19	Capital Expenditure			(46,337)	2,006,240
120305		WALGCC Road Grants Untied Op Grant Rec'd	OMC 21.11.19	Operating Income		16,998		2,023,238
121761		Aboriginal Roads Non Op Grant from MRWA - Op Inc - Rd Const	OMC 21.11.19	Capital Income		30,000		2,053,238
121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd	OMC 21.11.19	Operating Income		21,242		2,074,480
123000		Rural Road Maintenance - Op Exp - Rd Maint	OMC 21.11.19	Operating Expenditure		242,940		2,317,420
121990		Carparks Road Reserves- Linemarking Maint & Signs - Op Exp - Mtce Streets Roads Bridges	OMC 21.11.19	Operating Expenditure			(39,020)	2,278,400

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

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
121000	121560	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	OMC 21.11.19	Capital Expenditure			(1,000,000)	1,278,400
121100	121108	McDaniel Rd Upgrade Const - HIA All Streets	OMC 21.11.19	Capital Expenditure		1,000,000		2,278,400
121217	121217	Urban Street House Number - Works Maint	OMC 21.11.19	Operating Expenditure			(5,000)	2,273,400
122000	121011	Sector 1 Chinatown - Works Maint	OMC 21.11.19	Operating Expenditure			(26,000)	2,247,400
121763		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 21.11.19	Capital Income		10,189		2,257,589
124910		Parking Fines - Op Inc - Parking Facilities	OMC 30.04.20 - FACR3	Operating Income			(10,000)	2,247,589
0123000	102204	2017-2018 WANDRRA Events - Works Maint	OMC 30.04.20 - FACR3	Operating Expenditure			(3,840)	2,243,749
0123000	102204	2017-2018 WANDRRA Events - Works Maint	OMC 30.04.20 - FACR3	Operating Expenditure			(129,630)	2,114,119
0123000	102204	2017-2018 WANDRRA Events - Works Maint	OMC 30.04.20 - FACR3	Operating Expenditure			(66,477)	2,047,642
0123000	102204	2017-2018 WANDRRA Events - Works Maint	OMC 30.04.20 - FACR3	Operating Expenditure			(10,560)	2,037,082
0125140	125277	Broome North Footpath New Const - Capex	OMC 30.04.20 - FACR3	Capital Expenditure		10,560		2,047,642
0125140	125277	Broome North Footpath New Const - Capex	OMC 30.04.20 - FACR3	Capital Expenditure		66,477		2,114,119
0125140	125277	Broome North Footpath New Const - Capex	OMC 30.04.20 - FACR3	Capital Expenditure		3,840		2,117,959
0125140	125277	Broome North Footpath New Const - Capex	OMC 30.04.20 - FACR3	Capital Expenditure		129,630		2,247,589
0125300	VARPATH	Various Footpath Renewal - Renewal Construction - Cap Exp	OMC 30.04.20 - FACR3	Capital Expenditure		10,000		2,257,589
0122000	121027	Sector 4 Sunset Park - Works Maint	OMC 30.04.20 - FACR3	Operating Expenditure		10,000		2,267,589
0125140	125222	Hunter Street - Footpath Construction	OMC 30.04.20 - FACR3	Capital Expenditure		40,357		2,307,946
125950		Transfer to Footpath Reserve	OMC 30.04.20 - FACR3	Capital Expenditure			(40,357)	2,267,589
0125300	JDFOOT	Light Drive Pedestrian Connection to Chinatown and Cable Beach Cap Exp	OMC 30.04.20 - FACR3	Capital Expenditure			(8,725)	2,258,864
0125300	125291	Footpath Old Broome Road - One Mile Access/Sandpiper/Short St	OMC 30.04.20 - FACR3	Capital Expenditure		8,725		2,267,589
121951		Transfer to Restricted Cash Reserve - Road Construction - Cap Exp	OMC 30.04.20 - FACR3	Capital Expenditure			(10,891)	2,256,698
0121101	121552	Hunter St Renewal Rd Infra Const - Capex (was Herbert st)	OMC 30.04.20 - FACR3	Capital Expenditure		8,887		2,265,585
0121761		Aboriginal Roads Non Op Grant from MRWA - Op Inc - Rd Const Regional Rd Group (RRG) Urban Rd Const Funding - Non Op Inc - Rd Const	OMC 30.04.20 - FACR3	Capital Income			(30,000)	2,235,585
0121779			OMC 30.04.20 - FACR3	Capital Income		199,108		2,434,693
121000	121560	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	OMC 30.04.20 - 12.1	Capital Expenditure			(56,795)	2,377,898
121960		Transfer From Road Reserve Road Construction - Cap Inc	OMC 30.04.20 - 12.1	Capital Income		159,135		2,537,033
121000	121560	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	OMC 30.04.20 - 12.1	Capital Expenditure			(159,135)	2,377,898
		Economic Services						
1367210		Economic Development Program Expense - Op Exp - Other Economic Services	Carryover OMC 17.10.19	Operating Expenditure		7,294		2,385,192
1367525		Transfer From Restricted Cash Reserve - Other Economic Services	Carryover OMC 17.10.19	Capital Income			(7,294)	2,377,898
136723		Chinatown Place Activation Initiatives - Op Exp - Economic Services Special Projects	Carryover OMC 17.10.19	Operating Expenditure			(9,272)	2,368,626
1367301		Grants & Contributions Received (Chinatown Revitalisation Stage 2) - Op Inc - Economic Services Special Projects	Carryover OMC 17.10.19	Operating Income		32,739		2,401,365
1367405	1367413	Chinatown Public Wi-Fi Project - Other Infra New - Cap Ex	Carryover OMC 17.10.19	Capital Expenditure			(59,850)	2,341,515
1367404	1367407	Dampier St Upgrade - Cap Exp	Carryover OMC 17.10.19	Capital Expenditure			(111,972)	2,229,543
1367404	1367408	Carmanon St Upgrade - Cap Ex	Carryover OMC 17.10.19	Capital Expenditure			(87,976)	2,141,567
132310	132310	Roebuck Bay CP - Planned Maint & Minor Works - Op Exp	Carryover OMC 17.10.19	Operating Expenditure			(18,212)	2,123,355
132050		Broome Visitor Centre Complex - Op Exp - Tourism & Area Promotion	Carryover OMC 17.10.19	Operating Expenditure			(44,400)	2,078,955
1367405	1367412	Promotion Public Art (funded from Reserve) - Other Infra New - Cap Ex	Carryover OMC 17.10.19	Capital Expenditure			(16,693)	2,062,262
1367303		Other Income Received - Op Inc - Economic Services Special Projects	OMC 21.11.19	Operating Income			(60,000)	2,002,262
136723		Chinatown Place Activation Initiatives - Op Exp - Economic Services Special Projects	OMC 21.11.19	Operating Expenditure			(10,500)	1,991,762
1367301		Grants & Contributions Received (Chinatown Revitalisation Stage 2) - Op Inc - Economic Services Special Projects	OMC 21.11.19	Operating Income			(32,739)	1,959,023
1367402		****DO NOT USE*** Chinatown Revitalisation Project Management - Cap Exp - Economic Services Special Projects	OMC 21.11.19	Capital Expenditure			(106,000)	1,853,023
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	OMC 21.11.19	Capital Income		23,321		1,876,344
134212		Cable Beach Camel Tours (Res 52985) - Rent & Recoup Income - Op Inc	OMC 21.11.19	Operating Income		24,000		1,900,344
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	OMC 27.02.20	Capital Income		5,509,000		7,409,344
1367405	1367419	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	OMC 27.02.20	Capital Expenditure			(300,000)	7,109,344
1367221		Chinatown Project Mgmt. Feasibility & Design Consultancy - Cap Exp - Economic Services Special Projects	OMC 27.02.20	Capital Expenditure			(25,000)	7,084,344
1367998		Transfer to Restricted Cash Reserve - Cap Exp - Economic Services Special Projects	OMC 27.02.20	Capital Expenditure			(5,184,000)	1,900,344
133015		Consultants - Op Exp - Building Control	OMC 27.02.20	Operating Expenditure			(5,000)	1,895,344
133410		Stat Fees & Lic - Building Permits	OMC 27.02.20	Operating Income		5,000		1,900,344
132060		Tourism Development - Op Exp - Tourism & Area Promotion	OMC 27.02.20	Operating Expenditure		12,612		1,912,956
136723		Chinatown Place Activation Initiatives - Op Exp - Economic Services Special Projects	OMC 27.02.20	Operating Expenditure			(7,993)	1,904,963
1367218		Town Beach Place Activation (ex CIDC Led Initiatives) - Op Exp - Economic Services Special Projects	OMC 27.02.20	Operating Expenditure			(18,000)	1,886,963
1367310		Grants & Contributions Received - Op Inc - Other Economic Services	OMC 27.02.20	Operating Income			(38,000)	1,848,963
1367301		Grants & Contributions Received (Chinatown Revitalisation Stage 2) - Op Inc - Economic Services Special Projects	OMC 27.02.20	Operating Income		105,393		1,954,356
1367404	1367407	Dampier St Upgrade - Cap Exp	OMC 27.02.20	Capital Expenditure			(100,000)	1,854,356
1367404	1367408	Carmanon St Upgrade - Cap Ex	OMC 27.02.20	Capital Expenditure			(139,413)	1,714,943
132070		Broome Visitor Centre - Annual Subsidy - Op Exp - Tourism & Area Promotion	OMC 21.11.19	Operating Expenditure			(124,000)	1,590,943
1367221		Area Promot Chinatown Project Mgmt. Feasibility & Design Consultancy - Cap Exp - Economic Services Special Projects	OMC 30.04.20 - FACR3	Capital Expenditure			(20,000)	1,570,943
1367998		Transfer to Restricted Cash Reserve - Cap Exp - Economic Services Special Projects	OMC 30.04.20 - FACR3	Capital Expenditure		20,000		1,590,943
133410		Stat Fees & Lic - Building Permits	OMC 30.04.20 - FACR3	Operating Income		11,000		1,601,943
0132380		Promotional Banners & Sundry Income Inc GST Tourism	OMC 30.04.20 - FACR3	Operating Income			(2,000)	1,599,943
132070		Broome Visitor Centre - Annual Subsidy - Op Exp - Tourism & Area Promotion	OMC 30.04.20 - FACR3	Operating Expenditure		37,735		1,637,678
132060		Tourism Development - Op Exp - Tourism & Area Promotion	OMC 30.04.20 - FACR3	Operating Expenditure		20,000		1,657,678
132411		Stat Fees & Lic - Caravan Parks	OMC 30.04.20 - FACR3	Operating Income			(1,000)	1,656,678
1367210		Economic Development Program Expense - Op Exp - Other Economic Services	OMC 30.04.20 - FACR3	Operating Expenditure		7,000		1,663,678
1367218		Town Beach Place Activation (ex CIDC Led Initiatives) - Op Exp - Economic Services Special Projects	OMC 30.04.20 - FACR3	Operating Expenditure		10,000		1,673,678

Item 9.4.5 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY MAY 2020

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

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
0132050	132052	Broome Visitor Centre - Reactive Maint - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		7,000		1,680,678
0132050	132051	Broome Visitor Centre - Operating Expense - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure		10,000		1,690,678
		Broome Visitor Centre - BVC Subsidised Rental (In-Kind) - Op Exp - Tourism & Area Promot	OMC 30.04.20 - FACR3	Operating Expenditure		39,544		1,730,222
0132414		Broome Visitor Centre - Rent & Recoup Income - Op Inc	OMC 30.04.20 - FACR3	Operating Income			(39,544)	1,690,678
0132410		Roeback Bay CP - Rent & Recoup Income - Op Inc	OMC 30.04.20 - FACR3	Operating Income			(10,000)	1,680,678
0132410		Roeback Bay CP - Rent & Recoup Income - Op Inc	OMC 30.04.20 - FACR3	Operating Income			(75,000)	1,605,678
0132415		Broome Visitor Centre Courthouse - Rent & Recoup Income - Op Inc	OMC 30.04.20 - FACR3	Operating Income			(4,488)	1,601,190
0134212		Cable Beach Camel Tours (Res 52985) - Rent & Recoup Income - Op Inc	OMC 30.04.20 - FACR3	Operating Income			(12,000)	1,589,190
		Other Property and Services						
142232		LGIS Insurance Funded Expenses (Inc in 142393) - Op Exp - Corp Gov	Carryover OMC 17.10.19	Operating Expenditure		10,594		1,599,784
141271	141331	Morrell Park Road Maintenance Op Exp - Private Works	Carryover OMC 17.10.19	Operating Expenditure		17,906		1,617,690
141960		Transfer From Restricted Cash Reserve Private Wks Rd Const - Cap Inc	Carryover OMC 17.10.19	Capital Income			(11,697)	1,605,993
143601		Proceeds from Sale of Assets - Cap Inc - Parks & Gardens Operations	Carryover OMC 17.10.19	Capital Income			(12,273)	1,593,720
143610		Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G	Carryover OMC 17.10.19	Capital Expenditure		25,000		1,618,720
148600		Proceeds from Sale of Assets - Cap Inc - Works Operations	Carryover OMC 17.10.19	Capital Income			(818)	1,617,902
		Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	Carryover OMC 17.10.19	Capital Expenditure			(14,397)	1,603,505
148611		Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	Carryover OMC 17.10.19	Capital Expenditure			(6,133)	1,597,372
147374		KR01 Building Renewal - Cap Exp - Office Prop Leased	Carryover OMC 17.10.19	Capital Expenditure		108,435		1,705,807
147355		Transfer From Building Reserve Leased Offices Un Clas	Carryover OMC 17.10.19	Capital Income			(108,435)	1,597,372
147375		KR02 Building Renewal - Cap Exp - Office Prop Leased	Carryover OMC 17.10.19	Capital Expenditure			(195,782)	1,401,590
147355		Transfer From Building Reserve Leased Offices Un Clas	Carryover OMC 17.10.19	Capital Income		195,782		1,597,372
146122		Software >\$5000 Cap Exp - IT	Carryover OMC 17.10.19	Capital Expenditure			(69,000)	1,528,372
146120		Equip & H/Ware > \$5000 Cap Exp - IT	Carryover OMC 17.10.19	Capital Expenditure			(4,954)	1,523,418
146102		License Maint and Support - IT Exp	Carryover OMC 17.10.19	Operating Expenditure			(16,000)	1,507,418
147100		Building Capital > \$5k - Cap Exp - Unclassified General	Carryover OMC 17.10.19	Capital Expenditure			(71,574)	1,435,844
142231		Consultants Corp Serv - Op Exp - Corp Gov Support	Carryover OMC 17.10.19	Operating Expenditure			(30,500)	1,405,344
142006		Salary - Op Exp - Human Resources	OMC 21.11.19	Operating Expenditure		12,000		1,417,344
142008		Relieving Staff Exp - HR	OMC 21.11.19	Operating Expenditure			(12,000)	1,405,344
142046		Recruitment Expenses - Op Exp - General Admin O'Heads	OMC 21.11.19	Operating Expenditure		25,000		1,430,344
142048		HRM Consultancy - Op Exp	OMC 21.11.19	Operating Expenditure			(42,000)	1,388,344
142232		LGIS Insurance Funded Expenses (Inc in 142393) - Op Exp - Corp Gov	OMC 21.11.19	Operating Expenditure		74,000		1,462,344
142393		LGIS Insurance Bonus & Funding (Exp in 142232) - Op Inc - Corp Gov	OMC 21.11.19	Operating Income		41,924		1,504,268
142394		Legal Employee Leave & Other No GST Reimb From Others Op Inc - Corp Gov	OMC 21.11.19	Operating Income		17,000		1,521,268
141997		Transfer to Leave Reserve - Cap Exp - Corp Gov & Support	OMC 21.11.19	Capital Expenditure			(17,000)	1,504,268
146105		Salary - Op Exp - IT	OMC 21.11.19	Operating Expenditure			(30,000)	1,474,268
146106		Salary - Op Exp - Records	OMC 21.11.19	Operating Expenditure		12,000		1,486,268
146120		Equip & H/Ware > \$5000 Cap Exp - IT	OMC 21.11.19	Capital Expenditure		4,954		1,491,222
146122		Software >\$5000 Cap Exp - IT	OMC 21.11.19	Capital Expenditure			(70,000)	1,421,222
143038		Consultants Engineering Office	OMC 21.11.19	Operating Expenditure			(15,000)	1,406,222
143621		Vehicle & Plant New - Cap Exp - P&G Operations	OMC 21.11.19	Capital Expenditure		13,000		1,419,222
143601		Proceeds from Sale of Assets - Cap Inc - Parks & Gardens Operations	OMC 21.11.19	Capital Income			(13,000)	1,406,222
142048		HRM Consultancy - Op Exp	OMC 27.02.20	Operating Expenditure			(26,400)	1,379,822
142231		Consultants Corp Serv - Op Exp - Corp Gov Support	OMC 27.02.20	Operating Expenditure		25,000		1,404,822
141994		Transfer to Restricted Cash Reserve - Cap Exp - Corp Gov & Support	OMC 27.02.20	Capital Expenditure			(25,000)	1,379,822
142393		LGIS Insurance Bonus & Funding (Exp in 142232) - Op Inc - Corp Gov	OMC 27.02.20	Operating Income		140,418		1,520,240
142034		Other Employment Costs - Finance	OMC 27.02.20	Operating Expenditure			(10,813)	1,509,427
142193		Relief Staff - Op Exp - Finance - Corp. Gov. & Support	OMC 27.02.20	Operating Expenditure			(40,932)	1,468,495
142004		Salary - Op Exp - Finance	OMC 27.02.20	Operating Expenditure		40,932		1,509,427
146110		Minor Assets<\$5000 - IT Exp	OMC 27.02.20	Operating Expenditure		90,000		1,599,427
146111		IT Contract Consultants - Exp	OMC 27.02.20	Operating Expenditure		50,000		1,649,427
146120		Equip & H/Ware > \$5000 Cap Exp - IT	OMC 27.02.20	Capital Expenditure		22,500		1,671,927
146122		Software >\$5000 Cap Exp - IT	OMC 27.02.20	Capital Expenditure			(35,000)	1,636,927
141995		Transfer to Equip & Insurance Reserve IT Operations Cap Exp	OMC 27.02.20	Capital Expenditure			(80,000)	1,556,927
142551		Vehicle & Mob Plant Renewal (Replacement) - Cap Exp - Gen Admin	OMC 27.02.20	Capital Expenditure		7,025		1,563,952
143049		Relief Staff Exp - P&G - Gen Admin	OMC 27.02.20	Operating Expenditure		86,000		1,649,952
144027		Property Dept Legal Expenses - Op Exp - Property Dept (see legal recovery opinc 142995)	OMC 27.02.20	Operating Expenditure			(10,000)	1,639,952
142995		Reimbursement Property Dept Legal Fee - Op Inc - Corp Gov & Supp (Legal opinc refer 144027)	OMC 27.02.20	Operating Income		10,000		1,649,952
147492		Broome Last Resort Carpark (Reserve 34305) - Rent & Recoup Income - Op Inc	OMC 12.12.19	Operating Income		5,250		1,655,202
14296		COVID-19 Emergency Costs - Unclassified General	OMC 26.3.20	Operating Expenditure			(100,000)	1,555,202
142015		All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads	OMC 30.04.20 - FACR3	Operating Expenditure			(26,000)	1,529,202
142395		All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads	OMC 30.04.20 - FACR3	Operating Income		26,000		1,555,202
142043		Organisational Training - General	OMC 30.04.20 - FACR3	Operating Expenditure		32,000		1,587,202
142046		Recruitment Expenses - Op Exp - General Admin O'Heads	OMC 30.04.20 - FACR3	Operating Expenditure		25,000		1,612,202
142048		HRM Consultancy - Op Exp	OMC 30.04.20 - FACR3	Operating Expenditure			(15,000)	1,597,202
142390		Reimb. Bonuses Rebates & Sundry Income Inc GST - Op Inc - General Admin O'Heads	OMC 30.04.20 - FACR3	Operating Income		3,761		1,600,963
146122		Software >\$5000 Cap Exp - IT	OMC 30.04.20 - FACR3	Capital Expenditure		63,912		1,664,875
0142012		Relieving Staff Exp - DCS - Gen Admin	OMC 30.04.20 - FACR3	Operating Expenditure			(95,348)	1,569,527
0142232		LGIS Insurance Funded Expenses (Inc in 142393) - Op Exp - Corp Gov	OMC 30.04.20 - FACR3	Operating Expenditure		40,000		1,609,527
142193		Relief Staff - Op Exp - Finance - Corp. Gov. & Support	OMC 30.04.20 - FACR3	Operating Expenditure		23,000		1,632,527
0142070		Printing & Stationery - Op Exp - General Admin O'Heads	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		1,634,527
0142090		Postage & Freight - Op Exp - General Administration O'Heads	OMC 30.04.20 - FACR3	Operating Expenditure		3,000		1,637,527
0142160		Other Office Expenses - Op Exp - General Administration O'Heads	OMC 30.04.20 - FACR3	Operating Expenditure		1,000		1,638,527
0142233		Consultants Administration Dept - Op Exp - Corp Gov Support	OMC 30.04.20 - FACR3	Operating Expenditure		2,000		1,640,527
0146105		Salary - Op Exp - IT	OMC 30.04.20 - FACR3	Operating Expenditure			(21,769)	1,618,758
0146108		Superannuation Employee Expense - IT	OMC 30.04.20 - FACR3	Operating Expenditure			(2,068)	1,616,690
0146111		IT Contract Consultants - Exp	OMC 30.04.20 - FACR3	Operating Expenditure		15,000		1,631,690
146120		Equip & H/Ware > \$5000 Cap Exp - IT	OMC 30.04.20 - FACR3	Capital Expenditure		52,500		1,684,190
141995		Transfer to Equip & Insurance Reserve IT Operations Cap Exp	OMC 30.04.20 - FACR3	Capital Expenditure			(82,000)	1,602,190

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Classifications Pick List
Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus[Deficit]
Non Cash Item

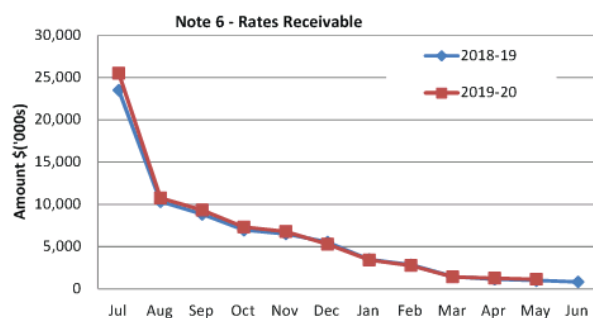
GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
0143055		Relieving Staff Exp - Works - Gen Admin	OMC 30.04.20 -FACR3	Operating Expenditure		40,000		1,642,190
0143600		Proceeds from Sale of Assets - Cap Inc - Engineering Office Vehicle & Mobile Plant Renewal(Replacement)-Cap Exp - Eng Office	OMC 30.04.20 -FACR3	Capital Income		4,064		1,646,254
0148004			OMC 30.04.20 -FACR3	Capital Expenditure		3,949		1,650,203
0000800		Oils & Lubricants - Op Exp - Depot Operations	OMC 30.04.20 -FACR3	Operating Expenditure		5,000		1,655,203
0142951		Proceeds from Sale of Assets - Cap Inc - General Administration Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	OMC 30.04.20 -FACR3	Capital Income			(5,300)	1,649,903
0143610			OMC 30.04.20 -FACR3	Capital Expenditure			(25,000)	1,624,903
0145102		Plant Tyres & Tubes - Op Exp - Plant Operation	OMC 30.04.20 -FACR3	Operating Expenditure		10,000		1,634,903
0145105		Plant Fuel & Oil - Op Exp - Plant Operation	OMC 30.04.20 -FACR3	Operating Expenditure		40,000		1,674,903
0148271		Workshop Consumables Exp - Depot	OMC 30.04.20 -FACR3	Operating Expenditure			(3,000)	1,671,903
0148605		Reim & Sundry Income Rec'd - Op Inc - Depot Operations	OMC 30.04.20 -FACR3	Operating Income		6,774		1,678,677
0141271	141331	Morrrell Park Road Maintenance Op Exp - Private Works	OMC 30.04.20 -FACR3	Operating Expenditure		10,891		1,689,568
0148281	148281	Works Staff Training - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure		9,000		1,698,568
145103		Plant Parts & Repairs - Op Exp - Plant Operation	OMC 30.04.20 -FACR3	Operating Expenditure			(100,000)	1,598,568
0112051	112062	Town Beach Cafe - Planned Maint & Minor Works - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure		5,000		1,603,568
0114201	114202	Broome Speedway Club - Reactive Maint - Op Exp - Community Facilities Leased	OMC 30.04.20 -FACR3	Operating Expenditure		1,000		1,604,568
0114301	114302	Broome Turf Club Building Maintenance Expenses - Op Exp - Unclassified General	OMC 30.04.20 -FACR3	Operating Expenditure		1,000		1,605,568
0132000	132072	Office Bagot St (Magabala Books) - Reactive Maint - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure		1,000		1,606,568
0142000	142000	Haas St Office - Operating Expense - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure			(10,000)	1,596,568
0142000	142056	Haas St Office - Reactive Maint - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure		3,000		1,599,568
0142050	142057	Barker St Offices - Planned Maint & Minor Works - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure		3,000		1,602,568
0146020	141022	Mulberry Tree Child Care - Planned Maint & Minor Works - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure		7,000		1,609,568
0146020	141020	Mulberry Tree Child Care - Reactive Maint - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure		4,500		1,614,068
0147270	147274	KRO2 - Reactive Maint - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure		7,000		1,621,068
0147280	147282	BEC - Reactive Maint - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure		800		1,621,868
0147372		Shire Office Barker St - Building Renewal - Cap Exp - Corp Gov Support	OMC 30.04.20 -FACR3	Capital Expenditure		10,000		1,631,868
141790		Transfer to Building Reserve - Cap Exp - General Administration O'Heads	OMC 30.04.20 -FACR3	Capital Expenditure			(10,000)	1,621,868
0148100	148105	Depot - Reactive Maint - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure			(6,000)	1,615,868
0149420	149421	BOSCCA - Reactive Maint - Op Exp	OMC 30.04.20 -FACR3	Operating Expenditure		2,000		1,617,868
0112483		Town Beach Cafe - Rent & Recoup Income - Op Inc	OMC 30.04.20 -FACR3	Operating Income			(13,090)	1,604,778
0114401		Turf Club - Rent & Recoup Income - Op Inc	OMC 30.04.20 -FACR3	Operating Income			(500)	1,604,278
0142446		Barker St Rent and Recoup Income - Op Inc - Corporate Gov & Support	OMC 30.04.20 -FACR3	Operating Income		102,000		1,706,278
0142446		Barker St Rent and Recoup Income - Op Inc - Corporate Gov & Support	OMC 30.04.20 -FACR3	Operating Income			(102,000)	1,604,278
0144027		Property Dept Legal Expenses - Op Exp - Property Dep't (see legal recovery opinc 142995)	OMC 30.04.20 -FACR3	Operating Expenditure			(12,000)	1,592,278
0146408		Zanders - Rent & Recoup Income - Op Inc	OMC 30.04.20 -FACR3	Operating Income			(9,291)	1,582,987
0146408		Zanders - Rent & Recoup Income - Op Inc	OMC 30.04.20 -FACR3	Operating Income		7,000		1,589,987
0147103		Survey & Misc Expenses Leased Properties - Op Exp - Unclassified Gen	OMC 30.04.20 -FACR3	Operating Expenditure		5,000		1,594,987
0147181		Office Bagot St (Magabala Books) - Rent & Recoup Income - Op Inc	OMC 30.04.20 -FACR3	Operating Income			(12,500)	1,582,487
0147472		BEC - Rent & Recoup Income - Op Inc	OMC 30.04.20 -FACR3	Operating Income			(4,976)	1,577,511
0147491		Old Broome Lock Up - Rent & Recoup Income - Op Inc	OMC 30.04.20 -FACR3	Operating Income			(8,190)	1,574,320
0147492		Broome Last Resort Carpark (Reserve 34305) - Rent & Recoup Income - Op Inc	OMC 30.04.20 -FACR3	Operating Income			(2,449)	1,571,871
0147496		Mulberry Tree Child Care - Rent & Recoup Income - Op Inc	OMC 30.04.20 -FACR3	Operating Income			(17,875)	1,553,996
0149410		BOSCCA - Rent & Recoup Income - Op Inc	OMC 30.04.20 -FACR3	Operating Income			(6,394)	1,547,603

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 6: RECEIVABLES

Receivables - Rates Receivable

	YTD 31 May 2020	30 Jun 2019
	\$	\$
Opening Arrears Previous Years	755,320	635,058
Levied this year	23,161,849	22,392,627
Less Collections to date	(22,819,600)	(22,272,365)
Equals Current Outstanding	1,097,569	755,320
Net Rates Collectable	1,097,569	755,320
% Collected	95.41%	96.72%



Comments/Notes - Receivables Rates

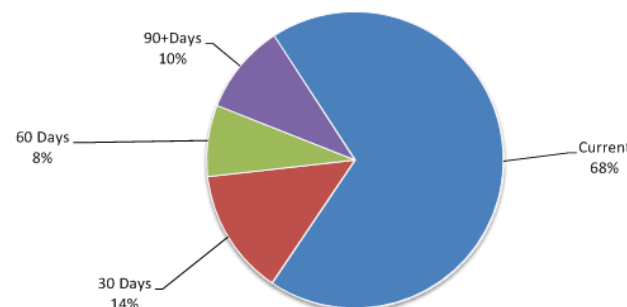
* NOTE - Rates were raised on 19 July 2019 and are due on 22 August 2019

**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	(85,329)	660,213	132,569	74,832	94,796
Total Receivables General Outstanding					877,081

Amounts shown above include GST (where applicable)

Receivables - General



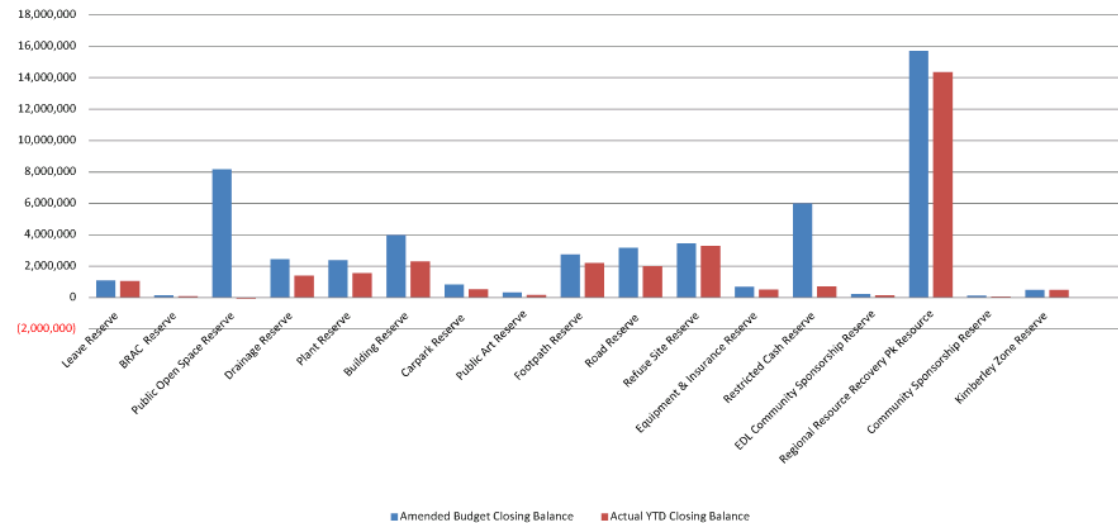
Comments/Notes - Receivables General

* 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 31 May 2020

Note 7: Cash Backed Reserve

2019-20			Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)		Amended Budget Closing Balance	Actual YTD Closing Balance
Name	Opening Balance								Transfer out Reference		
	\$		\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	1,051,077	38,700	8,045	17,000	0	0	0	0		1,106,777	1,059,122
BRAC Reserve	98,488	2,323	754	0	0	0	44,417	0		145,228	99,242
Public Open Space Reserve	3,385,685	66,228	25,938	1,542,275	0	3,188,837	3,477,461		Sea Wall, Groyne, Greenspace	8,183,025	(65,838)
Drainage Reserve	1,693,987	39,152	12,966	0	0	717,610	321,049		Hunter St	2,450,749	1,385,904
Plant Reserve	2,026,247	47,176	15,510	86,670	0	219,000	479,170		Plant Replacement	2,379,093	1,562,587
Building Reserve	2,647,090	43,637	20,261	477,723	0	801,347	357,000		KRO	3,969,797	2,310,351
Carpark Reserve	533,886	12,602	4,087	24,365	0	267,000	0			837,853	537,973
Public Art Reserve	167,572	216	1,283	0	0	162,768	0			330,556	168,855
Footpath Reserve	2,179,884	51,206	16,686	103,386	0	411,184	0			2,745,660	2,196,570
Road Reserve	2,061,646	41,450	15,781	585,880	0	489,135	64,920		Hammersley St	3,178,111	2,012,507
Refuse Site Reserve	3,259,029	68,038	24,946	(11,973)	0	135,532	0			3,450,626	3,283,975
Equipment & Insurance Reserve	518,997	11,589	3,973	162,000	0	0	0			692,586	522,970
Restricted Cash Reserve	712,180	0	0	5,199,891	0	90,000	0			6,002,071	712,180
EDL Community Sponsorship Reserve	145,189	1,348	1,111	0	0	88,307	0			234,844	146,300
Regional Resource Recovery Pk Resource	14,243,536	346,466	109,025	115,000	0	1,019,573	0			15,724,575	14,352,561
Community Sponsorship Reserve	61,745	1,459	473	61,988	0	0	0			125,192	62,218
Kimberley Zone Reserve	487,459	7,845	3,731	0	0	0	0			495,304	491,190
							0	0			
							0	0			
	35,273,697	779,435	264,570	8,364,205	0	7,634,710	4,699,600			52,052,047	30,838,667



Item 9.4.5 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY MAY 2020

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Annual Budget Profit/(Loss)	YTD Actual Profit/(Loss)	Variance	Comments
Cost	Accum Depr	Proceeds	Profit (Loss)					
\$	\$	\$	\$		\$	\$	\$	
				P Number Plant and Equipment				
57,131	(9,796)	(34,245)	(13,090)	P7416 Toyota Prado T/D 5 Door WGN A/T GXL (CEO) BM28870	(14,245)	(13,090)	1,155	
44,364	(12,783)	(28,336)	(3,244)	P16316 Isuzu MUX LSU Silver (DCS) (1GDI705)	(741)	(3,244)	(2,503)	
13,500	(4,125)	(7,364)	(2,011)	P17313 Hyundai i30 Active CRDi 5D hatchback diesel (Property) BM25995	(2,750)	(2,011)	739	
36,015	(12,655)	(26,882)	3,522	P15216 ISUZU MUX 4x4 SUV DIRECTOR DEVELOPMENT SERVICES (1EYW969)	7,342	3,522	(3,820)	
28,000	(8,798)	(20,064)	861	P11214 Utility Crew Cab 4WD Isuzu D-Max SX Man w- canopy SPO 1ENQ655	(4,800)	861	5,661	
			0	P10909 Trailer Custom Made - Beach Lifeguard	(8,000)	0	0	
			0	P1114 Self Propelled Elevated Work Platform (P&Gs) (1TPW699)	(14,703)	0	0	
29,500	(21,500)	(11,000)	3,000	P15712 Mini Excavator 1-2 Tonnes Bobcat 324 (P&Gs) 1DWX734	7,000	3,000	(4,000)	
			0	P15812 Trailer for mini excavator (P15712) P&Gs 1TNA499	5,000	0	0	
			0	P16713 Ransome MTD5 5 Gang Reel Mower (Tractor Mounted) (P&Gs)	9,999	0	0	
12,900	(4,900)	(13,800)	5,800	P2614 John Deere Mower Front Deck - P&Gs 1EMV062	1,999	5,800	3,801	
			0	P14012 Pressure Cleaner Bar 3513G-HJ plus reel & hose (Waterpark P&Gs)	5,000	0	0	
			0	P7013 Skidsteer Loader CCF class 800 Bobcat 5185 (P&Gs) BM24928	(16,248)	0	0	
			0	P7313 Auger & Trencher attachments for Bobcat skidsteer loader (P7013) (P&Gs)	3,000	0	0	
			0	P85807 TRAILER POLMAC DUAL AXLE - P&G	5,000	0	0	
			0	P2416 Graytill Smartspray Ute mounted Spray System	(14,131)	0	0	
			0	P83705 Trailer Dean Caged/Tipper BM11767	(10,598)	0	0	
			0	P1500 Trailer Dean No 17 Flatbed Tilting (for ride-on mower) BM1679	2,000	0	0	
909		(909)	0	P87506 Turfcutter Ryan JR 18"	1,000	0	(1,000)	
			0	P11514 Utility Cab Chassis Tray Extra Cab Retic 2 (P&Gs) (1EPL510)	3,042	0	0	
49,900	(7,280)	(25,455)	(17,166)	P1313 Isuzu NPR 300 Light Truck 2WD Crew Cab Steel Tray (P&Gs) 1ECN037	(10,613)	(17,166)	(6,553)	
12,950	(7,950)	(5,000)	0	P6713 Howard Stealth S2 Dual winged rotary mower (tractor towed) (P&Gs)	(2,650)	0	0	
			0	P16813 Mini Wheel Loader Toro Wheelmaster 320D (P&Gs)	170	0	0	
			0	P8511 Grader Komatsu GD655-5 Works BM28609	(59,703)	0	0	
86,909	(35,320)	(75,000)	23,411	P7110 Volvo Wheel Loader L60F Works - 1DMO852	23,750	23,411	(339)	
			0	P10605 Pump Water Robin PTG40505 - 8.5hp 4" diesel	0	0	0	
49,750	(9,749)	(23,636)	(16,365)	P6413 Hino 300 series 717 Single Cab truck steel tray (signs) (Works) 1EGO887	(3,206)	(16,365)	(13,159)	
49,900	(14,940)	(25,455)	(9,506)	P6313 Truck 2WD Dual Cab w- steel tray Isuzu NPR 300 (Works) 1EDA148	(14,940)	(9,506)	5,434	
80,000	(6,504)	(71,500)	(1,996)	P413 Wheel Loader Komatsu WA250PZ-6 (WMF) 1EBV039	(11,973)	(1,996)	9,977	
0	0	(518)	518	P4208 Scrubber Nilfisk (CA531) - BRAC	0	518	518	
						0	0	
285,169	(156,299)	(369,163)	(26,266)		(114,999)	(26,266)	(4,089)	

Comments - Capital Disposal/Replacements

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

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	10.8224	4,876	115,308,256	12,479,121			12,479,121	12,479,121			12,479,121
GRV -	Residential - Vacant	19.8104	181	2,945,650	583,545			583,545	583,545			583,545
GRV -	Commercial/Industrial	11.2119	540	52,644,669	5,902,468			5,902,468	5,902,468			5,902,468
GRV -	Tourism	14.6665	454	17,437,556	2,557,479			2,557,479	2,557,479			2,557,479
Unimproved Value Valuations												
UV -	Rural	3.1875	21	6,643,773	211,770			211,770	211,770			211,770
UV -	Mining	11.7729	33	1,060,743	124,880			124,880	124,880			124,880
UV -	Commercial Rural	0.7623	53	17,486,000	133,296			133,296	133,296			133,296
Sub-Totals			6,158	213,526,647	21,992,559	0	0	21,992,559	21,992,559	0	0	21,992,559
Minimum Payment												
Gross Rental Valuations												
GRV -	Residential	1,220	67	648,834	81,740			81,740	81,740			81,740
GRV -	Residential - Vacant	1,220	202	910,232	246,440			246,440	246,440			246,440
GRV -	Commercial/Industrial	1,220	33	179,590	40,260			40,260	40,260			40,260
GRV -	Tourism	1,220	372	1,599,000	453,840			453,840	453,840			453,840
Unimproved Value Valuations												
UV -	Rural	1,220	2	13,300	2,440			2,440	2,440			2,440
UV -	Mining	500	31	48,652	15,500			15,500	15,500			15,500
UV -	Commercial Rural	1,220	4	191,300	4,880			4,880	4,880			4,880
Sub-Totals			711	3,590,908	845,100	0	0	845,100	845,100	0	0	845,100
Charitable Concessions								22,837,659				22,837,659
								(39,138)				(39,138)
Amount from General Rates								22,798,521				22,798,521
Ex-Gratia Rates								0				0
Specified Area Rates								0				0
Totals								22,798,521				22,798,521

Comments - Rating Information

NOTE - This note represents the budgeted rating and back rating revenue expected for the 2019/20 financial year. The Statement of Financial Activity (by Reporting Program) examines the reporting program for rates which also includes other items, such as debt recovery and rates instalments charges, which are not represented in this table as they do not form part of ordinary rates modelling.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 01-Jul-19	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 191 - BRAC Inf & Stage 2B	0		0	0	0	0	219	0
Loan 193 - Civic Centre Redevelopment	1,463,195		232,100	468,784	1,231,095	994,411	39,238	62,841
Loan 194 - BRAC Oval Pavillion	236,217		56,521	114,699	179,696	121,518	8,344	14,374
Loan 196 - Chinatown Revitalisation Loan	1,700,000		77,620	91,865	1,622,380	1,608,135	15,458	60,718
Town Beach Redevelopment		2,000,000	0	0	0	0	0	0
Self Supporting Loans								
Broome Golf Club		1,250,000	0	0	0	0	0	0
	3,399,412	3,250,000	366,241	675,348	3,033,171	2,724,064	63,259	137,933

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 19/20 financial year.

(b) New Debentures

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

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 19	Amount Received	Amount Paid	Closing Balance 31-May-20
	\$	\$	\$	\$
Verge Bonds	0	0	0	0
Library Transient Borrower Deposits	0	0	0	0
Election Nomination Deposits	0	0	0	0
Civic Centre Event Takings	3,435	891	1,438	5,763
Key & Other General Purpose Deposits	0	15,162	(15,162)	0
BCITF Collection & Refund Deposits	0	0	0	0
Japanese Cemetery Improvements Deposits	0	0	0	0
Town Planning Related Bond Deposits	102,437	0	0	102,437
Cemetery Plot Reservation Deposits	0	0	0	0
Recreation Facility use Bond Deposits	0	0	0	0
Cash In Lieu Of Public Open Space	0	0	0	0
Parking Facilities Bond Deposits	0	0	0	0
Road & Footpath Facilities Bond Deposits	0	0	0	0
Capital Works Bond Deposits	0	0	0	0
Bank Guarantee Deposits Received	0	0	0	0
Contract Bonds & Retentions	0	0	0	0
Overpayments Held	0	0	0	0
Unclaimed Monies	2,160	0	0	2,160
BRB Levy	14,836	63,168	(58,645)	19,358
Staff Rental Bonds	190	0	0	190
Key Deposits	0	0	0	0
Chinatown Revitalisation grant	805,721	808	(806,529)	0
	928,778	80,029	(878,899)	129,908

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 31 May 2020

Note 12: CAPITAL ACQUISITIONS

% 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
		Governance								
95%	<input checked="" type="radio"/>	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Other Gov	23571		60,000	60,000	0	(2,963)	57,037	
95%	<input checked="" type="radio"/>	Governance Total			60,000	60,000	0	(2,963)	57,037	
		Law, Order And Public Safety								
27%	<input type="radio"/>	VBFB Building New Const - Cap Exp - Volunteer Bush Fire Brigade	53172		1,240,944	1,137,532	335,121	(905,823)	0	
109%	<input checked="" type="radio"/>	Surf Club Building Renewal (Inc Plant & Furniture) Cap Exp-Law Ord & PS	53238		17,200	15,767	0	1,498	18,698	
0%	<input type="radio"/>	SES Buildings New Const > \$5000 - Cap Exp - SES/ Fire & Emergency Services	55286		224,000	205,337	0	(224,000)	0	
24%	<input type="radio"/>	Law, Order And Public Safety Total			1,482,144	1,358,636	335,121	(1,128,325)	18,698	
		Education and Welfare								
0%	<input type="radio"/>	Education and Welfare Total			0	0	0	0	0	
		Housing								
0%	<input type="radio"/>	Housing Total			0	0	0	0	0	
		Health								
0%	<input type="radio"/>	Health Total			0	0	0	0	0	
		Community Amenities								
52%	<input checked="" type="radio"/>	Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	101510		515,820	472,835	0	(250,000)	265,820	
51%	<input checked="" type="radio"/>	Buckleys Rd Closure Upgrade (was Opex 101302) - Cap Exp - San Gen Refuse	101545	101558	267,097	244,838	137,541	(129,556)	0	
104%	<input checked="" type="radio"/>	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	101550	101552	50,000	45,837	0	2,026	52,026	
No Budget	<input checked="" type="checkbox"/>	Frederick Street New Drainage Const & Study - Cap Exp	104270	104291	0	0	(825)	(825)	0	
95%	<input checked="" type="radio"/>	Short St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	104270	104299	762,509	752,896	725,806	(36,703)	0	
9%	<input type="radio"/>	Frederick (KBR Report) - Infra Cap Exp	104600	104795	328,900	301,488	28,023	(300,877)	0	
0%	<input type="radio"/>	Broome Townsite Drains Renewal - Cap Infra Exp - Urb Stwater	104800	104920	22,200	20,354	0	(22,200)	0	
100%	<input checked="" type="radio"/>	Vehicle & Mobile Plant New - Cap Exp - Dev Services	106185		50,872	46,629	50,872	0	0	
69%	<input checked="" type="radio"/>	Broome Cemetery Renewal by P & G - Cap Exp	107552	107561	5,000	4,375	0	(1,568)	3,432	
		Gantheurme Toilet Block Upgrade - Cap Exp - Other Community Ammenities	107680	107684	0	0	0	0	0	
No Budget	<input checked="" type="checkbox"/>	Vehicles & Mobile Plant New - Cap Exp - Sanitation Other	1042510		0	0	0	0	0	
		Hammersley St Upgrade Drainage - Infra Cap Exp	104600	104695	0	0	11,927	11,927	0	
531%	<input checked="" type="radio"/>	Broome Cemetery New Infrastructure Cap Exp	107550	107556	35,510	31,073	188,672	153,162	0	
72%	<input checked="" type="radio"/>	Community Amenities Total			2,037,908	1,920,325	1,142,017	(574,613)	321,278	
		Recreation And Culture								
47%	<input checked="" type="radio"/>	Gantheurme Point - Infra New Const - Cap Exp	112056	112056	4,200	3,850	1,962	(2,238)	0	
		Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- Swim Area &								
0%	<input type="radio"/>	Beaches	112397		15,750	14,432	0	(15,750)	0	
13%	<input type="radio"/>	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	113027	113029	48,210	44,176	6,250	(41,960)	0	
64%	<input checked="" type="radio"/>	Cemetery Reserve New Infra Const - Cap Exp - Parks & Ovals	113550	113560	176,520	154,822	113,368	(63,152)	0	
306%	<input checked="" type="radio"/>	Dakas Street Reserve New Infra Const Cap Exp-P&O	113550	113570	29,606	27,137	90,737	61,131	0	
No Budget	<input checked="" type="checkbox"/>	Sugar Glider Park New Const - Cap Exp	113550	113606	0	0	5,065	5,065	0	
186%	<input checked="" type="radio"/>	Demco Foreshore Plan Year 1 New Infra Const - Cap Exp	113550	113963	61,405	56,284	114,025	52,620	0	
No Budget	<input checked="" type="checkbox"/>	Town Beach Foreshore Concept Plan Infra New Const - Cap Exp	113550	113585	0	0	113	113	0	
		Sibosado Park Renewal Infra - Cap Exp - Pks & Ovals	113551	113628	0	0	0	0	0	
99%	<input checked="" type="radio"/>	Cable Beach Reserve Renewal Works - Cap Exp	113551	113674	2,200	2,013	0	(25)	2,175	
		Town Beach Renewal Works - Infra Cap Exp	113551	113677	0	0	0	0	0	
100%	<input checked="" type="radio"/>	Haynes Oval Reserve Renewal of Infrastructure- Cap Exp	113551	113762	4,245	3,883	0	0	4,245	
71%	<input checked="" type="radio"/>	Sunset Park Renewal Infra - Cap Exp - Parks and Ovals	113551	113765	40,000	36,663	0	(11,572)	28,428	
173%	<input checked="" type="radio"/>	Solway Park renewal Infra - Cap Exp - Pks & Ovals	113551	113787	11,500	11,250	0	8,434	19,934	
91%	<input checked="" type="radio"/>	Sugar Glider Park Renewal Infra - Cap Exp - Parks & Ovals	113551	113793	56,000	51,326	0	(5,000)	51,000	
553%	<input checked="" type="radio"/>	Town Beach Reserve Upgrade - Cap Exp - P&G	113552	113607	85,116	78,023	470,463	385,347	0	
100%	<input checked="" type="radio"/>	Haynes Oval Floodlighting Upgrade Infra - Capex	113552	113620	13,108	12,012	13,108	0	0	
0%	<input type="radio"/>	Reticulation Control System New Exp - Cap Exp Parks & Ovals	113603		40,500	40,500	0	(40,500)	0	

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	Amended Annual Budget	Amended YTD Budget	YTD 31 May 2020				Strategic Reference / Comment
							YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)		
272%	●	Civic Centre Building Renewal (Inc Plant & Furn) - Cap Exp - Public Halls	113755		4,000	3,663	0	6,870	10,870		
0%	○	Library Building Renewal (Inc Plant & Furn) - Cap Exp - Libraries	115461		14,417	13,211	0	(14,417)	0		
0%	○	Museum Building Renewal- Cap Exp - Other Cult	116201		15,315	14,036	0	(15,315)	0		
100%	●	Aquatic Infrastructure Renewal - Cap Exp - BRAC Aquatic	117128	117129	35,750	32,769	0	0	35,750		
49%	●	Building New Construction Expense - BRAC Dry - Cap Exp	117300	117365	2,019,869	1,851,549	991,261	(1,028,608)	0		
0%	○	BRAC Building Renewal - Cap Exp - BRAC Dry	117315	117316	10,000	9,163	0	(10,000)	0		
92%	●	BRAC Dry Recreation Infra Renewal - Cap Exp - BRAC Dry	117317	117318	44,417	40,711	0	(3,343)	41,074		
90%	●	Furniture & Equip - New - BRAC Dry	117372	117373	130,959	114,590	118,440	(12,519)	0		
71%	●	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	117455	117456	43,593	41,829	0	(12,642)	30,951		
		Streeters Jetty Renewal - Other Culture - Cap Exp	1107208		0	0	0	0	0		
67%	●	Town Beach Redevelopment -Other Infra New - Cap Exp	1181401		364,318	355,151	243,859	(120,459)	0		
		Town Beach Redevelopment - Fishing Platform & Amenities -Other Infra New - Cap Exp	1181402		168,956	154,869	170,283	1,327	0		
101%	●										
96%	●	Town Beach Redevelopment - Greenspace & Waterpark - Cap Exp	1181405		5,069,037	4,646,620	4,875,877	(193,160)	0		
83%	●	Town Beach Development - Groyne Project - Other Infra New - Cap Exp	1181408		4,300,000	3,941,663	3,566,210	(733,790)	0		
68%	●	Youth Bike Recreation Area - New Construction - Cap Exp	1181420	YBRA001	711,520	649,296	485,336	(226,184)	0		
70%	●	Broome Entry Statement Signage New Const - Cap Exp - Other Cult	116125	116126	74,089	74,089	51,599	(22,490)	0		
9%	○	Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	1181407		1,214,678	1,062,845	111,199	(1,103,479)	0		
No Budget	■	Nursery - Building New Const - Cap Exp - Parks & Ovals	113568		0	0	54	54	0		
0%	○	BRAC Oval Upgrade of Infra - Cap Exp	117450	117452	18,225	13,668	0	(18,225)	0		
0%	○	Town Beach Development - Jetty Project - Other Infra New - Cap Exp	1181409		7,118,810	6,525,574	13,356	(7,105,454)	0		
No Budget	■	BRAC Building Upgrade - Cap Exp - BRAC Dry	117310	117311	0	0	10,112	10,112	0		
0%	○	Broome Golf Club Building Renewal - Cap Exp - Other Recreation & Sports	112071		5,312,019	200,000	0	(5,302,519)	9,500		
43%	●	Recreation And Culture Total			27,258,332	20,281,668	11,452,677	(15,571,728)	233,927		
		Transport									
15%	○	Federal Black Spot - Herbert / Saville Roundabout - NEW- Capex	113561	RU666	691,811	634,161	102,472	(589,339)	0		
No Budget	■	Carnarvon St New Road Co Const - Nap Intersection 3/4	121000	121040	0	0	(780)	(780)	0		
12%	○	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	121000	121560	1,883,313	1,636,404	232,799	(1,650,514)	0		
No Budget	■	McDaniel Rd Upgrade Const - HIA All Streets	121100	121108	0	0	1,375	1,375	0		
100%	●	Hammersley St Upgrade Construction - Cap Exp	121100	121113	11,091	10,164	11,091	(0)	0		
100%	●	BRAC Pedestrian Crossing P&G - Capex	121100	RU444	69,269	63,498	69,077	(192)	0		
30%	○	Old Broome Road/ Gus Winckel Road Upgrade - Capex	121100	RU555	364,174	333,828	108,483	(255,691)	0		
No Budget	■	Chinatown Revitalisation Rd Renewal Const - Urban Rds - Cap Exp	121101	121528	0	0	0	(781)	(781)		
104%	●	Hunter St Renewal Rd Infra Const - Capex (was Herbert st)	121101	121552	751,356	688,743	0	33,353	784,709		
		Urban Reveals Renewal Program - Various (Sealing Contractor) - Cap Ex - Renewal									
1%	○		121101	RRU	78,918	72,336	0	(78,118)	800		
0%	○	Various FootPath Upgrade - Cap Exp	1223481	FPUP001	46,337	46,337	0	(46,337)	0		
101%	●	Broome / Cape Leveque Rd - Unsealed pindan section - Cap Ex - Renewal	121505	RR80	18,000	16,500	0	157	18,157		
No Budget	■	Chinatown Landscaping Upgrade of Infra by P & G - Cap Car park renewals - Various	121510	121510	0	0	16,928	16,928	0		
91%	●		124600	124611	5,191	4,763	0	(473)	4,718		
108%	●	Male Oval New Carpark Const - Cap Exp	125000	125015	317,000	317,000	343,425	26,425	0		
		Old Broome Estate - New Bus bay Construction - Cap Exp	125100	BUSN002	0	0	0	0	0		
92%	●	Male Oval Bus Shelter - Infra Cap Exp	125100	BUSN003	17,000	15,587	15,607	(1,393)	0		
100%	●	Frangipani Subdivision Footpath Construction Expense - Cap Exp	125140	121597	4,810	4,411	4,810	0	0		
		Palmer Road - Footpath Construction	125140	125192	0	0	0	0	0		
98%	●	Hunter Street - Footpath Construction	125140	125222	95,743	87,758	93,593	(2,150)	0		
		Roebuck Estate Subdivision - Various Stages									
0%	○		125140	125269	9,521	9,521	0	(9,521)	0		
1%	○	Broome North Footpath New Const - Capex	125140	125277	175,884	161,687	2,240	(173,644)	0		
0%	○	Six Seasons Estate - Januburu Subdivision - Various Stages	125140	125279	13,043	11,861	0	(13,043)	0		
		Old Broome Estate Subdivision - Whole Estate - Various Paths									
0%	○		125140	125290	11,931	10,934	0	(11,931)	0		
94%	●	Jigal Drive Pedestrian Connection to Chinatown and Cable Beach - Cap Exp	125140	JDFOOT	8,725	7,997	8,230	(495)	0		
100%	●	Broome New Street Light Construction - Cap Exp	125200	STLN002	122,500	91,875	122,500	0	0		

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator		Acct	Job	Amended Annual Budget	Amended YTD Budget	YTD 31 May 2020				Strategic Reference / Comment
							YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)		
88%	●	Street Lighting at Various Locations - Renewal	125225	125232	308,769	283,041	0	(37,574)	271,195		
69%	●	Footpath Old Broome Road - One Mile Access/Sandpiper/Short St	125300	125291	291,275	266,992	0	(89,771)	201,504		
134%	●	Various Footpath Renewal - Renewal Construction - Cap Exp	125300	VARPATH	131,903	120,907	0	45,110	177,013		
40%	●	Access & Inclusion Improvements New Infra - Cap Exp	1254421		48,800	46,404	19,672	(29,128)	0		
		Street Lighting Upgrade - Cap Exp - Cons Streets Roads Bridges	125215		0	0	0	0	0		
No Budget	■	Rural Road New Const - Cap Exp	121500		0	0	1,392	1,392	0		
48%	●	Transport Total			5,476,364	4,942,709	1,152,915	(2,866,134)	1,457,315		
		Economic Services									
0%	○	Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	132129		25,000	22,913	0	(25,000)	0		
No Budget	■	Promotional Banner Const Upgrade - Cap Exp - Tourism	132131	132132	0	0	771	771	0		
70%	●	Detailed Design Chinatown Project Stage 2 - CapEx	1367228		800,000	733,326	560,448	(239,552)	0		
		****DO NOT USE*** Chinatown Revitalisation Project Management - Cap Exp									
92%	●	- Economic Services Special Projects	1367402		106,000	92,750	97,935	(8,065)	0		
8%	○	Dampier St Upgrade - Cap Exp	1367404	1367407	211,972	194,304	17,696	(194,276)	0		
0%	○	Carnarvon St Upgrade - Cap Ex	1367404	1367408	227,389	208,439	0	(411)	(227,800)	0	
61%	●	Public Art (funded from Reserve) - Other Infra New - Cap Ex	1367405	1367412	16,693	16,693	10,255	(6,438)	0		
65%	●	Chinatown Entry Statement - Other Infra New - Cap Ex	1367405	1367415	200,000	183,337	129,461	(70,539)	0		
98%	●	Chinatown Public Wi-Fi Project - Other Infra New - Cap Ex	1367405	1367413	59,850	59,850	58,696	(1,154)	0		
0%	○	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	1367405	1367419	300,000	249,900	0	(300,000)	0		
		Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic									
145%	●	Services Special Projects	1367221		45,000	39,151	65,406	20,406	0		
No Budget	■	Chinatown Public Art - Art Coordination & Contingency	1367405	1367422	0	0	1,625	1,625	0		
No Budget	■	Chinatown Public Art - Start of the Pearl Story	1367405	1367423	0	0	5,403	5,403	0		
No Budget	■	Chinatown Public Art - Chinese Community	1367405	1367424	0	0	2,827	2,827	0		
No Budget	■	Chinatown Public Art - Diverse Quarter and the Boating Industry	1367405	1367425	0	0	1,802	1,802	0		
No Budget	■	Chinatown Public Art - Sam Male	1367405	1367426	0	0	7,026	7,026	0		
No Budget	■	Chinatown Public Art - The Tram	1367405	1367427	0	0	1,413	1,413	0		
No Budget	■	Chinatown Public Art - The Japanese in Broome	1367405	1367428	0	0	1,590	1,590	0		
No Budget	■	Chinatown Public Art - Interpretation Trail	1367405	1367429	0	0	883	883	0		
No Budget	■	Chinatown Public Art - Customised Designs for Sandblasted Benches	1367405	1367430	0	0	177	177	0		
No Budget	■	Chinatown Public Art - Customised Designs Filagree Panels	1367405	1367431	0	0	177	177	0		
47%	●	Economic Services Total			1,991,904	1,800,663	940,256	(1,051,648)	0		
		Other Property & Services									
100%	●	Vehicle & Mob Plant Renewal (Replacement) - Cap Exp - Gen Admin	142551		74,975	68,728	0	(309)	74,666		
13%	○	Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	142558		131,133	123,633	0	(113,665)	17,468		
49%	●	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	143610		656,000	601,326	0	(334,458)	321,542		
100%	●	Vehicle & Plant New - Cap Exp - P&G Operations	143621		47,000	41,125	46,781	(219)	0		
28%	○	Equip & H'Ware > \$5000 Cap Exp - IT	146120		143,000	131,076	39,529	(103,471)	0		
69%	●	Software >\$5000 Cap Exp - IT	146122		202,088	185,240	139,177	(62,911)	0		
		Child Care Ctr cnr Guy & Herbert Fixed Furn & Equip New - Cap Exp -									
0%	○	Community Facilities Leased	146651		4,000	3,663	0	(4,000)	0		
0%	○	BOSCCA Building Renewal (Inc Plant & Furn) - Cap Exp - Com Fac Leased	146662		4,000	3,663	0	(4,000)	0		
96%	●	Building Capital > \$5k - Cap Exp - Unclassified General	147100		71,574	71,574	0	(3,194)	68,380		
		Shire Office Barker St - Building Renewal - Cap Exp - Corp Gov Support	147372		0	0	0	0	0		
82%	●	KRO1 Building Renewal - Cap Exp - Office Prop Leased	147374		248,565	232,369	0	(45,189)	203,376		
76%	●	KRO2 Building Renewal - Cap Exp - Office Prop Leased	147375		552,782	523,032	0	(133,391)	419,391		
111%	●	Depot Building Const Renewal - Cap Exp - Depot Operations	148003	148007	4,000	3,663	0	437	4,437		
100%	●	Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office	148004		41,051	37,620	0	0	41,051		
52%	●	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	148611		906,397	848,723	0	(433,569)	472,828		
No Budget	■	Plant Equip & Tools Over \$5000 - Depot (Excluding Vehicles) MUN	148290		0	0	1,117	1,117	0		
60%	●	Other Property & Services Total			3,086,565	2,875,435	226,604	(1,236,822)	1,623,139		
46%	●	GRAND TOTAL			41,393,217	33,239,435	15,272,513	(22,409,310)	3,711,394		

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 12: CAPITAL ACQUISITIONS

							YTD 31 May 2020				
	Level of Completion				Amended Annual	Amended YTD		Variance	YTD Actual		
% of Completion	Indicator	Infrastructure Assets	Acct	Job	Budget	Budget	YTD Actual	(Under)/Over	(Renewal Exp)		Strategic Reference / Comment
38%	○	Land & Buildings - New			3,484,813	3,194,418	1,326,437	(2,158,376)	0		
No Budget	⊗	Land & Buildings - Upgrade			0	0	10,112		0		
12%	○	Land & Buildings - Renewal			6,410,005	1,236,687	0	(5,657,885)	752,120		
		Works in Progress Land & Buildings			0	0	0	0	0		
21%	○	Land & Buildings - Total			9,894,818	4,431,105	1,336,548	(7,806,150)	752,120		
79%	⊕	Recreation Areas Infrastructure - New			7,333,401	6,658,698	5,803,932	(1,529,470)	0		
492%	●	Recreation Areas Infrastructure - Upgrade			98,224	90,035	483,572	385,348	0		
90%	●	Recreation Areas Infrastructure - Renewal			237,705	220,444	0	(24,148)	213,557		
		Works In Progress Recreation Areas Infrastructure			0	0	0	0	0		
85%	●	Recreation Areas Infrastructure - Total			7,669,330	6,969,177	6,287,503	(1,168,270)	213,557		
27%	○	Roads, F/Paths & Bridges Infrastructure - New			3,383,581	3,036,475	921,395	(2,462,186)	0		
48%	●	Roads, F/Paths & Bridges Infrastructure - Upgrade			1,775,232	1,629,047	850,093	(925,139)	0		
93%	●	Roads, F/Paths & Bridges Infrastructure - Renewal			1,276,643	1,170,241	0	(90,523)	1,186,120		
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0	0		
46%	●	Roads, F/Paths & Bridges Infrastructure - Total			6,435,456	5,835,763	1,771,488	(3,477,848)	1,186,120		
95%	○	Drainage Infrastructure - New			762,509	752,896	724,981	(37,528)	0		
12%	○	Drainage Infrastructure - Upgrade			328,900	301,488	39,950	(288,950)	0		
0%	○	Drainage Infrastructure - Renewal			22,200	20,354	0	(22,200)	0		
		Works in Progress Drainage Infrastructure			0	0	0	0	0		
69%	⊕	Drainage Infrastructure - Total			1,113,609	1,074,738	764,932	(348,677)	0		
36%	○	Other Infrastructure - New			12,760,726	11,684,074	4,577,813	(8,182,913)	0		
52%	○	Other Infrastructure - Upgrade			267,097	244,838	138,312	(128,785)	0		
90%	●	Other Infrastructure - Renewal			363,769	333,253	0	(37,116)	326,653		
		Works In Progress Other Infrastructure			0	0	0	0	0		
38%	○	Other Infrastructure - Total			13,391,592	12,262,165	4,716,125	(8,348,814)	326,653		
100%	●	Mobile Plant & Equip New			97,872	87,754	97,653	(219)	0		
		Mobile Plant & Equip Upgrade			0	0	0	0	0		
54%	○	Mobile Plant & Equipment Renewal (Replacement)			2,269,993	2,103,664	0	(1,037,049)	1,232,944		
56%	●	Mobile Plant & Equip - Total			2,367,865	2,191,418	97,653	(1,037,268)	1,232,944		
3%	○	Fixed Plant & Equipment - New			40,500	40,500	1,117	(39,383)	0		
		Fixed Plant & Equipment - Upgrade			0	0	0	0	0		
		Fixed Plant & Equipment - Renewal			0	0	0	0	0		
3%	○	Fixed Plant & Equipment - Total			40,500	40,500	1,117	(39,383)	0		
62%	⊕	Furniture & Equipment - New			480,047	434,569	297,146	(182,901)	0		
62%	⊕	Furniture & Equipment - Total			480,047	434,569	297,146	(182,901)	0		
46%	●	Capital Expenditure Total			41,393,217	33,239,435	15,272,513	(22,409,310)	3,711,394		

SHIRE OF BROOME
Monthly Statement of Financial Activity
For the Period Ending 31 May 2020

Appendix A: SUPPLEMENTARY NOTES TO THE MONTHLY REPORT

NOTES TO THIS MONTH'S REPORT

OVERVIEW

For the period ended 31 May 2020, the following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	91.80%
Total Rates Raised Revenue	100% (of which 95.41% were paid)
Total Other Operating Revenue	67%
Total Operating Expenditure	75%
Total Capital Revenue	27%
Total Capital Expenditure	46%
Total Sale of Assets Revenue	65%

The budget was adopted at the Ordinary Meeting of Council on 27 June 2019. Council adopted a balanced annual budget, which included a net carried forward balance of \$4,006,759, being \$2,499,521 of carry-over projects, plus \$1,507,238 Financial Assistance Grants received in advance.

It should be noted that the end of financial year (EOFY) processes are now complete and the Annual Financial statements were presented to the Audit Committee on 15 October 2019 before the recommendations were presented to the Ordinary Meeting of Council on 17 October 2019. The final report included recommendations for the use of an adjusted surplus \$2,144,227 in carried forward surplus. These recommendations were approved by Council and incorporated into the 2019-20 budget.

More information on the Shire's current position can be found on Note 3 of these Financial Statements.

The details of all amendments year-to-date can be found on Note 5 of the Financial Report.

ADJUSTMENTS TO DETERMINE THE CASH POSITION

Salaries and wages had been adjusted at the Q3 FACR to take into consideration savings from closure of BRAC, Library and Civic Centre.

CURRENT POSITION

Currently, to the end of May, the current position stands at \$8.3M.

Cash

Total Cash Assets are now \$39.8M having decreased by \$1.5M.

The major collections this month include receipt of:

- \$4.7M Transfers from Reserves for completed projects- \$2.2M Groyne, \$952K Greenspace, \$479K Plant Replacement, \$357K KRO 1 Refurb, \$321K Hunter Street Carryover, \$268K Town Beach Seawall, \$65K Hamersley St
- \$1.38M Financial Assistant Grant 5th Payment
- \$833K Department Primary Industry and Regional Development payment for Chinatown Stage 2

The major expenditure items this month include payments of:

- \$1.4M WA Limestone Contracting for Groyne (RFT 19-12)
- \$377K H&M Tracey Construction for Water Park (RFT 19-15)
- \$366K Colin Wilkinson Dev for Court Upgrade BRACH (RTF 22-19)

Receivables

Sundry debtors including GST refundable stand at \$1.0M.

Rates and rubbish debtors stand at \$1.13M. Annual rates were raised on 18th July 2019 with due date of 22 August 2019. 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 \$140K having decreased \$11K since the previous month.

Cash Liabilities

These stand at \$309K. This represents our obligation on our outstanding loans in 19/20.

Creditors and Payables

Sundry Creditors are \$2.2M, due to continued major infrastructure works in progress.

Other Payables comprising Tax Payable, FESA Levy Collected, Accrued Loan Interest, Prepayments Received and accruals stand at \$344K.

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.

Current leave provisions are \$1.96M (Non-current leave provisions are \$1.05M). Accruals to reflect the year end position have been completed for the 2018-2019 year.

10. REPORTS OF COMMITTEES

10.1 YAWURU PARK COUNCIL MEETING MINUTES 20 MAY 2020

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	NAT55.1, NAT55.3, RES50994
AUTHOR:	Land Tenure Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development and Community
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report presents Council with a progress report for the Yawuru Park Council, comprising the draft minutes and associated recommendations of the YPC meeting held on 20 May 2020.

The officer recommendation is for Council to note the minutes of the Yawuru Park Council meeting held on 20 May 2020.

BACKGROUND

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 Biodiversity, Conservation and Attractions (**DBCA**) 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
Guniyan Binba (located approximately 600 metres north of the rocks at Cable Beach) (Cable Beach Intertidal Zone)	Yawuru, the Shire and DBCA
Birragun (Out of town Areas)	Yawuru and DBCA
Nagulagun (Marine Park Areas)	Yawuru and DBCA

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, Rosemary Coffin, Ben Dolby, Eduardo Maher and Darren Puertollano.
Shire Representatives:	Cr Harold Tracey (Shire President), Chief Executive Officer (Sam Mastrolembro) and Director Development and Community Services (Nathan Cain)

Shire Proxies:	Cr Elsta Foy, Cr N Wevers, Manager Planning and Building Services (Director Development and Community Services) and Land Tenure Officer (CEO)
DBCA Representatives:	Alan Byrne, Darren Stevens and Daniel Balint.
DBCA Proxies:	Anthony Richardson, Craig Olejnik, Luke Puertollano, Jason Richardson and Jason Fong

The Joint Management Agreement and Assistant Agreement form part of the ILUA's.

In accordance with section 9.3 of the Management Agreement, the Parties (Yawuru RNTBC, DBCA and Shire of Broome) must ensure their Representative Members and proxies are available and authorised to carry out their functions as set out in the Joint Management Agreement and the Terms of Reference, therefore, Minutes are for noting by Council.

YPC minutes were last presented to Council for noting at the April 2020 Ordinary Meeting of Council and included minutes for the YPC meeting held on 26 February 2020.

The YPC met recently on 20 May 2020.

COMMENT

YPC Meeting on 20 May 2020

The agenda (**Attachment 1**) and minutes (**Attachment 2**) of the YPC meeting held on 20 May 2020 are attached. At the meeting, the YPC considered the following items:

3. Matters across all tenure

3.1 Management strategy prioritisation review

Three terrestrial Yawuru Joint Management plans with four management values and 255 management strategies (**Attachment 3**).

Prioritisation process revealed in order to provide consistent and holistic management across the Yawuru Conservation Estate, requires tools and systems to enable planning, monitoring, reporting and improvement for an effective and adaptive management program.

The Yawuru / DBCA Ranger program is funded by Royalties for Regions (RfR), current funding allocation provides for a base level of capacity to enable employment, training and the delivery of basic works and maintenance across the Yawuru Conservation Estate.

The prioritisation exercise determined of the 255 management strategies, 50% are funded as 'business as usual' as part of the DBCA Yawuru Ranger program (RfR), 4% are funded externally and the remaining 46% are not funded.

4. Minyirr Buru (In-Town Conservation Estate) (Yawuru and Shire)

4.1 Dual naming – Yawuru place name initiative

Dual naming endorsed by Council at the April 2020 Ordinary Meeting of Council was endorsed by the YPC.

It was noted that Landgate has recently released draft guidelines for Aboriginal and dual naming.

4.2 Wedding approval process

The Shire of Broome is currently looking at ways to streamline the event approval process, to promote Broome as a wedding destination and to provide an online booking system.

The YPC endorsed approval to the Shire of Broome to issue wedding permits on joint managed lands at Gantheaume Point and Reddell Beach, subject to a maximum of 100 people and a limit of two (2) hours.

Wedding permits issued by the Shire will include recognition of Yawuru Country and the booking system will provide information on the option to include Welcome to Country or other cultural experiences.

4.3 Minyirr Park post-fire report

Fires in the late dry season of 2019 burnt 16 hectares of nationally endangered Monsoon Vine Thickets (MVT), 83 hectares of priority ecosystem on relict dunes and 25 hectares of priority Cable Beach Ghost Gum community.

Recommendations from the report (**Attachment 4**) to resurvey quadrants after the wet season and again at two-year intervals for at least 10 years will be achieved through Environs Kimberley successfully securing a \$15,000 Landcare grant.

The final recommendation, to allocate funds to collect fauna data as part of the future surveys, will be budgeted for by the DBCA Yawuru Ranger program.

4.4 WANDRRA – DEMCO and Simpson's Beach concept drawings / design

Shire officer provided verbal update following site meeting with Yawuru Law Bosses and YPC Representatives. It was agreed to reinstate the DEMCO 'gorge' to pre-event state / contours with certified clean fill with works commencing 12 May 2020.

Simpson's Beach improved design still pending approval.

Shire representatives raised concerns regarding the ability to deliver by the 30 June 2020 deadline.

New design proposed to meet reinstatement and current engineering standards.

5. Guniyan Binba (Northern Intertidal Zone) (Yawuru, Shire and DBCA)

5.1 DBCA provided an update on submissions and amendments to the final Guniyan Binba Conservation Park Management Plan.

The Guniyan Binba (Northern Intertidal Zone) Conservation Park Management Plan final draft was endorsed by Council in April 2020.

The YPC endorsed the final draft (**Attachment 5**).

6. Reports

6.1 Financial Statement

Royalties for Regions (Operational) April 2020:

- YTD Actual \$802,447
- YTD Budget \$1,100,797
- YTD percentage spend 73%

Yawuru Trust Account (Capital) April 2020:

- YTD Actual \$-1,249
- YTD Budget no budget – pending prioritisation of capital projects
- YTD percentage spend 0%

DBCA confirmed the Marine and Terrestrial budgets have been submitted for recurrent funding to the Economic Review Committee.

The request included an increase from \$1.1 million to \$1.3 million, plus CPI increases - \$300,000 per year capital for the Terrestrial budget.

On 27 March 2020 the budget goes to Committee for consideration.

CONSULTATION

The YPC comprises representatives from Yawuru, the Shire and DBCA, working collaboratively to manage the Yawuru Conservation Estate.

STATUTORY ENVIRONMENT

Yawuru Area Indigenous Land Use Agreement 2010

Yawuru Prescribed Body Corporate Indigenous Land Use Agreement 2010

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

Accessible and safe community spaces

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

A preserved, historical and cultural heritage of Broome

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

COUNCIL RESOLUTION:**(REPORT RECOMMENDATION)****Minute No. C/0620/026****Moved: Cr N Wevers****Seconded: Cr P Taylor*****That Council notes the minutes of the Yawuru Park Council meeting held on 20 May 2020.******CARRIED UNANIMOUSLY 8/0*****Attachments**

1. Attachment 1 - Agenda and Agenda Items
2. Attachment 2 - Draft Minutes
3. Attachment 3 - Prioritisation Spreadsheet
4. Attachment 4 - Minyirr Park Post Fire Report
5. Attachment 5 - Guniyan Binba Final Draft Joint Management Plan



Department of Biodiversity,
Conservation and Attractions



Yawuru Park Council Agenda

Meeting no: 46 Meeting location: Via video conference Meeting date: 20/05/2020 Meeting time: 9:00am Apologies:				
	ITEM	YPC action:	Who:	Format:
1.0	Welcome and apologies			
1.1	Opening and welcome		Chairperson	
1.2	Apologies		Chairperson	
1.3	Role of persons present (YPC representative/ alternative/ proxy, associate member, observer, guest etc)		Chairperson	
2.0	Minutes of previous meeting			
2.1	February 2020 YPC meeting 45 minutes	Review		Minutes
2.2	Actions arising	Review		Minutes
3.0	Matter across all tenure (Yawuru, DBCA, Shire)			
3.1	Management strategy prioritisation review	For voting	TQ / JJ	Briefing note
4.0	Minyirr Buru (Yawuru, Shire)			
4.1	Dual naming locations	For voting	JJ	Briefing note
4.2	Wedding approval process	For voting	JJ	Briefing note
4.3	Minyirr Park post-fire report	For noting	TQ	Briefing note
4.4	WANDRRA: DEMCO and Simpson's Beach	Review	JJ	Verbal
5.0	Guniyan Binba (Yawuru, DBCA, Shire)	NIL		



Department of Biodiversity,
Conservation and Attractions



5.1	Guniyan Binba Joint Management Plan endorsement	For voting	CA	Briefing note / Phone call
6.0	Birragun (Yawuru, DBCA)	NIL		
	Nil			
7.0	Reports			
7.1	Budget Update	For noting	DBCA	Attachment
8.0	Other matters and correspondence in			
	Nil			
9.0	Next Meeting			
19 th August 2020				
10.0	Close of Meeting			

YAWURU PARK COUNCIL

AGENDA ITEM BRIEFING NOTE

AGENDA ITEM	3.1 Management strategy prioritisation review
MEETING NUMBER	46
LOCATION:	Yawuru Conservation Estate (terrestrial)
AUTHOR and ORGANISATION:	Joint Management Officer, NBY Land Tenure Officer, SoB Yawuru Parks Coordinator, DBCA
RESPONSIBLE OFFICER:	
DATE OF REPORT:	May 2020
SUMMARY:	<p>Three (terrestrial only) of the four Yawuru Joint Management Plans have been developed in collaboration with the joint management partners (Yawuru RNTBC, Department of Biodiversity, Conservation and Attractions and Shire of Broome), in accordance with the Indigenous Land Use Agreements (ILUA) (2010).</p> <p>Following the Yawuru Park Council (YPC) meeting of 26 February 2020, the YPC Working Group have undertaken a process to better understand and prioritise the two hundred and fifty five Management Strategies across the three management plans.</p> <p>This process was complex, identifying several anomalies across the plans, making integration challenging. It became apparent, in order to provide consistent and holistic management across the Conservation Parks, requires tools and systems to enable planning, monitoring, reporting and improvement for an effective and adaptive management program. The intention here is to give life to a key principle from the Yawuru Cultural Management Plan to manage Yawuru country holistically.</p> <p>This report provides details of the prioritisation process, and a summary of the Management Strategies. ATTACHMENT 1 provides the prioritisation spreadsheet that the YPCWG have developed to undertake the review. The YPCWG seeks the YPC support to investigate and obtain advice on how to apply the Conservation Action Planning (CAP), and Monitoring Evaluation Reporting and Improvement (MERI) systems and methodologies which are being used for managing the Yawuru IPA, to the management of the Yawuru Conservation Estate (YCE). The aim is to develop a planning, prioritising and reporting tool for the YCE management including prioritising Management Strategies, delivering work programs, monitoring values, and reporting and improvement for the three management plans, across the Yawuru Conservation Estate.</p>

BACKGROUND

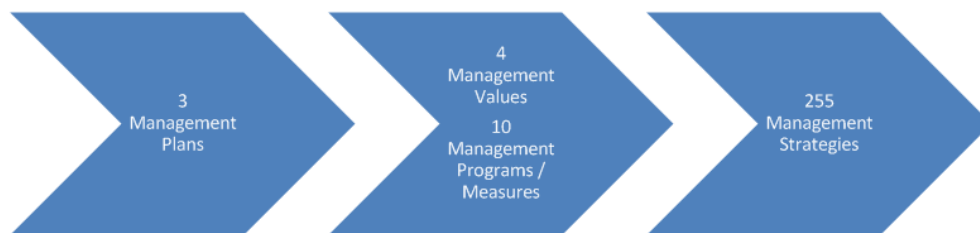
There are three terrestrial management plans that apply to the Yawuru Conservation Estate:

1. Yawuru Minyirr Buru
2. Yawuru Birragun
3. Guniyan Binba (together the Yawuru Joint Management Plans)

The Yawuru Joint Management Plans have been developed in collaboration with the joint management partners (Yawuru RNTBC, Department of Biodiversity, Conservation and Attractions and Shire of Broome), in accordance with the Indigenous Land Use Agreements (ILUA) (2010).

The individual plans are intrinsically linked, as such, a well-integrated management approach capable of protecting and managing the values in a culturally appropriate manner is required.

Each plan clearly identifies management objectives, broad management strategies, usually prescribe performance measures and targets. The plans are designed to guide the management of the Conservation Parks for the next 10 years to ensure these important areas are managed sustainably for the use and benefit of Yawuru people, the broader Broome community and visitors to Broome.



Management Values

The intrinsically connected values of the Yawuru conservation estate have been addressed under separate headings of cultural, physical, ecological, social and economic values. This helps with the development of clear management objectives and strategies for each value group.

Management Programs / Measures

The management plans use varying terminology across each plan such as management “programs” or “measures” to refer to management activity that may be implemented to provide intervention for the management of the afore mentioned values.

Management Strategies

The management plans provide broad management strategies across the listed values and also the management programs / measures, often there is overlap. Management strategies have been prioritised as high key management strategy, high, medium and low to indicate their relative importance, although all are intended to be implemented over the life of the plans. Prioritisation of strategies is based on the best available information at the time the plan was developed. In the case of the Yawuru Minyirr Buru plan, the priority ranking for some management strategies are listed as “ongoing”.

YAWURU JOINT MANAGEMENT PROGRAM FUNDING

The Royalties for Regions (RfR) program provides funding for the Yawuru joint management program (approximately \$1.1 million per year).

The current funding allocation provides for a base level of capacity to enable employment, training, equipment and the delivery of basic works and maintenance of the Conservation Estate by the DBCA Yawuru Ranger program. The funding also provides for the administration of joint management governance.

PRIORITISATION PROCESS

Background

The YPC working group have had several meetings over 2019 and 2020 to investigate and prioritise management strategies in an integrated manner across the three management plans. The intent was to understand any synergies across plans and look for opportunities to deliver and report on the plans holistically.

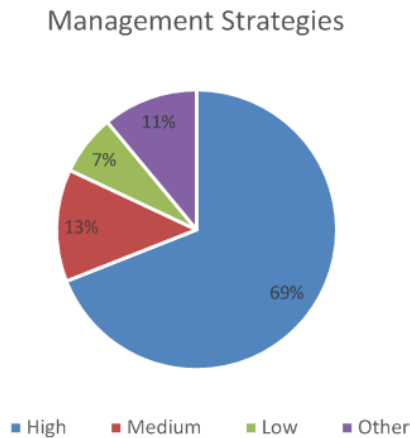
Findings from the meetings are detailed below –

- There is a total of 255 management strategies across the three management plans
- “H-KMS” priority ranked management strategies are only prescribed in the Yawuru Birragun MP.
- There is no “Low” priority ranked management strategies in Guniyan Binba MP.
- “Ongoing” priority ranked management strategies are only prescribed in the Yawuru Minyirr Buru MP. The view of the YPCWG is that “ongoing” ranked management strategies are generally translated to “High” for example, in Responsibility for Country and Geomorphology values.
- Some objectives or nested strategies do not have performance measures targets or reporting requirements.
- Some management strategies are prioritised differently across management plans i.e. Enjoyment of Country and Customary Practices strategy rankings have anomalies in priority across the plans. Furthermore, some management strategies within plans have contradictory ratings which makes combining similar strategies problematic. For example, in the Yawuru Birragun MP “History and heritage values strategy 5” and “Recreational and tourism value strategy 8” have contradictory priority ratings.
- The management strategies are quite broad and require further delivery actions to be developed to detail how the management strategies will be achieved. This should be worked through by the YPC working group.
- The Yawuru Minyirr Buru MP has a varied format from the statutory CALM Act plans. One example is “Patrol and enforcement” where this is discussed in the Social Values in Yawuru Minyirr Buru MP although in other plans it is discussed in the Management Programs section.
- Responsibility for management strategies is allocated in some instances to NBY and SoB and resourcing the delivery of these actions will need to be considered.
- A review of management strategies has identified that various sub-planning for patrol and enforcement, education and interpretation, research and monitoring, capital works etc need to be reviewed or developed and ensure they link with the management plans and priorities. These sub-plans should be prioritised to guide the development of annual workplans and budgets.

- Often Management program / measure strategies are nested within the Values sections of each plan. For example, there are numerous education strategies nested within the Cultural Values section of the plans. The YPCWG have used a “management theme” to group each management strategy to six themes – Management Frameworks, Education and Interpretation (combined), Public Participation, Patrol and Enforcement, Management Intervention, Research and Monitoring (combined). This aligns with the Yawuru Nagulagun / Roebuck bay Marine Park Joint Management Plan. Grouping strategies that are broadly applied across Values and management programs allows for alignment in delivery.
- A review of the management strategies has identified a portion of the management strategies are funded through the current budget and that further funding, partnerships and in-kind contributions will need to be investigated to enable delivery either by the joint management program or through contractors and consultancies.

SUMMARY OF MANAGEMENT STRATEGIES

Management Strategies



The 255 management strategies across the 3 plans, are ranked either high, medium, low and ‘other’.

- 175 or 69% of the management strategies are ranked as a high priority
- 13% are listed as having a medium priority, 7% a low priority, and 11% consisted as other

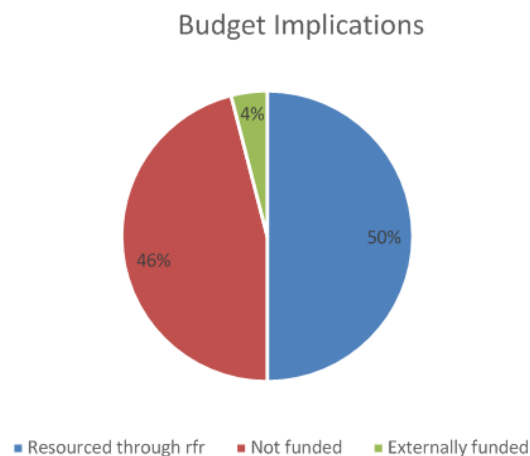
Budget Implications

To determine which Management Strategies are currently resourced, DBCA Yawuru Rangers undertook a review of each of the 255 Management Strategies and identified as “resourced = Y/N”. Whilst undertaking this exercise, it was identified that some elements of a Management Strategy can / are being achieved, but not in entirety – as some Management Strategies are very high level. For example, the strategy “communicate the importance of shorebirds” can be achieved through ranger patrols, however, there is no funding for interpretive signage in capital projects. There are numerous other examples. This category could have been defined as “resourced = Partially” however it was agreed, for the purpose of this project, if the Management Strategy cannot be achieved in entirety it would be defined as “resourced = No”. It should be noted that significant resources have been

allocated for the delivery of strategies over the life of the current RfR funding, for example staffing, operational works and capital projects have enabled the delivery of elements of strategies defined as “resourced=No”.

Management plans also detail a requirement for other funding opportunities, partnerships and in-kind support to be identified to enable the implementation of management strategies, strategic and capital projects over the life of the plans.

An option of “resourced externally” was used where funding, resources or in-kind support has been attracted to deliver management strategies. For example, fire management is largely paid for out of DBCA funds separate to the RfR. Also, as the YPC working group reviews each strategy we may identify opportunities to access other joint management partner resources, for example DBCA nature conservation program to facilitate biodiversity surveys and monitoring programs.



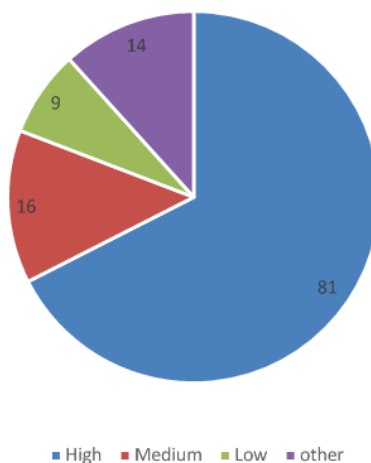
- 50% resourced through RfR
- 46% not funded
- 4% externally fundedⁱⁱ

ⁱ ‘other’ consists of ‘ongoing’ or ‘NA’. All the ‘NA’ (10) relate to Birragun - Research and Monitoring. The 18 ‘ongoing’ relate to various Management Strategies in the Minyirr Buru.

ⁱⁱ Of the 10 Management Strategies funded through external means, 8 relate to fire management (funded by DBCA regional budget).

RfR

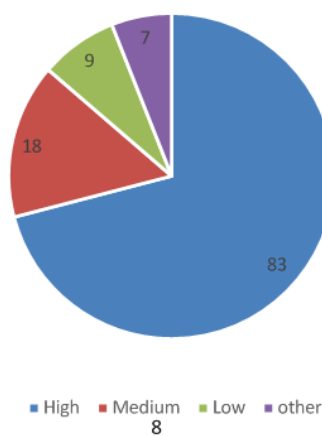
Management Strategies Funded RfR



- 50% are funded as business as usual as part of the DBCA Yawuru Ranger program, of these:
 - 81 high priority
 - 16 medium priority
 - 9 low priority, and
 - 14 other
- 4% are externally funded

Non funded

Management Strategies not Funded RfR



- Of the 46% of Management Strategies which are not funded by RfR:
 - 83 high priority
 - 18 medium priority
 - 9 low
 - 7 other

SUMMARY

- There are anomalies across the three management plans that make integration challenging.
- The management plans, as endorsed provide for broad management actions to manage values of the Conservation Estate. There are no standard tools for the development of workplans and the monitoring, evaluation, reporting and review of implementation. Appropriate systems and tools should be investigated to enable this.
- The current funding allocation provides for the basic administration of joint management and a base level of capacity to enable employment, training, equipment and the delivery of basic works, maintenance, monitoring and maintenance of the conservation estate.
- Further funding will need to be identified over the life of the plans to enable the delivery of other strategic works, including capital works and management strategies, such as research and scientific projects, some of which are rated as high priority.
- Funding does not extend to research programs to deliver baseline biodiversity data and current state of the Conservation Estate to inform future management and maintain the pristine environment that community members and visitors to Broome value.
- Development or review of existing sub-plans is required for patrol and enforcement, education and interpretation, research and monitoring, capital works etc. These sub-plans should be prioritised to guide the development of annual workplans and budgets.

CONSULTATION

Nyamba Buru Yawuru
Shire of Broome
Department of Biodiversity, Conservation and Attractions

VOTING REQUIREMENTS

All Areas

Absolute Majority (*Shire of Broome, Nyamba Buru Yawuru, Department of Biodiversity, Conservation and Attractions*)

Matters across all tenure

REPORT RECOMMENDATION:

The Yawuru Park Council:

1. *Notes the complexities around the prioritisation process*
2. *Supports the YPC Working Group to:*
 - a. *investigate and obtain advice on the applicability of the Conservation Action Planning (CAP), and Monitoring Evaluation Reporting and Improvement (MERI) systems and methodologies, currently being used for managing the Yawuru IPA, to the management of the Yawuru Conservation Estate (YCE.). This is to ensure consistent and holistic management across the Yawuru estate. The requirement is to enable prioritisation and development of annual workplans and the monitoring, evaluation, reporting and review of implementation for the three management plans, across the Yawuru Conservation Estate.*
 - b. *following preliminary investigations, provide a briefing to the YPC on the applicability of CAP and MERI to the YCE, and if deemed applicable, provide a project scope and costing to engage a consultant to establish the CAP and MERI systems for the YCE management plans.*
 - c. *Support the development and / or review of sub-plans, including implementation schedules for:*
 - i. *research and monitoring*
 - ii. *education and interpretation*
 - iii. *patrol and enforcement*
 - iv. *weed and feral animal control*
 - v. *waste management*
 - vi. *recreation master plan*
 - d. *Identify funding opportunities to enable the delivery of other strategic works, including capital works and management strategies, such as research and scientific projects, some of which are rated as high priority.*

Moved:

Seconded:

FOR:

AGAINST:

ATTACHMENTS

Att 1_YCE work program_draft

YAWURU PARK COUNCIL

AGENDA ITEM BRIEFING NOTE

AGENDA ITEM	4.1 Dual Naming – Yawuru Place Name Initiative
MEETING NUMBER	46
LOCATION:	Reserve 51106 – Minyirr Park and Trails, Gantheaume Point, Reddell Beach Reserve 51304 / DEMCO Reserve 51001 – Simpson’s Beach Port Town Beach Catalina’s Streeter’s Jetty Cable Beach
AUTHOR and ORGANISATION	Land Tenure Officer Shire of Broome
CONTRIBUTOR/S and ORGANISATION	
RESPONSIBLE OFFICER:	Director Development and Community
DATE OF REPORT:	8 January 2020
SUMMARY:	<p>The West Australian Government, with the support of Landgate are inviting local governments to partner with Aboriginal communities to identify opportunities to preserve and re-awaken local languages through place naming.</p> <p>The Shire of Broome, in collaboration with Yawuru Registered Native Title Holders and NBY Language Centre, initiated dual naming of places for recently installed Beach Access Signs and major projects such as Town Beach and Chinatown upgrades.</p> <p>This report seeks Yawuru Park Council’s support for the Shire of Broome to liaise with Landgate and the Geographical Names Committee to officially record places listed in this report, with Yawuru language names.</p>

BACKGROUND

In 2019, the United Nations General Assembly celebrated ‘International Year of Indigenous Languages’ to raise awareness of the important role languages play in people’s daily lives.

Language provides an identity that connects people to culture, embodies traditions and passes on knowledge. Yawuru is an endangered language and has been the focus of NBY’s cultural maintenance at the Mabu Yawuru Ngan-ga Yawuru Language Centre.

The West Australian Government, with the support of Landgate are inviting local governments to partner with Aboriginal communities to identify opportunities to preserve and re-awaken local languages through place naming.

COMMENT

The Shire of Broome, in collaboration with Yawuru Registered Native Title Holders and NBY Language Centre, initiated dual naming of places for recently installed Beach Access Signs and major projects such as Town Beach and Chinatown upgrades.

Current dual naming includes:

- Cable Beach (*Walmanyjun*)
- Gantheaume Point (*Minyirr*)
- Town Beach (*Guwarri*)
- Catalina's (*Jiljirrgun*)
- DEMCO (*Nagulan Julian*)
- Reddell Beach (*Jabarragun*)
- Streeter's Jetty (*Jin-Gurramarnin*)
- Port (*Bidalgabu*)
- Simpson's Beach (*Nagulan Julian*)
- Minyirr Park and trails: *Wanbiny, Gurlibil, Wandanyjirr, Yari, Balarri and Birndany Trail*

RECOMMENDATION

This report seeks Yawuru Park Council's support for the Shire of Broome to liaise with Landgate and the Geographical Names Committee to officially record the above mentioned places with Yawuru language names.

CONSULTATION

Shire of Broome

Yawuru – Nyamba Buru Yawuru

Department of Biodiversity, Conservation and Attractions

VOTING REQUIREMENTS

Minyirr Buru (In-Town Conservation Parks)

Absolute Majority Shire of Broome and Yawuru NBY

Minyirr Buru (In-town Conservation Park)

REPORT RECOMMENDATION:

That Yawuru Park Council supports the Shire of Broome to liaise with Landgate and the Geographical Names Committee to officially record places listed in this report, with Yawuru language names.

Moved:

Seconded:

FOR:

AGAINST:

Attachment: Letter to Shire CEO from Treasurer, Minister for Finance; Aboriginal Affairs; Lands

Attachment 1



Hon Ben Wyatt MLA
Treasurer; Minister for Finance; Aboriginal Affairs; Lands

Our Ref: 69-14695

Mr Sam Mastrolembo
Shire of Broome
PO Box 44
BROOME WA 6725

Email: shire@broome.wa.gov.au

Dear Mr Mastrolembo

ABORIGINAL PLACE NAME INITIATIVE

This year is being celebrated by The United Nations (UN) General Assembly as the "International Year of Indigenous Languages" to raise awareness of the crucial role languages play in people's daily lives.

Language provides an identity that connects people to culture, embodies traditions and passes on knowledge. In Australia, Aboriginal languages are the first spoken yet they are amongst some of the most endangered in the world.

In our capacities as Minister for Lands and Minister for Local Government we encourage you to become an active and celebratory participant in embracing Aboriginal language names by bringing forward proposals for place naming.

The Western Australian government, with the support of Landgate are inviting local governments to partner with Aboriginal communities, Aboriginal Language Centres, Native Title Representatives and body corporates to identify opportunities to preserve and reawaken local languages through place naming.

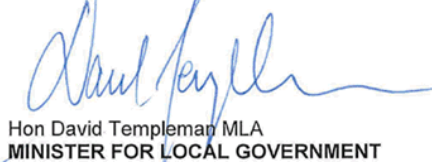
Landgate and the Geographic Names Committee looks forward to working with you in identifying and recording Aboriginal place names across the State. Please contact Mr Charles Hiew, Location Data Maintenance Team Leader, at Landgate on 08 9273 7098 for assistance.

Yours sincerely



Hon Ben Wyatt MLA
MINISTER FOR ABORIGINAL AFFAIRS;
LANDS

8 JUL 2019



Hon David Templeman MLA
MINISTER FOR LOCAL GOVERNMENT

8 JUL 2019

Level 11, Dumas House, 2 Havelock Street, West Perth, Western Australia 6005
Telephone: +61 8 6552 5900 Fax: +61 8 6552 5901 Email: Minister.Wyatt@dpc.wa.gov.au

YAWURU PARK COUNCIL

AGENDA ITEM BRIEFING NOTE

AGENDA ITEM	4.2 Wedding approval process
MEETING NUMBER	46
LOCATION:	Reserve 51106 <ul style="list-style-type: none">- Gantheaume Point Lighthouse area- Reddell Beach (access through Minyirr Park)
AUTHOR and ORGANISATION	Darren Kennedy Manager Governance, Strategy & Risk Shire of Broome
RESPONSIBLE OFFICER:	Director Corporate Services
DATE OF REPORT:	3 May 2020
SUMMARY:	<p>The Shire of Broome (Shire) is currently looking at ways to streamline the event approval process and promote Broome as a wedding destination and to provide an online booking system.</p> <p>The Shire is seeking Nyamba Buru Yawuru (NBY) agreement that subject to wedding ceremonies being less than 100 people and for less than 2 hours that referral to NBY is not required prior to issuing permit.</p>

BACKGROUND

As per the attached discussion paper (**Attachment 2**), there have been 28 wedding ceremonies at Gantheaume Point and Reddell Beach over the last four (4) years.

The booking of a public open space for a wedding is primarily completed to prevent double bookings. Exclusive use is not granted and as a result only a minimal administrative fee is able to be levied.

The current booking process is inefficient for the level of risk involved and the Shire is intent on developing an efficient, easy to use and largely automated system to minimise the real cost of this function.

COMMENT

The Shire invested in an online booking system in 2017 – EventPro.

This system has the capabilities to deliver an online booking and payment kiosk.

As soon as agreement is reached with NBY, the Shire is looking to develop the online kiosk and will begin promotion of weddings via the Shire Website and social media platforms. This may present an opportunity to include the option for people to include a Welcome to Country and other cultural experiences as part of the wedding ceremony.

To ensure cultural significance of locations is respected, it is proposed recognition of Yawuru Country be included on permits.

Kimberley Port Authority (KPA) have provided a similar approval for weddings at Entrance Point and Gantheaume Beach.

The online booking system is expected to be expanded in the future to cater for all public open space booking types, with weddings being used as the test case.

CONSULTATION

Shire of Broome

Yawuru – Nyamba Buru Yawuru

Department of Biodiversity, Conservation and Attractions

VOTING REQUIREMENTS

Minyirr Buru (In-Town Conservation Parks)

Shire of Broome and Nyamba Buru Yawuru

RECOMMENDATION

Minyirr Buru (In-town Conservation Park)

REPORT RECOMMENDATION:

That subject to:

- *Maximum number of people – 100*
- *Maximum length 2 hours including set up and pack up*

Yawuru Park Council approve the Shire of Broome to issue wedding permits for Gantheaume Point and Reddell Beach without referral to Nyamba Buru Yawuru.

Note 1. Consumption of liquor for toasting will be permitted under the Liquor Control Act subject to compliance with attendance numbers and time limit.

Note 2. Draft Permit Conditions contained in the attached discussion paper. The Shire of Broome will work with NBY to develop specific permit conditions acknowledging Yawuru

Country. Final wording of the permit conditions will be sent to both KPA and NBY for comment prior to the online system going live.

Note 3. Gantheaume Point (**Attachment 1**) & Reddell Beach will not be available to anyone seeking a ceremony larger than 100 people due to infrastructure limitations in the vicinity.

Note 4. Gantheaume Point approval will only be provided for either of the two sites highlighted below.

Note 5. 6 monthly reports be provided with NBY summarising the number of weddings, locations, dates, number of people and any other event specific information

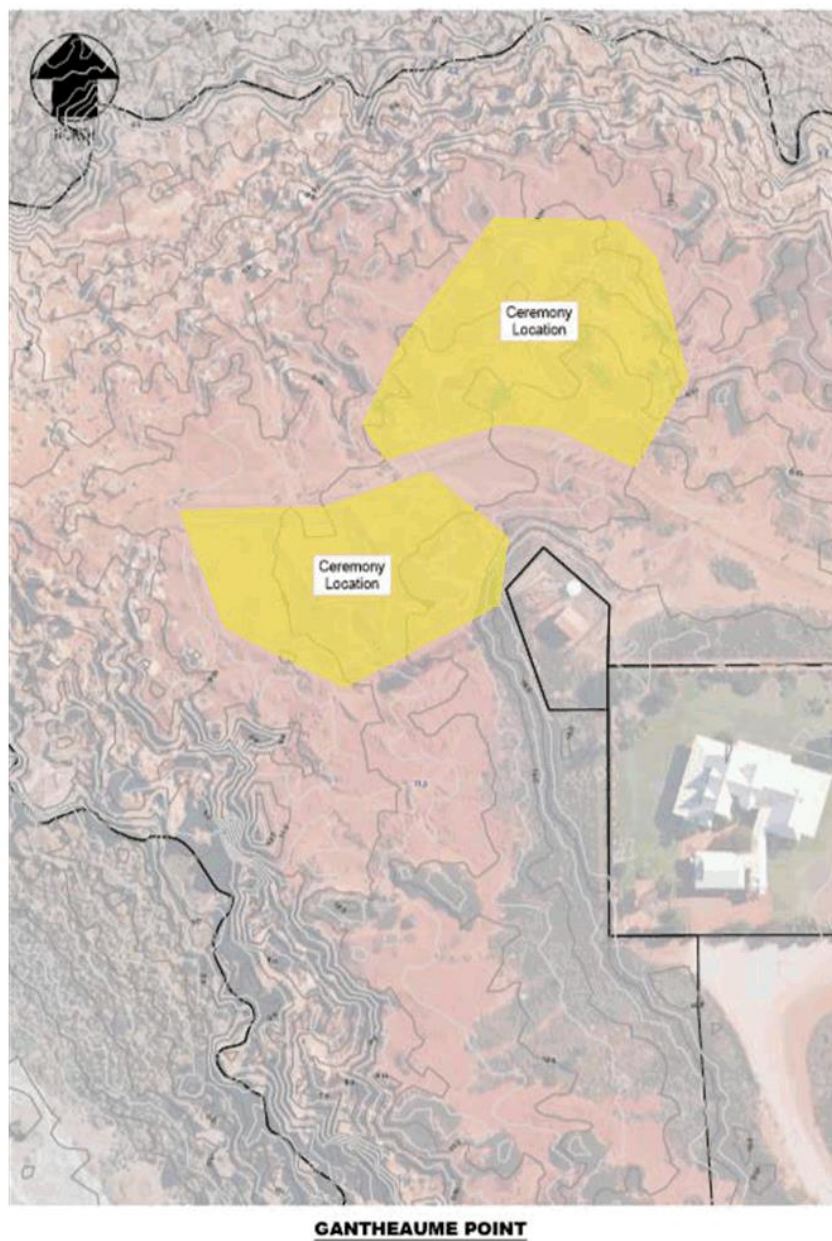
Note 6. SoB, NBY and KPA to review process after 12 months

Moved:

Seconded:

FOR:
AGAINST:

Attachment 1



Attachment 2**Discussion Paper
Weddings in Broome****Objectives**

- Promote Broome as a Wedding destination of choice
- Automate the booking process to minimise administration and the need for referral to Yawuru on joint managed conservation parks.
- Implement agreed conditions to manage risk; and
- Ensure cultural significance of locations is respected

Discussion

Between 2017 - 2020 there have been 28 applications relating to weddings at Gantheaume Point or Reddell Beach as follows:

Location	Number <100	Number >100
Gantheaume Anastasia's Pool	2	Nil
Gantheaume Light House Rock	12	Nil
Reddell Beach	14	Nil
Total	28	

EventPro

The Shire invested in an online booking system in 2017 that allows a seamless public open space booking system to be developed, however, to date these efficiencies have not been implemented.

The booking of a public open space for a wedding or other small community event is primarily completed to prevent double bookings. Exclusive use is not granted and as a result only a minimal administrative fee is able to be levied.

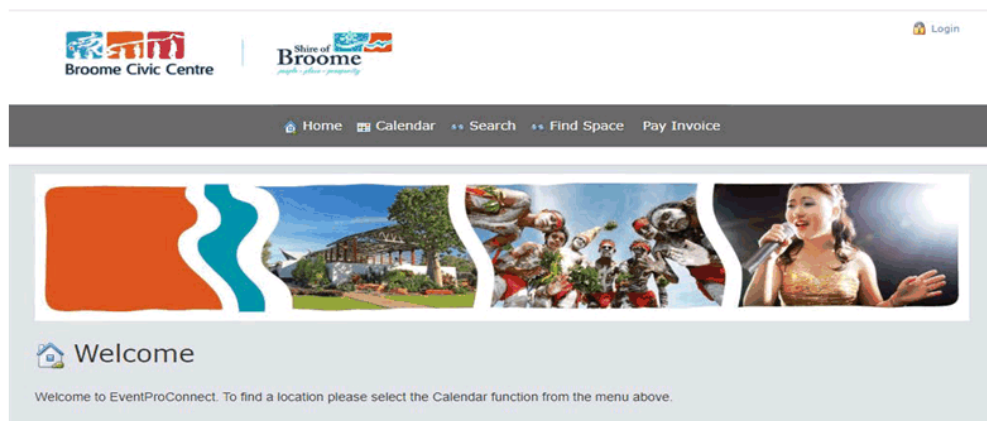
Proposal


The Shire is intending to develop the *EventPro* system for the booking of all public open spaces and provide a web-based Calendar to allow stakeholders to manage and monitor bookings and events throughout the Shire.

Weddings will be the first booking type to be rolled out.

DPAW have developed a simple and easy to use online booking process for their many locations. The Shire is aiming to deliver something similar

<https://matildabay.dpaw.wa.gov.au/matildabayreserve/>





Calendar

Status Legend

Booking Calendar

To make an enquiry Right Click on the date required, click on New Enquiry

View

Timeline

Location Group

GANTHEAUME POINT

<

>

Showing locations 1 to 2 of 2

<

>

25 April – 8 May 2020

	Monday, 20 April 2		Monday, 27 April 2020 - Sunday, 3 May 2020							Monday, 4 May 2020 - Sunday, 10 May 2020						
	25 Sat	26 Sun	27 Mon	28 Tue	29 Wed	30 Thu	1 Fri	2 Sat	3 Sun	4 Mon	5 Tue	6 Wed	7 Thu	8 Fri		
GANTHEAUME POINT																
Gantheaume Point Beach																
GANTHEAUME ANASTASIA'S POOL																

Gantheaume Point & Reddell Beach

Subject to Yawuru agreement including any specific conditions it is proposed that weddings can be booked on the Shire website and a permit issued online without the need to seek comment from NBY or Kimberley Ports Authority (KPA).

An agreement has been reached with KPA.

Draft Conditions Proposed

1. Maximum number of people 100
2. Maximum length 2 hours including set up and pack up
3. Consumption of liquor for toasting is permitted under the Liquor Control Act subject to compliance with (1) & (2) above.
4. Only rice and flower petals may be used, paper confetti is prohibited.
5. Please leave the area clean and tidy after your wedding, as any damage repair or clean-up costs relating to your wedding are your responsibility.
6. Temporary infrastructure with a floor area greater than 25 square metres must not be installed without the prior written consent of the Shire. A temporary structure includes but is not limited to windbreaks, beach umbrellas, gazebos or any other manufactured or DIY structure similar in style.
7. Wedding arches may be erected provided it does not block or restrict public access in any way and is secured safely.
8. Your booking entitles you to hold your wedding ceremony in a public open space however does not give you exclusive rights to the area. When accepting bookings for public open spaces and reserves neither the Shire, nor the applicant, can restrict the use of these spaces by members of the public
9. Members of the public have the right to use the area whilst your ceremony is in progress. It is not acceptable for wedding parties, guests or celebrants to request members of the public to move to another location. Please recognise you are in a public open space and not a facility specifically designed for weddings.
10. The Shire cannot guarantee the visual amenity of the Public Open Space at the time of hire, due to weather, maintenance and other environmental issues impacting on public areas.
11. Broome coastal locations are impacted by varying tidal conditions. It is the applicant's responsibility to take this into account prior to making a booking.

Comments

- Liquor Licence exemption confirmed by Trevor Baldwin – Kimberley Liquor Enforcement. Considered incidental to the ceremony.
- Limiting number to 100 and maximum 2 hours prevents need for toilets under Public Health requirement.
- Shire's web page to be redeveloped and include specific details of each wedding location. Shire will work with Yawuru to ensure that the cultural sensitivity of the area is acknowledged, and this can be incorporated as a condition on the permit if wording is supplied.
- Opportunity for Yawuru to potentially provide welcome to country and other cultural experiences as part of the ceremony
- Gantheaume Point, Reddell Beach and Entrance Point will be clearly promoted as limited to less than 100 people. Weddings over this size will need to consider other locations such as Cable Beach.
- Any weddings seeking use of a Drone will be required to seek NBY approval

<https://www.broome.wa.gov.au/Community/Events-and-Venues/Weddings-in-Broome>

YAWURU PARK COUNCIL

AGENDA ITEM BRIEFING NOTE

AGENDA ITEM	4.3 Minyirr Park post-fire report
MEETING NUMBER	46
LOCATION:	Minyirr Buru Conservation Park
AUTHOR and ORGANISATION	Todd Quartermaine Department of Biodiversity, Conservation and Attractions
RESPONSIBLE OFFICER:	Todd Quartermaine
DATE OF REPORT:	6 May 2020
SUMMARY:	<p>Following bushfires that impacted on Minyirr Buru Conservation Park in 2019, the Yawuru Park Council Working Group and DBCA West Kimberley district conservation program engaged consultants to undertake post-fire recovery monitoring of threatened and priority ecosystems.</p> <p>The report at Attachment 1 details findings of those surveys and ongoing management recommendations.</p>

BACKGROUND

In the late dry season of 2019, a series of bushfires occurred burning significant bushland in the Minyirr Buru Conservation Park, specifically in Minyirr Park and between Gantheaume Point and Port Drive. These fires affected large areas of savannah woodland as well as three Threatened or Priority Ecological Communities (TEC/PEC).

COMMENT

The fires burnt 16 hectares of the Nationally Endangered Monsoon Vine Thickets of the Dampier Peninsula (Mayingan manja balu; MVT), 83 hectares of the Priority ecosystem Mangarr (Sersalisia sericea) on relict dunes (Minyjurru; roughly 33% of total extent), and 25 hectares of the Priority Cable Beach Ghost Gum community (Gunurru, Corymbia paractia). These three ecosystems are not only important for their ecological and conservation values but are also culturally significant for the Yawuru people and other Aboriginal people in the area. There was a lot of concern from Yawuru people and the wider Broome community about the impact of the fires on the three Ecological Communities, the wider pindan savannah and all the fauna that rely on this habitat.

The Yawuru Park Council Working Group aspired to undertake monitoring of the recovery of ecosystems post-fire. The project aligns with numerous objectives and management strategies from the *Minyirr Buru Conservation Park Joint Management Plan 2018*.

4.3 Ecological Values

- Management Objective 2: To increase understanding of the flora, fauna, and ecological community values of the Park and of the factors presenting a threat to those values
- Management Strategies:
 - 1. Carry out research and monitoring to establish the baseline condition of the ecological communities within the Park and assist with identifying and managing significant threats (Priority High; Lead Agency DBCA)
 - 4. Implement research, monitoring and recovery actions for threatened and priority species and communities (Priority High; Lead Agency DBCA)

4.3.2 Fire Management

- Management Strategies:
 - 4. Monitor and record the effects of fire on the most important and vulnerable values and assets, and on habitats or species which may require specific fire regimes (for example Monsoonal Vine Thickets, *Keraudrenia* species etc.). (Priority Ongoing; Lead Agency DBCA)

The DBCA West Kimberley district conservation program funded the engagement of consultants Tim Willing and Chris Howe-Piening to undertake this work. Additional resourcing for delivery of field work was contributed by Environs Kimberley, Nyamba Buru Yawuru and the DBCA Yawuru Rangers.

The report on survey findings, Monitoring the recovery of Broome's Threatened and Priority ecosystems from the 2019 wildfires, February 2020, can be found at **Attachment 1**.

Recommends include:

1. Resurvey all quadrants after the wet season to pick up ephemeral herbs, sedges, annual grasses and obtain further data on fire response and post-fire growth of plant species;
2. Budget to resurvey all quadrants at two year intervals for at least 10 years since fire;
3. Consider allocating funds to collect fauna data on future surveys; and
4. Continue collaboration partnership between EK, NBY, DBCA and Tim Willing

Since completing the report, EK has been successful in securing \$15k Landcare grant for bushfire recovery, this funding will be used to resource points 1 and 2 above.

The YPC Working Group have also initiated the establishment of a Minyirr Park operational weed management group. It is envisaged that the group will have technical representation from DCBA, NBY, SoB and EK to discuss the coordination of weed management in and adjacent to Minyirr Park. A focus for the group will be the implementation of the Minyirr Park Weed Management Recommendation Report 2018 and to meet recommendation 4 above.

CONSULTATION

Shire of Broome

Yawuru – Nyamba Buru Yawuru

Department of Biodiversity, Conservation and Attractions

VOTING REQUIREMENTS

Nil – for noting

RECOMMENDATION

REPORT RECOMMENDATION

That the Yawuru Park Council note the report “Monitoring the recovery of Broome’s Threatened and Priority ecosystems from the 2019 wildfires” and consider the recommendations of the report for future funding allocations and work programs.

Attachment 1: Post 2019 Fire Broome TEC PEC - Survey 1 Report_Final

YAWURU PARK COUNCIL

AGENDA ITEM BRIEFING NOTE

AGENDA ITEM 5.1	Endorsement of final Guniyan Binba Conservation Park Joint Management Plan
MEETING NUMBER:	46
LOCATION:	Guniyan Binba Conservation Park
AUTHOR and ORGANISATION:	Clare Atkins Department of Biodiversity, Conservation and Attractions
RESPONSIBLE OFFICER:	Clare Atkins Department of Biodiversity, Conservation and Attractions
DATE OF REPORT:	6 May 2020
SUMMARY:	
Following the public comment period, the final Guniyan Binba Conservation Park Joint Management Plan has been prepared. The Yawuru Working Group (comprising Shire of Broome, Nyamba Buru Yawuru, Department of Biodiversity, Conservation and Attractions representatives) is seeking approval of the final plan, prior to its release by the Minister for Environment.	

BACKGROUND

The planning process for the Guniyan Binba Conservation Park is nearing completion. In March 2019, the *Guniyan Binba Conservation Park draft joint management plan 2019* was released for a two-month public comment period. Fifteen submissions were received, and meetings were held with two submitter groups, to clarify and discuss their comments, and provide information about the proposals contained in the draft plan. The public submissions were analysed, and changes were made to the plan based on the comments received.

Nearly a quarter of the comments were supportive of the draft joint management plan, were general or did not seek a change and 40% of the comments did result in a change to the plan. A large proportion of the comments related to the ecological values chapter and this is where the bulk of the changes were made to the plan. More detail about the public submissions is provided in the *Analysis of Public Submissions to the draft joint management plan 2019* document, attached.

Two versions of the final *Guniyan Binba Conservation Park joint management plan* are also attached, one containing tracked changes and the other with these changes incorporated.

The Yawuru Prescribed Body Corporate approved the final joint management plan at their meeting on 4 March 2020 and the Shire of Broome at their Council meeting on 30 April 2020. Following approval by the Yawuru Park Council, the final plan will be submitted to the Department of Biodiversity,

Conservation and Attractions' Corporate Executive, the Conservation and Parks Commission and finally the Minister for Environment for approval and release.

RECOMMENDATION

The Yawuru Working Group seeks Yawuru Park Council's approval for the final *Guniyan Binba Conservation Park joint management plan*.

CONSULTATION

Shire of Broome

Yawuru – Nyamba Buru Yawuru

Department of Biodiversity, Conservation and Attractions

VOTING REQUIREMENTS

Guniyan Binba Conservation Park Joint Management Plan

Absolute Majority Shire of Broome, Nyamba Buru Yawuru, Department of Biodiversity, Conservation and Attractions

<i>Guniyan Binba Conservation Park Joint Management Plan</i>	
<u>REPORT RECOMMENDATION:</u>	
Yawuru Park Council approves the final Guniyan Binba Conservation Park Joint Management Plan.	
Moved:	Seconded:
	FOR: AGAINST:

ATTACHMENTS:

Attachment 1: Guniyan Binba Conservation Park joint management plan 28 April 2020

Attachment 2: Guniyan Binba Conservation Park joint management plan 28 April 2020 with tracked changes

Attachment 3: Summary of analysis of public submissions to the draft joint management plan 2019.

Yawuru RfR Budget Report - April 20				
Job Name	Resource Category	Annual	Sum of ytd Actual	Sum of fy Budget
YAWURU GENERAL	Payroll		14,563	-
	Overtime		36,843	-
	Detention		17	-
	Staff Costs		40,746	123,451
	Light Fleet		17,884	9,353
	Establishment & Consumables		316	1,500
	Materials, Maint, Assets & Ops		57,695	54,694
	Other Services & Contracts		5,240	23,983
	Professional Services		-	1,300
			173,304	214,281
YAWURU GUNYAN BURU CP	Materials, Maint, Assets & Ops		115	-
			115	-
YAWURU IN TOWN RESERVES	Payroll		305,934	371,701
	Staff Costs		-	2,740
	Light Fleet		16,817	30,000
	Heavy Fleet		5,286	7,500
	Materials, Maint, Assets & Ops		14,475	20,800
	Other Services & Contracts		4,799	12,017
			347,312	444,758
YAWURU OUT OF TOWN RESERVES	Payroll		261,726	371,701
	Staff Costs		-	2,740
	Light Fleet		16,054	30,000
	Heavy Fleet		1,983	7,500
	Materials, Maint, Assets & Ops		1,477	17,800
	Other Services & Contracts		476	12,017
			281,716	441,758
Grand Total			802,447	1,100,797

Yawuru Trust Account - April 20				
Job	YWU			
Proj Name No	Resource Category	Annual	Sum of ytd Actual	Sum of fy Budget
YW01-Yawuru	Other Services & Contracts		-	260,356
			-	260,356
YW02-YWU-In Town Res	Materials, Maint, Assets & Ops		8,722	18,170
	Other Services & Contracts		-	260,356
			8,722	278,526
YW03-YWU-Out Town Res	Other Services & Contracts		-	260,356
			-	260,356
O-None	Other Revenue	-	9,971	-
		-	9,971	-
Grand Total		-	1,249	799,238



Yawuru Park Council

Meeting Minutes

Meeting no: 46

Meeting location: Via video conference

Meeting date: 20 May 2020

Meeting start: 9.00am

Meeting end: 10.45am

Attendees:

Yawuru:

Dean Mathews (DM), Deb Pigram (DP), Ben Dolby (BD), Sarah Dobson (SD), Julie Melbourne (JM)

Shire of Broome:

Kirsten Wood (KW), Jacqueline Jankowski (JJ), Harold Tracey (HT), Nathan Cain (NC)

Parks & Wildlife Service:

Craig Olejnik (CO), Luke Puertollano (LP), Todd Quartermaine (TQ), Clare Atkins (CA), Jesse Murdoch (JMu)

1. Welcome and apologies

1.1. Opening and welcome

Meeting opened by Deb Pigram (Chair)

1.2. Apologies

Sam Mastrolembo (SM)

1.3. Role of persons present (YPC representative/ alternative/ proxy, associate member, observer etc)

Nyamba Buru Yawuru:



Deb Pigram (Chair), Dean Mathews (representative), Ben Dolby (representative), Sarah Dobson (observer), Julie Melbourne (observer)

Shire of Broome:

Harold Tracey (representative), Nathan Cain (representative), Jacqueline Jankowski (Proxy), Kirsten Wood (observer)

Parks and Wildlife Service:

Craig Olejnik (representative), Luke Puertollano (representative), Todd Quartermaine (representative), Clare Atkins (presenter), Jesse Murdoch (minute taker)

2. Minutes of previous meeting

2.1. Review and adoption of previous minutes

Moved- HT

Seconded- DM

2.2. Actions arising

Nil



3. Matters across all tenure (Yawuru, Parks and Wildlife Service, Shire)

3.1. Management strategy prioritisation review

JM discussed the complex process that has been undertaken by the YPC working group to prioritise the 255 management strategies across the three management plans.

JM advised that it became apparent that to provide consistent and holistic management across the Conservation Parks, tools and systems are required to enable planning, monitoring, reporting and improvement for an effective and an adaptive management program. JM outlined that the recommendation for the YPC's consideration is to investigate and obtain advice on the applicability of the Conservation Action Planning (CAP), and Monitoring Evaluation Reporting and Improvement (MERI) systems and methodologies, currently being used for managing the Yawuru IPA, to the management of the Yawuru Conservation Estate (YCE.) This will require engagement with MERI CAP consultant.

DM outlined that the marine parks have a risk-based approach to prioritising management strategies. This approach has not been used for land management and cannot be directly transferable due to the differences between marine and terrestrial parks. He suggested that the risk-based approach would be the most appropriate way to prioritise the management strategies of the terrestrial parks but would need to be adapted accordingly. DM confirmed that the Conservation Commission report identifies their responsibility and process with the prioritisation process.

HT discussed sourcing funding from the Kimberley Marine Supply Base (KMSB) to assist in marine park management. He suggested that a letter could be written from the YPC to seek funding for research and monitoring projects in the marine park or potentially for the purchasing of the appropriate prioritisation software.

CO acknowledge the YPC working groups effort to priorities the 255 management strategies. He advised that there are more priorities than what we have the budget for. The RfR only funds 50% of these strategies. He agreed with the recommendation to seek advice on the applicability of the Conservation Action Planning (CAP), and Monitoring Evaluation Reporting and Improvement (MERI) systems for the use in prioritisation of the management strategies.

JM suggested that it would be worth sharing at a government level the working group has gone through to prioritise these strategies. This may assist others when completing these processes.

ACTION: YPCWG to write to KMSB seeking funding to assist with the Marine Park management.



REPORT RECOMMENDATION:

The Yawuru Park Council:

1. Notes the complexities around the prioritisation process
2. Supports the YPC Working Group to:
 - a. investigate and obtain advice on the applicability of the Conservation Action Planning (CAP), and Monitoring Evaluation Reporting and Improvement (MERI) systems and methodologies, currently being used for managing the Yawuru IPA, to the management of the Yawuru Conservation Estate (YCE.). This is to ensure consistent and holistic management across the Yawuru estate. The requirement is to enable prioritisation and development of annual workplans and the monitoring, evaluation, reporting and review of implementation for the three management plans, across the Yawuru Conservation Estate.
 - b. following preliminary investigations, provide a briefing to the YPC on the applicability of CAP and MERI to the YCE, and if deemed applicable, provide a project scope and costing to engage a consultant to establish the CAP and MERI systems for the YCE management plans.
 - c. Support the development and / or review of sub-plans, including implementation schedules for:
 - i. research and monitoring
 - ii. education and interpretation
 - iii. patrol and enforcement
 - iv. weed and feral animal control
 - v. waste management
 - vi. recreation master plan
 - d. Identify funding opportunities to enable the delivery of other strategic works, including capital works and management strategies, such as research and scientific projects, some of which are rated as high priority.

Moved: HT

Seconded: DM

FOR: ALL
AGAINST: NIL



4. Minyirr Buru (Yawuru, Shire)

4.1. Dual naming locations

JJ discussed the current process that the West Australian Government is going through to officially record the local language names of locations in Western Australia. JJ outlined that the recommendation for the YPC's consideration is for the Shire of Broome to liaise with Landgate and the Geographical Names Committee to officially record places listed in the report, with Yawuru language names.

HT suggested that on future signage projects the pronunciation of the name local name could be included.

JJ advised that Landgate have included this concept in their naming guidelines.

Minyirr Buru (In-town Conservation Park)

REPORT RECOMMENDATION:

That Yawuru Park Council supports the Shire of Broome to liaise with Landgate and the Geographical Names Committee to officially record places listed in this report, with Yawuru language names.

Moved: HT

Seconded: BD

FOR: ALL
AGAINST: NIL

4.2. Wedding approval process

JJ discussed the recommendations to streamline the Shire's wedding approval process and to promote Broome as a wedding destination.

DP advised that there are culturally significant areas close to the wedding ceremony locations outlined on the map (Gantheaume Point). DP asked whether the person on site ensuring the event is setup correctly could advise on these 'no go zones'. NBY requested that blow holes be highlighted as no permitted area due to their cultural significance.

NC suggested that the 'restricted area' could be marked on the ceremony location map to ensure people do not go there.

ACTION: SoB to add NBY's non permitted areas to ceremony location map.



Minyirr Buru (In-town Conservation Park)

REPORT RECOMMENDATION:

That subject to:

- *Maximum number of people – 100*
- *Maximum length 2 hours including set up and pack up*

Yawuru Park Council approve the Shire of Broome to issue wedding permits for Gantheaume Point and Reddell Beach without referral to Nyamba Buru Yawuru.

Note 1. Consumption of liquor for toasting will be permitted under the Liquor Control Act subject to compliance with attendance numbers and time limit.

Note 2. Draft Permit Conditions contained in the attached discussion paper. The Shire of Broome will work with NBY to develop specific permit conditions acknowledging Yawuru Country. Final wording of the permit conditions will be sent to both KPA and NBY for comment prior to the online system going live.

*Note 3. Gantheaume Point (**Attachment 1**) & Reddell Beach will not be available to anyone seeking a ceremony larger than 100 people due to infrastructure limitations in the vicinity.*

Note 4. Gantheaume Point approval will only be provided for either of the two sites highlighted below.

Note 5. 6 monthly reports be provided with NBY summarising the number of weddings, locations, dates, number of people and any other event specific information

Note 6. SoB, NBY and KPA to review process after 12 months

Moved: HT

Seconded: DM

FOR: ALL
AGAINST: NIL



4.3. Minyirr Park post fire report

TQ advised that DBCA West Kimberley district conservation program funded the engagement of consultants Tim Willing and Chris Howe-Piening to undertake monitoring of the recovery of ecosystem post-fire. Additional resourcing for delivery of field work was contributed by Environs Kimberley, Nyamba Buru Yawuru and the DBCA Yawuru Rangers. TQ advised that since completing the report, EK has been successful in securing \$15k Landcare grant for bushfire recovery, this funding will be used to resource the resurvey of the area that is occurring now (post wet-season). Another report from the second survey will be provided to the YPC once complete.

ACTION: DBCA to present second fire report to YPC once complete

4.4 WANDRRA: DEMCO and Simpson's Beach

JJ thanked the YPC for their assistance with the approval process and confirms works have commenced at DEMCO. JJ advised that a meeting was held with TALIS and the Yawuru law bosses at DEMCO to discuss the drainage design. It was decided that a more natural design be considered. This feedback has been provided to the designer.

The Office of Emergency Management has not approved the most recent Simpsons Beach design. TALIS will update the design to look more like the original design. Once complete this will need to be approved by the YPC and PBC before works can commence. Works must be completed by 30 June to ensure funding.

ACTION: SoB to liaise with TALIS as to final design Simpsons beach and seek approval from YPC and Yawuru PBC

5. Guniyan Binba (Yawuru, DBCA, Shire)

5.1 Guniyan Binba Joint Management Plan endorsement

CA advised that the final version of the plan had been sent to YPC members with the community feedback. It has now been approved by the PBC and Broome Shire Council. CA asked whether any members had any feedback and sought the YPC's endorsement of the plan. The plan now needs to go through DBCA's internal approvals process and design phase. Minister will release in due course.



Guniyan Binba Conservation Park Joint Management Plan

REPORT RECOMMENDATION:

Yawuru Park Council approves the final Guniyan Binba Conservation Park Joint Management Plan.

Moved: DM

Seconded: CO

FOR: ALL
AGAINST: NIL

6. Birragun (Yawuru, DBCA)

NIL

7. Reports

7.1. Budget Update

TQ advised that the budget is currently unspent by \$100,000 due to COVID-19 related issues including unplanned staff leave, recruitment holds and the reduced capacity to complete works.

A request will be made to carry over this money to next financial year. TQ suggested that this money could be spent on visitor risk related issues next financial year. There is no guarantee that this money will be carried over to next financial year, but it is highly likely.

It was agreed it would be better to utilise the funds this financial year if possible. DBCA to provide the Shire with a scope of works for Crab Creek Mangalagun Road maintenance. Costs to be incurred 2019-20 financial year.

8. Other matters and correspondence

8.2 NBY and DBCA YPC Members

Shire of Broome provided a list of current YPC Representatives and Proxies and requested NBY and DBCA to provide the same.



ACTION: DBCA and NBY to formally notify YPC members on name of YPC representatives and proxies.

8.3 Fireworks event notice at Entrance Point

No event was held, and application was not processed.

9. Next Meeting

19th August 2020

10. Close of Meeting

10:45am



**PARKS AND
WILDLIFE
SERVICE**



Action	Outcome / Recommendation	Lead	Date	Completed
3.3 Fee Waiver (25 August 2017)	DBCA to provide YPC WG with data collected on rubbish and estimated cost of waste disposal New database – (Fulcrum) – 12mths of data to be presented mid 2020	DBCA	June 2020	Ongoing
3.1 Cultural Immersion (15.11.17)	Per head cost for Cultural Immersion be sent to Joint Management Partners \$220 – 2017 cost to be confirmed for 2018	NBY	Ongoing SoB CEO to discuss directly with Di Appleby / NBY	Out standing
5.1 Quad Bike Policy (20/11/2019)	DBCA to circulate resolution to tourism and concessions departments of agency.	DBCA	ASAP	Out standing
3.1 Letter to Kimberley Supply Base (20/05/2020)	YPCWG to send a KMSB seeking funding to assist with the Marine Park Management	SoB	ASAP	Out standing
4.1 Minyirr Park Signage Presentation (26/02/2020)	DBCA to prepare a pamphlet of trails within Minyirr Park and to develop a survey for visitors to Minyirr Park	DBCA	Project to be a completed as a next year's work plan	On-going



**PARKS AND
WILDLIFE
SERVICE**



	based on outcomes of the prioritization workshop			
4.2 Wedding approval process (20/05/2020)	SoB to add NBY's no access areas to ceremony location map	SoB	ASAP (sent 25/05/2020)	Out standing
4.3 Minyirr Park post fire report (20/05/2020)	DBCA (Nat Cons) to provide an update at the next YPC meeting of the monitoring and rehabilitation report	DBCA	August YPC	Out standing
4.4 WANDRRA: DEMCO and Simpson's Beach (20/05/2020)	SoB to liaise with TALIS as to final design Simpsons beach and seek approval from YPC and Yawuru PBC	SoB	03/06/2020	Out standing
8.2 NBY and DBCA YPC Representatives and Proxies (20/02/2020)	DBCA and NBY to formally notify YPC members on name of YPC representatives.	NBY and DBCA	ASAP (NBY Representatives advised 28/05)	Out standing

Item 10.1 - YAWURU PARK COUNCIL MEETING MINUTES 20 MAY 2020

Yawuru Joint Management Work Program (date range?)

DRAFT



Management Plan	Management Program	Management Value	KPI	Management Theme	Management Strategy	Priority	Resource?	Delivery Actions	Responsible Agency	Year 1	Year 2	Year 3	Percentage completed	Comments
Yawuru Binagun Conservation Park	Living Cultural Landscape	Cultural	Yes	Management Intervention	1. Ensure cultural heritage sites are protected, in particular highly significant and sensitive sites at immediate risk.	H-HS	No	Complete mapping and prioritisation (strategy 3)						Ongoing - currently the breaks offer protection
		Cultural						Rangers undertake patrols to manage access						
		Cultural						Where appropriate and approved, install infrastructure (signage, fencing, barriers, gates)						
	Living Cultural Landscape	Cultural	Yes	Management Intervention	2. Assess human activities that may inhibit the protection of the area as part of a living cultural landscape, and implement management strategies to address any problems as necessary	H-HS	No	Need to track activity - evidence to support in form of photos, tracker etc - All Rangers						Ongoing - this management strategy falls out of 1 & 3
	Living Cultural Landscape	Cultural	Yes	Management Frameworks	3. Carry out or support cultural mapping projects that spatially and conceptually characterise Yawuru cultural values within the conservation estate	H-HS	No	1. Identify priority through cultural mapping 2. Hold meeting with Law Bosses, Yawuru Rangers and Country Managers to identify which sites need protection/prioritisation						
	Living Cultural Landscape	Cultural	Yes	Education and Interpretation	4. Develop and implement education and interpretation programs to inform visitors to the Yawuru Binagun Conservation Park about the value of the area as a Yawuru living cultural landscape. Yawuru people will have a primary and active role in this.	H	Yes RRI	Cable Beach, Boat Ramp, School Holiday program etc - targeting locals and visitors - provide key seasonal information / flyers to public - SM						Ongoing
	Living Cultural Landscape	Cultural	Yes	Management Frameworks	5. Undertake non-consultative processes and processes to lodge and formalise Yawuru place names of and within the Yawuru Binagun Conservation Park as necessary in accordance with relevant Government legislation and policies (e.g. the Land Administration Act 1987).	H	Yes RRI	NRV - language centre responsibility						Ongoing
	Traditional ecological knowledge	Cultural	Yes	Management Frameworks	6. Document (e.g. in a database) the most important elements of Yawuru traditional ecological knowledge and investigate opportunities for integrating this with conservation science and land management	H-HS	No	1. Meeting on 10.10.17 on data collection coordination between DBCA and NRV 2. Incorporate seasonal information into patrol use it to determine impact of climate change etc. 3. Take to community for input						DBCA patrol form may provide insight into previous methodology. WAMSI methodology possibly helpful
	Traditional ecological knowledge	Cultural	Yes	Management Frameworks	7. Develop processes and protocols for consulting and integrating Yawuru traditional ecological knowledge in the management of Yawuru conservation estate	H-HS	No	1. Template outlining engagement process - project flow chart						
	Traditional ecological knowledge	Cultural	Yes	Education and Interpretation	8. Develop and implement education and interpretation programs to inform visitors to the Yawuru Binagun Conservation Park about Yawuru traditional ecological knowledge, with Yawuru people having a primary and active role	H	Yes RRI	Cable Beach, Boat Ramp, School Holiday program etc - targeting locals and visitors - provide key seasonal information / flyers to public - SM, Country Managers and Yawuru Rangers						CRG Members to be involved in process
	Empowerment of Country and Customary Practices	Cultural	Yes	Management Intervention	9. Implement access management arrangements (as discussed in Section 6.1.1 - Restricted access areas) to give effect to some special access arrangements needed for continuation of customary practices.	H-HS	No	NRV led - to determine and inform DBCA where Yawuru Area required - e.g. Kurni time of mapping						Currently implementing at Crab Creek / Simpson Beach Recreation MP - Access Substrate / Blackberry Tree Management strategies - culturally sensitive areas (Kurni) to be developed by Law Bosses (protocol heritage areas) how protected
	Empowerment of Country and Customary Practices	Cultural	Yes	Management Intervention	10. Assess factors that may inhibit the rights of Yawuru people to enjoy country or maintain their customary practices, and implement management actions to address issues as necessary.	H-HS	No	Consult with NRV + Rangers						Taking into consideration when developing recreation routes and sites
	Empowerment of Country and Customary Practices	Cultural	Yes	Education and Interpretation	11. Develop and implement education and interpretation programs to inform visitors to the Yawuru Binagun Conservation Park about Yawuru rights, as the recognised traditional owners, to enjoy Yawuru country and maintain their customary practices. Yawuru people will have a primary and active role in this.	H	Yes RRI	Same as above additionally develop brochures on how cultural practices and how to be respectful and develop interpretation plan						
	Responsibility for Country	Cultural	Yes	Management Intervention	12. Implement strategies in this plan (with a focus on high priority strategies) to maintain the health of country.	H-HS	No							Already undertaken
	Responsibility for Country	Cultural	Yes	Management Intervention	13. Implement access management arrangements (as discussed in Section 6.1.1 - Restricted access areas) to ensure access to culturally sensitive areas is managed appropriately.	H-HS	No	NRV to determine Same as Empowerment of Country and Customary Practices 1, 9						
	Responsibility for Country	Cultural	Yes	Patrol and Enforcement	14. Continue to develop the Department of Parks and Wildlife Yawuru Ranger Program and authorisation of officers for enforcement activities.	H-HS	Yes RRI	Triple badge - capacity needs to be explored. Cost / benefit analysis etc.						Yawuru Ranger / work experience - require Supervisor within existing team. Possibility of Diploma.
	Responsibility for Country	Cultural	Yes	Management Frameworks	15. Ensure management activities comply with and facilitate adherence to agreed cultural protocols (e.g. as stated in the Yawuru cultural management plan, in the Joint Management Agreement and as otherwise agreed over the life of this plan)	H-HS	Yes RRI							Patrols need at year round - Q. What are others doing throughout Kimberley
	Responsibility for Country	Cultural	Yes	Management Frameworks	16. Develop and implement sustainable harvest strategies for vulnerable species subject to customary harvesting	H-HS	No	Customary Hunting / sustainable harvest - gathering etc. Need meeting around licensing / requirements and distribution						
	Responsibility for Country	Cultural	Yes	Management Frameworks	17. Investigate opportunities to increase the number of Yawuru RWTC members involved in management of the Yawuru Binagun Conservation Park (including, for example, exploring opportunities for traditional owners in caretaking roles and as cultural rangers).	M	No							
	Responsibility for Country	Cultural	Yes	Education and Interpretation	18. Develop and implement education and interpretation programs to inform visitors to the Yawuru Binagun Conservation Park about significant Yawuru areas, culturally appropriate behaviour and personal safety. Ensure Yawuru people have a primary and active role in this.	H	Yes RRI							
	Responsibility for Country	Cultural	Yes	Management Frameworks	19. Support Yawuru RWTC to declare the Yawuru conservation estate, including the Yawuru Binagun Conservation Park, as an Indigenous Protected Area.	H	Yes RRI							
Geomorphology	Physical	Physical	No	Management Intervention	1. Ensure that potential adverse effects or geomorphic features and processes from developments and management operations in the Yawuru Binagun Conservation Park are taken into account and mitigated.	H-HS	Yes RRI	Developed template serving method for assessing erosion for coastal DRA and key drainage systems within Yawuru Conservation estate/ Organise meeting with #400 and Mabo affiliated clubs to talk about access arrangement / impact from development						Relevant for Dico footprints - Beach access / erosion
	Physical	Physical	No	Management Intervention	2. Provide advice on planning and development proposals for nearby areas, where necessary to encourage consideration and mitigation of any potential adverse effects or geomorphic features and processes of the Yawuru Binagun Conservation Park.	H-HS	Yes RRI	Update with Nat. Cons Branch and provide information and Advice on planning and development						Already leading agency
	Physical	Physical	No	Management Intervention	3. Implement strategies (e.g. as described in Section 6.1 - Access management) to address adverse effects or potential effects or geomorphology from inappropriate vehicle and pedestrian access.	H	No							
	Physical	Physical	No	Management Intervention	4. Assess occurrence of potential acid sulfate soils	H	No	Would need mapping?						
	Physical	Physical	No	Management Intervention	5. Ensure appropriate coastal set back distances are used when developing significant recreation facilities and other infrastructure within the Yawuru Binagun Conservation Park	H	Yes RRI							
	Physical	Physical	No	Management Intervention	6. Implement strategies to minimise the risk to visitors from cliff falls and collapses (e.g. locate, design and manage recreation sites along the northern shores of Redback Bay to reduce risk, and provide visitors with information about these hazards).	H	No							

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Access Management	Social and Economic	No	Management intervention	3. Maintain roads and tracks open to the public and those needed for management purposes.	H-RSBS	No	Identify priority tracks for maintenance and implement needed management.												
Access Management	Social and Economic	No	Management intervention	3. Regulate and develop access to the southern part of the Yawuru Bragan Conservation Park for management and cultural purposes.	H-RSBS	No	Consents have been negotiated between NDY and the state and Yungur Pastoral Lease and are being implemented.												
Access Management	Social and Economic	No	Education and interpretation	4. Ensure that people are provided with information about access restrictions within the Yawuru Bragan Conservation Park.	H-RSBS	Yes RRI	Develop signage and brochures, social media informing the public regarding access restrictions. Develop jms web season education campaign via social media informing the public about road and beach closures and conditions.												
Access Management	Social and Economic	No	Management Frameworks	6. Implement access restrictions as necessary to help meet management objectives (e.g. use of temporary control areas under section 62 of the CALM Act to provide seasonal protection to fauna).	H	Yes RRI	Ongoing - Turtle nesting season												
Access Management	Social and Economic	No	Policy and Enforcement	6. Issue infringements for non-compliance with access restrictions where necessary.	H	Yes RRI													
Access Management	Social and Economic	No	Management intervention	7. Carry out drainage management and other road works to limit the worsening of erosion along the northern shores of Roebuck Bay.	H	No													
Access Management	Social and Economic	No	Management intervention	8. Close and (where feasible) rehabilitate unnecessary or inappropriate access routes (i.e. those not required for public access or management purposes).	H	Yes RRI													
Access Management	Social and Economic	No	Management intervention	9. Provide designated vehicle access and other facilities to support launching of small boats at Gullinaw (Dig Rock).	M	No	Complete signage and buoys.												
Access Management	Social and Economic	No	Management intervention	10. Where practical and appropriate, ensure that recreation site developments provide facilities for people with disabilities or limited mobility (e.g. wheelchair accessible toilets, walkways, special parking areas).	M	Yes RRI	Ongoing												
Access Management	Social and Economic	No	Management intervention	11. Develop an alternative alignment for the east-west road providing access to the Biscuit Bay Observatory and recreation areas along the northern shores of Roebuck Bay, when feasible, subject to detailed assessment of impacts on natural, cultural and other values.	L	No	Future funding required for this road.												
Introduced Species Management	Ecological	Yes	Management intervention	4. Evaluate the threat presented by introduced plants and animals to the values of the Yawuru Bragan Conservation Park and develop and implement weed and feral animal control plans, placing a high priority on high risk species and areas.	H-RSBS	No	Develop a plan for the staged mapping of weeds in the Bragan estate. Nat Cons will assist with team members in the field for training. This includes a workshop with NDY country managers and Nat Cons to develop this plan. Undertake control work to target weeds in the estate. Utilise cybertracker for opportunistic records of feral animals and weeds. Seek funding for exclusion fence at miniragan.												
Introduced Species Management	Ecological	Yes	Research and Monitoring	3. Monitor and evaluate the extent and effects of weeds and feral animals and the effectiveness of control measures, placing a high priority on protection of high risk species and areas.	H-RSBS	No													
Introduced Species Management	Ecological	Yes	Education and interpretation	3. Engage with the community and adjacent landholders to raise awareness of introduced flora and fauna management issues and gain support for management of these issues.	H-RSBS	Yes RRI	Social media campaign to identify weed species and education about transportation of weeds in vehicles etc.												
Introduced Species Management	Ecological	Yes	Management intervention	4. Employ hygiene management and surveillance measures as necessary to reduce the likelihood of other weed and feral animal species becoming established (e.g. entry clean down of machinery used in the conservation estate, assessing weed risks of imported soils and other materials, use of cameras to reveal feral predator behaviours).	H-RSBS	Yes RRI													
Introduced Species Management	Ecological	No	Management intervention	5. Consider measures to exclude introduced fauna from sensitive areas (e.g. temporary fences) if necessary and feasible.	M	No													
Fire management	Ecological	No	Management intervention	1. Strategic use of prescribed fire and complementary mitigation strategies (e.g. mechanical fuel management) to protect human life and community assets and help meet management objectives.	H-RSBS	Yes external	To provide to Pat Foley to fill out												
Fire management	Ecological	No	Management intervention	2. Monitor a diversity of post-fire vegetation stages and use the best available information to determine the appropriate fire regimes for Yawuru Bragan Conservation Park.	H-RSBS	Yes external													
Fire management	Ecological	No	Management intervention	3. Carry out fire risk assessments and implement an asset protection plan.	H-RSBS	Yes external													
Fire management	Ecological	No	Management intervention	4. Monitor a strategic protection and fire management across system and implement emergency incident response plans as required.	H-RSBS	Yes external													
Fire management	Ecological	No	Management intervention	5. Ensure that fire management planning and operations include procedures for obtaining advice from Yawuru people on the protection of cultural values and assets from fire.	H-RSBS	Yes RRI													
Fire management	Ecological	No	Management intervention	6. Ensure that fire planning and operations take into account the best available knowledge about the interplay of fire with other ecological disturbances (e.g. weeds, introduced fauna).	H-RSBS	Yes external													
Fire management	Ecological	No	Research and Monitoring	7. Monitor and record the effects of fire on the most important and vulnerable values and assets, and on habitats or species which may require specific fire regimes (e.g. wetland areas, threatened and priority species).	H	No													
Fire management	Ecological	No	Management Frameworks	8. Liaise with agencies and other groups with fire management responsibilities (e.g. Shire of Broome and the Department of Fire and Emergency Services) and communicate with the community about fire management issues as required.	H	Yes RRI	some work on hibbs happening												
Fire management	Ecological	No	Management intervention	9. Develop and maintain fire operations plans or other documents as necessary to facilitate implementation of the management strategies above.	H	Yes RRI													
Information, Education and Interpretation	General	No	Education and interpretation	1. Develop and implement information, education and interpretation strategies (as part of an integrated program across the Yawuru conservation estate) that helps visitors to the Yawuru Bragan Conservation Park and other stakeholders - increase their understanding and appreciation of the park's natural and cultural values - adopt appropriate behaviour sensitive to the conservation of natural and cultural values - comply with access restrictions and other regulations.	H-RSBS	Yes RRI	Develop Yawuru Conservation Estate flyers in collaboration with JM partners to highlight key management objectives and foster cultural knowledge and appreciation of conservation values. Utilise local media such as radio, newspaper and social media to roll out community education and awareness campaigns that align with Bragan KPIs												

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Information, Education and Interpretation	General	No	Education and Interpretation	2. Ensure that Yawuru people have a primary and active role in communication about their culture and heritage, that Yawuru intellectual property is recognised, and that the potential Yawuru cultural protocols are observed when developing the information, education and interpretation program	H-03S	Yes RRI	The relevant officer / program leader will liaise with the appropriate person or team within the Ngarrba Bush, Yawuru and Yawuru Prescribed Body Corporate such as the Land and Sea Use Yawuru Language Centre and Cultural Reference group to ensure feedback in the development of specific programs and resources developed										
Information, Education and Interpretation	General	No	Education and Interpretation	3. Liaise with other groups also providing information, education and interpretation in the area (e.g. Income Best Observatory, Roebuck Bay Working Group, nature-based commercial tour operators) to explore opportunities for integrated and complementary approaches as appropriate	H	Yes RRI	Engage with identified key stakeholders in projects, community education programs and promotions to support collaborative implementation										
Public Participation	General	No	Public Participation	1. Provide and provide opportunities for the public and key stakeholders to participate in management of the Yawuru Birrigun Conservation Park	H-03S	Yes RRI	Support workexperience students, bush ranger programs and volunteers YAFE. Develop and implement programs such as bush clean-ups, weed management and other programs or community engagement events that encourage public participation and learning about the conservation values of the YCE										Clean Up Aun Day - in day
Public Participation	General	No	Public Participation	2. Maintain a record of public and stakeholder participation activities and events (e.g. volunteer hours and activities, community forums)	H	Yes RRI	Coordinate the volunteer program for the Cable Beach Community YAFE Monitoring Program. Support the recruitment and maintenance of volunteers through participation records and statistics of community interactions to report on number of people and hours contributed to programs										
Research and Monitoring	General	No	Research and Monitoring	1. Develop and implement a research and monitoring program with a focus on: - acquiring baseline data for the most important values - addressing the most significant knowledge gaps, placing a priority on those values and issues for which KPIs have been identified - increasing knowledge about the nature and level of threats to the most important values	NA	No	NDY to determine community priorities										Focus previously on Capital now shift to Monitoring
Research and Monitoring	General	No	Research and Monitoring	2. Ensure that the research and monitoring program is designed to help with review and assessments of management effectiveness, and supports evaluation, monitoring and reporting of Namur site attributes relevant to the Yawuru Birrigun Conservation Park	NA	Yes RRI	Ability to determine what priority for both Marine and Terrestrial										Coastal Shore erosion - identified by Rangers as priority not identified in this Management Plan
Research and Monitoring	General	No	Research and Monitoring	3. Maintain a portfolio of evidence that can be used to assess implementation of this management plan and the effectiveness of management actions in the Yawuru Birrigun Conservation Park	NA	No											
Research and Monitoring	General	No	Research and Monitoring	4. Investigate opportunities for the integration of Yawuru traditional ecological knowledge with conservation science and land management, and provide opportunities for Yawuru people to be actively involved in research on Yawuru country	NA	No											
Research and Monitoring	General	No	Research and Monitoring	6. Support external research groups and individuals to conduct research and monitoring in the park where possible (e.g. by providing financial and logistical assistance), particularly where this work can directly benefit management of the conservation estate	NA	Yes RRI											
Research and Monitoring	General	No	Research and Monitoring	7. Ensure that research and monitoring activities have the relevant legal permits and approvals (e.g. as required under the CALM Act, Wildlife Conservation Act and Animal Welfare Act 2002), have prior approval by the joint management partners and comply with the cultural protocols outlined in the Yawuru cultural management plan	NA	Yes RRI											
Research and Monitoring	General	No	Research and Monitoring	8. Ensure that the results of research and monitoring conducted by external organisations are forwarded to the joint management partners (e.g. by requiring this as part of research licence or other approval conditions)	NA	Yes RRI											
Research and Monitoring	General	No	Research and Monitoring	9. Maintain a database of research and monitoring within the Yawuru Birrigun Conservation Park	NA	Yes RRI											
Research and Monitoring	General	No	Research and Monitoring	10. Communicate research and monitoring needs and priorities to research organisations and funding bodies	NA	Yes RRI											
Patrol and Enforcement	Social and Economic	No	Patrol and Enforcement	1. Develop and implement a patrol and enforcement program to promote compliance with access restrictions and other regulations	H-03S	Yes RRI	Develop monthly patrol and enforcement program to align with access restrictions in the park. Develop collaborative sequence / patrols. Identify where Rangers patrol and what tasks undertaken /										
Patrol and Enforcement	Social and Economic	No	Patrol and Enforcement	2. Continue to train and mentor Yawuru rangers to become authorised officers under relevant legislation	H-03S	Yes RRI											
Patrol and Enforcement	Social and Economic	No	Patrol and Enforcement	3. Maintain a database of compliance statistics and issues to help with management assessment	M	Yes RRI											
Patrol and Enforcement	Social and Economic	No	Patrol and Enforcement	4. Investigate opportunities to appoint honorary enforcement officers under the CALM Act as appropriate	L	Yes RRI	In conjunction with researching alternative data management systems										
Visitor Safety	General	No	Management Intervention	1. Develop and implement a visitor risk management program which includes: - regular visitor risk assessments including inspections of all recreation sites and facilities - implementation of measures to mitigate safety risks as necessary - maintaining and implementing an incident or emergency response plan as required - providing information to raise visitor awareness about the main and most serious safety issues	H-03S	Yes RRI	Develop a desktop survey and audit of all existing infrastructure (Feb 2019) and to develop a risk assessment plan (May 2019)										
Visitor Safety	General	No	Management Intervention	2. Ensure that Yawuru cultural protocols are taken into account	H	No											
Yawuru Murrumbidgee Bush Conservation Park	Living Cultural Landscape	Cultural	Yes	Management Frameworks	1. Prepare a colour-coded Living Cultural Landscape spatial map that indicates the significance and general location of culturally significant areas	H	No	- Facilitate meetings with Law Bosses, Yawuru Rangers and Country Managers to identify sites / areas of significance - Consider consultant to facilitate project and produce spatial map	NDY								Cultural map developed by NDY (not colour coded) - site map Protocol may be Yawuru internal document Pragmatic Choice Partner to undertake search mapping of key sites for management with Law Bosses
Living Cultural Landscape	Cultural	Yes	Management Frameworks	3. Develop operational protocols and similar to enable the appropriate management of activities	H	No	Facilitate meetings with Law Bosses to develop operational protocols (guidelines who has authority to monitor / protect specific site and where DECA Yawuru Rangers can and can't go)	SoS									Cultural Site Mapping to ensure that all sites are monitored, protected and visited on a regular basis NDY to include new sites into cultural map as sites become known. NDY to advise where DECA rangers can and can't go re cultural sites. NDY to Develop cultural site register
Living Cultural Landscape	Cultural	Yes	Management Intervention	3. Ensure cultural heritage sites are protected, in particular highly significant and sensitive sites at non-visitable park	Ongoing	No	Develop schedule of priority sites and restrict access to sites that need protection	NDY									Kuhn and Duhmika (prioritised) (Birrigun) for protection
Living Cultural Landscape	Cultural						Using map of culturally significant sites and abiding by operational protocols, undertake regular patrols and inspections of sites to manage access and monitor condition. Include in patrol and enforcement plan	DECA									DECA Yawuru Rangers to include into Work Programs Following Law Boss protocol - include regular inspections in work program
Living Cultural Landscape	Cultural	Yes	Management Intervention	4. Assess human activities that may inhibit the protection of the living cultural landscape in accordance with the operational protocols	Ongoing	No	Develop list of human-induced threats to living cultural landscape	NDY									
	Cultural						Develop data collection tool for rangers to assess impacts to living cultural landscape	DECA									Expect distribution mid-Oct Contact Michelle Walker re social measurement work Need to track activity - evidence to support in form of photos, tracker etc - All Rangers

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Fire management	Ecological	No	Research and Monitoring	4. Monitor and record the effects of fire on the most important and vulnerable values and assets, and on habitats or species which may require specific fire regimes (for example Monoclonal Vine Thicket, Karscheia species etc.)	Ongoing	No	Research - fire incident species to address fire management in the park. Vegetation mapping and a significant tree register can achieve the fire management plans to relevant agencies to protect these vegetation types	DBCA					Ongoing - see monitoring methodology. Mapping and review of prescribed burns
Fire management	Ecological	No	Management intervention	5. Ensure that Yawuru Rangers are trained in fire management principles and practices	M	Yes RRI							Prescribed fires, where business DBCA
History and Heritage Values	Social and Economic	No	Management intervention	1. Identify important non-indigenous heritage sites	M	No	Shire of Broome Municipal Inventory of Heritage Places 2019 complete	Sub					Shire of Broome Municipal Inventory of Heritage Places 2014 (currently being updated) next review 2023
History and Heritage Values	Social and Economic	No	Management intervention	2. Identify key coastal Aboriginal heritage sites	M	No	Map any historical and/or heritage sites within the park	NBY					See Cultural Living Landscape - Cultural mapping / protection - see above
Recreation and Tourism Values	Social and Economic	No	Management intervention	1. Maintain the Recreation Master Plan (RMP)	Ongoing	Yes RRI	Review RMP after 5 years	DBCA					RMP reviewed and updated 2018 - endorsed by YPC
Recreation and Tourism Values	Social and Economic	No	Education and Interpretation	2. Develop and implement an Interpretation Plan	H	Yes RRI	Collaboration to develop interpret plan with NBY	NBY					Drive Dandenong Drive plan to be released, review of RMP with YPC from the Northern Yawuru group to look at proposed recreation nodes locations and planning
Recreation and Tourism Values	Social and Economic	No	Research and Monitoring	3. Monitor environmental impacts associated with recreation by developing a database to record this information on an ongoing basis	Ongoing	No	Develop and implement VISTAT program to monitor visitation	DBCA					Refer to Cultural Living Landscape above - Interpretation NP
Recreation and Tourism Values	Social and Economic	No	Research and Monitoring				Develop and implement data collection tool including a function to collect and store compliance data	DBCA					NBY to distribute draft interpret plan
Recreation and Tourism Values	Social and Economic	No	Management intervention	4. Prioritise and cost infrastructure identified within the RMP	H	Yes external	Audit all signage within Mirny Park to determine status and replacement	DBCA					vehicle classifiers and pedestrian counters
Recreation and Tourism Values	Social and Economic	No	Management intervention	5. Seek external funding opportunities for capital works for recreation sites	Ongoing	Yes RRI	Ganbana Point Project	DBCA					90% complete - new trail heads / interpret signage being installed
Recreation and Tourism Values	Social and Economic	No	Management intervention	6. Conduct a visitor survey programme to better understand visitor use, numbers and satisfaction of visitor experience	H	Yes external	Develop and implement VISTAT program to monitor visitation	DBCA					SOB, NBY & DBCA to ID 2 major projects, concept designs and costings ready for application
Recreation and Tourism Values	Social and Economic	No	Research and Monitoring				Investigate and implement visitor satisfaction survey	DBCA					Costs can, NMB, Grants will need to be applied by NBY or SOB
Recreation and Tourism Values	Social and Economic	No	Management intervention	7. Develop, implement and support signage through working with Shire Rangers, The Department authorised officers and other agencies to gain experience in patrol and enforcement activities, to the extent possible within the existing resources of the Shire and The Department	M	Yes RRI	Include in YPC communication plan	DBCA					DBCA to build new RMP
Access Management	Social and Economic	No	Management intervention	1. Map the locations of all formal and informal access locations in the Park	H	Yes RRI	Include in Recreation Master Plan	DBCA					Myer Park Road Trials
Access Management	Social and Economic	No	Management intervention	2. Consolidate and formalise access locations, closing surplus access ways with agreement from YPC	M	No	Implement RMP, as endorsed by YPC	DBCA					SOB, NBY & DBCA to ID 2 major projects, concept designs and costings ready for application
Access Management	Social and Economic	No	Management intervention	3. If required, implement access management strategies to ensure access to culturally sensitive areas is managed appropriately, with all access restrictions to be agreed by YPC	M	No	Implement RMP, as endorsed by YPC	NBY					Costs can, NMB, Grants will need to be applied by NBY or SOB
Access Management	Social and Economic	No	Management intervention	4. Implement access restrictions as necessary to protect flora, fauna and ecological communities, with all restrictions to be agreed by YPC	M	No	Implement RMP, as endorsed by YPC	DBCA					DBCA to build new RMP
Access Management	Social and Economic	No	Management intervention	5. Implement strategies as necessary to prevent adverse impacts on the values of the Park from inappropriate vehicle or pedestrian access	M	No	Implement RMP, as endorsed by YPC	DBCA					SOB, NBY & DBCA to ID 2 major projects, concept designs and costings ready for application
Access Management	Social and Economic	No	Patrol and Enforcement	6. Educate, monitor and support trainee rangers through working with Shire Rangers, The Department authorised officers and other agencies to gain experience in patrol and enforcement activities, to the extent possible within the existing resources of the Shire and The Department	Ongoing	Yes RRI	Investigate authorisation under local government legislation and associated training requirements	Sub					Costs can, NMB, Grants will need to be applied by NBY or SOB
Access Management	Social and Economic	No	Patrol and Enforcement	7. Develop and implement a collaborative patrol and enforcement program to (a) Ensure compliance with relevant regulations, and (b) Maintain efficiency and effectiveness of patrol and enforcement activities	H	Yes RRI	Develop and implement prioritised patrol and enforcement plan, in collaboration with Shire Rangers, to ensure a risk-based approach to compliance focuses	DBCA					DBCA to build new RMP
Access Management	Social and Economic	No	Patrol and Enforcement				Undertake joint patrols	DBCA					SOB, NBY & DBCA to ID 2 major projects, concept designs and costings ready for application
Access Management	Social and Economic	No	Patrol and Enforcement				Develop and implement data collection tool including a function to collect and store compliance data	DBCA					Costs can, NMB, Grants will need to be applied by NBY or SOB
Access Management	Social and Economic	No	Patrol and Enforcement	8. Apply culturally appropriate and sensitive management to illegal camping issues within the Yawuru Mirny Bay Conservation Park	L	Yes RRI	Investigate authorisation under CALM legislation and associated training requirements	DBCA					DBCA to build new RMP
Access Management	Social and Economic	No	Patrol and Enforcement	9. Facilitate cross-authorisation of government enforcement officers as appropriate	L	Yes RRI	Investigate authorisation under local government legislation and associated training requirements	Sub					SOB, NBY & DBCA to ID 2 major projects, concept designs and costings ready for application
Access Management	Social and Economic	No	Patrol and Enforcement	10. Maintain a database of compliance statistics and issues	L	Yes RRI	Develop and implement data collection tool including a function to collect and store compliance data	DBCA					Costs can, NMB, Grants will need to be applied by NBY or SOB
Visual Amenity	Social and Economic	No	Research and Monitoring	1. Identify the key characteristics and map the spatial extent of important landscapes	H	No	Include in Recreation Master Plan	DBCA					DBCA to build new RMP
Visual Amenity	Social and Economic	No	Management intervention	2. Ensure recreation and commercial activities are consistent with maintaining the landscape	M	Yes RRI	Include in Recreation Master Plan and consider in project design phase during implementation of Recreation Master Plan	DBCA					SOB, NBY & DBCA to ID 2 major projects, concept designs and costings ready for application
Visual Amenity	Social and Economic	No	Management intervention	3. Minimise visual impacts of structures through appropriate placement, design and colour of materials used	M	Yes RRI	Consider in the assessment and approval of recreational and commercial applications	YPC					Costs can, NMB, Grants will need to be applied by NBY or SOB
Commercial Activities	Social and Economic	No	Management intervention	1. Assist Yawuru people and others to identify areas of commercial opportunity within the Park	Ongoing	Yes RRI	Consider through project design phase during the implementation of Recreation Master Plan	DBCA					DBCA to build new RMP
Commercial Activities	Social and Economic	No	Management intervention	2. Determine and develop appropriate management protocols for assessment, licensing and management of commercial opportunities	H	Yes RRI		Sub					SOB, NBY & DBCA to ID 2 major projects, concept designs and costings ready for application
Commercial Activities	Social and Economic	No	Management intervention	3. Approvals issued for commercial activities and events with appropriate conditions	Ongoing	Yes RRI		Sub					Costs can, NMB, Grants will need to be applied by NBY or SOB
Commercial Activities	Social and Economic	No	Management intervention	4. Provide Yawuru people with new commercial opportunities in the Park	Ongoing	Yes RRI		NBY					DBCA to build new RMP
Resource Values	Social and Economic	No	Management intervention	1. Clarify the materials for use within the Park from outside the Park, unless any adverse effects on the natural and cultural values are demonstrated to be very low and there are no other practical, environmentally or culturally acceptable alternatives	Ongoing	Yes RRI	Include in Recreation Master Plan and consider in project design phase during implementation of Recreation Master Plan	DBCA					SOB, NBY & DBCA to ID 2 major projects, concept designs and costings ready for application
Resource Values	Social and Economic	No	Management intervention	2. Ensure that rehabilitation has been effective by post-rehabilitation monitoring and evaluation, and implementation of any additional or alternative restorative works if required	L	Yes RRI	Include in Recreation Master Plan and consider in project design phase during implementation of Recreation Master Plan	DBCA					Costs can, NMB, Grants will need to be applied by NBY or SOB
Asset Management	General	No	Management intervention	1. Develop an Asset Management Plan	H	Yes RRI	Use RECCATA system to record assets, monitor condition and maintenance	DBCA					DBCA to build new RMP
Asset Management	General	No	Management intervention	2. Undertake annual inspections of infrastructure within the Park	Ongoing	Yes RRI	Undertake annual RECCATA audit	DBCA					SOB, NBY & DBCA to ID 2 major projects, concept designs and costings ready for application
Asset Management	Social and Economic	No	Management intervention				Undertake annual and periodic VIM inspections	DBCA					Costs can, NMB, Grants will need to be applied by NBY or SOB
Asset Management	General	No	Management intervention	3. Prepare an annual Capital Works Program based on the Asset Management Plan, to be approved by the YPC	H	No	Develop Recreation Master Plan including prioritised implementation schedule	DBCA					DBCA to build new RMP
Asset Management	Social and Economic	No	Management intervention				Implement Recreation Master Plan, as endorsed by YPC, as funding allows	DBCA					SOB, NBY & DBCA to ID 2 major projects, concept designs and costings ready for application
Waste Management	General	No	Management intervention	1. Develop and implement a Waste Management Plan	M	No		DBCA					Costs can, NMB, Grants will need to be applied by NBY or SOB

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Gunjin Birba Conservation Park Management Plan	Information, Education and Interpretation	General	No	Education and Interpretation	1. Develop and implement an Integrated Education and Interpretation Plan to ensure users of the Park understand: -the importance of the key cultural, ecological and socio-economic values of the Park as set out in this Plan -the integration of traditional ecological knowledge into the management of the Park -the rights of Yawuru people, as the recognised traditional owners in and around Broome to enjoy Yawuru country and maintain their cultural practices -areas of cultural and historical significance and culturally appropriate behaviour in these areas -the flora and fauna that are sensitive to disturbance (e.g. roosting shorebirds) and appropriate behaviour to minimise impacts -the effects of dumping rubbish and garden refuse and the threat invasive plants pose to the values of the Park -appropriate behaviours to reduce illegal vehicle access and camping -appropriate behaviours to reduce the risk of injury and ensure public safety	H	Yes RRI	Develop Yawuru Conservation Estate flyers in collaboration with JM partners to highlight key management objectives and foster cultural knowledge and appreciation of conservation values. Utilise local mediums such as radio, newspaper and social media to roll out community education and awareness campaigns that align with Broome RPI's	NBY	See Cultural Living Landscape - Cultural mapping / protection - see above Nanyar Park Brochure + Yawuru Conservation Estate Interpretive Map
	Information, Education and Interpretation	General	No	Education and Interpretation	2. Ensure the education and interpretation program for the Park is appropriately integrated with relevant outcomes and messages from the Cultural Management Plan and other management plans for the Conservation Estate.	M	Yes RRI	Include in Education and Interpretation Plan	NBY	
	Information, Education and Interpretation	General	No	Education and Interpretation	3. Ensure that Yawuru people have an active role in the education and interpretation programs.	H	Yes RRI	Include in Education and Interpretation Plan	NBY	Review draft Interpretive Map and undertake further community consultation The relevant officer / program leader will liaise with the appropriate person or team within the Nyumba Birba Yawuru and Yawuru Traditional Owners Groups such as the Late and Sea-Lot Yawuru, Lardbake, Gumbak and Culture Reference groups to install Trailhead signage
	Information, Education and Interpretation	General	No	Education and Interpretation	4. Install culturally appropriate signage for the Park for educational purposes where appropriate, and with approval from the YPC and consistent with the Interpretive Plan.	H	No	Include in Education and Interpretation Plan	DBCA	
	Information, Education and Interpretation	General	No	Education and Interpretation	5. Encourage and assist the tourism industry to provide educational course materials to their staff and customers to foster community stewardship of the Park.	L	Yes RRI	Tourism training for DBCA and NBY staff. Mentoring program may be necessary	NBY	
	Information, Education and Interpretation	General	No	Education and Interpretation	6. Develop promotional and educational material.	Ongoing	Yes RRI	Include in Education and Interpretation Plan	NBY	Capitvive DBCA programs including school holiday program, Bush 'ucker walks, school activities, nature play
	Public Participation	General	No	Public Participation	1. Consider and establish appropriate structures and mechanisms to provide for community input and involvement in ongoing management of the Park.	H	Yes RRI	Engage with identified key stakeholders in projects, community education programs and promotions to support collaborative implementation	DBCA	
	Public Participation	General	No	Public Participation	2. Develop and implement a public participation program for the Park which encourages community involvement through a range of opportunities, including education and mentoring programs.	M	Yes RRI	Support work experience students, bushranger programs and volunteers TAFE. Develop and implement programs such as bush clean-ups, weed management and other programs or community engagement events that encourage public participation and learning about the conservation values of the YPC.	DBCA	Continue with VISAT recording and survey in park
	Public Participation	General	No	Public Participation	3. Maintain records of public participation.	L	Yes RRI	Use DBCA volunteer management program to maintain records of public participation.	DBCA	Coordinate the Volunteer program for the Cable Beach Community Turtle Monitoring Program. Support the recruitment and maintenance of volunteers through participation records and statistics of community interactions to report on number of people and hours contributed to programs
	Research and Monitoring	General	No	Public Participation	4. Encourage and facilitate as far as practicable community and other involvement in research and monitoring programs, providing financial and logistical assistance where possible.	L	Yes RRI	Use DBCA volunteer management program to maintain records of public participation.	DBCA	Biodiversity Survey / Visual Field animal survey Survey to be scheduled / Vegetation mapping to be updated and recorded on Future / waste management survey /
	Risk Management and Safety	General	No	Management Intervention	1. Undertake a baseline risk assessment and develop a risk management plan to identify hazards/risks and proposed corrective mitigation actions.	H	Yes RRI	Undertake annual and periodic VRM inspections as detailed DBCA Kimberley Region VRM Plan.	DBCA	1. Develop asset register 2. Develop risk management template / matrix 3. Biannual report to YPC Risk management plan (SOS Beach access risk management plan) Recreation SPP Develop a desktop survey and audit of all existing infrastructure (Feb 2019) and to develop a risk assessment plan (May 2019) VRM annual / Inspectors based on Plan Masterplan + assets register DBCA engineer reports / inspectors of key assets
	Risk Management and Safety	General	No	Management Intervention	2. Identify the estimated costs associated with each proposed corrective action.	H	Yes RRI	Implement DBCA VRM management system including corrective actions	DBCA	Get quotes on proposed corrective actions - prioritise risks and implementation
	Risk Management and Safety	General	No	Management Intervention	3. Consider the recommendations of the Broome Townsite Coastal Hazard Risk Management and Adaptation Plan (CHRMAMP) in undertaking the risk assessment and implementing the risk management plan.	H	No	Refer to CHRMAMP map when planning infrastructure and maintenance of infrastructure	DBCA	
	Living Cultural Landscape	Cultural	Management Frameworks	1. Carry out or support cultural mapping projects that spatially and conceptually characterise Yawuru cultural values within Gunjin Birba Conservation Park.	H	No	1. Identify priority through cultural mapping 2. Hold meeting with Late Owners, Yawuru Rangers and Country Managers to identify which sites need protection/protection			
	Living Cultural Landscape	Cultural	Management Intervention	2. Ensure cultural heritage sites are protected.	H	No				
	Living Cultural Landscape	Cultural	Management Intervention	3. Assess human activities that may inhibit the protection of the area as part of a living cultural landscape and implement management strategies to address any problems as necessary.	H	No	Need to track activity - evidence to support it in form of photos, tracker etc. - All Rangers			
	Living Cultural Landscape	Cultural	Education and Interpretation	4. Develop and implement education and interpretation programs to inform visitors to Gunjin Birba Conservation Park about the value of the area as a Yawuru living cultural landscape.	H	Yes RRI				
	Living Cultural Landscape	Cultural	Research and Monitoring	5. Develop and implement methodology to assess Yawuru's level of satisfaction that opportunities for ongoing cultural connection of Yawuru people are not significantly disrupted due to management activities (or a lack of appropriate management activities) (e.g. questionnaires, survey).	H	No				
	Living Cultural Landscape	Cultural	Management Frameworks	6. Complete the process for formally recognising the name Gunjin Birba Conservation Park.	M	Yes RRI				
	Traditional ecological knowledge	Cultural	Management Frameworks	1. Document (e.g. in a database) the most important elements of Yawuru traditional ecological knowledge and investigate opportunities for integrating this with conservation science and land management.	H	No	1. Meeting on 10.10.17 on data collection coordination between DBCA and NBY 2. Incorporate seasonal information into permit - use it to determine impact of climate change etc. 3. Take to community for input			
	Traditional ecological knowledge	Cultural	Management Frameworks	2. Develop processes and protocols for consulting and integrating Yawuru traditional ecological knowledge in the management of Yawuru conservation estate.	H	No	Complete existing management process - project flow chart			
	Traditional ecological knowledge	Cultural	Education and Interpretation	3. Develop and implement education and interpretation programs to inform visitors to the Gunjin Birba Conservation Park about Yawuru traditional ecological knowledge.	H	Yes RRI	Cable Beach, Beer Range, School Holiday program etc - targeting locals and tourists - provide key seasonal information / flyers to public - SM			
	Traditional ecological knowledge	Cultural	Research and Monitoring	4. Develop and implement methodology to assess Yawuru's level of satisfaction that traditional ecological knowledge is being consulted and adapted into management (e.g. questionnaires, survey).	H	No				
	Employment of Country and Customary Practices	Cultural	Management Intervention	1. Assess factors that may inhibit Yawuru peoples rights to enjoy country or maintain their customary practices, and implement management actions to address issues as necessary.	H	No	Consult with NBY + Rangers			
	Employment of Country and Customary Practices	Cultural	Education and Interpretation	2. Develop and implement education and interpretation programs to inform visitors to Gunjin Birba Conservation Park about Yawuru rights, as the recognised Yawuru native title holders, to enjoy Yawuru country and maintain their customary practices.	H	Yes RRI	same as above - additionally, develop brochures on how cultural practices and how to be respectful and develop interpretation plan			
	Employment of Country and Customary Practices	Cultural	Research and Monitoring	3. Develop and implement methodology to assess Yawuru's level of satisfaction that they have been able to continue customary practices and benefit from country (e.g. questionnaires, survey).	H	No				
	Responsibility for Country	Cultural	Policy and Enforcement	1. Continue to develop the Yawuru Ranger Program and authorisation of officers for enforcement activities.	H	Yes RRI	Triple badge - capacity needs to be explored. Cost / benefit analysis etc.			
	Responsibility for Country	Cultural	Management Frameworks	2. Establish national agreed cultural protocols for the management of the Gunjin Birba Conservation Park as required.	H	No	Customary Hunting / sustainable harvest - guidance etc. Need meeting around licensing / requirements and distribution			
	Responsibility for Country	Cultural	Management Frameworks	3. Ensure management activities comply with and facilitate adherence to the agreed cultural protocols, consistent with the Yawuru Cultural Management Plan.	H	Yes RRI				
	Responsibility for Country	Cultural	Management Frameworks	4. Develop and implement sustainable harvest strategies for vulnerable species subject to customary harvesting.	H	No				
	Responsibility for Country	Cultural	Education and Interpretation	5. Develop and implement education and interpretation programs to inform visitors to the Gunjin Birba Conservation Park about significant Yawuru areas, culturally appropriate behaviour and general safety.	H	Yes RRI				
	Responsibility for Country	Cultural	Management Frameworks	6. Investigate opportunities to increase the number of Yawuru RNTSC members involved in management of Gunjin Birba Conservation Park.	H	No				
	Responsibility for Country	Cultural	Research and Monitoring	7. Develop and implement a methodology to assess Yawuru's level of satisfaction that they have been able to undertake their role as protectors and managers of their country and culture in the context of jointly managed conservation estate (e.g. questionnaires, survey).	H	No				
	Flora, Fauna and Ecological Communities	Ecological	Research and Monitoring	1. Carry out research, monitoring and mapping to improve understanding of the ecological values of the area, and to collect baseline data to facilitate future assessments of management effectiveness (e.g. a turtle monitoring program, bird counts, monitoring of mangrove diversity and extent, any monitoring required in accordance with approved recovery plans and a wetland mapping monitoring program).	H	No				

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Monitoring the recovery of Broome's Threatened and Priority ecosystems from the 2019 wild fires

Tim Willing, Malcolm Lindsay and Chris Howe-Piening

February 2020



Department of Biodiversity,
Conservation and Attractions



Monitoring the recovery of Broome's Threatened and Priority ecosystems from the 2019 wild fires

Background

On the weekend of August 10-11th 2019, a series of hot fires were lit around the Broome town site burning significant bushland in the Minyirr Buru Conservation Park, specifically in Minyirr Park and between Gantheume Point and Port Drive. This 290.4 hectare fire affected large areas of savannah woodland as well as three Threatened or Priority Ecological Communities (TEC/PEC).

The fires burnt 16 hectares of the Nationally Endangered *Monsoon Vine Thickets of the Dampier Peninsula* (**Mayingan manja balu**; MVT), 83 hectares of the Priority ecosystem *Mangarr* (*Sersalisia sericea*) on relict dunes (**Minyjurru**; roughly 33% of total extent), and 25 hectares of the Priority *Cable Beach Ghost Gum community* (**Gunurru**, *Corymbia paractia*). These three ecosystems are not only important for their ecological and conservation values but are also culturally significant for the Yawuru people and other Aboriginal people in the area. There was a lot of concern from Yawuru people and the wider Broome community about the impact of the fires on the three Ecological Communities, the wider pindan savannah and all the fauna that rely on this habitat.

A number of meetings were held with the Yawuru Park Council Working Group, comprising the Department of Biodiversity, Conservation Attractions (DBCA), Nyamba Buru Yawuru (NBY) and the Broome Shire, with Environs Kimberley and Tim Willing invited due to their expertise. Two projects were agreed on, firstly a revegetation project for heavily impacted MVT sites in Minyirr Park which is being coordinated by Kylie Weatherall (Environs Kimberley), and secondly, a monitoring project to

document the recovery of the three TEC/PECS and the species within them coordinated by Malcolm Lindsay (Environs Kimberley).



Figure 1. A burnt Northern Brushtail possum (*Trichosurus arnhemensis*) in Minyirr Park.

Image: Damien Kelly

A final planning meeting for the monitoring project was held in December and it was agreed that all efforts should be made to complete the first survey before the wet season rains to get a more accurate post-fire sample. Being at short notice and at the end of the year, it was decided to engage consultants Tim Willing and Chris Howe-Piening as they are both experienced botanists and could complete the field work immediately. The consultancy fee (\$3000) was paid by DBCA West Kimberley Nature Conservation Department, with in-kind contribution from NBY Country Managers, DBCA Yawuru Rangers and Environs Kimberley staff. This report represents the results from the first survey for the monitoring project.

Alignment with Minyirr Buru Conservation Park Management Plan

The proposed project aligns with numerous objectives from the Minyirr Buru Conservation Park Management Plan (Department of Parks and Wildlife, 2018).

4.3 Ecological Values

- *Management Objective 2: To increase understanding of the flora, fauna, and ecological community values of the Park and of the factors presenting a threat to those values*
- *Management Strategies:*
 - *1. Carry out research and monitoring to establish the baseline condition of the ecological communities within the Park and assist with identifying and managing significant threats (Priority High; Lead Agency DBCA)*
 - *4. Implement research, monitoring and recovery actions for threatened and priority species and communities (Priority High; Lead Agency DBCA)*

4.3.2 Fire Management

- *Management Strategies:*
 - *4. Monitor and record the effects of fire on the most important and vulnerable values and assets, and on habitats or species which may require specific fire regimes (for example Monsoonal Vine Thickets, Keraudrenia species etc.). (Priority Ongoing; Lead Agency DBCA)*

Project Aims

It was agreed at the planning meeting that the project would aim to answer two questions:

1. How and when will these ecological communities recover?
2. How and when will different plant species recover?

Methods

An initial desktop study was conducted to look for past monitoring sites (Beames and Willing, 2015), either flora quadrats or photo-monitoring quadrats (Nyamba Buru Yawuru). No past monitoring sites were affected by the fires, meaning that new sites had to be established that didn't have any detailed pre-fire information.

We were confident that the sites were located in the three Ecological Communities, by utilising the extensive Minyirru and Paractia mapping completed by Tim Willing and Louise Beames (Environs Kimberley) (Beames and Willing, 2015), and all project partners' knowledge of the Monsoon Vine Thickets of Minyirr Park.

For each of the three Ecosystems, 8 vegetation quadrats were surveyed, equalling 24 in total (Figure 2 & 3). It was decided to use smaller vegetation quadrats, 25 x 25m, instead of the standard 50 x 50m, to increase the spatial coverage of the survey with the limited resources and time.

Surveys were conducted during early mornings from the 17th to 23rd of December. Light rain fell on 21 Dec (9.8mm) and 22 December (3.2 mm; Bureau of Meteorology observations) however this will not impact the data. All the sites were surveyed by consultants Tim Willing and Chris Howe-Piening, with field assistance on several days from Kylie Weatherall (EK) and NBY Country Managers Vaughn Lee, Pius Gregory and Eduardo Maher.

Another sampling date was suggested for 2020 post-wet season, with future sampling ideally occurring every 2 years for a total of 10 years of monitoring to track recovery.

Field methods

Equipment list:

- A star picket for the NW quadrat corner, left in-situ, and star picket driver
- Three aluminium fence droppers, used temporarily for quadrat corners
- 50m roll-up measuring tape
- Garmin GPS (with spare batteries) to log all quadrat corners
- Hand-held compass, used for bearings to and from each quadrat corner
- Pink survey tape, used to mark key spots along the quadrat perimeter
- Data sheets and pencils
- Plant press with newspaper sheets, jeweller's tags, cardboard corrugates
- Clipboard with A4 paper and felt tip marker to identify site (e.g. MIN 1) during NW corner photo
- Camera for photo-point usage at the corners of each quadrat
- Reference book Broome and Beyond (Kenneally, Choules Edinger Willing 1996) to assist plant species identification
- A wheelbarrow to carry all equipment to the sites

After establishing the North-West corner star picket, a South-East facing photo quadrat was taken with marker board identifying the site (Appendix 1). Using the transect tape and compass, the other 3 corners were pegged out and images taken looking into the quadrat centre. Within the 25x25m quadrat general site details were taken (eg habitat, soil type) and for each plant species present it was recorded how many were dead, unburnt (i.e. adults or seedlings), suckers (where obvious) and regenerating (i.e. burnt but resprouting), as well as their height, % cover and notes (Appendix 2).

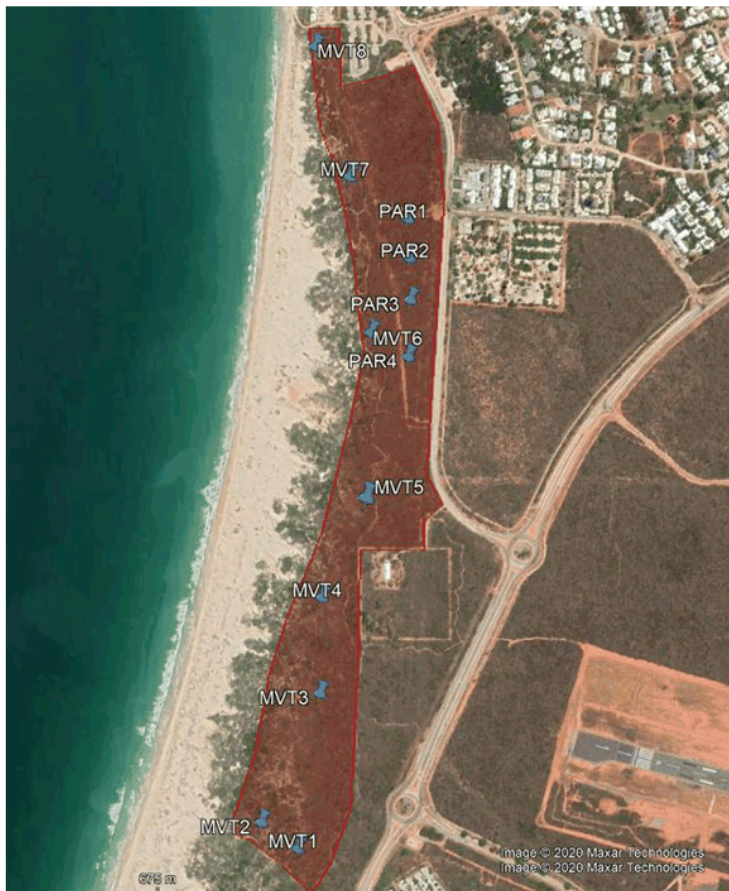


Figure 2. Survey sites in Minyirr Park for Monsoon Vine Thickets (MVT) and *Corymbia paractia* (PAR) patches, and 2019 fire scar (red).



Figure 3. Survey sites near Gantheaume point, in *Corymbia paractia* (PAR) and Minyjuru (MIN) patches, and 2019 fire scar (red).



Figure 3. Tim Willing and the NBY Country Managers in Minyirr Park.

Results

Species Richness

A total of 79 species were recorded across all of the sites, which is quite low, understandable due to the severity of the August 2019 fires. Herbs and grasses generally absent or few in number, but it is expected that they will proliferate with the onset of wet season rains triggering seed germination.

Within the three ecosystems, sites differed in species number (Table 1) partly due to differences in the severity of fires (Appendix 4). For example the MVT site near the Surf Club (MVT7) had been severely degraded by the fire, recording a mere 9 species, while an adjacent site (MVT 8) had not been completely burnt and recorded 17 plant species. Similarly, the heavily burnt northern *Corymbia paractia* (PAR) sites in the vicinity of Divers Tavern (PAR 1-3) recorded around 16 species, in comparison to the more lightly burnt southern sites near Gantheaume Point (PAR 4-8) which all had more than 21 plant species.

Corymbia paractia habitat had the highest number of individuals, MVT the lowest, and both significant variation in the number of individuals across their sites. In comparison, Minyjuru had a low variation in the number of individuals.

Table 1. The total number of plant species and individuals for the three habitats

Ecosystem	Species	Individuals
Monsoon Vine Thicket (MVT)	9 – 17 species, average = 12	62 – 176 individuals, average = 98
<i>Corymbia paractia</i> (PAR)	15 – 28 species, average = 21	82 – 204 individuals, average = 152
Minyjuru (MIN)	14 – 24, average = 20	96 – 128 individuals, average = 114

Thirteen species were only found in the Monsoon Vine Thickets, representing Monsoon Vine Thicket restricted species (e.g. *Mallotus nesophilus* and *Caesalpinia major*) or dune species (e.g. *Whiteochloa airoides*). Whereas eighteen species were only found in the Paractia habitat, and a further ten only in the Minyjuru habitat. Only four species of introduced plants were recorded, Passion vine (*Passiflora foetida*), Neem (*Azadirachta indica*), Buffel Grass (*Cenchrus ciliaris*) and Birdwood Grass (*C. setiger*).



Figure 4. *Acacia bivenosa* regeneration.

Species response to fire

Individual plants were designated as either unburnt, regenerating, suckering or dead. It was difficult at times to determine what species a burnt plant was, in addition to little remaining of others, and therefore the dead count is not reflective of what was lost during the fire. Additionally, sometimes it was difficult to tell if a species was suckering or rather that a number of seeds had germinated into seedlings.

Despite this, we can look at how individual species responded differently to the fire (Appendix 2):

- **Thirteen species only observed as unburnt:** suggesting they had either avoided the fires or germinated since the fires. These were all climbers, grasses, herbs and shrubs suggesting that they had germinated since the fire. Three were weeds (*P.foetida*, *C.setiger* and *C.ciliaris*) which are known to be quick colonising species.
- **Sixteen species only observed as regenerating:** a mix of all growth types.
- **Eleven species observed suckering:** showing an ability to grow from root stock, mainly shrubs and trees
- **Three species only observed dead:** Additionally, *Acacia colei*, *Acacia monticola*, *Amyema benthamii*, *Bridelia tomentosa* and *Tephrosia rosea* all shown to have a high proportion of dead individuals.
- **Thirty seven species observed with mixed response to the fire:** Species that appear to recover well from a hot fire include *Adriana tomentosa*, *Corynotheca micrantha*, *Ehretia saligna*, *Gyrostemon tepperi*, *Hakea arborescens*, *Hakea macrocarpa*, *Persoonia falcata* and *Solanum cunninghamii*

It is worth noting that as this survey was so soon after the fire it is difficult to tell the long term response of the individuals and species to fire. In the authors' experience with plant responses to fire in the Kimberley, some species appear dead yet recover after the next significant rains. In contrast, some species have an initial flush of new growth after fire yet die later.

Interestingly, comparing plant responses between the three ecosystems (Table 2), MVT had a greater proportion of unburnt species. This may have been driven by some sites being lightly burnt, and/or the establishment of large numbers of dune species seedlings (e.g. *Crotalaria cunninghamii* and *Euphorbia coghlanii*). The *Corymbia paractia* habitat had the highest proportion of regenerating species, which may be due to the larger number of fire tolerant savannah species.

Table 2. Plant response by ecosystem

	MVT				Paractia				Minyjuru			
	un-burnt	regen	suckers	dead	un-burnt	regen	suckers	dead	un-burnt	regen	suckers	dead
Total	457	102	159	66	87	947	55	129	301	239	173	195
%	58	12	20	8	7	77	4	10	33	26	19	21

Recommendations

- Resurvey all quadrats after the wet season finishes (e.g. April-May 2020) to pick up ephemeral herbs, sedges, annual grasses and obtain further data on fire response and post-fire growth of plant species;
- Budget to re-survey all quadrats at two year intervals for at least 10 years since fire.
- Consider allocating funds to collect fauna data (including reptiles and ants) on future surveys.
- Continue collaborative partnership between EK, NBY, DBCA and Tim Willing.

References

- Beames, L., Willing, T., 2015. Relict dune system dominated by extensive stands of Mangarr Sersalisia (formerly Pouteria) sericea. Environs Kimberley, Broome Botanical Society, SKIPA, Broome.
- Department of Parks and Wildlife, 2018. Yawuru Minyirr Buru Conservation Park joint management plan.
- Kenneally, K.F., Choules Edinger, D. and Willing T. 1996. Broome and Beyond. Department of Conservation and Land Management.

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Appendix 1: Photo quadrat from the North-west corner facing South-east at site PAR1 and MIN4



Appendix 2: Example completed datasheet. Note it will need to be updated for the next survey to include # live, # dead and # regen for each species.

off DeMarchi Walkway

Quadrat **MVT2**

Broome Flora Quadrat **TEC/PEC SURVEY**

Project No. _____ Project Name: _____
 Survey Area _____ Date: **17/12**
 Site No.: _____ Recorders: **CH-P, FN, TW**
 Location: _____
 Photo: _____
 Datum and Zone: _____ Site staked?: ☒ Yes / No Peg No.s **NW starpicket**
 Peg 1 (NW): **117.94721** Peg 2 (NE): **117.94724**
122.20924 **122.20947**
 Peg 4 (SW): **117.94747** Peg 3 (SE): **117.94745**
122.20925 **122.20948**

Habitat: **Dune slope - secondary dune**

Soil: **Sandy yellowish**
 Rock type: **Brnz Sandstone (not visible)**
 Termite Mounds Height: _____ Shape: _____ Colour: _____
 Vegetation: **V. open mvt with Gynocarpus & Barkhinia merging into Ac. bivenosa on dune**

Veg condition Excellent Very good Good Poor Very Poor **completely degraded**

(disturbance)

Fire Age Burnt **<1 year ago** 1-2 yrs ago 3-5 Yrs ago no sign of recent fire very long unburnt

Notes: **Aug 2019**

No grass visible on plot

Sketch of quadrat layout (include N Points, tracks, quadrat corners numbered clockwise from from NW), stakes, s/g landform features)

Quadrat

MVT 2

Site No.:		TEC/PEC SURVEY		
Trees		Height	Cover	Notes
Sersalisia sericea	Bro cunn	2.5m	2%	2 plants ✓
Corymbia zygophylla				
Gyrocarpus americanus	✓	4m	2%	4 plants ✓
Ehretia saligna				
Ventilago viminalis				
SHRUBS				
Erythrophileum chlorostachys	* Az. ind. ✓	0.3	1 plant	under Gyrocarpus
Bauhinia cunninghamii				
Corymbia greeniana	Exocarpos	1m		1 plant
Grewia breviflora				
Psydrax attenuata var. tenella	✓ Flueggea	1m		2 plants
Breynia cernua				
Acacia coleii	✓ Mallotus nes	2m		2 plant
Persoonia falcata				
Pavetta kimberleyana				
Dolichandrone heterophylla	✓ Ac biventris	1.5		3 plants
Carissa lanceolata				
Premna acuminata	✓ Sant lanc	2m		2 dead
Flueggea virosa				
Gardenia pyriformis	✓ Croc cunn	0.8		18 pl
GRASSES				
Triodia schinzii				
Triodia acutispicula	✓ nil			
Panicum decompositum				
SEDGES				
Cyperus conicus				
CLIMBERS				
*Passiflora foetida	✓ Tinospora			4 (1 dead)
Jasminum didymum				one in Gyrocarpus
Tylophora cinerascens				
Abrus precatorius				
Cassytha filiformis				
HERBS				
Polycarpaea longiflora	Euphorbia ^{alsiniflora}	0.2		60 plants
Waltheria indica				
Sauropus trachyspermus				
Crotalaria medicaginea	Hypoestes	0.4		20 suckering
Tephrosia rosea				(seem dead)
Corchorus pumilio				
Achyranthes aspera				
Spermacoce occidentalis				

Total 12 sp

Appendix 3: Species response to fire, totalled over all sites and ordered by pattern

	Group	Species	total count	% unburnt	% regen	% suckers	% dead
100% unburnt species	SHRUBS	<i>Pavetta kimberleyana</i>	3	100	0	0	0
	SHRUBS	<i>Marsdenia angustifolia</i>	2	100	0	0	0
	GRASSES	<i>*Cenchrus ciliaris</i>	1	100	0	0	0
	GRASSES	<i>Whiteochloa airoides</i>	1	100	0	0	0
	GRASSES	<i>*Cenchrus setiger</i>	3	100	0	0	0
	CLIMBERS	<i>Abrus precatorius</i>	20	100	0	0	0
	CLIMBERS	<i>Cassytha filiformis</i>	8	100	0	0	0
	CLIMBERS	<i>Cucumis maderaspatanus</i>	1	100	0	0	0
	CLIMBERS	<i>Jacquemontia paniculata</i>	16	100	0	0	0
	CLIMBERS	<i>Marsdenia viridiflora</i>	1	100	0	0	0
	CLIMBERS	<i>*Passiflora foetida</i>	2	100	0	0	0
	CLIMBERS	<i>Caesalpinia major</i>	1	100	0	0	0
	HERBS	<i>Crotalaria crispata</i>	18	100	0	0	0
100% regenerating	TREES	<i>Corymbia paractia</i>	100	0	100	0	0
	SHRUBS	<i>Erythrophleum chlorostachys</i>	15	0	100	0	0
	SHRUBS	<i>Grevillea pyramidalis</i>	50	0	100	0	0
	SHRUBS	<i>Dodonaea hispidula</i>	9	0	100	0	0
	SHRUBS	<i>Acacia tumida</i>	1	0	100	0	0
	SHRUBS	<i>Gossypium australe</i>	22	0	100	0	0
	GRASSES	<i>Cymbopogon procerus</i>	17	0	100	0	0
	HERBS	<i>Gyrostemon tepperi</i>	44	0	100	0	0
	HERBS	<i>Galactia tenuifolia</i>	10	0	100	0	0
	HERBS	<i>Rhynchosia minima</i>	14	0	100	0	0
	HERBS	<i>Bonamia oblongifolia</i>	5	0	100	0	0
	HERBS	<i>Corchorus pumilio</i>	9	0	100	0	0
	HERBS	<i>Solanum cunninghamii</i>	10	0	100	0	0
	HERBS	<i>Streptoglossa macrocephala</i>	1	0	100	0	0
	HERBS	<i>Boerhavia sp.</i>	1	0	100	0	0
	LILY	<i>Corynotheca micrantha</i>	2	0	100	0	0
Suckering species	HERBS	<i>Hypoestes floribunda</i>	20	0	0	100	0
	SHRUBS	<i>Clerodendrum floribundum</i>	15	0	7	93	0
	SHRUBS	<i>*Azadirachta indica</i>	20	25	0	75	0
	SHRUBS	<i>Premna acuminata</i>	156	3	8	72	17
	TREES	<i>Corymbia zygophylla</i>	70	30	19	50	1
	TREES	<i>Corymbia greeniana</i>	35	6	51	40	3
	SHRUBS	<i>Persoonia falcata</i>	73	0	62	38	0
	SHRUBS	<i>Hakea macrocarpa</i>	219	4	60	35	2
	SHRUBS	<i>Breynia cernua</i>	186	13	54	30	3
	SHRUBS	<i>Ehretia saligna</i>	97	51	31	16	2
	SHRUBS	<i>Hakea arborescens</i>	44	0	95	5	0

Dead	SHRUBS	<i>Myoporum montanum</i>	1	0	0	0	100
	SHRUBS	<i>Cullen martinii</i>	1	0	0	0	100
	SHRUBS	<i>Acacia monticola</i>	27	0	0	0	100
Species with mixed response	HERBS	<i>Euphorbia coghlanii</i>	61	98	2	0	0
	SHRUBS	<i>Atalaya hemiglauc</i>	56	98	2	0	0
	CLIMBERS	<i>Tylophora cinerascens</i>	12	92	8	0	0
	CLIMBERS	<i>Tinospora smilacina</i>	44	91	7	0	2
	SHRUBS	<i>Adriana tomentosa</i>	29	86	14	0	0
	TREES	<i>Terminalia petiolaris</i>	7	86	0	0	14
	SHRUBS	<i>Acacia bivenosa</i>	53	83	4	0	13
	TREES	<i>Sersalisia sericea</i>	90	80	6	0	14
	SHRUBS	<i>Ventilago viminalis</i>	9	67	22	0	11
	TREES	<i>Gyrocarpus americanus</i>	67	60	39	0	1
	SHRUBS	<i>Crotalaria cunninghamii</i>	115	59	22	0	19
	CLIMBERS	<i>Jasminium didymum</i>	46	59	41	0	0
	TREES	<i>Brachychiton diversifolius</i>	29	59	41	0	0
	SHRUBS	<i>Dolichandrone occidentalis</i>	44	50	50	0	0
	SHRUBS	<i>Mallotus nesophilus</i>	6	50	33	0	17
	MISTLETOES	<i>Amyema benthamii</i>	2	50	0	0	50
	SHRUBS	<i>Trichodesma zeylanica</i>	30	43	30	0	27
	SHRUBS	<i>Bauhinia cunninghamii</i>	66	42	55	0	3
	SHRUBS	<i>Psydrax attenuata</i>	6	33	0	0	67
	CLIMBERS	<i>Cucumis maderaspatanus</i>	3	33	0	0	67
	SHRUBS	<i>Fluggea virosa</i>	50	31	22	0	47
	SHRUBS	<i>Exocarpos latifolius</i>	11	27	45	0	27
	SHRUBS	<i>Clerodendrum tomentosum</i>	4	25	75	0	0
	SHRUBS	<i>Carissa lanceolata</i>	72	23	71	0	6
	SHRUBS	<i>Santalum lanceolatum</i>	127	23	24	0	54
	GRASSES	<i>Triodia schinzii</i>	133	18	81	0	1
	SHRUBS	<i>Ficus aculeata</i>	34	18	82	0	0
	SHRUBS	<i>Grewia pindanica</i>	25	12	88	0	0
	SHRUBS	<i>Bridelia tomentosa</i>	10	10	0	0	90
	HERBS	<i>Tephrosia rosea</i>	11	9	0	0	91
	SHRUBS	<i>Terminalia ferdinandiana</i>	74	5	95	0	0
	SHRUBS	<i>Senna costata</i>	17	0	94	0	6
	SHRUBS	<i>Grewia breviflora</i>	13	0	46	0	54
	SHRUBS	<i>Gardenia pyriformis</i>	9	0	44	0	56
	SHRUBS	<i>Acacia eriopoda</i>	107	0	43	0	57
	TREES	<i>Acacia coleii</i>	57	0	12	0	88

Appendix 4: Abundance (unburnt, regenerating, suckers and dead) by site, grouped from those specific to an ecosystem, to common to all.

		MVT 1	MVT 2	MVT 3	MVT 4	MVT 5	MVT 6	MVT 7	MVT 8	PAR 1	PAR 2	PAR 3	PAR 4	PAR 5	PAR 6	PAR 7	PAR 8	MIN 1	MIN 2	MIN 3	MIN 4	MIN 5	MIN 6	MIN 7	MIN 8
	Species																								
Species found only in MVT	<i>Mallotus nesophilus</i>	1	2	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Crotalaria cunninghamii</i>	2	18	0	50	45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Exocarpos latifolius</i>	0	1	0	0	4	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Atalaya hemiglauca</i>	0	0	0	0	1	0	0	55	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Crotalaria crispata</i>	3	0	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Tephrosia rosea</i>	0	0	1	0	0	0	0	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Euphorbia coghlanii</i>	0	60	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Cullen martinii</i>	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>*Cenchrus ciliaris</i>	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Whiteochloa airoides</i>	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Cucumis maderaspatanus</i>	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Caesalpinia major</i>	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Hypoestes floribunda</i>	0	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Species found only in Paractia	<i>Corymbia paractia</i>	0	0	0	0	0	0	0	0	11	14	16	12	9	7	25	6	0	0	0	0	0	0	0
<i>Grevillea pyramidalis</i>		0	0	0	0	0	0	0	0	8	8	15	19	0	0	0	0	0	0	0	0	0	0	0	0
<i>Dodonaea hispidula</i>		0	0	0	0	0	0	0	0	2	0	1	5	0	0	1	0	0	0	0	0	0	0	0	0
<i>Corchorus pumilio</i>		0	0	0	0	0	0	0	0	0	0	0	2	0	4	3	0	0	0	0	0	0	0	0	0
<i>Cymbopogon procerus</i>		0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	7	0	0	0	0	0	0	0	0
<i>*Passiflora foetida</i>		0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0
<i>Rhynchosia minima</i>		0	0	0	0	0	0	0	0	0	0	0	0	0	10	4	0	0	0	0	0	0	0	0	0
<i>Bonamia oblongifolia</i>		0	0	0	0	0	0	0	0	0	0	0	4	0	1	0	0	0	0	0	0	0	0	0	0
<i>Solanum cunninghamii</i>		0	0	0	0	0	0	0	0	0	0	1	0	0	9	0	0	0	0	0	0	0	0	0	0
<i>Erythrophleum chlorostachys</i>		0	0	0	0	0	0	0	0	0	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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<i>Ehretia saligna</i>	0	0	8	0	0	0	0	0	0	0	0	0	3	16	9	7	15	9	1	1	1	17	0	10
<i>Breynia cernua</i>	0	0	0	0	0	3	0	20	30	3	16	0	55	35	15	2	0	0	0	0	0	0	1	6
<i>Jasminium didymum</i>	0	0	2	0	1	0	0	0	0	2	2	1	2	9	1	0	0	0	4	2	20	0	0	0
<i>Santalum lanceolatum</i>	0	2	0	10	0	0	0	28	0	0	0	0	0	0	7	26	23	7	0	0	6	0	15	3
<i>Triodia schinzii</i>	0	0	0	3	0	1	20	1	1	0	0	0	8	30	60	6	1	0	2	0	0	0	0	0
<i>Grewia breviflora</i>	0	0	0	0	1	3	0	2	0	0	0	0	0	1	1	1	0	1	2	1	0	0	0	0
<i>Trichodesma zeylanica</i>	0	0	0	0	0	8	0	5	2	0	0	0	0	11	0	0	0	0	3	0	0	0	0	1
Total Count	13	12	10	10	13	13	9	17	17	15	18	17	22	28	25	24	20	20	24	21	20	14	20	21

Appendix 5: Site information

Site Code	Site Name	Date	Recorders	NW lat	NW long	Habitat	Soil	Termite	Veg Condition	Fire Age
MVT 1	De Marchi Walkway reveg	17/12/2019	CHP, TW, KW	17.94777	122.20999	Secondary dune base	Reddish sand	None	Completely degraded	Aug-19
MVT 2	De Marchi Walkway reveg	17/12/2019	CHP, TW, KW	17.94727	122.20924	Secondary dune slope	Yellowish sand	None	Completely degraded	Aug-19
MVT 3	Between De Marchi & QC	17/12/2019	CHP + TW	17.94474	122.21044	Secondary dune base	Yellowish sand	None	Completely degraded	Aug-19
MVT 4	SW of QC House	17/12/2019	CHP + TW	17.94286	122.21049	Secondary dune backslope	Pale yellow sand	Mone	Completely degraded	Aug-19
MVT 5	NW of QC House	18/12/2019	CHP + TW	17.95379	122.21763	Secondary dune base	Pale yellow sand	None	Completely degraded	Aug-19
MVT 6	Between QC & Surf Club	18/12/2019	CHP + TW	17.93768	122.21149	Secondary dune base	Pale yellow sand	None	Completely degraded	Aug-19
MVT 7	Divers Tavern Drain Bridge	18/12/2019	CHP + TW	17.93462	122.21106	Secondary dune base	Pale yellow sand	None	Completely degraded	Aug-19
MVT 8	South of Surf Club	18/12/2019	CHP + TW	17.93207	122.21035	Secondary dune base	Pale yellow sand	None	Completely degraded 80%	Aug-19
PAR 1	Divers Tavern Carpark	19/12/2019	CHP, TW, EM, PG, VL	17.93544	122.21225	Pindan coastal plain	Red sandy pindan	None	Completely degraded	Aug-19
PAR 2	West of Caravan Park	19/12/2019	CHP, TW, EM, PG	17.93621	122.21229	Pindan coastal plain	Red sandy pindan	None	Completely degraded	Aug-19
PAR 3	Opposite start of C. Park	19/12/2019	CHP, TW, EM, PG	17.93703	122.2123	Pindan coastal plain	Red sandy pindan	None	Completely degraded	Aug-19
PAR 4	SW of Caravan Park	19/12/2019	CHP, TW, EM, PG, VL	17.93815	122.21227	Pindan coastal plain	Red sandy pindan	None	Completely degraded	Aug-19
PAR 5	West of Gantheaume Pt Rd	20/12/2019	CHP + TW	17.97097	122.19386	Pindan coastal plain	Red sandy pindan	None	Completely degraded	Aug-19
PAR 6	West of Gantheaume Pt Rd	20/12/2019	CHP + TW	17.97181	122.19247	Pindan coastal plain	Red sandy pindan	None	Very poor, trees rel. undamaged	Aug-19

PAR 7	East of Gantheaume Pt Rd	20/12/2019	CHP + TW	17.9734	122.19022	Pindan coastal plain	Red pindan loam	None	Completely degraded	Aug-19
PAR 8	East of Gantheaume Pt Rd	20/12/2019	CHP + TW	17.97266	122.19245	Pindan coastal plain	Red pindan loam	None	Completely degraded	Aug-19
MIN 1	Racecourse Ridge end	23/12/2019	CHP + TW	17.97283	122.19902	Inland dune ridge	Loose red sandy pindan	Old red dome	Very poor	Aug-19
MIN 2		23/12/2019	CHP + TW	17.97432	122.1971	Inland dune ridge	Loose red sandy pindan	Old red dome	Very poor	Aug-19
MIN 3		23/12/2019	CHP + TW	17.97636	122.1917	Inland dune ridge	Loose red sandy pindan	Old red dome	Very poor	Aug-19
MIN 4		21/12/2019	CHP + TW	17.98054	122.19173	Inland dune ridge	Loose red sandy pindan	None	Completely degraded	Aug-19
MIN 5		23/12/2019	CHP + TW	17.9793	122.19475	Inland dune ridge	Loose red sandy pindan	Old red dome	Very poor	Aug-19
MIN 6		21/12/2019	CHP + TW	17.98306	122.19427	Inland dune ridge	Loose red sandy pindan	None	Completely degraded	Aug-19
MIN 7		21/12/2019	CHP + TW	17.98278	122.19545	Inland dune ridge	Loose red sandy pindan	None	Completely degraded	Aug-19
MIN 8	Power Station	21/12/2019	CHP + TW	17.98118	122.20241	Inland dune ridge	Loose red sandy pindan	None	Completely degraded	Aug-19

Guniyan Binba Conservation Park

joint management plan

2020

Yawuru Park Council, Shire of Broome, Department of Biodiversity, Conservation and Attractions, Conservation and Parks Commission

Insert Yawuru logo, Shire of Broome logo, Conservation and Parks Commission logo, Department of Biodiversity, Conservation and Attractions logo, Parks and Wildlife Service logo here.

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Yawuru dedication

The Yawuru story is one of resilience and pride. We recognise all the old people who carried the stories from *Bugarrigarra*, walked our lands, fished and hunted and survived from the water places. Those who gave evidence in court and worked tirelessly to negotiate the Yawuru Native Title Global Agreement we acknowledge with pride. We owe the benefits of today to our senior people who have gone before us. In the face of policies and practices of successive governments who sought to destroy our culture and extinguish our traditional rights, Yawuru people across many generations continued to practice customary law, speak our language and draw on the wisdom and knowledge of our traditions and customs. The Yawuru people have managed our country, including our waters, and cared for our society from time immemorial.

The senior people are the heroes of the Yawuru story and it is because of them that the younger Yawuru people living today are able to feel the pride and strength of being part of the community of Yawuru native title holders. While we are many individuals with strong associations to family it is the connection to each other as a community that gives us the strength to carve out our future destiny in a modern world to achieve *mabu buru, mabu liyan, mabu ngarrangunil*.

by Patrick Dodson, Nyamba Buru Yawuru Chair, October 2013



Sunset over Cable Beach. Photo – Nyamba Buru Yawuru Ltd.

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Summary

This joint management plan has had several important precursors. In April 2006, the Federal Court of Australia determined Yawuru people to be the recognised native title holders for lands and waters around Broome. Three years of negotiation with the State Government followed the determination, and in February 2010, two Indigenous land use agreements (ILUAs) were signed between Yawuru Registered Native Title Body Corporate (Yawuru RNTBC), the Government of Western Australia, and other parties. The agreements included the creation and joint management of the Yawuru conservation estate, which includes marine and terrestrial components.

This joint management plan is one of a suite of integrated and complementary conservation estate joint management plans that have been prepared in accordance with the ILUAs and the associated Joint Management Agreement. This plan, prepared under the *Conservation and Land Management Act 1984* (CALM Act), will apply to Guniyan Binba Conservation Park¹, a component of the broader Yawuru conservation estate, an area which is to be managed for the purpose of conservation, recreation and traditional and customary Aboriginal use and enjoyment. This document has been prepared on behalf of the Conservation and Parks Commission of Western Australia, and Yawuru Park Council (Park Council), a body comprising representatives of Yawuru RNTBC, the Department of Biodiversity, Conservation and Attractions (DBCA or the department), and the Shire of Broome. All the joint management parties have collaborated on the development of the joint management plan which describes proposed management of Guniyan Binba Conservation Park for adoption in a final management plan after consideration of public submissions.

Section 1 of the plan introduces the management setting and highlights the relationship that Yawuru people have to their country. It also elaborates on the native title determination, relevant aspects of the ILUAs, joint management arrangements and the legislative context, including legal recognition of values of international and national significance. In this introductory section, the role of the *Yawuru cultural management plan*² as a key guiding document for the Yawuru conservation estate management plans is highlighted.

Sections 2 and 3 explain requirements for assessing the effectiveness of management and set out the vision that has been identified for the broader Yawuru conservation estate, including the Guniyan Binba Conservation Park.

Sections 4, 5, 6 and 7 of the document describe key cultural, ecological and socio-economic values and management issues.

¹ Reserve 51162, a Class A Section 5(1)(h) Reserve covering 2511 hectares

² The term '*Yawuru cultural management plan*' is used throughout this document to refer to the *Walyjale-jala buru jayida jarringgun buru nyamba Yawuru ngan-ga mirli mirli (Planning for the future: Yawuru cultural management plan)* (Yawuru RNTBC 2011).

Recognition of Yawuru cultural values and context of the area is a dominant feature of this management plan. The cultural significance of Broome was recognised in an expert report to the Federal Court during native title deliberations, and said to be comparable to a Jerusalem, Mecca or Varanasi for a significant part of Aboriginal Australia (Sullivan cited in Yawuru RNTBC 2011).

Parts of Guniyan Binba Conservation Park are included within the West Kimberley National Heritage Area. The Willie Creek wetland complex, also partly within Guniyan Binba Conservation Park is recognised as a nationally important wetland. Key values of Guniyan Binba Conservation Park include:

- sandy beaches on which the flatback turtle, a threatened species, nests
- mangroves that provide a range of ecosystem services and important habitat for a diverse fauna assemblage
- tidal mudflats and freshwater wetlands that support threatened migratory shorebird species subject to international agreements
- coastal recreation opportunities within proximity to Broome.

Management to conserve and enhance these values over the life of this plan will primarily focus on implementing visitor information and education programs, and ensuring visitors are provided with well-defined sustainable pedestrian and vehicular access.

While management objectives and strategies are presented for each set of values identified in this plan, key performance indicators (discussed further in Section 2) are only specified for those values and threats that have been identified as being of highest priority for management over the next 10 years, and include:

- a set of key Yawuru cultural values
- migratory *gamirda-gamirda* (shorebirds)
- marine turtles



Coconut Wells tidal area. Photo – Shire of Broome.

- mangroves and
- environmental weeds.

1. Introduction and management context

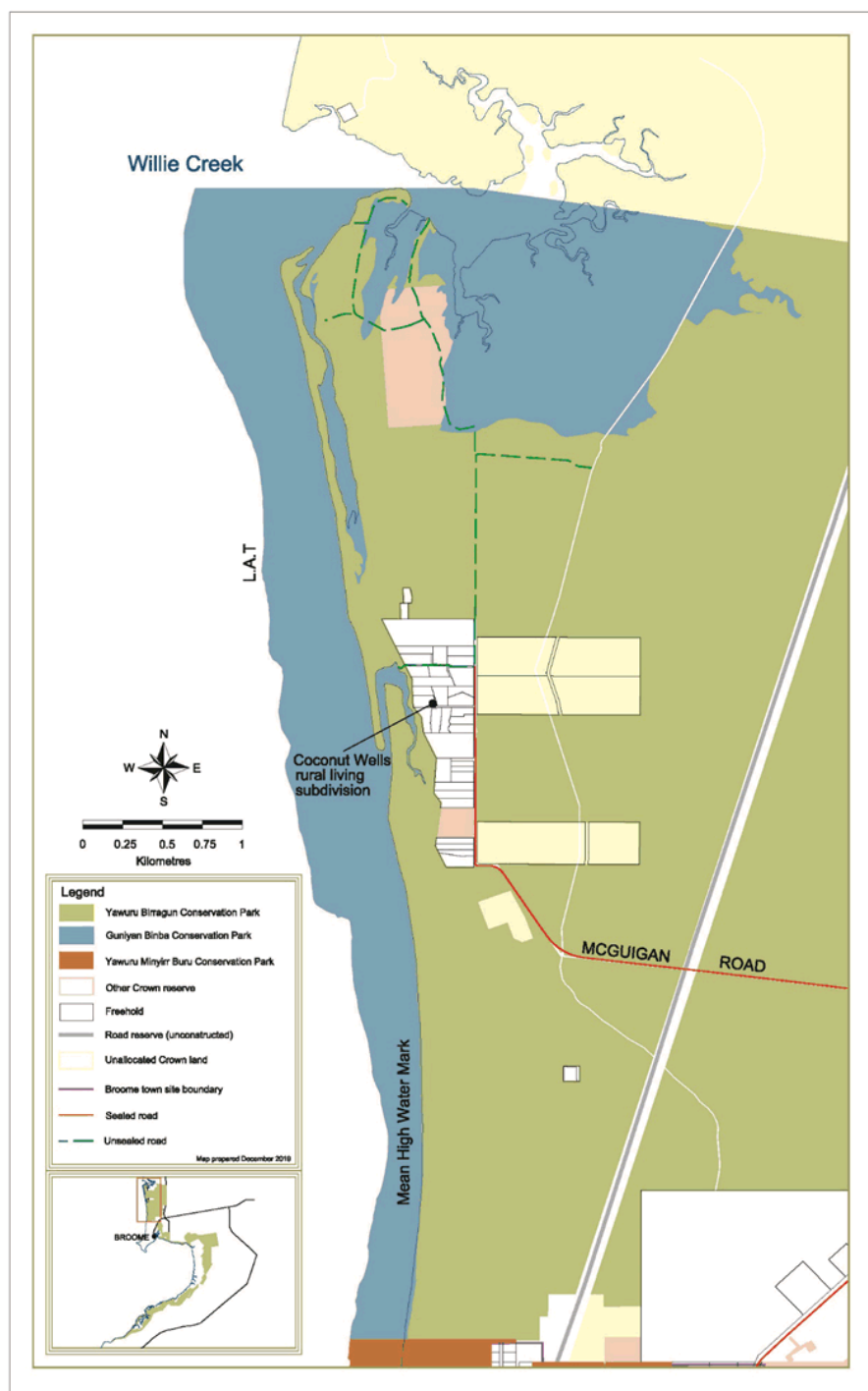
This joint management plan describes proposed management for Guniyan Binba Conservation Park, one part of the Yawuru conservation estate that has recently been established around Broome (see Map 1 and 2). The Conservation Park comprises an intertidal area, located immediately north of the Broome town site, with the northern part of the reserve extending into Willie Creek. This plan is one of a suite of management plans that will apply to the Yawuru conservation estate (the different Yawuru conservation estate planning areas are shown in Map 3). The Yawuru conservation estate is managed by Yawuru RNTBC in partnership with several joint management partners. All the Yawuru conservation estate is jointly managed, although the management parties and arrangements vary across the conservation estate.

This plan has been prepared in accordance with Part V Division 1 of the CALM Act on behalf of Yawuru RNTBC, the Conservation and Parks Commission and the Shire of Broome; the parties that jointly hold 'care, control and management' of Guniyan Binba Conservation Park.

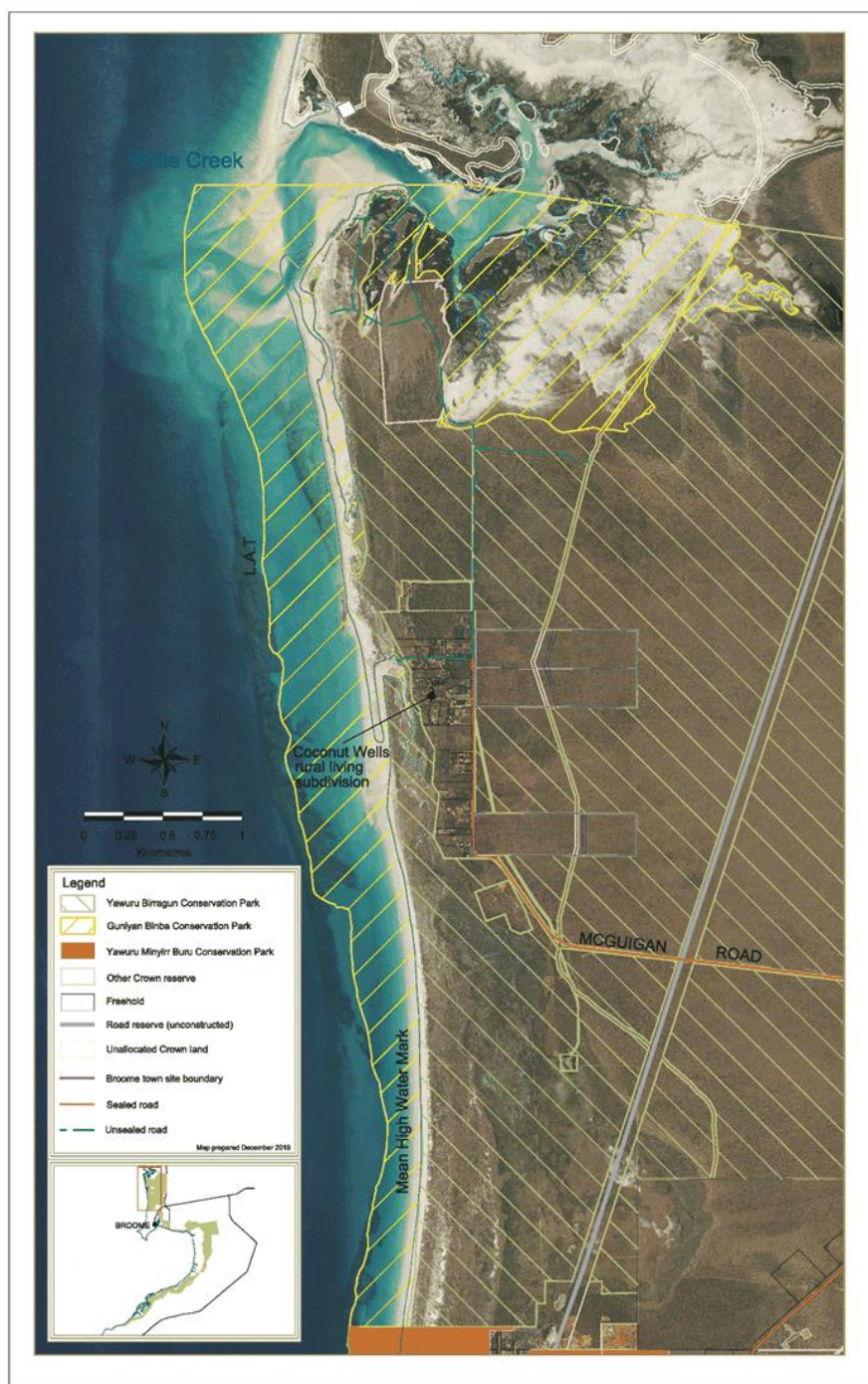
While different parts of the Yawuru conservation estate are subject to differing tenure and management arrangements, the values of the terrestrial and marine areas are intrinsically linked. Planning and management will be integrated, complementary and as seamless as possible across the various components of the conservation estate.

Some Yawuru names (e.g. for places, plants and animals) are used throughout this plan in italicised text. Yawuru names for places have been included throughout this plan as well as official names; the Yawuru place names are however not official or formally recognised. It should be noted that Yawuru language can be spelt in alternative ways. A glossary of Yawuru language names used in this plan is provided on page 64.

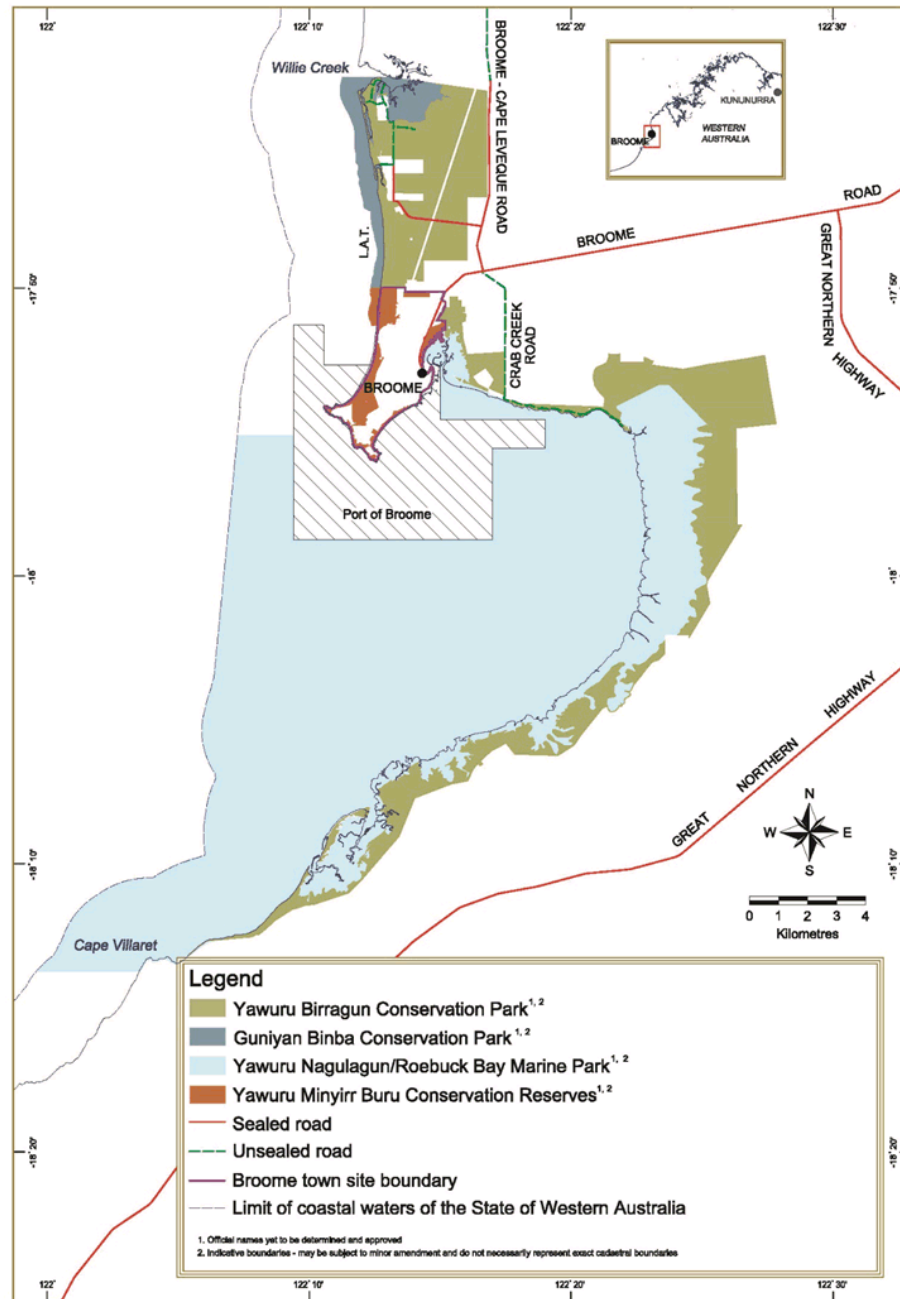
Map 1 – Location of Guniyan Binba Conservation Park and surrounding tenure.



Map 2 – Aerial image showing location of Guniyan Binba Conservation Park



Map 3 – Yawuru conservation estate components



1.1 Yawuru buru, Yawuru ngarrungunil – Yawuru country, Yawuru people

For thousands of years Yawuru people have lived along the foreshore of Roebuck Bay, across the pindan plains, as far inland as the *Walan-garr* (the Edgar Ranges) and along the fringes of the Great Sandy Desert. Yawuru country is land and sea moulded by the cycle of seasonal change, and it is a living cultural landscape with which Yawuru people have a dynamic and enduring relationship. In Yawuru law everything comes from *Bugarrigarra*, the time when creative beings traversed the country, naming the landscape, defining the languages and setting down rules and customs. Created and given form by *Bugarrigarra*, country is the source of spirit, culture, language, and it is where spirits return on death. From *Bugarrigarra* Yawuru people have responsibility to look after the country and to ensure that their traditions are passed on to future generations. Every time Yawuru people go out on country, hunting and fishing, they live culture – these activities are an expression of culture and enable Yawuru people to reconnect with country, spirit places, ancestors and *Bugarrigarra*.

The relationship of Yawuru people to country is at the heart of their cultural responsibilities and being. This is expressed through *liyan*. *Liyan* comes from Yawuru peoples' connection to country, ancestors and Yawuru way of life. It reflects a sense of belonging to Yawuru society, and represents the feeling people hold, individually and collectively, particularly when Yawuru people are on their country.

'Liyan is about relationships—with country, family, community. It is what gives meaning to people's lives. Yawuru peoples' connection to country and joy of celebrating our culture and society is fundamental to having good liyan.'

Patrick Dodson

(Yawuru RNTBC 2011)

Mabu liyan (good *liyan*) expresses Yawuru peoples' emotional strength, dignity and pride. The guiding principle for good management of Yawuru country is that Yawuru people must maintain good, clear *liyan* with the country within the modern, ever-changing world. To ensure Yawuru people can keep *mabu liyan* they have to:

- visit country
- respect spirits abiding in country
- continue cultural traditions
- respect *Bugarrigarra*
- look after all the plants, animals and other resources that are part of country
- maintain and protect sacred places
- foster a relationship with country
- assume cultural responsibility as individuals and collectively for the future use and management of Yawuru country and

- achieve balance between keeping things as they are and developing the country.

Yawuru people want to generate an understanding of how they feel about and relate to country, with respect for *Bugarrigarra* and cultural traditions and practices, and how non-Yawuru people can respect this.

For countless generations Yawuru people managed country sustainably, relying on their intimate knowledge of the natural environment, and applying customary law and practices passed down from ancestors. Ancestors hold the collective communal wisdom and knowledge passed through families and Yawuru responsible leaders. This knowledge is passed on to their children when they go hunting, fishing, gathering and camping, as Yawuru people have always done. Understanding the subtle changes in country and following the seasons is part of Yawuru cultural heritage and provides Yawuru people with a guide to where and how to harvest and look after the resources of country. Because Yawuru activities change in response to the annual cycle of the seasons, Yawuru people believe their way of living has minimal impact on the environment. They want to use this knowledge to guide and inform successful conservation and management of Yawuru land and sea.

In recent times Broome has undergone massive transformation as population, infrastructure, housing and industry have expanded. Yawuru people, the native title holders of their country, are aware of the many challenges such changes present for managing country and, in a mutually respectful partnership with others, are well placed to meet them.

1.2 The Broome Community

Broome, located on the west coast of the Kimberley, has a unique cultural and natural history. The Shire of Broome has a resident population of approximately 16,000, nine percent of whom are Indigenous (Australian Bureau of Statistics, 2019).

Broome has a strong, creative and multicultural heritage descended from Asian pearling crews, European settlers and other Aboriginal people from across the Kimberley who have visited and settled in Yawuru country over many centuries.

In the mid-1800s, rich pearl shell beds in Roebuck Bay drove colonial settlement. The town site of Broome was gazetted on 21 November 1883 and it grew to be an international pearling capital. Over time the role of pearling as a backbone industry for the town has dwindled, however the cultured pearl industry is important for tourism. Broome is a significant tourism destination, hosting nearly 270 000 visitors annually (Tourism Western Australia 2018). Visitation is very seasonal, with highest visitor numbers between May and October (Haeberlin Consulting, 2014). Broome is also an entry point to the Kimberley region for visitors from Australia and overseas.

Since the 1970s, Broome has become more accessible and has grown in population and general wealth. The port supports cruise ships and the beef export industry as well as operating as a base for the West Kimberley oil and gas industry. Broome is now the administrative and service centre for the Kimberley and in tandem with industry growth, facilities and services for residents have also grown. Industries include health, education, administration, recreation, capital works, and services for the Aboriginal communities.

1.3 Native title determination and Indigenous land use agreements

With the High Court decision in *Mabo and Wik*, the Commonwealth Government introduced the Commonwealth *Native Title Act 1993* (Native Title Act). Subsequently, Yawuru began a 12-year journey to lodge and determine their native title rights by way of court action and negotiations with the State Government. On 28 April 2006, the Federal Court of Australia determined Yawuru people to be the recognised native title holders of the lands and waters in and around Broome.

History hasn't always been kind to Yawuru people. We had no say when our land, our home, was taken from us and we were pushed towards the edges. But we stayed strong and true to our culture. We can now take our rightful place in the Broome community.

Gajai Frank Sebastian

(Yawuru RNTBC 2011)

In February 2010, the Yawuru RNTBC, the Government of Western Australia, Shire of Broome and other relevant parties signed two ILUAs – the *Yawuru Prescribed Body Corporate Indigenous Land Use Agreement* and the *Yawuru Area Agreement Indigenous Land Use Agreement* (National Native Title Tribunal 2010a, 2010b). An ILUA is an agreement under the Native Title Act between a native title group and others about the use and management of land and waters. These resolved compensation issues and clarified that native title remained for the Yawuru people, as well as heritage issues about land required for the future development of Broome. The ILUAs provide for the establishment and joint management of the Yawuru conservation estate.

More information on native title, the Yawuru people's journey for native title determination and the ILUAs can be found on the website for the National Native Title Tribunal (National Native Title Tribunal 2010c) and in the *Yawuru cultural management plan*.



Dianne Appleby explains the cultural importance of *Gundurung* (mangroves) in the Guniyan Binba Conservation Park. Photo – Kandy Curran.

1.4 Walyjala-jala buru jayida jarringgun buru nyamba Yawuru ngan-ga mirli mirli (Planning for the future: Yawuru cultural management plan)



The cultural management plan for Yawuru coastal country and the Yawuru Conservation Estate.
Photo – DBCA.

The *Yawuru cultural management plan* was developed by the Yawuru RNTBC, as agreed in the ILUAs, to provide a foundation document to guide planning and management of the Yawuru conservation estate. The plan addresses Yawuru customs, practices and customary law, and provides detail on Yawuru policies, visions and requirements to be considered during the development of management plans for the Yawuru conservation estate.

As a comprehensive articulation of the aspirations and responsibilities of Yawuru native title holders, the *Yawuru cultural management plan* is an authoritative information source for the various joint management partners and the wider community. The development of the *Yawuru cultural management plan* involved all facets of the Yawuru organisational system and it will remain a key document for the joint management of the Yawuru conservation estate.

The *Yawuru cultural management plan* was a primary information source for many of the culturally based concepts and values outlined in this joint management plan. Copies of the *Yawuru cultural management plan* may be obtained through Nyamba Buru Yawuru Ltd (contact details available at the end of this document).

1.5 Holistic management across Yawuru conservation estate

While this management plan is one of a suite of joint management plans that will apply to the Yawuru conservation estate, the cultural, ecological and socio-economic values of the Yawuru terrestrial and marine conservation reserves are implicitly linked. As such, a well-integrated management approach capable of protecting and managing the values in a culturally appropriate manner across the Yawuru conservation estate is required. Management objectives, strategies, performance measures and targets identified in this joint management plan will be complementary to those for the other Yawuru conservation estate management plans.

The various components of the Yawuru conservation estate are subject to varying tenure arrangements and therefore a suite of management plans will apply to the various components of the Yawuru conservation estate (shown on Map 3)³:

- ***Guniyan Binba Conservation Park joint management plan (this plan)**
- *Yawuru Birragun Conservation Park joint management plan 2016
- *Yawuru Minyirr Buru Conservation Park joint management plan 2018
- *Yawuru Nagulagun/Roebuck Bay Marine Park joint management plan 2016

These plans are all informed by the *Yawuru cultural management plan*.

1.6 Joint management arrangements for Guniyan Binba Conservation Park

Guniyan Binba Conservation Park, a Class 'A' Section 5(1)(h) CALM Act reserve, has been placed under the joint care, control and management of Yawuru RNTBC, the Conservation and Parks Commission and the Shire of Broome. The landward boundary of Guniyan Binba Conservation Park is at the High Water Mark and the seaward boundary extends to Lowest Astronomical Tide. This reserve is to be managed for the purposes of 'conservation, recreation and traditional and customary Aboriginal use and enjoyment'. In addition, management plans for any CALM Act land, such as Guniyan Binba Conservation Park, shall have the objective of 'protecting and conserving the value of the land to the culture and heritage of Aboriginal persons...' (as described in section 56(2) of the CALM Act).

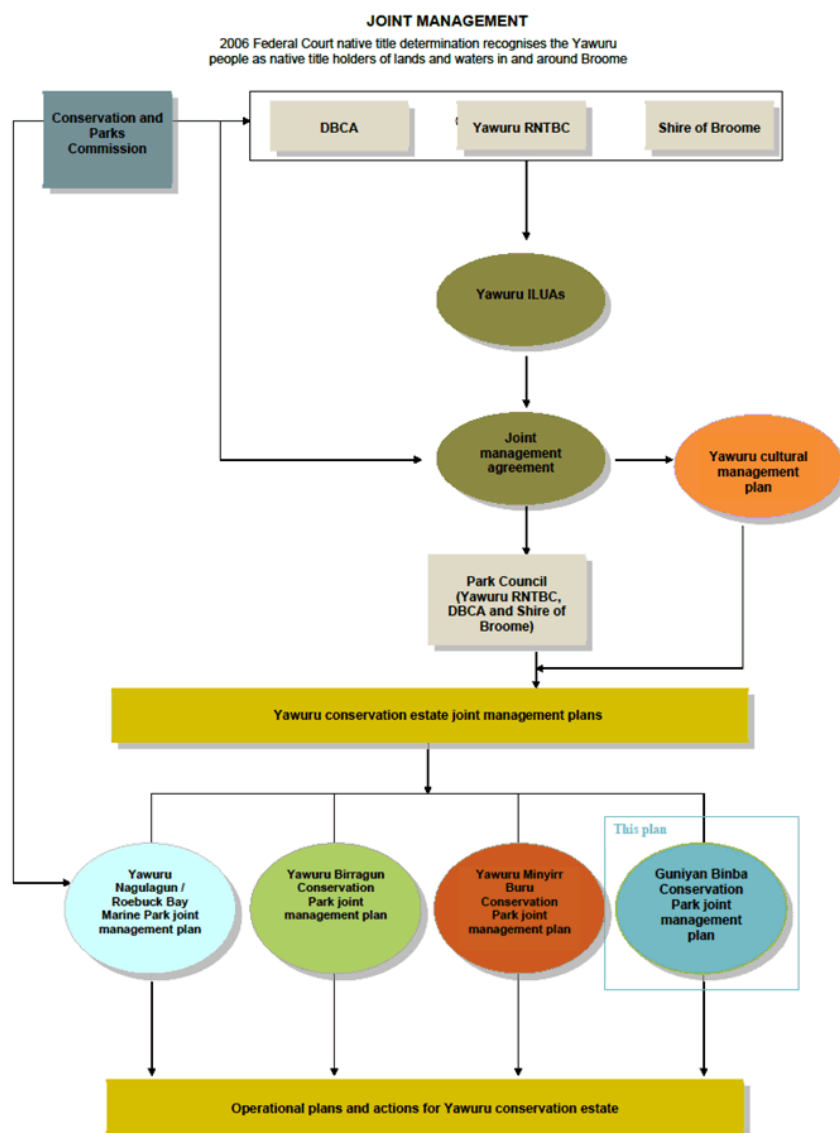
The Joint Management Agreement, forming part of the ILUAs, describes various management arrangements for the Yawuru conservation estate including management principles, roles and responsibilities for each party, decision-making processes and administrative functions. In accordance with the Joint Management Agreement, the Park Council has been established to facilitate joint management of the conservation estate. The Park Council comprises representative members from the Yawuru RNTBC, the department and the Shire of Broome, with administration of the conservation estate having regard to the differing joint management arrangements and associated responsibilities. As relevant to the differing joint management arrangements, the Park Council's role (shared with the Conservation and Parks Commission of Western Australia) includes:

- preparation of management plans for the jointly managed areas, ensuring these are consistent with the vision and policies set out in the *Yawuru cultural management plan*
- strategic monitoring of implementation of the joint management plan(s) and
- assessment of the effectiveness of joint management.

³ *Some names not yet official.

Figure 1 depicts the joint management relationship.

Figure 1 – Joint management relationships



1.7 Legislative context



Flat Rock, Willie Creek. Photo – Sarah Mullineux, DBCA.

The plan has been prepared in accordance with Part V Division 1 of the CALM Act and the Joint Management Agreement. The plan has been developed through collaboration of all the joint management parties and has been informed by the *Yawuru cultural management plan*. It will guide management of Guniyan Binba Conservation Park for 10 years from the date of gazettal, or until it is replaced with a new plan. The plan may be amended if necessary, in accordance with section 61 of the CALM Act, following decision of the Park Council.

The key pieces of legislation which apply to Guniyan Binba Conservation Park are the CALM Act and the *Biodiversity Conservation Act 2016* (Biodiversity Conservation Act). The CALM Act provides for the protection of native flora and fauna and Aboriginal culture and heritage on lands and waters to which the Act applies. The Biodiversity Conservation Act provides for the conservation and protection of native flora and fauna within Western Australia.

Management of Guniyan Binba Conservation Park considers the Yawuru native title rights to hunt and gather for personal, domestic or non-commercial communal purposes in the conservation estate as recognised in the native title determination. The CALM Act, the Biodiversity Conservation Act, and associated regulations include provisions for Aboriginal people to take flora and fauna and undertake a range of other activities for Aboriginal customary purposes.

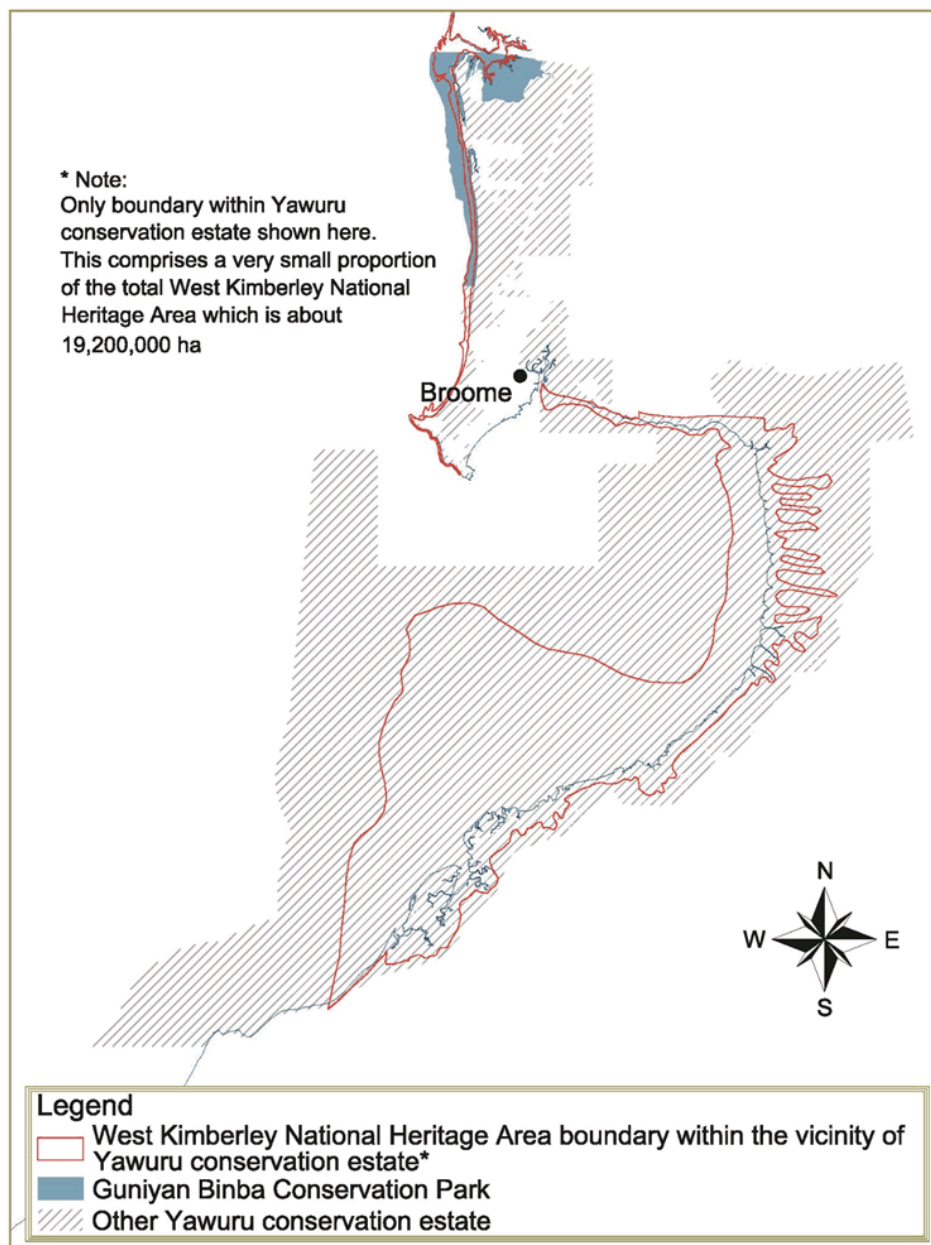
In the management of Guniyan Binba Conservation Park, a range of legislative requirements apply or could apply in addition to requirements of the legislation that is administered by the department. This includes, for example, legislation applicable to fisheries management (e.g. *Fish Resources Management Act 1994*), maritime transport, and heritage protection. Some specific requirements are highlighted in relevant sections throughout this plan.

Guniyan Binba Conservation Park includes values that have been recognised as ‘matters of national environmental significance’ and therefore given additional protection under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act). Any matter that will have or is likely to have a significant impact on a matter of national environmental significance, requires assessment and approval under the EPBC Act. More specifically some of the relevant Guniyan Binba Conservation Park values are:

- areas included in the West Kimberley National Heritage Area (Figure 2)
- migratory species, particularly *gamirda-gamirda* (shorebirds)
- values the subject of national or international agreements such as the Japan—Australia Migratory Birds Agreement, the China—Australia Migratory Birds Agreement or the Bonn Convention
- nationally threatened species and
- listed marine species (including crocodiles, marine turtles and birds).

Parts of Guniyan Binba Conservation Park included within the boundary of the West Kimberley National Heritage Area are shown in the figure below. The listed area includes the intertidal zone of the Dampier Coast where dinosaur tracks and associated fossils are exposed in the Broome Sandstone (see *Geology, geomorphology and hydrology*). These tracks and fossils provide valuable insights into the ecology of the Mesozoic (DSEWPC 2011a). Broome Sandstone occurs in Guniyan Binba Conservation Park, although, to date, no dinosaur tracks or fossils have been found in exposed areas. Over time, with shifting sand and soil movements, dinosaur track ways and fossils may become exposed in the Broome Sandstone layer and will require adequate protection if exposed in the future.

Figure 2 - West Kimberley National Heritage Area boundaries near the Guniyan Binba Conservation Park



2. Performance assessment

Mechanisms to assess the implementation and effectiveness of management are important components of an adaptive management framework and signal where approaches may need to be altered if management objectives are not being met. Sections 4, 5, 6 and 7 describe the main cultural, ecological and socio-economic values of Guniyan Binba Conservation Park and a set of Key Performance Indicators (KPIs) each comprising performance measures, targets and reporting requirements, have been identified for some of these values. The KPIs presented throughout the plan reflect those values that were identified during the planning process as being of highest priority for management. These, and/or other measurable outcomes will be used for performance assessment of this management plan.

As a relatively newly created conservation reserve, description of baseline conditions will be important in this initial management plan, and this is reflected in that the plan includes KPIs that are focused on assessing achievement of management outputs (e.g. availability of baseline data and reports) as well as management outcomes (e.g. protection of a particular value). Protocols for measuring and reporting on KPIs (e.g. details of the data required, calculation methods and data presentation) will be identified in the research and monitoring program to be developed for the Yawuru conservation estate.

A portfolio will be maintained showing evidence of those areas where the management plan is being successful and those where changes are needed. The following are examples of evidence of implementation of this plan that may be used for assessment purposes:

- specific, quantitative monitoring of significant assets
- series of photographs, mapping or other imagery which show whether spatial and temporal changes have occurred
- checklists
- surveys
- incident investigation reports or records and/or
- other written documents or forms.



Aerial photography – Coconut Wells Lagoon. Photo – Nearmap aerial photography October 2018.

3. Vision and goals

The vision for Guniyan Binba Conservation Park is:

Yawuru people and their partners working together with the wider community to restore, protect and maintain the cultural, natural and recreational values of Guniyan Binba Conservation Park for the enjoyment and benefit of present and future generations of Yawuru people and the wider population.

A set of strategic goals has been developed for Guniyan Binba Conservation Park. These recognise Yawuru people are the native title holders, the legally stipulated purposes for the reserve, and its values of international and national conservation significance. These strategic goals provide a link between the vision statement and the desired outcomes expressed through the objectives identified in this plan.

The strategic goals for management of Guniyan Binba Conservation Park are to:

- uphold and respect Yawuru people's culture and knowledge of country
- provide for sustainable traditional and customary Aboriginal use and enjoyment
- protect and conserve the value of the land to the culture and heritage of Aboriginal persons
- conserve features recognised as being of special, international and national conservation significance
- conserve biodiversity and maintain ecological integrity and
- provide for recreation that is consistent with the protection and conservation of the area's cultural and ecological values.

4. Plan implementation

Day to day and on-ground management to implement this management plan for Guniyan Binba Conservation Park is carried out by the department, through the Yawuru joint management program and the Yawuru Rangers who are trained and employed by the department. The joint management partners will strategically monitor implementation of the management plan through the Park Council as described in the joint management agreement.

This plan describes proposed management of Guniyan Binba Conservation Park at a broad strategic level, for the next 10 years or until it is replaced with a new management plan. To help facilitate implementation of the plan, linked and collaboratively developed operational level plans and documents that detail more specific and frequently adapted guidance consistent with the plan may also be developed as necessary.

Management strategies in this plan have been prioritised as high (H), medium (M) and low (L) to indicate their relative importance, although all are intended to be implemented over the life of the plan. The prioritisation of strategies is based on the best available information at the time the plan is developed and may change during the life of the plan.

5. Guniyan Binba Conservation Park Yawuru cultural values

Information in this section has been obtained from the *Yawuru cultural management plan* and discussions with Yawuru representatives. The values described in this section are those that Yawuru RNTBC identified in Section 2.3 of the *Yawuru cultural management plan* (Yawuru RNTBC 2011). Further details about Yawuru cultural values and concepts are available in the *Yawuru cultural management plan*.

Yawuru cultural values stem from the relationship between Yawuru people and Yawuru country. As with the country itself, these values arise from *Bugarrigarra*, which gave form to the land and seascape, determined law and gave Yawuru people the responsibility for looking after Yawuru country.

The Broome area contains significant places for many Aboriginal people as recorded in the secret and sacred narratives, sometimes called ‘songlines’. In Yawuru country the *Bugarrigarra* laid down three traditions of law which hold esoteric knowledge of country and guide customary practices. The Northern Tradition is allied with the northern areas and the people who live there, particularly the Bardi. The Southern Tradition is associated with the lands and peoples further south and inland including the Karajarri, Nyikina, Mangala and Nyangumarta. The third tradition arises in Broome itself and travels east toward the desert and Uluru in central Australia. Knowledge and practices of all traditions is shared with groups outside Yawuru country. The cultural significance of the area was recognised in an expert report to the Federal Court during the first Yawuru native title:

‘...the Broome region, in religious terms, [is] intensely crowded. It may not be an exaggeration, and may give some indication of its uniqueness, to say it is something of a Jerusalem, Mecca or Varanassi [for] a significant part of Aboriginal Australia’ (Sullivan cited in Yawuru RNTBC 2011).

5.1 Living cultural landscape

According to Yawuru law everything comes from *Bugarrigarra*, the creative epoch in which the world was given form and meaning. During this time, ancestral beings travelled through country, naming places and creating the features of the land, waters and skies, introducing rules and rituals associated with particular areas, the regional languages, the seasons and their cycles. *Bugarrigarra* narratives form an intricate network of ‘songlines’ and ‘dreaming’ tracks, which traverse Yawuru country.



Coconut Wells tidal area. Photo – Shire of Broome.

In this way *Yawuru buru*, or 'Yawuru country', means much more than just the physical land to which Yawuru people belong. *Buru* is the physical expression of *Bugarrigarra*, in which the features of Yawuru country were formed. As *Bugarrigarra* beings created and named places they endowed them with significance. The associated narratives and rituals recount their activities and link Yawuru people to particular areas of country for all time. These narratives ascribe metaphysical meaning to all aspects of physical reality; the landscape, under the ground, the sky, the water, the diverse plants and animals, and ecosystems.

Like all living things, Yawuru people are believed to arise from country. Certain places in Yawuru country have *rayi*, a life-giving essence that creates Yawuru spirit-children. This connection of a spirit-child to a specific place, its *bugarri*, is typically discovered through dreams or unusual events. Throughout life a Yawuru person remains connected to their *rayi* place, the place that gave them life.

'When we die our *rayi* return to that place in our country. When we visit places, we know the *rayi* of our ancestors are there, guiding us and looking after country, watching the behaviour of our people.' (Yawuru RNTBC 2011).

Other metaphysical beings are known to be linked with certain places but can also move around and be unpredictable. *Jurru* are snake-like beings associated with saltwater and fresh water and protect Yawuru country.

Bugarrigarra is not detached from contemporary life. It continues to exist and is the spiritual force that shapes ongoing cultural values and practice, relationships, obligations and responsibilities. Life since colonial times has contributed to the continuing evolution of the living cultural landscape that is Yawuru country. The influence of the pearling industry was particularly strong, bringing Aboriginal and Asian people together as indentured labour, living and working together and intermarrying. These events and other heritage areas such as burial sites, contemporary camping places, mission areas and places of work that shaped the lives of Yawuru people have become part of the story.

Guniyan Binba Conservation Park contains several important cultural sites and values. For example, there are *Bugarrigarra sites* associated with the northern tradition. The permanent water sources and their habitats have important cultural values. There are rock formations, stone implements and grinding stones associated with the Coconut Wells lagoon. Willie Creek is important for customary fishing, as are the reefs and along the beach within the Guniyan Binba Conservation Park.

Guniyan Binba Conservation Park is a provisional name and has not been formally recognised. The Department's Nomenclature Committee recommends proposed names for parks and reserves to the Conservation and Parks Commission for endorsement prior to approval by WA's Geographic Names Committee and recording in the State's gazetteer of names. Guniyan Binba Conservation Park will be recommended to the Conservation and Parks Commission and submitted to the Geographic Names Committee for approval.

Summary of management arrangements for living cultural landscape		
Management objectives	<ol style="list-style-type: none"> 1. To ensure that activities within Guniyan Binba Conservation Park do not adversely affect opportunities for Yawuru people to have ongoing cultural connection and expression. 2. To promote increased understanding of Yawuru values and concepts of living cultural landscape. 3. To protect and conserve the value of Guniyan Binba Conservation Park to the culture and heritage of Yawuru people. 	
Management strategies	<ol style="list-style-type: none"> 1. Carry out or support cultural mapping projects that spatially and conceptually characterise Yawuru cultural values within Guniyan Binba Conservation Park. 2. Ensure cultural heritage sites are protected. 3. Assess human activities that may inhibit the protection of the area as part of a living cultural landscape and implement management strategies to address any problems as necessary. 4. Develop and implement education and interpretation programs to inform visitors to Guniyan Binba Conservation Park about the value of the area as a Yawuru living cultural landscape. 5. Develop and implement methodology to assess Yawuru's level of satisfaction that opportunities for ongoing cultural connection of Yawuru people are not significantly disrupted due to management activities (or a lack of appropriate management activities) (e.g. questionnaire, survey). 6. Complete the process for formally recognising the name Guniyan Binba Conservation Park. 	<p>H</p> <p>H</p> <p>H</p> <p>H</p> <p>H</p> <p>M</p>
Key performance indicators		
Performance measures	<ol style="list-style-type: none"> 1. The Yawuru community's level of satisfaction that opportunities for ongoing cultural connection of Yawuru people are not significantly disrupted due to management activities (or a lack of appropriate management activities) in Guniyan Binba Conservation Park. 2. Yawuru people's complaints relating to reduced opportunities for ongoing cultural connection because of management activities (or a lack of appropriate management activities) in Guniyan Binba Conservation Park. 3. Information, education and interpretation programs for Guniyan Binba Conservation Park incorporates, in a prominent place, material about Yawuru values and concepts of living cultural landscape. 	
Targets	<ol style="list-style-type: none"> 1. A high level of Yawuru community satisfaction that opportunities for ongoing cultural connection of Yawuru people are not significantly disrupted due to management activities (or a lack of). 2. The number of unresolved complaints from Yawuru people relating to reduced opportunities for ongoing cultural connection because of management activities (or a lack of appropriate management activities) in Guniyan Binba Conservation Park per reporting period declines over the life of the plan. 3. A high level of Yawuru community satisfaction that visitors have been provided with opportunities to increase their understanding about Yawuru values and concepts of living cultural landscape. 	

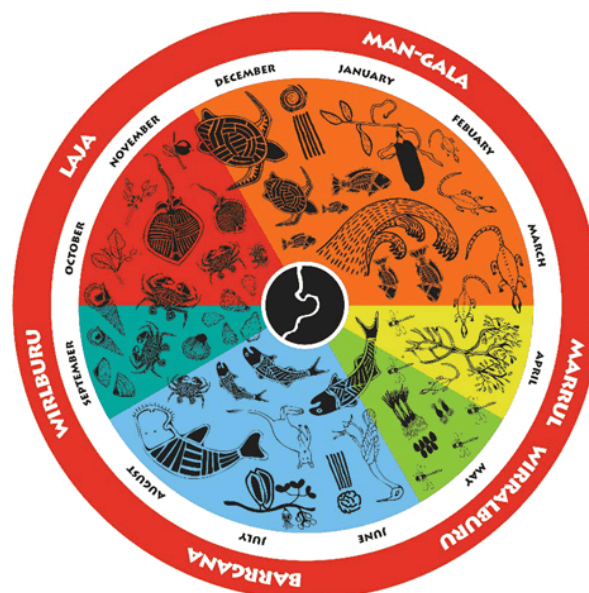
Summary of management arrangements for living cultural landscape	
Reporting requirements	Annually.

5.2 Traditional ecological knowledge

Like many Indigenous peoples across the globe, Yawuru people have a deep understanding of the flora, fauna, landscape features, seasons and cycles that make up their country, and changes that have occurred over time. Developed over millennia, this knowledge is deeply embedded within Yawuru culture and is often expressed through the stories and law that govern the relationships between people and country. Having used this knowledge to not only live off the land, but to sustain this lifestyle for thousands of years, there is much for conservation science and land management to gain from traditional ecological knowledge.

As with other aspects of Yawuru life and resource harvesting, knowledge of resources is largely underpinned by the six Yawuru seasons and the life cycles of individual species (see Figure 3). Cultural rules and responsibilities established from this knowledge provide guidance on the use of country, such as what and when particular species should be harvested, how to tell when they are 'fat' or 'ready', who should not eat certain resources, and not wasting resources.

Figure 3 - Yawuru seasons



Summary of management arrangements for traditional ecological knowledge		
Management objective	To apply Yawuru traditional ecological knowledge and integrate it with conservation science and land management.	
Management strategies	1. Document (e.g. in a database) the most important elements of Yawuru traditional ecological knowledge and investigate opportunities for integrating this with conservation science and land management.	H
	2. Develop processes and protocols for consulting and integrating Yawuru traditional ecological knowledge in the management of Yawuru conservation estate.	H

Summary of management arrangements for traditional ecological knowledge		
	3. Develop and implement education and interpretation programs to inform visitors to Guniyan Binba Conservation Park about Yawuru traditional ecological knowledge.	H
	4. Develop and implement methodology to assess Yawuru's level of satisfaction that traditional ecological knowledge is being consulted and adopted into management (e.g questionnaire, survey).	H
Key performance indicators		
Performance measures	<ol style="list-style-type: none"> 1. Yawuru community's level of satisfaction that traditional ecological knowledge is being consulted and adopted into management of Guniyan Binba Conservation Park. 2. Documented evidence that traditional ecological knowledge about Guniyan Binba Conservation Park is consulted and adopted. 3. Information, education and interpretation programs for Guniyan Binba Conservation Park incorporates, in a prominent place, material about Yawuru traditional ecological knowledge and how this has been integrated with conservation science and land management. 	
Targets	<ol style="list-style-type: none"> 1. Yawuru community is satisfied that traditional ecological knowledge is being consulted and adopted into management of Guniyan Binba Conservation Park. 2. All documents relating to Guniyan Binba Conservation Park contain evidence that traditional ecological knowledge is being consulted and adopted. 3. Level of awareness of Yawuru traditional ecological knowledge among visitors to Guniyan Binba Conservation Park is high. 	
Reporting requirements	Annually.	

5.3 Enjoyment of country and customary practices

Although Yawuru country extends more than a hundred kilometres inland, Yawuru people consider themselves to be saltwater people as they would travel and live along the coast, exploiting the resources of *nagulagun buru* – their sea country – according to seasons. Therefore, the ability to have access to the coast and sea within the conservation estate for customary practices is particularly important.

As the recognised Yawuru native title holders, Yawuru people have the right to enjoy Yawuru country and maintain their customary practices.

Summary of management arrangements for enjoyment of country and customary practices		
Management objectives	1. To recognise and support Yawuru peoples' right to continue customary practices and to benefit from their country consistent with the purpose for the conservation estate.	
Management strategies	1. Assess factors that may inhibit Yawuru peoples' rights to enjoy country or maintain their customary practices and implement management actions to address issues as necessary.	H
	2. Develop and implement education and interpretation programs to inform visitors to Guniyan Binba Conservation Park about Yawuru rights, as the recognised Yawuru native title holders, to enjoy Yawuru country and maintain their customary practices.	H
	3. Develop and implement methodology to assess Yawuru's level of satisfaction that they have been able to continue customary practices and benefit from country (e.g questionnaire, survey).	H
Key performance indicators		
Performance measures	1. Yawuru community's level of satisfaction that they can continue customary practices and benefit from country consistent with the purpose for Guniyan Binba Conservation Park. 2. Yawuru people's complaints relating to their ability to continue customary practices and benefit from country consistent with the purpose for Guniyan Binba Conservation Park. 3. Information, education and interpretation programs for Guniyann Binba Conservation Park incorporates, in a prominent place, material about Yawuru peoples' rights to enjoy country, maintain customary practice and how this should be respected.	
Targets	1. A high level of Yawuru community satisfaction that they can continue customary practices and benefit from country consistent with the purpose of Guniyan Binba Conservation Park. 2. The number of unresolved complaints from Yawuru people relating to their ability to continue customary practices and benefit from country consistent with the purpose for Guniyan Binba Conservation Park per reporting period declines over the life of the plan. 3. Level of awareness of Yawuru peoples' rights to enjoy country, maintain customary practice and how this should be respected, among visitors to Guniyan Binba Conservation Park, is high or improving.	
Reporting requirements	Annually.	

5.4 Responsibility for country

"The people, the land, and the Law are three aspects of the same thing. We have a duty to look after them all and looking after one means looking after the other two as well".

Joseph Nipper Roe Ngulibardu

(Yawuru RNTBC 2011)

Yawuru customary law and responsibility for country is derived from *Bugarrigarra*. Through this Yawuru people maintain the right to 'speak for and look after' Yawuru country.

The relationship of Yawuru people to their country is dynamic and the country is animated and often unpredictable. The country itself, and the forces that lie within, must be respected and it is the responsibility of the Yawuru people to use its resources sustainably and ensure the protection of the country and family and others who visit. This goes to the heart of maintaining good *liyan* with the country. If Yawuru people or others do the wrong thing there will be serious consequences for Yawuru people and their families.

Central to this responsibility is looking after sacred and significant areas. To Yawuru people, significance refers to cultural heritage in the broadest terms and includes the intangible values of country and heritage. Such areas include:

- cultural (*Bugarrigarra*) areas (sites, tracks, areas), which may have cultural access restrictions
- registered sites
- areas next to cultural sites
- *rayi* sites (birth and origins – where child spirits arise from the country)
- burial sites
- seasonal hunting, fishing and harvest areas for specific species
- traditional camping areas
- water sites
- historical sites and
- archaeological sites.

A Yawuru Ranger Program that has been established as agreed within the ILUAs will help Yawuru people with fulfilling their responsibilities for country. Through the Yawuru Ranger Program, members of the Yawuru community are trained and employed by the department to patrol and undertake on-ground works in the Yawuru conservation estate.



Gundurungu is the fruit from the grey mangrove, *Avicennia marina*. It is soaked in mangrove mud for 3-7 days to remove toxins, then roasted and eaten. Photo – Kandy Curran.

Summary of management arrangements for responsibility for country		
Management objective	To facilitate and maintain the opportunity for Yawuru people to carry out their roles and responsibilities as protectors and managers of their country and culture.	
Management strategies	<ol style="list-style-type: none"> 1. Continue to develop the Yawuru Ranger Program and authorisation of officers for enforcement activities. 2. Establish additional agreed cultural protocols for the management of Guniyan Binba Conservation Park as required. 3. Ensure management activities comply with and facilitate adherence to the agreed cultural protocols, consistent with the <i>Yawuru cultural management plan</i>. 4. Develop and implement sustainable harvest strategies for vulnerable species subject to customary harvesting. 5. Develop and implement education and interpretation programs to inform visitors to Guniyan Binba Conservation Park about significant Yawuru areas, culturally appropriate behaviours and personal safety. 6. Investigate opportunities to increase the number of Yawuru RNTBC members involved in management of Guniyan Binba Conservation Park. 7. Develop and implement a methodology to assess Yawuru's level of satisfaction that they have been able to undertake their role as protectors and managers of their country and culture in the context of jointly managed conservation estate (e.g. questionnaire, survey). 	<p>H</p> <p>H</p> <p>H</p> <p>H</p> <p>H</p> <p>H</p> <p>H</p>
Key performance indicators		
Performance measures	<ol style="list-style-type: none"> 1. Yawuru community's level of satisfaction that they are able to undertake their roles and responsibilities as protectors and managers of their country and culture, in the context of jointly managed conservation estate. 2. Yawuru people's complaints relating to their ability to undertake their roles and responsibilities as protectors and managers of their country and culture. 3. Information, education and interpretation programs for Guniyan Binba Conservation Park incorporates, in a prominent place, material about Yawuru people's roles and responsibilities as protectors and managers of their country and culture. 4. Visitors to Guniyan Binba Conservation Park behave appropriately and safely around significant Yawuru areas. 	
Targets	<ol style="list-style-type: none"> 1. A high level of Yawuru community satisfaction that they that they can undertake their role as protectors and managers of their country and culture. 	

Summary of management arrangements for responsibility for country	
	<ol style="list-style-type: none"> 2. The number of unresolved complaints from Yawuru people relating to their ability to undertake their roles and responsibilities as protectors and managers of their country and culture per reporting period declines over the life of the plan. 3. A high level of awareness among visitors to the Guniyan Binba Conservation Park, of Yawuru peoples' roles and responsibilities as protectors and managers of their country and culture. 4. No reports of inappropriate or unsafe visitor behaviour.
Reporting requirements	Annually.

6. Guniyan Binba Conservation Park ecological values

6.1 Geology, geomorphology and hydrology

The oldest outcropping rock in the area is the Broome Sandstone, a formation deposited in a shallow sea environment about 145 million years ago during the late Mesozoic. The Broome Sandstone contains numerous fossils, including those of extinct plants and the greatest variety of dinosaur footprints of any area in the world (DSEWPC 2011a; Kenneally *et al.* 1996). These provide valuable insights into the ecology of the Mesozoic and are features contributing to formal recognition of national significance of the West Kimberley National Heritage Area (which includes the Guniyan Binba Conservation Park) (DSEWPC 2011a).

Other exposed rocks in the area are younger Quaternary deposits. An extensive platform of Quaternary limestone with low cliffs is found from Coconut Wells through to Barred Creek beyond the northern boundary of the Yawuru conservation estate (Kenneally *et al.* 1996). The limestone is covered by sand dunes in places.

The shelly white sand beaches and high dunes along Cable Beach have formed under a contemporary high energy depositional regime. Significant seasonal reworking of sediment and landform change is a natural occurrence in this highly dynamic coastal environment.

The embayment of Willie Creek is a dominant feature of the local geomorphology. Both Willie Creek and Coconut Wells are barred embayments. Deposits (initially of sand and then later changing to limestone) created a barrier near the mouth of Willie Creek earlier in the Holocene, establishing low energy conditions under which *galji* (fine carbonate mud) accumulated behind the barrier (Semeniuk 2008). At Coconut Wells the barriers of sand and limestone have formed a linear lagoon parallel to the shore (Semeniuk 2008). Detailed descriptions of the evolution and features of these wetland complexes (i.e. natural units or aggregates of wetland units) are available in reports by the Semeniuk Research Group (2011) and Semeniuk (2008)

Both marine water (e.g. tides, waves, currents) and freshwater (i.e. rainfall, creeks, groundwater seepages) features and dynamics are critical to the maintenance of habitat in the Guniyan Binba Conservation Park. Tidal ranges, which are very large and can reach up to 10 metres, are a major factor affecting

the coastal environment. Surface freshwater flow to the coast is highly seasonal and associated with the heavy rainfall over *man-gala* (the wet summer). Because the landscape around Broome is mainly flat, surface water generally flows to the coast in sheets rather than in well-defined channels. Some small temporary streams do flow over *man-gala*, for example, into Willie Creek.

Groundwater seepages and surface water run-off are important drivers of the local ecology and are the 'living waters' and life source for the *jila* (permanent freshwater sources) that are of special cultural and spiritual significance to Yawuru people. 'Living waters' are manifestations of *Bugarrigarra*, the source of their names and the associated narratives that link water places geographically and in time (Yawuru RNTBC 2011).

There are several aquifers beneath the Broome area (Laws 1991) but it is the shallow aquifers, and principally the Broome Sandstone Aquifer, that are most directly relevant to management of Guniyan Binba Conservation Park values. The Broome Sandstone Aquifer is the primary water supply for the Broome town site, and for horticultural, pastoral and other land use in the Broome surrounds. Broome's town water is obtained from the water reserve next to the Yawuru Birragun Conservation Park (Map 4a, *Yawuru Birragun Conservation Park Joint Management Plan 2016* [Department of Parks and Wildlife, 2016]).

Generally, groundwater flows to the south and the west because of the south-westerly dip of the Broome Sandstone (Vogwill 2003). Near the coast and extending several kilometres inland, a wedge of saltwater lies beneath the fresh water in the Broome Sandstone (Laws 1991). Fresh water also occurs in the coastal limestone and the coastal dunes. Depending on local conditions (such as the presence of mud, or variations in the topography of the Broome Sandstone), this water may be connected to or separate from the Broome Sandstone groundwater (Semeniuk Research Group 2011). A small local aquifer within the coastal dunes to the north of Broome is a source of recharge for the Broome Sandstone and is used as a domestic-scale water source (Laws 1991).

The interaction of groundwater with landforms along the coast produces several unique freshwater seepages and wetlands in Guniyan Binba Conservation Park (Mathews, Semeniuk & Semeniuk 2011; Semeniuk Research Group 2011). These wetlands underpin and sustain many of the most significant cultural and ecological values of Guniyan Binba Conservation Park and the adjacent Yawuru Birragun Conservation Park. Many species inhabiting these areas have restricted distributions, occurring only in areas of surface or near-surface fresh water, and therefore, are particularly vulnerable to alterations in water availability or quality. Groundwater also flows on to the low tidal zone in areas, commonly creating brackish water microhabitats which support species such as white mangrove (*Avicennia marina*) or sedges (Mathews, Semeniuk & Semeniuk 2011).

During the wet season and following cyclones, stormwater from the Broome area drains into the valley that is formed by Buckley's Plain in the adjacent Yawuru Birragun Conservation Park and empties into *Ngunungurrukum*/Coconut Wells lagoon. The beach and the lagoon are also subject to tidal surge during king spring tides and cyclones. These extreme weather events and tides impact on the beaches and lagoons of the Guniyan Binba Conservation Park, constantly changing the landscape. As a result of climate change and the expected increases in rainfall intensity associated with cyclones, the area will continue to be a dynamic and constantly changing environment.

For the purposes of this management plan, ecological values of Guniyan Binba Conservation Park are further discussed under two broad habitat groupings, that is, the *jani* (beach) habitats along the coast, and the *bilarra* (wetland) habitats.

6.2 *Jani* (beaches) and intertidal flats

Shelly white sand beaches (*jani*) are a significant component of the Guniyan Binba Conservation Park. North of Coconut Wells the *jani* are adjacent to and sometimes overlie an extensive limestone platform (Kenneally *et al.* 1996).

Fauna associated with the *jani* of Guniyan Binba Conservation Park include various crabs (e.g. ghost crabs, sand bubbler crabs), bivalves and other invertebrates that live in the seabed sediments, and marine turtles. The *jani* is also important habitat for migratory bird species which are the subject of various international agreements (e.g. the Japan—Australia Migratory Birds Agreement, the China—Australia Migratory Birds Agreement and the Republic of Korea—Australia Migratory Birds Agreement).

6.2.1 Marine turtle nesting habitat

The flatback turtle (*Natator depressus*) is known to nest on Cable Beach with some regularity. The flatback turtle is a threatened species listed as ‘rare or likely to become extinct’ and ‘vulnerable’ under the Biodiversity Conservation Act and the EPBC Act respectively. The peak nesting period is from November to December and the peak hatching period is from February to March.

A program to monitor turtle nesting activity on Cable Beach has been conducted since 2006, although this has been largely focused on the more heavily used beach within the Broome town site and there has been little monitoring done in Guniyan Binba Conservation Park.⁴

Monitoring of turtles in Guniyan Binba Conservation Park is also needed to obtain a useful record of turtle nesting activity, trends and success, and to better inform management decisions about the area. Because flatback turtles nest every one to five years, monitoring needs to be continued for several years to determine population trends.



The sand bubbler crab (*Scopimera inflata*) is a distinctive inhabitant of Cable Beach. It feeds at low tide, picking up grains of sand, removing small particles of food from the sand with its mouthparts and moulding the leftover sand into a small ball, which it then leaves behind on the beach. Photo – Nyamba Buru Yawuru Ltd.

⁴ Monitoring of nesting turtles also occurs in other parts of the Yawuru conservation estate; on beaches at the southern part of Roebuck Bay.



Left: Flatback turtles regularly nest on Cable Beach in November and December. Photo – Heather Beswick. Right: Flatback turtle hatchlings emerge from eggs in February and March and make their way across the beach and into the water. Photo – Nyamba Buru Yawuru Ltd.

Green turtles (*gurlibil*) (*Chelonia mydas*), also a threatened species, may very occasionally nest on the beaches in the area, but monitoring to date indicates this is rare (Conservation Volunteers Australia recorded one green turtle nest on Cable Beach during the 2006—07 monitoring period).

6.2.2 *Gamirda-gamirda* (shorebird) habitat

The *jani*, sand spits and reefs of Guniyan Binba Conservation Park provide important habitat for migratory and resident *gamirda-gamirda* (shorebirds). Migratory species visit the area between September and April either for breeding or to feed. About 14 species visit regularly, with more species visiting occasionally. Numbers vary from year to year, but up to 1000 individuals have been known to occur here, including the critically endangered curlew sandpiper (*Calidris ferruginea*), great knot (*Calidris tenuirostris*) and Eastern curlew (*Numenius madagascariensis*) (C. Hassall, pers. comm., 8 July 2019). Birds, especially large numbers of resident and migratory terns, roost on the beach and forage on the sand flats, reef and intertidal waters of the Guniyan Binba Conservation Park. Little terns (*Sternula albifrons*) nest on the sand spit at the entrance to Willie Creek and the entrance to the Coconut Wells lagoon and Broome is one

of the only places in Western Australia where this species breed (Collins and Jossop, 1997). Breeding is easily disturbed by human visitation. In addition, large flocks of sanderling (*Calidris alba*) feed on the *jani* between Cable Beach and Willie Creek. *Gamirda-gamirda* (shorebirds) are also culturally important for Yawuru people.

Guniyan Binba Conservation Park also contains areas of intertidal mud flats that are exposed during low tides. Although nowhere near as extensive as those found in Yawuru Nagulagun/Roebuck Bay Marine Park, the intertidal flats in Guniyan Binba Conservation Park provide habitat for a diverse range of invertebrates (crabs and other crustaceans, bivalves, gastropods and marine worms). These support a range of migratory *gamirda-gamirda* (shorebirds). Maintaining the health of these intertidal flats is critical to maintaining their high biodiversity and the shorebird populations they support.

6.2.3 Existing and potential pressures on ecological values associated with the *jani* and intertidal flats of Guniyan Binba Conservation Park

Jani occur in naturally dynamic environments and are landforms that are subject to regular seasonal changes. Tropical cyclones or other severe weather events can result in dramatic, longer lasting changes.

The key management issues associated with ecological values of *jani* and intertidal flats are:

- inappropriate vehicle and pedestrian access affecting ecological values of the area and the adjacent Yawuru Birragun Conservation Park and
- potential for disturbance of turtles, *gamirda-gamirda* (shorebirds) and other fauna for which *jani* provide important habitat.



Yawuru Ranger Jason Richardson installs signage advising visitors not to drive on or disturb sand dunes near turtle nesting sites. Photo – DBCA.

Driving vehicles on Cable Beach, including parts of the beach within Guniyan Binba Conservation Park is a long-established part of recreational use in the area, and a recreational opportunity that is provided for under this management plan (see *Guniyan Binba Conservation Park recreation and tourism values*). Most vehicles access the beaches of Guniyan Binba Conservation Park via the beach at the southern boundary of the reserve. However, in order to get their vehicles onto the beach, people have also illegally created tracks through sensitive dune, limestone and saltmarsh landforms of the adjacent areas, now part of Yawuru Birragun Conservation Park. This proliferation of informal four-wheel-drive vehicle and pedestrian tracks through environmentally and culturally sensitive areas is a significant management issue within the adjacent Yawuru Birragun Conservation Park. In addition, a small proportion of vehicles drive and park too high up the beach, causing damage to adjacent foredunes and vegetation.

Vehicles being driven on the beaches of Guniyan Binba Conservation Park can also impact on fauna that this area provides habitat for, including marine turtles that nest on the beach, invertebrates that inhabit intertidal sediments and migratory *gamirda-gamirda* (shorebirds) (Commonwealth of Australia, 2012, 2017); (Foster-Smith *et al.* 2007); (McFarlane 2008, 2009 & 2010); (Randall *et al.* 2006). Vehicle access on beaches during turtle nesting and hatching periods can directly result in death or injury of turtles, interfere with nesting or hatchling emergence success (e.g. through sand compaction) and impede movement of hatchlings to the sea (e.g. by creating deep ruts in which hatchlings can become entrapped). Turtle nesting success can also be affected by other human activities and it is important that beach users have access to information about how they can avoid disturbing turtles (e.g. turtle watching code of conduct, information about the impacts of artificial lights). Vehicle access to the beach is currently restricted from 1 October until 28 February, between 8pm and 6am in order to protect nesting turtles. These restrictions will be maintained over the life of the plan.

Turtle nests may also be subject to predation (e.g. by sand goannas, dogs and cats), although more study is needed to explore the local prevalence and conservation implications of this issue. *Gamirda-gamirda* (shorebirds) that use the *jani* can also be impacted by vehicles and visitor access. There can be direct

impacts associated with vehicles driving over or visitors tramping nests, eggs and fledglings and impacts of disturbance which can lead to breeding failure, avoidance and abandonment of habitat, and energetic and physiological impacts related to disturbed feeding and roosting (Birdlife Australia 2013).

6.3 *Bilarra* (wetlands)



The Wirrjinmirr/Willie Creek wetland system, part of which lies in the Guniyan Binba Conservation Park. Photo – DBCA.

Several marine and freshwater *bilarra* (wetlands) underpin and sustain many of the most significant cultural and ecological values of Guniyan Binba Conservation Park. Many *bilarra* of cultural and ecological importance also occur outside the Yawuru conservation estate (for example, on adjacent pastoral station lands).

Bilarra hold spiritual value and have other special cultural significance for Yawuru people (Yawuru RNTBC 2011). For Yawuru people, the permanent freshwater places or *jila*, are life-sustaining ‘living waters’ given names and narratives through *Bugarrigarra* and are geographically and temporally linked.

Traditionally Yawuru people moved according to the seasons, and knowledge of the location, size and condition of water sources was essential for survival, as people traversed the country from inland to coast (Yawuru RNTBC 2011). Early European visitors made use of this knowledge, engaging Aboriginal people to show them the location of ‘native wells’ to obtain fresh water for themselves and their stock (Yawuru RNTBC 2011). With the occupation of land for pastoral and other uses, Yawuru people have been prevented from accessing and protecting many of their *bilarra*. Many plants and animals only found in association with *bilarra* are of special cultural importance. Many cultural heritage sites and cultural values occur in the *bilarra*.

There are several *bilarra* in Guniyan Binba Conservation Park. A general discussion of the major wetland areas within Guniyan Binba Conservation Park is provided in this section of the plan. Detailed descriptions of the evolution and features of wetland complexes (i.e. natural units or aggregates of wetland units) within Guniyan Binba Conservation Park and the adjacent Yawuru Birragun Conservation Park are available in reports by the Semeniuk Research Group (2011) and Semeniuk (2008). The different ways in which fresh water enters and forms the unique array of *bilarra* in the coastal zone is described by the Semeniuk Research Group (2011) and Mathews, Semeniuk and Semeniuk (2011).

Guniyan Binba Conservation Park 6.3.1 The Wirrjinmirr/Willie Creek wetlands system

Guniyan Binba Conservation Park includes part of the Wirrjinmirr/Willie Creek wetland complex, a wetland system that is included in the *Directory of important wetlands in Australia* (DSEWPC 2011b). Parts of this wetland complex also fall within the adjacent Yawuru Birragun Conservation Park and the northern part lies outside the boundary of the Yawuru conservation estate. Several law grounds, *Bugarrigarra* sites, historic living areas and many archaeological sites which provide evidence of traditional habitation occur in the area. Wirrjinmirr/Willie Creek is at the northern boundary of Yawuru

country and much of the coastline surrounding this area marks the travels of the creative beings of the tradition of law allied with people who live in these northern areas (i.e. the Northern Tradition).

A detailed description of the evolution and features of Willie Creek is available in reports by the Semeniuk Research Group (2011) and Semeniuk (2008). Elements of the *Wirrjinmirr*/Willie Creek wetland complex within Guniyan Binba Conservation Park include intertidal sand and mudflats, mangroves and salt flats.

Estuarine crocodiles (*linyurra*) (*Crocodylus porosus*) are occasionally seen at Willie Creek, and in tidal creeks and mangroves elsewhere in the Yawuru conservation estate. Broome is at the historical southern extent of the distribution of estuarine crocodiles in Western Australia (Australian Museum 2010), although confirmed sightings are now regularly recorded from the Pilbara further south. The estuarine crocodile is specially protected under the Biodiversity Conservation Act.

Gundurung (mangroves)

Mangroves comprise trees and shrubs from a variety of plant families that have a range of adaptations for survival in the highly dynamic intertidal zone. A pattern or zonation can be seen in the way that species are distributed throughout larger stands of mangroves. This is reflective of small differences in environmental conditions such as salinity, frequency of inundation, substrate characteristics, and differences in the adaptations and environmental tolerances of various species. Zonation is evident in the mangrove at *Wirrjinmirr*/Willie Creek as described by Semeniuk (1983).

Mangroves provide a range of ecosystem services and important habitat for diverse marine and terrestrial fauna. They provide a source of nutrients and organic matter to surrounding waters and help to buffer wave action, decreasing susceptibility to erosion and increasing shore stability (McKenzie *et al.* 2009; Pedretti & Paling 2000). They are a nursery and breeding area for some fish and crustaceans (Pedretti & Paling 2000).

The mangroves provide important habitat for bats and birds. Several bird species recorded as occurring in the area are virtually confined to mangroves (Johnstone 1990). Within and around the Yawuru conservation estate these are likely to include the mangrove golden whistler



The *Wirrjinmirr*/Willie Creek wetland system, part of which lies in the



Soils where mangroves grow often have low oxygen levels. Therefore, instead of absorbing oxygen through roots, *Gundurung* (mangroves) use pneumatophores to absorb oxygen from the air. Photo – Kandy Curran.



Flame-backed fiddler crabs (*Uca flammula*) are commonly found in sandy and muddy mangroves of the Guniyan Binba Conservation Park. Both males and females are bright red, but the males have one large claw which they wave in the air to attract females and to warn off other males. Photo – Kandy Curran.

(*Pachycephala melanura*), broad-billed flycatcher (*Myiagra ruficollis*), white-breasted whistler (*Pachycephala lanioides*), mangrove gerygone (*Gerygone levigaster*), the dusky gerygone (*Gerygone tenebrosa*) and the mangrove grey fantail (*Rhipidura phasiana*) (Johnstone 1990, C. Hassall, pers. comm., 8 July 2019, B. Greatwich, pers. comm., 28 October 2019). Other bird species regularly use mangroves to feed, nest or shelter; these include the straited heron (*Butorides striata*), white-breasted woodswallow (*Artamus leucorhynchus*), little bronze cuckoo (*Chrysococcyx minutillus*), lemon-bellied flycatcher (*Microeca tormenti*), yellow white-eye (*Zosterops lute*), red headed honeyeater (*Myzomela erythrocephala*), and rainbow bee-eater (*Merops ornatus*). The brown honeyeater (*Lichmera indistincta*) and rufous-throated honeyeater (*Conopophila rufogularis*) use the mangroves when they are in flower (Johnstone 1990, J. Lewis, pers. comm. 17 June 2019). Three species of *gamirda-gamirda* (shorebird) use mangroves for roosting, the whimbrel (*Numenius phaeopus*), grey-tailed tattler (*Tringa brevipes*) and terek sandpiper (*Xenus cinereus*), all other species roost on sand, salt marsh or rocks. Many mangrove birds have disjunct distributions because of large breaks in the mangrove vegetation (Johnstone 1990). Mangroves are also important for *gamirda-gamirda* (shorebirds) that use this habitat for roosting during high spring tides (Bennelongia 2009), and species such as brahminy kites (*Haliastur indus*) and black-necked storks (*Ephippiorhynchus asiaticus*) nest in dense mangroves (Johnstone

1990). Some bat species recorded from the area include Gould's wattled bat (*Chalinolobus goudii*), the yellow-bellied sheath-tail bat (*Saccolaimus flaviventris*), the hoary wattled bat (*Chalinolobus nigrogriseus*) and the little broad-nosed bat (*Scotorepens greyii*).

Salt flats

Bare salt pans occur behind the stands of *gundurung* (mangroves). The salt pans are formed through high evaporation rates during the dry season leaving the sediment extremely saline and essentially uninhabitable by vegetation, although some highly salt-tolerant algae may be present (Adam 2009; Connolly & Lee 2007; Oldmeadow 2007). *Bundu* (saltmarsh of samphire flats and saline grasslands) which border the salt flats, occur in areas straddling or above the high tide mark and are therefore very infrequently inundated by tides. When these salt flats become inundated during high tides or from rainfall, they are used by many *gamirda-gamirda* (shorebirds) and water birds. Large numbers of terns forage on the salt flats when these are flooded.

6.3.2 Nimalaica/Nimalarragun wetland

The Nimalaica/Nimalarragun wetland, an almost permanent freshwater wetland surrounded by seasonally inundated swamp, lies mostly in the adjacent Yawuru Birragun Conservation Park, but parts of the inundation zone lie within Guniyan Binba Conservation Park. The wetland and overflow system are one of the most significant freshwater wetland systems in the local Broome region, receiving freshwater seepage from groundwater and seasonal streams (C. Hassall, pers. comm., 8 July 2019). Freshwater from the wetland also overflows into Willie Creek. It provides a refuge for species during dry conditions and sustains several flora and fauna species not widespread on the Dampier Peninsula. As well as supporting several resident mammals, reptiles, frogs and fin fish, the wetland also provides important bird habitat, with over 170 being recorded, 18 of these migratory. In certain conditions, the endangered Australian painted snipe (*Rostratula australis*) can be found in this wetland and reed beds provide habitat for rail and crane species that are not common elsewhere in the region.

In 2018, an invertebrate survey was carried out by the department and at least 157 species were recorded, 27 of these had a wide distribution across Australia. However, many of these have only been collected one or two times in other locations or are undescribed in Australia, reflecting the limited survey work of aquatic invertebrates in the inland Kimberley. Some species were also found to be unique to Nimalarragun and other mound springs in the Kimberley, although further sampling is recommended to confirm this (Pinder *et al.* 2019).

Nimalarragun supports woodlands of *Melaleuca alsophila* and associated woodlands on the margins also with an upper storey of *Melaleuca alsophila* with an intermediate layer of vines and a ground layer of ferns and sedges (Semeniuk Research Group 2011). The site is listed on the Directory of Important Wetlands in Australia and the department's 'Priority ecological community' list as the Priority 4 (P4) 'Nimalaica clay pan' ecological community. The area immediately to the east of the main water body includes an area of spring vegetation with organic soils. Wetland plants recorded include fringing *cajuput* (*Melaleuca cajuputi*); the evergreen tree (*Timonius timon*); *rirrwal* or white dragon tree (*Sesbania formosa*); rushes and sedgeland with *Schoenoplectus subulatus*; *bilgin*, the water chestnuts (*Eleocharis spiralis* and *E. sundacia*); and black mangrove (*Lumnitzera racemosa*). The restricted Cable Beach Ghost Gum, *Corymbia paractia* occurs as scattered trees on the fringes of the wetland (DSEWPC 2011b; Mathews, Semeniuk & Semeniuk 2011, Semeniuk Research Group 2011, M. Lyons pers. comm. 16 October 2019)

As part of the Willie Creek listing in the Directory of Important Wetlands in Australia database (DSEWPC 2011b), the Nimalarragun wetland is noted for:

- being an important bird and fish breeding and refuge area
- supporting species near the southern end of their core ranges, for example, frogmouth (*Philydrum lanuginosum*) and mangrove fern (*Acrostichum speciosum*)

- supporting species not known from elsewhere on the Dampier Peninsula (e.g. the free floating aquatic *Ceratophyllum demersum* var. *demersum*; the herb *Heliotropium curassavicum* and an annual sedge *Schoenus falcatus*)
- being the most southerly, near-coastal locality known for *jarrmirdany* or screw palm (*Pandanus spiralis*)
- a partially submerged forest of tall *Melaleuca cajuput* trees that are notable for their cable-like aerial roots, which is unusual in this species (Kenneally *et al.* 1996)
- supporting an abundance of the freshwater herring or bony bream (*Nematolosa erebi*) and the freshwater eel (*Anguilla bicolor*)⁵
- supporting aquatic invertebrate communities with a composition probably unique to such wetlands along the Dampier peninsula coast.

6.3.3 Ngunungurrukun/Coconut Wells lagoon

The wetland complex at *Ngunungurrukun*/Coconut Wells consists of a lagoon (within Guniyan Binba Conservation Park) and saltmarsh (Buckley's Plain, within Yawuru Birragun Conservation Park), behind a barrier of sand and limestone located between Coconut Wells and the Cable Beach. The lagoon is a locally significant location for birds, with 105 species being recorded here, including 16 migratory species.

6.3.4 Existing and potential pressures to ecological values associated with *Bilarra* (wetlands)

Pressures can arise from activities or developments that would result in direct physical disturbance of the tidal wetland system or in disturbance to the ecological processes that maintain it. Natural events such as cyclones and storms can cause dramatic short-term changes to mangroves. Of disturbances arising from human activity, the most significant pressures stem from any activities or developments that would substantially change the normal hydrological and sedimentary regimes operating within the wetland system.

Changes to hydrology

The hydrological values described above underpin and support ecological and cultural values of the Yawuru conservation estate, both terrestrial and marine. Potential pressures on the values described above are:

- over-abstraction of groundwater
- gaps in knowledge of the ecological water requirements of groundwater-dependent species and communities
- pollutants and excess nutrients in surface and groundwater
- any activity or development which has the potential to significantly change the natural water regimes.

To make sure that the values of Guniyan Binba Conservation Park are not affected by abstraction of groundwater, water removal needs to be at a level that does not:

⁵ In Australia, *Anguilla bicolor* is only known from the Kimberley region, where it is not common (it is widespread in the tropical waters of the Indo-West Pacific) (Allen, Midgley & Allen 2002).

- significantly change the amount or quality of water available for flora and fauna, particularly for species that are fully or highly groundwater-dependent
- cause saltwater intrusion into naturally less saline areas or
- change natural drainage flows and patterns.

There is currently little need for abstracting groundwater from Guniyan Binba Conservation Park or the adjacent Yawuru Birragun Conservation Park for conservation reserve management purposes, and it is expected that this will continue to be the case over the life of this plan. Many of the ecological values are groundwater-dependent and may therefore be vulnerable to changes in regional groundwater, a resource which is subject to increasing and competing demands and already showing signs that limits of sustainable abstraction may have been reached (Searle 2012). Over-abstraction of groundwater from the Broome Water Reserve is the likely cause of an increase in groundwater salinity along the coast, and at depths of about 100m below ground further inland (Searle 2012). The Broome Water Reserve Water Source Protection Plan (Department of Water 2012) outlines the licensed abstraction amounts and a water quality monitoring program.

There is a need to increase understanding of the water requirements and regimes that are needed to sustain groundwater-dependent ecosystems and species and to maintain *bilarra* in a healthy condition. Regional water resource management plans include several strategies aimed at addressing this situation (Department of Water 2010a, 2010b, Searle 2012).

In the absence of appropriate risk avoidance and mitigation measures, certain activities on adjacent lands and waters and/or within Guniyan Binba Conservation Park have the potential to adversely affect water quality in the conservation estate, both terrestrial and marine. Maintaining groundwater and surface water quality is an issue that requires collaborative and cross tenure management approaches, and several government agencies have responsibilities in this area.

Both marine water and freshwater dynamics are important in sustaining mangrove communities. Freshwater inflows into the high intertidal zone have a strong influence on the distribution and diversity of mangroves, so species occurring in these areas can be especially sensitive to changes in the normal freshwater regimes (Gillanders 2007; Semeniuk 1983). Surface and subsurface freshwater inputs are important, serving to dilute the hypersaline salt flats and establish conditions that are more suitable to the growth of certain mangroves (Semeniuk 1983). Where subsurface seepages continue throughout wet and dry seasons, as is often the case around Broome, this can be a particularly influential factor in the distribution of mangroves (Semeniuk 1983).

As *Nimalarragun* is fed by freshwater seepage from groundwater and surface flow during the cyclone season, this wetland complex and its associated mound spring vegetation is highly vulnerable to changes in hydrology, particularly those that may restrict the flow of freshwater into the system (Mathews *et al.* 2011).

Anoxic, sulfide rich, low pH sediments found in wetland areas are associated with potential acid sulfate soils. These are soils which, when disturbed or subjected to prolonged drying and aeration, have the potential to generate increased acidity and mobilise heavy metals which may be harmful to flora, fauna and human health. The Willie Creek wetland system is not known to be notably affected by pollutants.

Introduced animals

Introduced animals have the potential to seriously affect ecosystems by predation of or competition with native species, alteration of habitat and introduction of disease. Introduced animals can degrade cultural values by adversely affecting native species that are culturally important, or by degrading cultural sites or the environment. Several species of introduced predators and herbivores occur on Yawuru conservation estate. Feral cats, foxes, dogs, cattle and horses are currently considered to present the most significant threat to the values of Guniyan Binba Conservation Park. The management of these species are also an issue in the adjacent Yawuru Birragun Conservation Park. Consequently, pest animal management in Guniyan Binba Conservation Park will be complementary to management in other Yawuru conservation reserves.

Priorities for action include pest species declared under the *Biosecurity and Agriculture Management Act 2007* (BAM Act), which are subject to legislative requirements for control, and introduced fauna that have the potential to significantly affect threatened or priority species or important habitats.

Feral cats, foxes and dogs have dramatic effects on Western Australia's native fauna. Control of feral predators in Guniyan Binba Conservation Park is important but complicated in areas where domestic dogs and cats can easily enter from adjacent residential areas. Effective control of feral predators in these areas will require a concurrent program to encourage responsible pet ownership and reduce the number of unwanted pets being bred. The *Dog Act 1976*, and the *Cat Act 2011*, both administered by local government, provide for the registration, identification and control of dogs and cats and cat sterilisation where applicable. A new cat bait to be trialled in the Kimberley could possibly be considered to help with cat control in the Yawuru conservation estate over the life of the management plans, but this will be subject to outcomes of the trial and risk assessments.

In Guniyan Binba Conservation Park the effects of cattle are most obvious in sensitive wetland areas where they commonly congregate to escape the heat and access water. Cattle trample and compact the surface and vegetation, introduce and spread weeds, and alter water quality through concentration of nutrients (Semeniuk Research Group 2011). Pinder *et al.* (2019) report that nutrient and chlorophyll levels recorded suggest enrichment of *Nimalarragun* from historical cattle use of the wetland and catchment. In addition to feral cattle, a proportion of cattle within the Yawuru conservation estate may be stock that has strayed from adjacent areas. The managers of Roebuck Plains undertake measures to reduce any negative impacts that cattle operation activities may have on the Yawuru conservation estate.

Feral horses are present in Guniyan Binba Conservation Park and parts of the adjacent Yawuru Birragun Conservation Park. These horses are thought to have originated from Waterbank Station and were released into the wild when the Station was sold to the State Government. Like cattle, horses also trample sensitive wetland vegetation, introduce and spread weeds and impact water quality. Management of these horses will consider the need protect sensitive wetland and vegetation values.

Weeds

Weeds have the potential to degrade culturally significant and environmentally sensitive areas by out-competing native species, changing vegetation structure, changing habitat for fauna and increasing the intensity of bushfires.

To help set priorities for weed management, the department initiated an updated assessment of weeds in each departmental region. The first stage of this assessment used available knowledge to identify weed species considered to be of high impact, rapidly invasive and still at a population size that was feasible to eradicate or control. Through the Kimberley Region species-led invasive plant prioritisation process, 37 introduced plants known to occur in the region have been identified as high ecological impact species (Department of Biodiversity, Conservation and Attractions, 2019a), and of these, the following have been recorded from within or near Guniyan Binba Conservation Park (DEC 2019b):

- bellyache bush (*Jatropha gossypifolia*)
- buffel grass (*Cenchrus ciliaris*)
- coral vine (*Antigonon leptopus*)
- neem (*Azadirachta indica*)
- stinking passionflower or wild passionfruit (*Passiflora foetida*)
- *Merremia dissecta* and
- *Parkinsonia* (*Parkinsonia aculeata*).

Eradication of weeds is feasible if the infestation is small and the commitment to control can be continued until all weeds are destroyed and the soil stored seed is exhausted. Containment and slowing the rate of spread are alternative strategies to be considered if eradication is not feasible.

Several species included in the Kimberley region environmental weed list are declared pests under the *Biosecurity and Agriculture Management Act 2007* (BAM Act), and these are subject to particular legislative requirements for control. Of the declared pests on the regional environmental weed list only bellyache bush has been formally recorded near the Yawuru Birragun Conservation Park.

The second stage of the department's regional weed assessments will identify high value assets and the weed infestations that pose a threat to those assets. This will provide site-based weed prioritisation and give guidance on where control measures will have the greatest benefit. In addition, management of weeds within the Yawuru Birragun Conservation Park will be considered in the context of any local priorities that may not be reflected in regional weed assessments. For example, rubberbush (*Calotropis procera*) is present but not yet widespread in the Broome area, and as there is still a high feasibility of gaining control of this invasive species in the conservation estate it is therefore a local weed management priority. In addition, the wetlands

are of particularly high conservation and cultural value and therefore assessment and management of weeds with the potential to significantly affect wetland values will be important.

Summary of management arrangements for ecological values		
Management objectives	<ol style="list-style-type: none"> 1. To ensure the ecological processes (e.g. geomorphic and hydrological) that sustain habitats in Guniyan Binba Conservation Park are not significantly adversely affected by human activity. 2. To ensure turtles, birds and other fauna are not significantly adversely affected by human activity in Guniyan Binba Conservation Park. 3. To ensure the Nimalaica/Nimalarragun clay pan P4 ecological community is not adversely affected by human activity in Guniyan Binba Conservation Park and that the hydrologic regime that sustains the community is maintained. 4. To maintain the condition, extent and species composition of mangroves within Guniyan Binba Conservation Park. 5. To increase understanding of, and to maintain or improve, the condition and ecological function of <i>bilarra</i> in Guniyan Binba Conservation Park. 	
Management strategies	<ol style="list-style-type: none"> 1. Carry out research, monitoring and mapping to improve understanding of the ecological values of the area, and to collect baseline data to facilitate future assessments of management effectiveness (e.g. a turtle monitoring program, bird counts, monitoring of mangrove diversity and extent, any monitoring required in accordance with approved recovery plans and a wetland mapping monitoring program). 2. Provide information for visitors to help raise awareness about fauna sensitive to disturbance and promote a code of conduct that minimises this (e.g. turtle and bird watching codes of conduct). 3. Maintain access restrictions to provide seasonal protection to turtles and their nests and minimise disturbance of migratory <i>gamirda-gamirda</i> (shorebirds). 4. Based on monitoring outcomes, determine the need for further access restrictions if necessary, to protect flora, fauna and ecological communities and implement as required (e.g. establish temporary control areas under section 62 of the CALM Act where necessary to provide seasonal protection to turtles or nesting/roosting/foraging shorebirds). 5. Avoid significant disturbances of potential acid sulfate soils. 6. Evaluate the threat presented by weeds and introduced animals to the values of Guniyan Binba 	<p>H</p> <p>H</p> <p>M</p> <p>M</p> <p>M</p> <p>H</p>

Summary of management arrangements for ecological values		
	<p>Conservation Park and develop and implement introduced animal and weed control plans, that:</p> <ul style="list-style-type: none"> • implement control measures for high priority species and new infestations and populations • monitor and evaluate the extent and effects of weeds and introduced animals • measure the effectiveness of control measures • are complementary to those for other Yawuru conservation estate and • place a high priority on high risk species and areas. <p>7. Consider measures to exclude introduced fauna from sensitive areas (e.g. temporary or permanent fences) if necessary and feasible.</p> <p>8. Engage and collaborate with stakeholders, government agencies, landholders and research organisations to implement management strategies, fill knowledge gaps associated with ecological values and address impacts beyond the boundaries of the conservation estate associated with introduced animal and weed control and integrated catchment and groundwater management.</p>	<p>M</p> <p>H</p>
Key performance indicators		
Performance measures	<ol style="list-style-type: none"> 1. Availability of data on marine turtle and conservation significant <i>gamirda-gamirda</i> (shorebird) nesting within Guniyan Binba Conservation Park (e.g. numbers and locations of nests, false crawls, disturbances). 2. Level of disturbance of marine turtles and conservation significant <i>gamirda-gamirda</i> (shorebirds) within Guniyan Binba Conservation Park (e.g. by vehicles, feral predators). 3. Mangrove species diversity, composition, spatial extent and canopy cover (%) 4. Availability of baseline data and report on the values and condition of <i>bilarra</i>. 5. Condition of <i>bilarra</i>⁶. 6. Availability of baseline data and report documenting environmental weed species at priority locations within the Guniyan Binba Conservation Park. 	

⁶ Condition of *bilarra* relates to water quality and quantity measures, species richness, species composition and abundance, and vegetation or habitat structure and extent.

Targets	<ol style="list-style-type: none"> 1. A series of annual turtle and <i>gamirda-gamirda</i> (shorebird) monitoring reports (including records of disturbance) are available for Guniyan Binba Conservation Park over the life of this management plan. 2. No significant disturbance of marine turtles or conservation significant <i>gamirda-gamirda</i> (shorebirds) within the Guniyan Binba Conservation Park. 3. No loss of mangrove species diversity, composition, spatial extent or canopy cover (%) as a result of human activity in the Guniyan Binba Conservation Park. 4. Wetland mapping and report documenting baseline values and condition of <i>bilarra</i> in Guniyan Binba Conservation Park is completed by 2021. 5. No decline in the condition of <i>bilarra</i> in Guniyan Binba Conservation Park (attributable to management activities or lack of appropriate management activities) over the life of this plan. 6. Baseline data and report documenting environmental weed species at priority locations within Guniyan Binba Conservation Park is available by 2021.
Reporting requirements	<ol style="list-style-type: none"> 1. Review progress every two years.

7. Guniyan Binba Conservation Park history and heritage values

7.1 History

7.1.1 Aboriginal occupation and custodianship

The Yawuru conservation estate is part of country that Yawuru people have been a part of for thousands of years before the arrival of the early European explorers. Archaeological records from the area include numerous middens and artefacts that provide evidence of Aboriginal peoples' long occupation. A range of other types of Aboriginal heritage sites also occur in the area.

Historically, Aboriginal people would regularly camp throughout the dunes which provide an array of important bush tucker and other resources. The explorer Phillip King charting the west coast of the Dampier Peninsula in 1821 noted:

"....the smoke of the fires have been noticed at intervals of every four to five miles along the shore, from which it may be inferred that this part of the coast is very populous" (quoted in Kenneally *et al.* 1996).

Cooking on fires on the beach is an Aboriginal customary tradition that continues:

"People always cook their fish or crab on the beach, day or night. We cook the whole fish on the coals. We don't waste anything. We still want to be able to take our families fishing and cook our fish and shellfish on the beach."

Neilo McKenzie
(Yawuru RNTBC 2011)

The Wirrjinmirr/Willie Creek area is at the northern boundary of Yawuru country and much of the coastline surrounding this area marks the travels of the creative beings of the tradition of law allied with people who live in these northern areas (i.e. the Northern Tradition). The Wirrjinmirr area is associated with law grounds, Bugarrigarra sites, ceremonial sites, historic living areas and *jila*.



Shrubby samphire (*Tectocornia* spp.) is found growing on samphire flats and saline grasslands behind stands of *gundurung* (mangroves) and is a good bush food. Photo – Kandy Curran.

Some Yawuru people and their families worked and lived on the various pastoral leases the area was previously managed under (e.g. Waterbank Station).

The *Yawuru cultural management plan* identifies various cultural values associated with *gundurung* (mangroves). They are an important source of *mayi* (food) including fish, *gundurung* fruit which is collected at the end of *marrul* (April–May), crabs, oysters, mangrove shellfish and fruit bats (YRNTBC 2011).

More discussion of Yawuru cultural values including heritage values is provided in *Guniyan Binba Conservation Park Yawuru cultural values*.

7.1.2 European explorers

Europeans began exploring the coastline in the 1600s. Some of the first explorers to the region included the Dutch mariner Abel Tasman in 1644, and Englishman William Dampier, initially as a buccaneer aboard the *Cygnat* in 1688 and later aboard the *Roebuck* (after which Roebuck Bay was named) (Green 1981; Kenneally *et al.* 1996). Later European visitors included the Frenchmen Nicholas Baudin and Louis de Freycinet in 1801–02, who gave French names to several places along the Kimberley coast (DSEWPC 2011c).

7.1.3 Pearling

The Broome area is synonymous with pearling and this has been a major foundation of the area's heritage values. Well before the arrival of European pearlery Yawuru people had a long tradition of harvesting pearl shell. This was carved with decorative designs and worn on ceremonial occasions or used for trading with other Aboriginal groups (Yawuru RNTBC 2011). During the 1870s, European pearlery who had been operating out of Cossack and Roebourne travelled north to Broome in search of new pearling beds to exploit for mother-of-pearl. By the first decade of the 20th century Broome was producing most of the world's supply of mother-of-pearl and was recognised as the pearling capital of the world (DSEWPC 2011c). In the 1960s the industry developed into the cultured pearl farming industry which was and continues to be a major contributor of pearls to the world market (DSEWPC 2011c).

Guniyan Binba Conservation Park may contain maritime archaeology values. The pearling lugger *Tommy* is reported to have been wrecked two miles north of Willie Creek and, to date, has not been located. There is potential for other unknown unlocated colonial-era pearling shipwrecks and sites both above and below the low water mark, and in mangrove inlets. These areas offered protection during the cyclone season for pearling fleets, so there is a possibility that wreck material may be found in the area. Areas of foreshore in the vicinity of historical pearling camps elsewhere in the Northwest and Kimberley are known to have maritime archaeological potential, demonstrating, domestic, industrial and maritime aspects of pearling activity. As well as shipwrecks, typical historic maritime infrastructure including mooring chains, windlasses and stone ballast mounds.

Aboriginal people have been an integral part of Broome's pearling story, with many having been kidnapped for forced labour on the luggers and on shore when the industry was first established (Green 1981; Yawuru RNTBC 2011). As the pearling industry developed, Asian men (from Japan, China, Philippines, Malaysia and Indonesia) were brought to Broome to work in the industry as indentured labour, and Broome became unique in Australia for being a predominantly Asian town during the late 19th to mid-20th century (DSEWPC 2011c). In the semi-permanent pearling lugger 'lay-up' camps, including at

Willie Creek, Asian workers interacted and developed relationships with Aboriginal people who supplied water and wood for the pearling vessels, and a fascinating cultural and racial fusion emerged (Yawuru RNTBC 2011).

7.1.4 Pastoral history

During the 1860s settlers from the south began to explore the region for locations to raise sheep and cattle. These early pastoral endeavours failed in the face of sustained Aboriginal resistance and harsh environmental conditions. The area was not colonised by pastoralists until the late 1890s (DSEWPC 2011c). Conflict between Aboriginal people and the European pastoralists was common throughout the early days of the pastoral industry. Hostilities gradually declined as pastoralists began to take advantage of an Aboriginal workforce to help run their stations, and as Aboriginal people adapted to the new circumstances so that they could live on or near their traditional country, fulfil their custodial duties and maintain their traditional way of life as much as was possible (DSEWPC 2011c).

The areas adjacent to Guniyan Binba Conservation Park (and now part of Yawuru Birragun Conservation Park) were previously part of Hill Pastoral Station, which later became Waterbank Pastoral Station. Government purchased the station in 1996 for alternative land uses. Some Yawuru people were born, grew up and worked on the local pastoral stations, but as occurred elsewhere throughout the State, they were forced to leave or walked off the stations in the late 1960s and early 1970s when station owners were required to pay Aboriginal workers equal wages (Yawuru RNTBC 2011). Station work and life features strongly in the memories of many Yawuru people and is a major and important part of Yawuru heritage and contemporary identity.

7.1.5 Communications history

A telegraph cable, laid between Java and Broome in 1889, came ashore at what was to become known as Cable Beach. The cable linked Broome with England (via Singapore, India, Aden, Egypt, Malta and Gibraltar) and was also connected to the Australian Overland Telegraph Line from the south. The telegraph cable functioned until 1914 when the operations were transferred to Cottesloe in Perth.

7.2 Heritage legislation

The heritage significance of some sites within Guniyan Binba Conservation Park has been formally recognised through registration under heritage protection legislation.

Many Yawuru cultural heritage sites, including a number within or adjacent to Guniyan Binba Conservation Park, are now formally recognised on the register of sites maintained under the *Aboriginal Heritage Act 1972*. However, registered sites do not represent a comprehensive record of the actual sites in the area. Under the *Aboriginal Heritage Act 1972*, Aboriginal heritage sites and objects are protected whether they have been entered on the register or not, and it is an offence to alter a site or object without prior approval under the Act.

Changes to the CALM Act in 2012 included that CALM Act management plans must have the objective of ‘protecting and conserving the value of the land to the culture and heritage of Aboriginal persons’ (as described in section 56(2) of the CALM Act).

Guniyan Binba Conservation Park is included within the boundary of the West Kimberley National Heritage Area – see 1.7 *Legislative context* for further information.

There are currently no sites within Guniyan Binba Conservation Park listed on the *State Register of Heritage Places* established under the *Heritage of Western Australia Act 1990*.

On 1 July 2019, the Commonwealth *Historic Shipwrecks Act 1976* was replaced by the *Underwater Cultural Heritage Act 2018* and automatically protects all historic shipwrecks and associated relics over 75 years old below the low water mark, in Australian waters. The State *Maritime Archaeology Act 1973* automatically protects all pre-1900 historic shipwrecks relics and other maritime related structures above the low water mark and in inland State waters.

7.3 Existing and potential pressures on history and heritage values

Potential cultural heritage management issues for Guniyan Binba Conservation Park largely arise from poor understanding and appreciation of the area's history and heritage values. Information, interpretation and education initiatives are an important part of cultural heritage conservation, and such initiatives are critical to managing cultural heritage values of Guniyan Binba Conservation Park.

Summary of management arrangements for history and heritage values		
Management objectives	1. To conserve non-Aboriginal heritage values.	
Management strategies	1. Identify important non-Aboriginal heritage sites.	H
	2. Provide materials and opportunities (e.g. interpretive signage, brochures and other media, tour products) for visitors to enhance their understanding and appreciation of the cultural heritage and historical context of the area.	H
	3. Ensure that Yawuru people have a primary and active role in the conservation and communication of their cultural heritage, and that Yawuru intellectual property is recognised.	H
	4. Assess factors that may diminish or have adverse effects on cultural heritage sites or the value of Guniyan Binba Conservation Park to the culture and heritage of Aboriginal people and implement management actions to address these as necessary.	H
	5. Ensure management activities are consistent with Yawuru cultural protocols.	H

8. Guniyan Binba Conservation Park recreation and tourism values

Broome and surrounds, including Guniyan Binba Conservation Park, offer visitors to Broome and those who have chosen to live there, a range of highly valued opportunities for nature-based recreation and cultural tourism. Broome is the largest town in the Kimberley Region and is expected to accommodate the most significant amount of the region's anticipated population growth over the next 25 years (Western Australian Planning Commission 2015). Consequently, the number of residents engaging in recreational activities in the Yawuru conservation estate is likely to increase over the life of this plan. Broome is a popular tourist destination and commonly used as a gateway for visitors wanting to explore the wider Kimberley area, and a sustained or increased level of visitation to Guniyan Binba Conservation Park by tourists is also likely. Visitation data for the Yawuru conservation estate is currently insufficient to provide a good picture of visitor use numbers and patterns, however it is likely that visitation to Guniyan Binba Conservation Park would mirror fluctuations in the local population cycle, with a significant increase in visitation through the dry season. The Willie Creek Pearl Farm tourist operation, a popular attraction for visitors to Broome is located at Willie Creek but is outside of the boundaries of the Yawuru conservation estate.

People visiting Guniyan Binba Conservation Park engage in a variety of activities including fishing, swimming, walking, nature appreciation, picnicking and spending time with family and friends. Many tourists and residents take their dogs into the area. The beaches of Guniyan Binba Conservation Park are also occasionally used by people on horses. *Wirrjinmirr*/Willie Creek, which has numerous cultural values associated with it and is an area used for customary fishing, is also used by the broader community mainly for recreational fishing and sightseeing.

Driving on the beaches around Broome, both in town and in Guniyan Binba Conservation Park, is a popular recreation activity for many visitors. Many residents and tourists value the opportunity to drive their vehicles on the beach, for the recreational four-wheel-driving experience and because it provides convenient access for popular activities such as sunset picnics or fishing off the beach. The ability to drive on the beach also allows access to more isolated areas that people would be less likely to use if they were unable to take their cars. People also sometimes drive onto Guniyan Binba Conservation Park beach to launch and retrieve small recreational boats⁷.

There is limited use of Guniyan Binba Conservation Park for commercial tours. Currently, Willie Creek Pearls operates boat tours within Willie Creek from their pearl farm on the northern banks. Existing tour operators and those proposing to undertake commercial tourism activities within Guniyan Binba Conservation Park will require a licence issued under the CALM Act and must abide by specified conditions. Commercial operators may also require additional licences and approvals in accordance with other State legislation and local government laws, depending on the activities undertaken and the areas used. Allowing commercial tourism enterprises within conservation reserves can help to extend the range of services, facilities and experiences available for visitors. Commercial tourism activities must be compatible with the purpose of the reserve.

While reserve and management arrangements differ across the Yawuru conservation estate, the areas are implicitly linked, and it is essential that management is well-integrated across the whole of Yawuru conservation estate. To this end, a whole of Yawuru conservation estate approach is also used for recreation planning purposes. Recreation and tourism management provisions in this plan have been developed to consider and complement those in

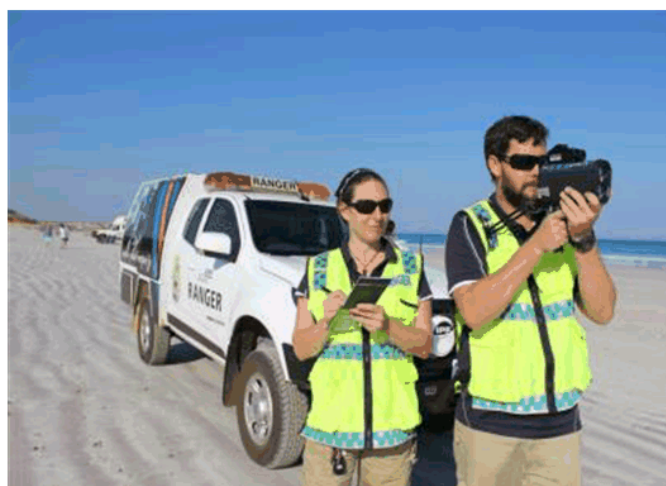
⁷ There is also a boat ramp on the Northern side of Willie Creek (outside of the conservation estate).

other Yawuru conservation estate management plans, and *vice versa*. This is particularly important for adjoining parts of Yawuru Birragun and Yawuru Minyirr Buru Conservation Parks.

8.1 Recreation and tourism management issues

The main recreation and tourism management issues for Guniyan Binba Conservation Park arise from:

- potential impacts of vehicle access and visitor activities on ecological (especially turtles, migratory *gamirda-gamirda* [shorebirds] and wetlands), cultural and social values of the area
- littering and
- potentially conflicting activities/user groups, particularly on the beach areas closer to town (e.g. this area is shared by people in vehicles, launching boats, riding horses, walking and exercising dogs).



Shire of Broome rangers, Jane Gillmore and Ben Coles check that beach users are driving safely. Photo – Shire of Broome.

8.1.2 Vehicles

Most vehicles access Guniyan Binba Conservation Park via the beach at the southern boundary of the reserve through Shire of Broome managed lands and then along the beach within Yawuru Minyirr Buru Conservation Park. A few people do drive onto the beach via Yawuru Birragun Conservation Park, often by informal inappropriately located tracks and trails. The proliferation of access tracks into Guniyan Binba Conservation Park and their proposed rationalisation is an issue which is addressed in the *Yawuru Birragun Conservation Park joint management plan 2016*. Within Guniyan Binba Conservation Park vehicles are most common in parts of the beach closer to town and near Coconut Wells. The numbers of vehicles on the beach within Guniyan Binba Conservation Park increases considerably during the dry season, but numbers are nevertheless low compared to the numbers of cars regularly seen on

the beach within closer proximity to town⁸. In recognition of historical recreational uses, the low numbers of vehicles on Guniyan Binba Conservation Park beaches, and that vehicles continue to be permitted on the beach at the southern boundary of the reserve, roadworthy licensed vehicles (i.e. licensed under the *Road Traffic Act 1974*) will be permitted within areas of the beach designated under the *Conservation and Land Management Regulations 2002* (CALM Regulations) within the Guniyan Binba Conservation Park. Recreation planning and development within the adjacent Yawuru Birragun Conservation Park will also consider sustainable, appropriate vehicle and pedestrian access into Guniyan Binba Conservation Park (in conjunction with complementary recreation site developments e.g. near Willie Creek and Coconut Wells).

There are a range of issues associated with vehicle access on the beach that will require active monitoring and management. The driving of vehicles on the beach has the potential to adversely affect ecological and cultural values (as discussed in previous sections), cause a range of safety management issues, and diminish the recreational amenity of the area for non-vehicle-based users. The impacts of vehicle access on the ecological and cultural values will be monitored over the life of the plan. It will be important that the extent to which these issues are being effectively managed is assessed periodically, as needed over the life of this plan, based on this monitoring data.

Current access restrictions that apply to Guniyan Binba Conservation Park to provide seasonal protection to turtles and their nests will be maintained. Based on the monitoring of vehicle impacts, the need for further vehicle access restrictions will be determined, and implemented if necessary, to protect flora and fauna (e.g. establishing temporary control areas under section 62 of the CALM Act to provide seasonal protection to nesting *gamirda-gamirda* [shorebirds] and turtles). Access restrictions may also be required to protect visitor safety, for example due to the presence of crocodiles or Irukandji jellyfish or following cyclones.

The primary access and egress point for vehicles into Guniyan Binba Conservation Park will continue to be via the beach at the southern boundary of the reserve unless a suitable alternative access point can be found and agreed upon by all the relevant parties. In addition, pedestrian and vehicle access between Yawuru Birragun Conservation Park and Guniyan Binba Conservation Park will be defined at select locations. These access routes will generally be associated with recreation sites within (or yet to be developed within) Yawuru Birragun Conservation Park, in the vicinity of Coconut Wells and Willie Creek. However, the vehicle access routes between Yawuru Birragun Conservation Park and Guniyan Binba Conservation Park are intended to support low-level use rather than to replace the current primary vehicle access (i.e. via the beach within Yawuru Minyirr Buru Conservation Park).

Vehicles accessing wetland areas, particularly the salt pans behind mangrove areas in the vicinity of the *Wirrjinmirr*/Willie Creek wetland, can also have an impact on these fragile environments. Wheel ruts and tracks from vehicle access can remain in samphire flats for decades.

⁸ A motor vehicle survey which was conducted during the peak tourist period in 2006 recorded about 900 vehicles across the day for the beaches close to town. On average, about a third of vehicles accessed the beach in the afternoon to view the sunset and set up for picnics and barbeques (Cable Beach Motor Vehicle Management Advisory Committee 2007).

8.1.3 Horses and dogs

People have been permitted to take dogs and horses onto specified parts of Cable Beach near the town site of Broome for many years. Residents and tourists also take their dogs onto the beach within Guniyan Binba Conservation Park. However, the overall level of use is significantly lower and fewer dogs are seen in Guniyan Binba Conservation Park compared with the beach 'in-town'. Similarly, the beaches of Guniyan Binba Conservation Park are only occasionally accessed by people on horses as this also mostly occurs on the town site beaches under permits issued and managed by the Shire of Broome. In recognition of the history of people taking dogs and sometimes horses into Guniyan Binba Conservation Park, visitors will continue to be permitted to do so, in accordance with a designation made under the CALM Regulations.

People bringing dogs or horses into Guniyan Binba Conservation Park will need to remain within the relevant designated area and observe any specified conditions (e.g. ensure the animal is controlled and faecal excrement removed). This will help with managing potential conflicts between differing user groups and activities and minimise potential impacts on ecological values.

8.1.4 Litter

Litter left behind by visitors or washed up on the beach is a management problem within Guniyan Binba Conservation Park. Littering affects the visual amenity, can cause injury to fauna and be a source of environmental pollution. Information which raises visitor awareness of these effects may help with managing this problem and is an important component of a multi-faceted approach to litter management in the conservation estate.

8.1.5 Information, education and interpretation

Until relatively recently, much of the Yawuru conservation estate has been unallocated Crown land, and limited interpretation, information and education services have been made available for visitors. Provision of information and interpretation material is important to improve the experience of visitors, promote awareness and understanding of natural and cultural values, and to gain support for the protection and management of these. Some communication topics and themes relevant to Guniyan Binba Conservation Park are:

- the specific cultural and natural values of the area including:
 - Yawuru cultural and heritage values and the tripartite joint management arrangements
 - the relevant national heritage values
- behaviours and measures to avoid disturbance of flatback turtles and migratory *gamirda-gamirda* (shorebirds) during nesting season⁹, or other fauna sensitive to disturbance
- relevant safety matters, such as appropriate conduct for driving vehicles on the beach, crocodile and Irukandji jellyfish risk awareness.



Beach closures are occasionally required due to the presence of crocodiles on Cable Beach. Shire ranger Narelle Graue installs temporary signage advising of a crocodile sighting. Photo – Shire of Broome.

Summary of management arrangements for recreation and tourism		
Management objective	To provide visitors with a range of opportunities for recreation and tourism in Guniyan Binba Conservation Park while ensuring these are consistent with and complementary to conservation of the cultural and ecological values.	
Management strategies	1. Provide information, interpretation and education to help improve visitors' experience and appreciation of the cultural, natural and historical values, and promote behaviour sensitive to the conservation of these values.	M
	2. Designate areas under the CALM Regulations within Guniyan Binba Conservation Park where visitors can drive licensed vehicles onto the beach for recreational purposes (and to launch and retrieve vessels from the beach).	H

⁹ Including, for example, turtle and bird watching code of conduct and information about the impacts of artificial lights.

Summary of management arrangements for recreation and tourism		
	3. Prepare and distribute information to visitors about acceptable conduct within the Conservation Park including the responsible driving of vehicles within the Conservation Park.	H
	4. Consolidate and formalise vehicle and pedestrian access locations, closing surplus access ways, with agreement from the Park Council.	H
	5. Carry out research and monitoring to evaluate visitation levels and patterns, and what, if any, effects recreation and tourism activities is having on key values and implement additional or alternative management measures if necessary.	H
	6. Designate Guniyan Binba Conservation Park as an area where horses and dogs are permitted in accordance with the CALM Regulations and continue to support dog and horse access within Guniyan Binba Conservation Park subject to appropriate ongoing management arrangements and monitoring and review of these arrangements.	H
	7. Carry out regular visitor risk assessments and implement measures to mitigate safety issues as considered necessary.	H
	8. Implement litter management measures (including education, enforcement and clean-up components) to minimise littering and the effects of littering on the values of the Guniyan Binba Conservation Park	H
	9. Provide for commercial tourism activities that are compatible with the purpose and management of Guniyan Binba Conservation Park and appropriately licensed (e.g. licence issued pursuant to the CALM Regulations, and other relevant legislation if necessary).	H
	10. Determine and develop appropriate management protocols for assessment, licencing and management of commercial activities and events.	H



A female flatback turtle returns to the ocean after laying her eggs. Photo – Nyamba Buru Yawuru Ltd.

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Copies of the *Yawuru cultural management plan* are available from:

Nyamba Buru Yawuru
PO Box 425, Broome, WA, 6725
yawuru@yawuru.org.au

Acronyms and abbreviations

Acronym	Unabbreviated term
CALM Act	<i>Conservation and Land Management Act 1984</i>
The department	Department of Biodiversity, Conservation and Attractions
EPBC Act	<i>Environment Protection and Biodiversity Conservation Act 1999</i> (Commonwealth)
ILUA	Indigenous land use agreement
KPI	Key performance indicator
Native Title Act	Commonwealth <i>Native Title Act 1993</i>
Biodiversity Conservation Act	<i>Biodiversity Conservation Act 2016</i>
Yawuru RNTBC	Yawuru Registered Native Title Body Corporate

Yawuru language glossary

Source: Yawuru cultural management plan (Yawuru RNTBC 2011)

Yawuru word	Meaning
<i>Bugarri</i>	Dream; totem associated with a child
<i>Bugarrigarra</i>	The Dreaming; Dreamtime; history before time began; derived from bugarri=dream and garra=more than one
<i>bundu</i>	Saltmarsh (saline grasslands, samphire, mudflats)
<i>buru</i>	One's country; traditional country; land/earth/dirt/ground; can also mean time/place/season
<i>galji</i>	The fine grained soft carbonate mud that occurs around Broome
<i>gurlibil</i>	Turtle (green back)
<i>gundurung</i>	Mangrove; and also in particular the light green leaf mangrove <i>Avicennia marina</i>
<i>jani</i>	Beach
<i>jila</i>	'living water'; permanent fresh water sources
<i>jurru</i>	Mystical being; serpent like figure; snake
<i>linyurra</i>	Estuarine crocodile
<i>liyan</i>	Feelings that express emotional strength, dignity and pride
<i>Mabu</i>	Good; healthy; strong
<i>Man-gala</i>	Yawuru season: December to March; wet season
<i>Marrul</i>	Yawuru season: April to May
<i>mayi</i>	Bush foods; bush fruit
<i>nagula</i>	Ocean; sea country
<i>rayi</i>	Spiritual essence; spirit being; child-spirit
<i>Wilburu</i>	Yawuru season; warming up season: September to October
<i>Wirralburu</i>	Yawuru season: May
<i>Wirrinmirr</i>	Willie Creek

10.2 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING MINUTES 11 MARCH 2020 AND SPECIAL MEETING MINUTES HELD 20 MARCH 2020

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	EMS02
AUTHOR:	Executive Support Officer - Development and Community
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development and Community
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

There were no items arising at the meetings for Council to consider.

It is recommended Council receive the minutes of the Local Emergency Management Committee meeting held on 11 March 2020 and the Special Local Emergency Management Committee held on 20 March 2020.

BACKGROUND

The Local Emergency Management Committee (**LEMC**) is established by Council under section 38 of the *Emergency Management Act 2005 (Act)*.

Amongst other key aspects, the functions of the LEMC focus on advice and assistance to the local government in the development, review and testing of local emergency managements arrangements for the district.

COMMENT**LEMC meeting on 11 March 2020**

The minutes of the LEMC meeting held on 11 March 2020 are included as **Attachments 1 and 2** of this report.

At the meeting, the LEMC discussed the following:

Item 4.2 Correspondence In – Expressions of Interest LEMC 2020

The Expressions of Interest received for the Local Emergency management Committee were discussed, as endorsed by Council at the Ordinary Meeting of Council held on 27 February 2020.

Item 5.1 Local Emergency Management Committee (LEMC) Document Updates

Members were reminded to send any changes / additions to the LEMC Secretariat for the following documents:

- Contact List (see confidential)
- Resource Register (see confidential)
- Incident Report (none to report)
- Training Schedule (see confidential).

Item 5.2 Status Report

The 2020 Status Report was discussed.

Item 5.3 Department of Communities Update

After discussion surrounding Animal Welfare in Emergencies at the December 2019 meeting, the Committee for Animal Welfare in Emergencies (**CAWE**) Communique and Local Emergency Welfare Plan documents were circulated to Committee members.

Item 5.4 Update from LEMC Members

General discussion ensued.

Item 5.5 Emergency Risk Management Hazard Workshop

Further to the Local Emergency Management Arrangements (LEMA) Review meeting held on 18 November 2019, the second hazard was workshopped. The second Emergency Risk Management hazard workshop was conducted.

Item 5.6 Nominations - LEMA and Recovery Plan Working Group

The Shire of Broome requested Committee Members to join a working group to undertake a review of the Local Emergency Management Arrangements (**LEMA**) and a Recover Plan.

Item 5.7 COVID-19 Update

An update was provided to the committee by representatives from the WA Country Health Service Broome Campus in relation to COVID-19.

Special LEMC meeting on 11 March 2020

The minutes of the Special LEMC meeting held on 20 March 2020 are included as **Attachment 3** of this report.

Item 5.1 COVID-19 Update

Representatives from the WA Country Health Services Broome Campus provided an update on the current situation regarding COVID-19 in the Kimberley. At the time of the meeting it was summarised as follows:

- No cases in the Kimberley
- Broome Hospital has not been overly attended to date.
- 50 presentations over the last week, of which 24 fulfilled the criteria to be tested, with swabs sent to Perth for analysis. This process has a quick turnaround – 36 to 48 hours.
- More remote areas may take around seven (7) days to get test results

Questions were raised concerning Broome Hospital's capacity to cope with demand. The committee was advised of a range of options being considered, including those for people needing hospitalisation in an isolation room.

Short stay accommodation options were discussed, and several suggestions put forward.

It was reiterated there is not the capacity to test everyone who presents so only those who meet the criteria will be tested.

Item 5.2 Agency Roundtable

A round table discussion was conducted allowing Committee members to give an update on their agencies, and any relevant matters.

Summary

There were no items arising at the meeting for Council to consider.

It is recommended Council receive the minutes of the LEMC meeting held on 11 March 2020 and the Special LEMC held 20 March 2020.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

The Local Emergency Management Committee (**LEMC**) is established by Council under section 38 of the *Emergency Management Act 2005 (Act)*.

In accordance with section 39 of the Act, the functions of the LEMC are:

- (a) to advise and assist the local government in assuring local emergency management arrangements are established for its district;
- (b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- (c) to carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the *Emergency Management Regulations 2006*.

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

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

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:**(REPORT RECOMMENDATION)****Minute No. C/0620/027****Moved: Cr C Mitchell (JP)****Seconded: Cr N Wevers**

That Council receives the minutes of the Local Emergency Management Committee held on 11 March 2020 and the minutes of the Special Local Emergency Management Committee held 20 March 2020.

CARRIED UNANIMOUSLY 8/0**Attachments**

1. Attachment 1 – Unconfirmed Minutes of the Local Emergency Management Committee 11 March 2020
2. Attachment 2 (*Confidential to Councillors and Directors Only*)

This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)(b) as it contains "the personal affairs of any person".

3. Attachment 3 - Unconfirmed Minutes of the Local Emergency Management Committee 20 March 2020



UNCONFIRMED MINUTES

OF THE

**LOCAL EMERGENCY MANAGEMENT
COMMITTEE**

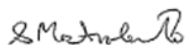
11 MARCH 2020

NOTICE OF MEETING

Dear Council Member,

The next Local Emergency Management Committee Meeting of the Shire of Broome will be held on Wednesday, 11 March 2020 in the Function Room, Corner Weld and Haas Streets, Broome, commencing at 9:00am.

Regards,



S MASTROLEMBO
Chief Executive Officer

11/03/2020

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
Respect
Transparency

Integrity
Innovation
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 in section 5.25 of the *Local Government Act 1995* 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.

Should you require this document in an alternative format please contact us.

**SHIRE OF BROOME
LOCAL EMERGENCY MANAGEMENT COMMITTEE**

WEDNESDAY 11 MARCH 2020

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Chairperson.....Date.....

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE OF THE SHIRE
OF BROOME,
HELD IN THE FUNCTION ROOM, CORNER WELD AND HAAS STREETS, BROOME, ON
WEDNESDAY 11 MARCH 2020, COMMENCING AT 9:00AM.**

1. OFFICIAL OPENING

The Chairman welcomed Members and Officers and declared the meeting open at 9:02am.

2. ATTENDANCE AND APOLOGIES

ATTENDANCE

Members:

Apologies:

Tania Baxter
Jeanette Bryson
Tracey Beckett
Scott Beckwith
Jodie Lynch
Rick Darlow
Col Woodman
Nick Van Straaten
Daren Hutchins
Ivan Davies

Leave of Absence: Nil

Officers:

Sally Reynolds
Stuart Martin
Andrew Waters
Jacqui Jankowski

Chairperson.....Date.....

3. CONFIRMATION OF MINUTES

3.1 The minutes of the LEMC were distributed and taken as read.

RECOMMENDATION:

That the Minutes of the Local Emergency Management Committee held on 11 December 2019, as published and circulated, be confirmed as a true and accurate record of that meeting.

Moved: Les Seconded: Megan

4. CORRESPONDENCE IN / OUT

4.1 CORRESPONDENCE IN - AGENCIES

- Email from Helen Kent (DFES) regarding planned Telstra outage (Forwarded to members)
- Email from Helen Kent (DFES) with attached State Support Plan - Animals in Emergencies (Forwarded to LEMC members)
- Email from Helen Kent (DFES) with attached DEMA report December 2019 (Forwarded to members)
- Email from Jodie Lynch (Horizon Power) with links to “Shocks and Tingles” media campaign. (Forwarded to members)

Attachments

1. DFES - Planned Telstra outage
2. DFES - State Support Plan - Animals in Emergencies
3. DFES - DEMA Report December 2019
4. Horizon Power - Shocks and Tingles Media Campaign

4.2 CORRESPONDENCE IN - EXPRESSIONS OF INTEREST LEMC 2020

Expressions of Interest received for inclusion on the Local Emergency Management Committee for a two year tenure commencing 2020.

1. Ivan Davie – Town Community Representative
2. Trevor Fish – 12 Mile Community Representative
3. John Davidson – Town Community Representative

Chairperson.....Date.....

4. Tania Baxter – Bidyadanga Representative
5. Helen Kent – DFES – Advisory capacity
6. Deanne Hayward – Dept Communities now Services Australia
7. Liz Hatton - Dept Communities now Services Australia
8. Megan Spence - Dept Communities now Services Australia
9. Jodie Lynch, Scott Beckwith – Horizon Power

Attachments

1. Ivan Davie - Cover Page
2. Ivan Davie - supporting document
3. Trevor Fish
4. John Davidson
5. Tania Baxter
6. Helen Kent - DFES - Advisory
7. Deanne Hayward - Dept of Communities / Services Australia
8. Liz Hatton - Dept of Communities / Services Australia
9. Megan Spence - Dept of Communities / Services Australia
10. Jodie Lynch, Scott Beckwith - Horizon Power

4.3 CORRESPONDENCE OUT

Email notification to current members requesting Expressions of Interest for Community Representative membership on the Local Emergency Management Committee 2020 for a two year tenure.

Attachments

1. Email requesting expressions of interest for community representative positions on LEMC 2020

Wendy McKinley did send an EOI

5. BUSINESS ARISING

Chairperson.....Date.....

5.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) DOCUMENT UPDATES

The following documents are to be updated by committee members and sent to the LEMC secretariat with any changes/additions:

- LEMC Contact List
- Resource Register
- Incident Report
- Training Schedule

Attachments

1. LEMC Contact List
2. Resource Register
3. Incident Reports
4. Training Schedules

5.2 LEMC STATUS REPORT

The 2020 LEMC Status Report is attached to track the progress of Actions that come out of each meeting.

Attachments

1. LEMC Status Report 2020

5.3 SERVICES AUSTRALIA UPDATE

At the December 2019 LEMC meeting there was discussion on Animal Welfare in Emergencies. The Committee for Animal Welfare in Emergencies (CAWE) Communique and Local Emergency Welfare Plan documents were circulated to committee members after the meeting and Services Australia will provide an update on these.

Attachments

1. CAWE Communique
2. West Kimberley Local Emergency Welfare Plan

Chairperson.....Date.....

5.4 UPDATE FROM LEMC MEMBERS

5.5 EMERGENCY RISK MANAGEMENT HAZARD WORKSHOP

Further to the Local Emergency Management Arrangements (LEMA) Review meeting held on 18 November 2019 the Shire of Broome has decided to complete the Emergency Risk Management (ERM) workshops in house. The second hazard will be workshopped at today's meeting.

Materials for the workshop will be supplied.

5.6 NOMINATIONS - LEMA AND RECOVERY PLAN WORKING GROUP

Nominations are sought from Committee Members to create a working group to undertake a review of the Local Emergency Management Arrangements (LEMA) and a Recovery Plan.

Feedback requested from agencies after the meeting.

Out of session email to be sent out.

5.7 REOC LEOC Update – Wendy McKinley

Coronavirus

Lots of information difficult to sift through. WACHS streamlining.

Established REOC and LEOC – opening for membership

Broome possibly first regional fever clinic. Has been set up at the hospital. 3 negative pressure rooms at hospital – need independent air conditioning. 7 rooms available. More rooms available if necessary. Interim plan. Prefer fever clinic to be situated outside of hospital. Great deal of planning taking place as virus will affect Broome, just a matter of retarding its arrival so that we can be prepared.

Informing community a priority – symptoms, hand hygiene, distance between people.

Heavy and unstable virus – doesn't last long.

Chairperson.....Date.....

No confirmed cases in the Kimberley as yet.

Requesting more informative media from Health Dept. Great deal of planning occurring at higher levels.

Planning for at risk and where they can be deployed moving forward. Considering volunteers, locums etc.

Question regarding severity of situation as to whether this is considered an emergency situation under legislation. Long term effects and recovery plan needs to be considered.

Situation is changing daily dealing and effects will be felt for months. Economic, social and remote community effects.

PPE, cleaning stock, staffing, infrastructure, risk. Standing items will be supplied to LEMC membership.

Agency Advisory are external and available on health website. Suggestion to post these on Noticeboard, Facebook etc.

Action item – what is happening with indigenous homeless – how are they being advised? Planning being led centrally (Perth).

6. REPORTS OF OFFICERS

7. MEETING CLOSURE

Chairperson.....Date.....



UNCONFIRMED MINUTES

OF THE

**LOCAL EMERGENCY MANAGEMENT
COMMITTEE**

20 MARCH 2020

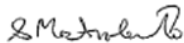
NOTICE OF MEETING

Dear Committee Member,

The next Local Emergency Management Committee of the Shire of Broome will be held on Friday, 20 March 2020 in the Civic Centre, Corner Weld and Haas Streets, Broome, commencing at 10:30 AM for the purpose of considering:

- COVID-19 UPDATE
- AGENCY ROUNDTABLE
- AGENCY REQUESTS
- DAILY MESSAGING

Regards,



S MASTROLEMBO
Chief Executive Officer

19/03/2020

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
Respect
Transparency

Integrity
Innovation
Courtesy

DISCLAIMER

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Persons should be aware that the provisions in section 5.25 of the *Local Government Act 1995* 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.

Should you require this document in an alternative format please contact us.

SHIRE OF BROOME
LOCAL EMERGENCY MANAGEMENT COMMITTEE

FRIDAY 20 MARCH 2020

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Chairperson.....Date.....

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE OF THE SHIRE OF
BROOME,
HELD IN THE CIVIC CENTRE, CORNER WELD AND HAAS STREETS, BROOME, ON
FRIDAY 20 MARCH 2020, COMMENCING AT 10:30 AM.**

1. OFFICIAL OPENING

The Chairman welcomed Members and Officers and declared the meeting open at 10:30 AM.

2. ATTENDANCE AND APOLOGIES

ATTENDANCE

Members:

Chris Mitchell	Chairperson
Les Andrews	WAPOL
Richard Austin	Nyamba Buru Yawuru
Paul Beard	Water Corporation
Jenny Bedford	Kimberley Aboriginal Medical Service
Patrick Burford	National Indigenous Australians Agency
Chris Channing	Broome International Airport
Rick Darlow	DFES
Ivan Davie	Community Representative
Pia Filippi	Red Cross
Pat Foley	Department Biodiversity, Conservation and Attractions
Neil Gordon	WAPOL
Shayne Hills	Department of Communities
Daren Hutchins	Department of Transport
Jodie Lynch	Horizon Power
Allan Maclean	St John Ambulance
Jack McCormick	Airservices Australia
Caroline Nicholls	Department of Communities
Ellen Smith	Department of Primary Industries and Regional Development
Ian West	Broome Regional Prison
David Williams	WA Country Health Service
Brian Wilson	Broome Regional Prison

Apologies:

Tania Baxter	Bidyadanga CEO
Tracey Beckett	Royal Flying Doctor Services
Scott Beckwith	Horizon Power
Martin Glynn	WAPOL - Bidyadanga
Mal Gower	Kimberley Ports Authority
Deanne Hayward	Services Australia
Jacquie Jankowski	Shire of Broome
Helen Kent	DFES
Megan Spence	Department of Communities
Marie Vallelonga	Services Australia

Leave of Absence:

Nil

Chairperson.....Date.....

Officers: Stuart Martin Shire of Broome
 Brodie Green Shire of Broome

3. CONFIRMATION OF MINUTES
--

N/A

4. CORRESPONDENCE IN / OUT
--

N/A

5. BUSINESS ARISING

5.1 COVID-19 UPDATE

WA Country Health Services Broome Campus provided an update on the current situation regarding COVID-19 in the Kimberley. At the time of the meeting it was summarised as follows:

- No cases in the Kimberley
- Broome Hospital has not been overly attended to date.
- 50 presentations over the last week of which 24 fulfilled the criteria to be tested, with swabs sent to Perth for analysis. This process has a fairly quick turnaround – 36 to 48 hours.
- More remote areas may take around seven days to get test results

Questions were raised concerning Broome Hospital's capacity to cope with demand and the committee was advised of a range of options being considered, including those for people needing hospitalisation in an isolation room.

Short stay accommodation options were discussed and a number of suggestions put forward.

It was reiterated there is not the capacity to test everyone who presents so only those who meet the criteria will be tested.

5.2 AGENCY ROUNDTABLE

Horizon Power – Concern around access to Aboriginal Communities if there are closures; Attending to faults and emergencies; Critical Customer Categorisation Building Questionnaire; Power Bill management being discussed at government level.

Water Corporation – Currently stable; trialling working from home for separation; tasking in pairs; 300 staff in Leederville office working from home.

Chairperson.....Date.....

Department of Transport – Business as usual; reviewing business continuity plan; defining what are essential services going forward.

Centrelink – Open with no working from home yet; reviewing remote servicing; only attending communities after receiving an invite in writing; implemented travel/exposure questions on entry to office; working through issues regarding mutual obligations; scams arising around Centrelink.

Red Cross – National Psychological First Aid.

Nyamba Buru Yawuru – Broome Aboriginal Short Stay is full; providing education to community, information/care packs to elders including protocol messaging, increasing numbers of people returning to Communities, monitoring community stores supplies, toilet paper sticks and issues around wastewater system repairs; internal COVID team, FIFO staff not returning to the region, cancellation of Function Centre bookings.

Department of Primary Industries and Regional Development – Workforce support to the pastoral industry is an issue (backpackers), encouraging people to stay and work if possible; livestock vessels – clarified by the Harbourmaster that the vessels are able to dock and measures are in place to ensure land crew and ship crew are separated (Ellen to advise Kimberley Cattlemen's Association).

National Indigenous Australians Agency – Have cut community visits; all staff still in office except one in isolation; CDP program will likely see a slowing of activity.

Kimberley Aboriginal Medical Service – developing communications to inform and educate the community; daily IMT meetings; working on Clinic and Renal workflows, briefing communities; travel and return to work (14 day) guidelines developed; telehealth/videoconferencing being used for non-essential consultations.

Broome International Airport – Qantas and Virgin flights significantly cut, Broome-Perth continuing as normal for now; direct east coast flights will be cancelled along with others; increased cleaning of airport facility; contingency planning taking place around screening staff going into isolation.

Airservices Australia – Provide First Aid response to emergency only; use SARS kit; increased hygiene and following recommendations regarding social distancing etc.

DFES – Operating as response only; identified that at-risk facilities include the hospital and aged care; developing a business continuity plan; reminded the committee that in the midst of COVID-19 it is still cyclone season so there are other potential demands on Emergency Services and there are fewer volunteers available to assist.

Department of Biodiversity, Conservation and Attractions (Parks and Wildlife) – Remote staff business as usual; operations assessed daily; Parks currently closed due to Wet Season and plan to open at the end of April.

WA Police – Attending non-essential gatherings; business planning to 50% capacity roster; operating as emergency base only; currently one staff in isolation.

St John Ambulance – Working on business continuity plan; recognised concerns on how to support volunteers if isolation occurs.

Kimberley Ports Authority – Reported every vessel to be following guidelines; some staff working from home; put forward the question of how a successful response to this situation could be measured.

Department of Communities (Child Protection) – Contingency planning in many areas including children in care; business continuity planning; Family Incident Management team; concerns regarding IT capabilities.

Chairperson.....Date.....

Broome Regional Prison – Increased hygiene measures; working on contingency plans; developing isolation strategies and strategies regarding prisoners returning to communities after release.

Shire of Broome – Shire is focussing heavily on Business Continuity Planning; many events have been cancelled; staff are being offered Working From Home options; COVID-19 website a very useful reference; recommend future meetings take place via videoconferencing.

Questions put to the OASG:

1. Should First Responders be included in the case testing definition the same as health care workers are?;
2. At what point will the Department of Communities be given direction to commence movement of itinerant people back to Aboriginal Communities?

5.3 AGENCY REQUESTS

Nil

5.4 DAILY MESSAGING

The Shire of Broome has developed a Frequently Asked Questions page on their website and is updating this as new information comes to hand. Daily sharing of information provided by the Department of Health is also occurring.

6. REPORTS OF OFFICERS

Nil

7. MEETING CLOSURE

There being no further business the Chairperson closed the meeting at 11:45AM.

Chairperson.....Date.....

10.3 BUSH FIRE ADVISORY COMMITTEE MINUTES 11 MARCH 2020

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	EMM06
AUTHOR:	Executive Support Officer - Development and Community
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development and Community
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report presents the minutes and associated recommendations of the Bush Fire Advisory Committee meeting held on 11 March 2020, for Council's consideration.

It is recommended Council receive the minutes of the Bush Fire Advisory Committee held on 11 March 2020.

BACKGROUND

The Bush Fire Advisory Committee (**BFAC**) meets quarterly to provide advice to the Shire of Broome on:

1. All matters relating to the prevention, controlling and extinguishing of bushfires.
2. The planning and layout of fire breaks in the district.
3. Prosecutions for breaches of the *Bush Fires Act 1956*.
4. The formation of Bush Fire Brigades.
5. Coordination and cooperation between agencies within the district.

COMMENT

The minutes of the BFAC meeting held on 11 March 2020 are included as **Attachments 1 and 2** of this report.

At the meeting, the BFAC discussed the following items:

Item 5.1 Bush Fire Advisory Committee (BFAC) Contact List

Members were reminded to send any changes / additions to the BFAC Secretariat for the BFAC Contact List (see confidential **Attachment 2**).

Item 5.2 Status Report

The 2020 Status Report was discussed (see **Attachment 2**).

Item 1 on the Status Report was discussed – Proposed changes to the Fire Break Notice.

The committee was advised, before presenting any proposed changes or amendments to Council, clarification was required on the specific details of the changes including:

- Justification for the changes – a detailed explanation of why the changes are necessary;
- Implications and potential risks if changes are not made;

- The need to seek community consultation and provide education;
- Acknowledgment of impact on landowners with recommendations on how compliance can be achieved;
- How these changes align with Fire Hazard Reduction Policies in other areas within WA;
- More detailed definitions of words used in the Fire Hazard Reduction Notice to reduce the likelihood of misinterpretation; and
- A timeline and program for when and how changes will be implemented.

Item 5.3 Proposed Changes to the Fire Hazard Reduction Notice

This item was covered in the discussion of the 2020 Status Report.

The Shire of Brome Ranger Coordinator to work with the Department of Fire and Emergency Services to prepare a discussion paper.

Item 5.4 Updates from BFAC members

A round table discussion was conducted allowing Committee members to give an update on their agencies and any relevant matters.

Summary

There were no items arising at the meeting for Council to consider.

It is recommended Council receive the minutes of the BFAC meeting held on 11 March 2020.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Section 67 of the *Bush Fires Act 1956* provides Council with the ability to create advisory committees for the purpose of advising the Council regarding all matters relating to:

- the prevention, controlling and extinguishing of bush fires;
- the planning of the layout of firebreaks in the district;
- prosecutions for breaches of this Act;
- the formation of bush fire brigades and the grouping thereof under group brigade officers;
- the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities; and
- any other matter relating to bush fire control whether of the same kind, as, or a different kind from, those already mentioned above.

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

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:

Sustainable and integrated strategic and operational plans

Responsible resource allocation

Effective community engagement

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0620/028

Moved: Cr N Wevers

Seconded: Cr C Mitchell (JP)

That Council receives the minutes of the Bush Fire Advisory Committee meeting held on 11 March 2020.

CARRIED UNANIMOUSLY 8/0

Attachments

1. Attachment 1 - Bush Fire Advisory Committee
2. Attachment 2 - Bush Fire Advisory Committee Minute Attachments (*Confidential to Councillors and Directors Only*)

This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)(b) as it contains "the personal affairs of any person".



UNCONFIRMED MINUTES

OF THE

BUSH FIRE ADVISORY COMMITTEE

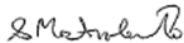
11 MARCH 2020

NOTICE OF MEETING

Dear Council Member,

The next Bush Fire Advisory Committee of the Shire of Broome will be held on Wednesday, 11 March 2020 in the Committee Room, Corner Weld and Haas Streets, Broome, commencing at 11:00am.

Regards,



S MASTROLEMBO
Chief Executive Officer

6/03/2020

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Should you require this document in an alternative format please contact us.

SHIRE OF BROOME
BUSH FIRE ADVISORY COMMITTEE
WEDNESDAY 11 MARCH 2020
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Chairperson.....Date.....

**MINUTES OF THE BUSH FIRE ADVISORY COMMITTEE OF THE SHIRE OF BROOME,
HELD IN THE COMMITTEE ROOM, CORNER WELD AND HAAS STREETS, BROOME, ON
WEDNESDAY 11 MARCH 2020, COMMENCING AT 11:00AM.**

1. OFFICIAL OPENING

The Chairman welcomed Members and Officers and declared the meeting open at 11:05am.

2. ATTENDANCE AND APOLOGIES

ATTENDANCE

Members:

Cr Chris Mitchell	Chairperson
Les Andrews	Deputy Chairperson
Martin Glynn	WAPOL, Bidyadanga
Shaun Graham	WAPOL, Bidyadanga
John Wheelock	DFES
Patrick Foley	DBCA
James Taylor	Broome Volunteer Regional Bush Fire Brigade
Derren Greenhill	Skuthorpe Rep
Sarah Dobson	Nyamba Buru Yawuru
Caitilin Westlake	Coconut Wells Rep

Apologies: Trevor Fish 12 Mile

Leave of Absence: Nil

Officers:	Nathan Cain	Shire of Broome
	Stuart Martin	Shire of Broome
	Narelle Graue	Shire of Broome
	Martin Fox	Shire of Broome
	Ben Coles	Shire of Broome
	Sally Reynolds	Shire of Broome

3. CONFIRMATION OF MINUTES

3.1 The minutes of the BFAC were distributed and taken as read.

COMMITTEE RESOLUTION:

Moved: Mr L Andrews

Seconded: Cr C Mitchell

That the Minutes of the Bush Fire Advisory Committee held on 11 December 2019, as published and circulated, be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY 8/0

Chairperson.....Date.....

4. CORRESPONDENCE IN / OUT

4.1 CORRESPONDENCE IN

- Monthly DFES LG Package – 1 January 2020
- Monthly DFES LG Package - 5 February 2020
- Monthly DFES LG Package – 4 March 2020

TO BE CIRCULATED TO MEMBERS

4.2 CORRESPONDENCE OUT

- Request for Expressions of Interest for Community Representatives on the Bush Fire Advisory Committee

Attachments

1. Email request for expressions of interest BFAC 2020

5. BUSINESS ARISING

5.1 BUSH FIRE ADVISORY COMMITTEE (BFAC) CONTACT LIST

An updated contact list of members and proxies is attached. Please inform the secretariat of any changes required.

Attachments

1. BFAC Contact List 2020

5.2 STATUS REPORT

The 2020 BFAC Status Report is attached to track the progress of Actions arising from each meeting.

Attachments

1. BFAC Status Report 2020 as at 6 March 2020

Discussion around item 1 on the Status Report – proposed changes to the Fire Break Notice. The committee was advised that prior to presenting any proposed changes or

Chairperson.....Date.....

amendments to council, clarification was required on the specific details of the changes including:

- Justification for the changes – a detailed explanation of why the changes are necessary;
- Implications and potential risks if changes are not made;
- Community consultation will be sought and education provided;
- Acknowledgement of impact on land owners with recommendations on how compliance can be achieved;
- How these changes align with Fire Hazard Reduction Policies in other areas within WA;
- More detailed definitions of words used in the Fire Hazard Reduction Notice to reduce the likelihood of misinterpretation; and
- A timeline and program for when and how changes will be implemented.

5.3 PROPOSED CHANGES TO THE FIRE HAZARD REDUCTION NOTICE

At the December 2019 BFAC meeting, changes to the Fire Hazard Reduction notice were discussed. Clarification on the details of these changes was discussed in order to create a report for Council's consideration. Shire of Broome Ranger Coordinator will work with DFES to prepare the discussion paper and present to BFAC at the June meeting.

Covered in the Status Report discussion.

5.4 UPDATE FROM BFAC MEMBERS

Derren Greenhill – Skuthorpe. A question was raised regarding the Skuthorpe cultural corridor and responsibility for clearing the land. The Shire agreed to determine responsibility and report back to the committee.

Derren Greenhill for Trevor Fish - 12 mile nothing to report.

Shire of Broome Rangers – Fire season preparations are underway. Compliance is much improved this year and rangers are not expecting many return visits. The electronic system will speed up the inspection process. Community is being well informed with advertisement of the inspection timetable, information sessions scheduled for Coconut Well, and Broome Boulevard, and notification of fire restrictions between 31 March and 31 December.

Broome Volunteer Bush Fire Brigade – 4 callouts, 3 to assist structure fires; some requests for attendance at the Eastern States bush fires. The new station is couple weeks behind schedule but still progressing. The brigade currently has 25 members with the addition of 8 new members. All vehicles are undergoing annual service. The brigade has a new Duty Phone and has handed back the Shire supplied phone. Fundraising has commenced – the next event is a sausage sizzle at Repco. Advised the main shed is at the corner of Blackman and Farrell Streets until the new facility is operational. AGM on 16 March 2020.

Parks and Wildlife – Approaching prescribed burn season. Plans for in-town burns comprising three cells. Will attend community information sessions being run by Shire. This year there will be a larger burn program over the region.

DFES – Reported the start of the prescribed burn program. It will cover large areas around Fairway and Port Drive, including aerial work. A mitigation team from North West

Chairperson.....Date.....

Gascoigne is being brought in to assist Kimberley. A debrief on the 2019 fire season will be held on 29 March. Training calendar started, details to be supplied to secretariat.

WAPOL – Bidadanga Police requested information on bushfire mitigation grants. DFES advised there is potentially funding available for an identified risk area. Bidadanga will also apply to Shire for funding.

6. REPORTS OF OFFICERS

Nil

7. MEETING CLOSURE

There being no further business the Chairman declared the meeting closed at 11.44am.

Chairperson.....Date.....

11. NOTICES OF MOTION

Nil.

12. BUSINESS OF AN URGENT NATURE

Nil.

13. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

14. MATTERS BEHIND CLOSED DOORS**COUNCIL RESOLUTION:****(REPORT RECOMMENDATION)****Minute No. C/0620/029****Moved: Cr C Mitchell (JP)****Seconded: Cr P Taylor*****That the meeting be closed to the public at 6:41pm.*****CARRIED UNANIMOUSLY 8/0**

Members of the Public departed the Chambers at 6:41pm.

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".

9.1.2 OBJECTION TO THE RATE RECORD - BROOME ABORIGINAL SHORT STAY ACCOMODATION FACILITY

LOCATION/ADDRESS:	A306560
APPLICANT:	Housing Authority
FILE:	ARA11
AUTHOR:	Finance Officer - Rates
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

The Housing Authority has submitted an objection to the rate record for the financial years 2017-18, 2018-19 and 2019-20. The objection claims the Assessment A306560 is non-rateable under section 6.26(2)(a) of the Local Government Act 1995 'land which is the property of the crown'.

This report provides a recommendation for Council's consideration in response to the rate exemption objection.

COUNCIL RESOLUTION

(REPORT RECOMMENDATION)

Minute No. C/0620/030

Moved: Cr B Rudeforth

Seconded: Cr F West

That Council:

- 1. Approves the Rates exemption objection for A306560 in accordance with section 6.26(2)(a) and 6.26(g) of the Local Government Act 1995;***
- 2. Approves the reversal of Rates raised for the 2017-18, 2018-19 and 2019-20 financial years;***
- 3. Approves the reduction of the 2019-20 Rates revenue budget amounting to \$55,311.86; and***
- 4. Requests that the Chief Executive Officer review the exemption and the use of the property on an annual basis.***

CARRIED BY ABSOLUTE MAJORITY 7/1

Attachments

- Attachment 1 - Rationale For Rates Objection
- Attachment 2 - MercyCare ACNC
- Attachment 3 - Housing Act 1980

COUNCIL RESOLUTION:**(REPORT RECOMMENDATION)****Minute No. C/0620/031****Moved: Cr F West****Seconded: Cr C Mitchell (JP)*****That the Meeting again be open to the public at 6:49 pm.*****CARRIED UNANIMOUSLY 8/0**

The Council Chambers were opened and it was noted that no members of the public returned.

15. MEETING CLOSURE

There being no further business the Chairperson declared the meeting closed at 6:49 p.m.

These minutes were confirmed at a meeting held 30 July 2020 .

and signed below by the Presiding Person, at the meeting these minutes were confirmed.

Signed:

