



## Our Vision

*"Broome - a future for everyone."*

# AGENDA

FOR THE

ORDINARY MEETING OF COUNCIL

**25 FEBRUARY 2021**

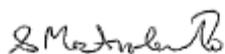
# NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of Council will be held on Thursday, 25 February 2021 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 5:00 PM.

Social distancing measures are in place throughout the building. It is a condition of entry that people adhere to remaining the prescribed 2 meters apart.

Regards,



S MASTROLEMBO  
**Chief Executive Officer**

25/02/2021

## Our Mission

*"To deliver affordable and quality Local Government services."*

### **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.*

<b>Councillor Attendance Register</b>										
<b>Post 2019 Local Government Elections</b>										
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								
2020	30 July		A	LOA						
2020	31 August			LOA	LOA					
2020	23 September				LOA					LOA
2020	29 October				LOA					
2020	19 November			LOA	A					
2020	10 December									

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

## **2.25. Disqualification for failure to attend meetings**

- (1) A council may, by resolution, grant leave of absence, to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister, unless all of the meetings are within a period of 3 months.
- (3A) Leave is not to be granted in respect of —
  - (a) a meeting that has concluded; or
  - (b) the part of a meeting before the granting of leave.
- (3) The granting of the leave, or refusal to grant the leave and reasons for that refusal, is to be recorded in the minutes of the meeting.
- (4) A member who is absent, without obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council, unless all of the meetings are within a 2 month period.
- (5A) If a council holds 3 or more ordinary meetings within a 2 month period, and a member is absent without leave throughout each of those meetings, the member is disqualified if he or she is absent

*without leave throughout the ordinary meeting of the council immediately following the end of that period.*

- (5) *The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council —*
- (a) *if no meeting of the council at which a quorum is present is actually held on that day; or*
  - (b) *if the non-attendance occurs —*
    - (i) *while the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5); or*
    - (ii) *while proceedings in connection with the disqualification of the member have been commenced and are pending; or*
    - (iii a) *while the member is suspended under section 5.117(1)(a)(iv) or Part 8; or*
    - (iii) *while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.*
- (6) *A member who before the commencement of the Local Government Amendment Act 2009 section 5 was granted leave during an ordinary meeting of the council from which the member was absent is to be taken to have first obtained leave for the remainder of that meeting.*

*[Section 2.25 amended: No. 49 of 2004 s. 19(1); No. 17 of 2009 s. 5; No. 31 of 2018 s. 5.]*

**SHIRE OF BROOME**  
**ORDINARY MEETING OF COUNCIL**  
**THURSDAY 25 FEBRUARY 2021**

**INDEX – AGENDA**

1.	OFFICIAL OPENING .....	7
2.	ATTENDANCE AND APOLOGIES .....	7
3.	ANNOUNCEMENTS BY PRESIDENT.....	7
4.	DECLARATIONS OF INTEREST.....	7
5.	PUBLIC QUESTION TIME.....	7
6.	APPLICATIONS FOR LEAVE OF ABSENCE.....	7
7.	CONFIRMATION OF MINUTES.....	7
8.	PRESENTATIONS / PETITIONS / DEPUTATIONS.....	7
8.1	PETITION - LOCAL PLANNING SCHEME NO.6 - AMENDMENT NO.12.....	7
9.	REPORTS FROM OFFICERS .....	9
9.1	PEOPLE.....	9
	NIL	
9.2	PLACE .....	10
9.2.1	ADOPTION OF PROPOSED PLANNING SCHEME AMENDMENT NO.12 TO LOCAL PLANNING SCHEME NO.6.....	10
9.2.2	DEVELOPMENT APPLICATION 2020/97 - USE NOT LISTED - BETTING AGENCY.....	121
9.2.3	REQUEST FOR REDUCTION OF APPLICATION FEES FOR THE INSTALLATION OF BATTERY POWERED SMOKE ALARMS IN INDIGENOUS COMMUNITY HOUSING WITHIN THE SHIRE OF BROOME.....	135
9.2.4	DEVELOPMENT APPLICATION- 2020/95 - R-CODE VARIATION AT 16 KOOLAMA DRIVE, CABLE BEACH .....	149
9.2.5	DOG CONTROL MEASURES - TOWN BEACH RESERVE.....	170
9.2.6	WASTE LOCAL LAW 2021 - FINAL ADOPTION .....	177
9.3	PROSPERITY .....	226
9.3.1	DRAFT ECONOMIC DEVELOPMENT STRATEGY FOR ENDORSEMENT FOR PUBLIC COMMENT .....	226
9.4	PERFORMANCE .....	263
9.4.1	ANNUAL ELECTORS MEETING - 4 FEBRUARY 2021 .....	263

9.4.2	LOCAL GOVERNMENT ELECTIONS 2021 .....	294
9.4.3	MODEL CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES .....	300
9.4.4	MONTHLY PAYMENT LISTING DECEMBER 2020 .....	318
9.4.5	MONTHLY PAYMENT LISTING JANUARY 2021 .....	331
9.4.6	MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT DECEMBER 2020 .....	343
9.4.7	MONTHLY STATEMENT OF FINANCIAL ACTIVITY JANUARY 2021 .....	378
9.4.8	AUDIT AND RISK COMMITTEE MINUTES 10 FEBRUARY 2021 .....	413
10.	REPORTS OF COMMITTEES.....	455
10.1	BUSH FIRE ADVISORY COMMITTEE MINUTES 9 DECEMBER 2020.....	455
10.2	LOCAL EMERGENCY MANAGEMENT COMMITTEE MINUTES 9 DECEMBER 2020.....	471
11.	NOTICES OF MOTION .....	504
12.	QUESTIONS BY MEMBERS WITHOUT NOTICE .....	504
13.	BUSINESS OF AN URGENT NATURE .....	504
14.	MEETING CLOSED TO PUBLIC.....	505
14.1	RFT20/12 BROOME RECREATION AND AQUATIC CENTRE (BRAC) INDOOR SPORTS COURTS - FLOOR REPLACEMENT.....	505
14.2	RFT20/10 SUPPLY OF PLANT HIRE AND SERVICES .....	506
14.3	RFT20/13 - PROVISION OF ROUTINE AND REACTIVE AIR-CONDITIONING RELATED SERVICES.....	507
14.4	RFT20/11 SUPPLY AND DELIVERY OF UNIFORMS AND PERSONAL PROTECTIVE EQUIPMENT .....	508
15.	MEETING CLOSURE .....	509

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

Attendance:

Apologies:

Leave of Absence:

Officers:

Public Gallery:

**3. ANNOUNCEMENTS BY PRESIDENT****4. DECLARATIONS OF INTEREST****5. PUBLIC QUESTION TIME****6. APPLICATIONS FOR LEAVE OF ABSENCE****7. CONFIRMATION OF MINUTES****RECOMMENDATION:**

That the Minutes of the Ordinary Meeting of Council held on 10 December 2020, as published and circulated, be confirmed as a true and accurate record of that meeting.

**RECOMMENDATION:**

That the Minutes of the Annual Electors Meeting of Council held on 4 February 2021, as published and circulated, be confirmed as a true and accurate record of that meeting.

**8. PRESENTATIONS / PETITIONS / DEPUTATIONS****8.1 PETITION - LOCAL PLANNING SCHEME NO.6 - AMENDMENT NO.12**

A compliant petition in accordance with Clause 6.10 of the Shire of Broome Meeting Procedures Local Law 2020 signed by 122 electors was received by the Shire on 14 January 2021.

The request is as follows:

We the ratepayers and residents of Broome North (Bilingurr) request the Shire of Broome to cease Local Planning Scheme No 6 – Amendment No 12. We strongly oppose the rezoning of the central shopping/community precinct to residential housing for the following reasons:

1. The majority of Broome North residents bought, built and invested in Bilingurr based on published plans and a clear commitment to community services and local shopping facilities as zoned within the area in question.
2. Broome North already suffers a lot of youth-related crime and this proposed re-zoning runs the risk of worsening the situation by removing any prospect of community services in a central community location. Building more public & private housing in an area that is not designed for the extra population substantially increases this risk.
3. Our primary school is already at capacity and a sharp increase in families into our suburb will put significant stress on the school and cause safety issues on small residential roads simply not designed for this additional use.
4. We are here for the long term and seek good decisions for the future of Bilingurr.

The ratepayers and residents of Broome North have well considered ideas about how our 'local centre' can be better used in keeping with the intent of the zoning. We ask the Shire of Broome work with us to develop and progress these ideas through an effective consultation process in 2021.

**RECOMMENDATION:**

*That Council:*

1. *Receives the petition from the ratepayers and residents of Broome North (Bilingurr); and*
2. *Notes that a report on the matter that is the subject of the petition will be considered by Council at Item XXXX in the agenda.*

**Attachments**

Nil

**8.3 DEPUTATIONS**

8.3.1 KYLIE BROCKENSHIRE FROM BROOME NORTH WILL PROVIDE A DEPUTATION IN RELATION TO ITEM 9.2.1 – ADOPTION OF PROPOSED PLANNING SCHEME AMENDMENT NO. 12 TO LOCAL PLANNING SCHEME NO. 6

8.3.2 PAUL FERRANTE FROM DEVELOPMENT WA WILL PROVIDE A DEPUTATION IN RELATION TO ITEM 9.2.1 – ADOPTION OF PROPOSED PLANNING SCHEME AMENDMENT NO. 12 TO LOCAL PLANNING SCHEME NO. 6

**9. REPORTS FROM OFFICERS**

**9.1 PEOPLE**

There are no reports in this section.

## 9.2 PLACE

### 9.2.1 ADOPTION OF PROPOSED PLANNING SCHEME AMENDMENT NO.12 TO LOCAL PLANNING SCHEME NO.6

<b>LOCATION/ADDRESS:</b>	Part lot 9007 on Deposited Plan 74189, Magabala Road, Bilingurr
<b>APPLICANT:</b>	RFF Pty Ltd on behalf of DevelopmentWA
<b>FILE:</b>	LPS6/12
<b>AUTHOR:</b>	Coordinator Planning Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

At the Ordinary Meeting of Council held 23 September 2020, Council resolved to initiate Scheme Amendment No.12 to Local Planning Scheme No. 6 (**LPS6**) for the purpose of public advertising.

The application seeks to amend LPS6 by rezoning land from 'Local Centre' zone, 'Local Road' and 'Parks, Recreation and Drainage' to 'Residential', including an Additional Use for 'Child Care Centre' in Broome North.

The amendment was advertised for 63 days from 12 November 2020 to 14 January 2021, exceeding the required 42 days advertising period pursuant to regulation 47(4) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Nine submissions (including one joint submission) and one petition were received during the advertising period.

As the amendment is consistent with the recommendations of the Shire's Local Commercial Strategy 2017, it is recommended Council support the proposed amendment.

## BACKGROUND



Previous Considerations

- SMC 22 February 2010      Item 9.3.2
- OMC 26 February 20015   Item 9.2.3
- OMC 25 June 2015        Item 9.2.5
- OMC 24 November 2016   Item 9.2.5
- OMC 23 September 2020   Item 9.2.3

In March 2010 the Western Australian Planning Commission (**WAPC**) granted approval for the Broome North District Development Plan (**BNDDP**), which was prepared by DevelopmentWA to guide the future development and land uses within the Broome North development area.

The BNDDP provides for the development of two Local Centres, which would serve a secondary role to Chinatown as the primary commercial centre for Broome.

Located to maximise the number of dwellings within their respective walkable catchments, the role of Local Centres is to serve the convenience goods needs of the surrounding neighbourhood.

The BNDDP aspires for each of these Local Centres to have a total retail floor-space of 3000m<sup>2</sup>, with half of this capacity to be taken by an anchor tenant in the form of a small (1,500m<sup>2</sup>) supermarket, which is approximately half the size of a typical suburban supermarket.

The first of the two centres, located in 'Waranyjarri Estate', was released to the market by DevelopmentWA in mid-2015 via an expression of interest process.

Envisaged to ultimately comprise a childcare centre, medical facility, supermarket, café, specialty shops and community centre, the expressions of interest process did not attract any major anchor clients.

In response to this, DevelopmentWA outlined it wanted to review the two Broome North Local Centres as part of a review of the BNDDP.

Subsequently, DevelopmentWA in 2016 requested the Shire bring forward the review of the Local Commercial Strategy to inform the review of the BNDDP as it was originally identified in the Corporate Business Plan to occur in the 2018-2019 financial year.

At the Ordinary Council Meeting on 24 November 2016, Council resolved to enter into an agreement with DevelopmentWA to fund 50% of the Local Commercial Strategy, which enabled the project to be brought forward.

The Local Commercial Strategy recommends the position of the Local Centre in the BNDDP is reviewed.

In response to the recommendations of the Local Commercial Strategy, and to meet demand for residential lots, DevelopmentWA are now seeking to rezone the land to Residential.

At the Ordinary Council Meeting on the 23 September 2020, Council considered a request to initiate Scheme Amendment No. 12 and made the following resolution:

**COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0920/001**

**Moved: Cr C Mitchell**

**Seconded: Cr B Rudeforth**

**That Council:**

1. **Pursuant to section 75 of the Planning and Development Act 2005, amends the Shire of Broome Local Planning Scheme No. 6 for the purposes of public advertising by:**
  - (a) **rezoning part lot 9007 on Deposited Plan 74189 in Bilingurr from Residential R30/40; Residential R40; Local Road Reserve and Town Centre to Residential R20;**
  - (b) **amending the Scheme Map accordingly.**
2. **Advises the applicant the Scheme Amendment Report is to be updated to incorporate the following:**
  - (a) **Additional use for 'Child Care Centre' being removed or the additional use boundary is adjusted to cover the proposed footprint of the Child Care Centre.**
3. **Determines the amendment is a standard amendment under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:**
  - (a) **It is consistent with the Shire's Local Planning Strategy and Shire's Local Commercial Strategy;**
  - (b) **It will have minimal impact on land in the scheme area; and**
  - (c) **It will not result in any significant environmental, social, economic or governance impacts on the land in the scheme area.**
4. **Requests the Chief Executive Officer forward this resolution and the amendment documentation to the Environmental Protection Authority pursuant to section 81 of the Planning and Development Act 2005; and**
5. **Subject to the advice of the Environmental Protection Authority under section 48A of the Environmental Protection Act 1986 the amendment is not subject to formal environmental assessment, requests the Chief Executive Officer advertise the**

**amendment for 42 days as per the Planning and Development (Local Planning Schemes) Regulations 2015.**

**CARRIED UNANIMOUSLY 5/0**

The Scheme Amendment Report (see **Attachment 1**) was updated by adjusting the additional use boundary for 'Child Care Centre' to only cover a 2600 m<sup>2</sup> area of the site as per action 2 of the resolution before being advertised.

The revised zoning map is available at **Attachment 2**.

Given the timing of the consent to advertise occurring over the Christmas / New Year period, the proponent agreed to advertising being extended to three weeks to ensure the community had extensive opportunity to comment.

Nine submissions (including a joint submission with 213 signatures) and one petition with 122 signatures were received during the advertising process.

## **COMMENT**

In accordance with the resolution of Council at the September 2020 Ordinary Meeting, the Scheme Amendment was forwarded to the Environmental Protection Authority which advised the amendment did not need to be assessed under the *Environmental Protection Act 1986*.

The amendment was then advertised for 63 days (being a period in excess of the required 42 days) and is now being presented to Council for final consideration.

### Planning Considerations

The *Planning and Development Act 2005 (the Act)* and the *Planning and Development (Local Planning Scheme's) Regulations 2015 (the Regulations)* prescribe the process for amending a Local Planning Scheme.

In considering a request to amend a Local Planning Scheme, consideration is required to be given to relevant State Planning Policies, the Local Planning Strategy and any State informing strategy or document prepared to guide land use and development.

There is also a requirement to consider submissions received.

The request for amendment is assessed against the relevant considerations, as follows:

### State Planning Strategy 2050 (SPS 2050)

The SPS 2050 was adopted in 2014 by the WAPC.

The State Planning Strategy provides the strategic context for planning and development decisions throughout the State.

The Strategy includes key elements regarding land supply which are relevant to the proposed amendment outlined in Table 8 of the SPS 2050 including:

- Well-serviced regional towns have a built-in capacity to cater for forecast growth and future expansion;
- Effective land supply monitoring and modelling tools guide infrastructure and servicing agencies;

- Affordable and well-located land is accessible and well-serviced, especially to align with affordable housing demands; and
- Government leads by example in the delivery of affordable land.

The proposed amendment is lodged by DevelopmentWA to support its efforts to ensure an adequate pipeline of readily accessible, affordable, and well-located residential land can be quickly brought to market in Broome.

The loss of the commercial land zoned Local Centre has been raised as a concern through submissions including the petition received, however the proposed Scheme Amendment is consistent with the Shire's Local Commercial Strategy and the concerns raised are responded to in more detail in the relevant section of the report.

Kimberley Regional Planning and Infrastructure Framework 2015 (KRPIF)

The KRPIF was adopted by the Department of Planning to provide strategic direction for the future development of the Kimberley region over the next 25 years and seeks to ensure development and change in the Kimberley is achieved in a way improving people's lives and enhances the character and environment of the region.

Key Planning initiatives with respect to settlement in the KRPIF relevant to the proposed amendment are:

- 4b. *Identify future land requirements for residential, commercial and industrial purposes in local planning strategies and schemes by:*
- *determining future demand and timing scenarios;*
  - *identifying opportunities for private sector involvement in urban and development;*
  - *identifying infrastructure requirements; and*
  - *identify future land requirements for public utilities*
- 4c. *Facilitate the release of additional residential, commercial and industrial land in areas have been identified for future development by:*
- *timely resolution of land tenure issues;*
  - *identifying and addressing development constraints and formulating strategies to address these;*
  - *inundation as a result of climate change;*
  - *providing adequate and appropriately zoned land; and*
  - *ensuring utility, community and transport infrastructure capacity is enough.*

Given the Shire's Local Commercial Strategy 2017 indicates the site is not viable for commercial purposes (refer to the Local Commercial Strategy Section of this report), alternative land use and zoning should be considered.

Whilst the proponent has suggested 'residential' is an appropriate alternative zoning, several submissions have raised concerns with additional 'residential land'.

This issue is considered further in the Local Planning Strategy section of this report.

Local Planning Strategy (LPS)

The LPS was adopted by the Shire of Broome and endorsed by the Western Australian Planning Commission in August 2014.

The Shire has commenced a review of the Strategy in parallel with LPS6.

The Report of Review was adopted by the Shire of Broome in February 2020 and subsequently by the WAPC in April 2020.

Whilst the current LPS remains, it is important to note one of the actions identified within the document is to review the Shire of Broome Local Commercial Centre Strategy.

This review has occurred with Council adopting a revised Local Commercial Strategy in 2017.

Importantly, the LPS regularly references the Local Commercial Strategy with relevant instances being:

1. Section 2.4.7 Retail, Commercial and Activity Centres

This section provides several objectives, strategies and actions are linked to the Local Commercial Strategy as an informing document. Relevant examples include:

- *Objective 1: To provide for a range of retail and commercial uses to support the economic and population growth of the Shire.*
- *Objective 3: To provide local activity centres within residential neighbourhoods and secondary centres.*
- *Strategy 5: Ensure appropriately located local activity centres to provide for the day-to-day retail and service needs of the population.*
- *Action: Review the Shire of Broome Local Commercial Centre Strategy.*
- *Action: Zone the local centres identified within local development plans for Broome North as local centres.*

2. Section 3.2.10 of the LPS provides the following description of Local Centre areas (note: the subject site is identified as 'Local Centre' under the LPS):

Areas designated as local centres identify existing and proposed neighbourhood and local centres, which provide for convenience shopping. The designation reinforces the role of these centres to serve the surrounding neighbourhood for convenience goods, as outlined in the Local Commercial Strategy. Community facilities may also develop in these centres.

3. Section 5.5 Local Commercial Strategy 2007 (**LCS07**)

Provides an overview of the LCS07 which gives context to how it was considered throughout the LPS.

Whilst part of the subject site is identified as 'Local Centre' under the LPS, the remainder is identified as 'Residential'.

Given the revised Local Commercial Strategy 2017 indicates the land is not recommended to be developed for commercial (i.e. 'Local Centre') purposes, it has been contended by the proponent the surrounding 'Residential' land use should be applied.

The proposed 'Residential' zoning was raised as a concern in several of the submissions received.

Concerns include a lack of accessible community infrastructure to support the increased population 'Residential' rezoning would provide and potential for increased anti social activity particularly if more community housing was provided.

There were also comments made regarding other 'Residential' opportunities being already available.

The LPS includes population projections which clearly identified there will be demand for 'Residential' land to support the increased population.

The site is appropriately located and has access to a range of community infrastructure including a primary school and parks.

A yield assessment has been undertaken between the current Residential land and R Code densities and compared with the Residential land and R Code densities proposed by the Scheme Amendment.

Current zoned land and densities provide for up to seventy-four (74) multiple dwellings based on a 75m<sup>2</sup> average multiple dwelling size.

An indicative residential subdivision for the proposed zoning and density provides for thirty-four (34) single house lots. (See page 15 of **Attachment 4**).

This suggests the changes would reduce the population being housed on the land and therefore no increased demand for community infrastructure would result due to the proposed Scheme Amendment.

Existing community infrastructure and facilities are shown on Figure 13 of the LPS (**Attachment 6**).

This shows there are no existing Community Infrastructure and Facilities within Broome North with most existing Community Infrastructure and Facilities being in Chinatown and Old Broome locations.

This reflects the historical development of Broome and the population being served. In most instances the Community Infrastructure and Facilities are servicing the entire population, which is the most effective and efficient way of serving the community.

However, it is acknowledged as the population increases, service pressures may result in new and / or duplication of Community Infrastructure and Facilities to meet with the growing demand for services. The Local Planning Framework provides processes for the consideration and location of such facilities including within the Broome North locality.

#### Local Commercial Strategy 2017 (LCS17)

The Shire's LCS17 was adopted by Council on 19 October 2017.

LCS17 reviewed the previous Local Commercial Strategy adopted by Council on 7 June 2007.

LCS07 was an informing document of the LPS.

The context of LCS17 is it has reviewed the LCS07 recommendations, drawing on insights from local commercial enterprises, government and major facility operators, population trends and household and business expenditure data, to prepare recommendations for a new medium and long-term Commercial Land Strategy.

Of specific consequence to the merits of the proposed Scheme Amendment, LCS17 identifies a four-level commercial centre hierarchy of:

1. Regional Centre (i.e. Chinatown)
2. District Centre (e.g. Boulevard Shopping Centre)
3. Local Centre (e.g. Reid Road IGA)
4. Convenience Retail (e.g. Fongs Store)

LCS17 concluded:

*'while there is enough vacant land to support future (projected) demand, the location and suitability of much of this land is less than ideal'.*

In summary, LCS17 recommended Broome North could only support one District Centre and one Local Centre.

Furthermore, LCS17 recommends the location of the District Centre be on the northern corner of Fairway Drive and Gubinge Road and the Local Centre at the future intersection of Magabala Road and Fairway Drive (**refer Attachment 5**).

In relation to the existing 'Local Centre' zoned land (i.e. the proposed amendment site) LCS17 states:

*The land currently set aside for the Broome North (South) local centre is considered insufficient for accommodating a district centre and may be too close to the future district centre to be sustainable. Further consideration is needed on appropriate, alternative land uses for this site and the need for an engagement strategy with residents on the future use of the site.*

In this instance, Council is not proposing the rezoning of the land, the landowner (DevelopmentWA) is. Subsequently, statutory requirements to consider the merits of this scheme amendment precedes the review of relevant Structure Plans in Broome North, which would consider alternative uses for the land with associated community engagement with residents. (See Broome North District Development Plan section in the report).

The Scheme Amendment has been advertised in accordance with statutory requirements which has highlighted considerable community interest in the zoning of this parcel of land with many submissions advocating for the land to remain 'Local Centre' and other suggesting it be used for other 'community' purposes and/or infrastructure.

Given the Local Commercial Strategy concludes the site is not suitable for a Local Centre, an alternative land use and therefore zoning should be considered. Whilst the engagement strategy alluded to in LCS17 may have led to a range of alternative being considered, Council is required to consider the merits of the proposed 'Residential' land use and zoning for the site.

#### Broome North District Development Plan (BNDDP)

The subject site was previously zoned 'Development' under Town Planning Scheme No 4 and formed part of the broader Broome North precinct. Prior to any development occurring within the precinct, a 'Structure Plan' was required. The Deemed Provisions describes a Structure Plan as 'a plan for the coordination of future subdivision and zoning of an area of land'. The objective of a Structure Plan is to implement the Local Planning Strategy.

The structure planning for Broome North was provided in the form of the BNDDP and three 'Local Development Plans'. The BNDDP provided a higher order planning response to the precinct whereas the three 'Local Development Plans' provide further details on specific areas within the Broome North precinct.

Whilst the BNDDP remains a relevant consideration, it is important to note the Shire is not bound by a BNDDP. This is best identified by clause 27 (1) of the Deemed Provisions, which states:

*A decision-maker for an application for development approval or subdivision approval in an area is covered by a structure plan has been approved by the Commission is to have due regard to, but is not bound by, the structure plan when deciding the application.*

In this regard, the BNDDP currently identifies the site as 'Local Centre' which as previously noted, is inconsistent with the Local Commercial Strategy 2017 and in effect, the Local Planning Strategy. DevelopmentWA have engaged consultants to submit an amendment to the BNDDP however, this plan is still being prepared and is expected to be presented to Council for consideration soon.

When initiation of the proposed Scheme Amendment was considered by Council, the following was highlighted:

*Whilst for completeness, it would be beneficial to have the proposed amendment to the BNDDP under consideration before or in conjunction with this proposed Scheme Amendment, the Shire is not bound by the BNDDP. By requiring the BNDDP amendment to be completed prior to, or concurrently with, the proposed Scheme Amendment would result in time delays to the consideration of the proposed Scheme Amendment. This in turn would have flow on effects to the release of land now being proposed for residential purposes.*

*Given the commitments to review the BNDDP and the changes proposed are supported by the Local Commercial Strategy, on this occasion, it is considered the Scheme Amendment can progress in advance of the amendment to the BNDDP.*

The proposed BNDDP review would include revised maps consistent with LCS17 and reiterate how the Shire's commercial strategy (i.e. LCS17) will be achieved within Broome North.

Importantly, it will show commercial opportunities and key community infrastructure such as schools and parks (key concerns raised through submissions) are planned for within Broome North, including the developer's intent for the subject site.

Given the concerns raised through submissions, consideration of 'proper and orderly' planning is relevant (i.e. whether the BNDDP review is to be completed prior to adopting the proposed Scheme Amendment). This is not recommended for the following reasons:

1. It would be inconsistent with Council's decision to initiate the Scheme Amendment prior to the BNDDP being reviewed.
2. Any revised BNDDP should reflect the established Local Planning Framework including the Shire's commercial vision and spatial layout for Broome North which is detailed through LCS17 previously adopted by Council.
3. The BNDDP is unlikely to support an alternative outcome to that proposed by the Scheme Amendment.
4. Council is required to consider the scheme amendment within 60 days of the of the submission period closing.

#### Broome North Local Development Plan No1 (LDP1)

LDP1 provided for the more detailed structure planning of the current Broome North footprint within the broader Broome North precinct of the BNDDP.

Whilst LDP1 assists in providing context to the planning consideration and processes leading to the current zoning of the subject site, it is not considered to be a relevant consideration for the proposed Scheme Amendment, given the land is now zoned in LPS6.

#### Residential Coding in terms of State Planning Policy 7.3 - Residential Design Codes (RDC)

In addition to proposing the entire site be zoned for 'Residential' purposes, it is also proposed to apply a R20 coding to the entire site.

This section will consider the appropriateness of the density.

R20 coding is a low-density coding whereas the existing R30/40 and R40 coding applying to the existing 'Residential' zoned parts of the site are medium density codlings.

R20 coding requires a minimum site area of 350m<sup>2</sup>, while R30 and R40 require minimum site areas of 260m<sup>2</sup> and 180m<sup>2</sup> respectively.

The LPS provides direction regarding the provision of housing density and in this regard the following are relevant:

*The Residential designation provides for a variety of dwelling densities across the Scheme Area, based on the Housing Strategy. It reflects densities to accommodate the population structure and growth and to reflect the character of the various Precincts. Planning for future residential areas is predominantly based on a gross density of around 10 lots per hectare, which provides for a net density of around R20.*

*Support and provide medium density in areas that are near to community services or facilities including local centres and recreation areas.*

Given the previously proposed 'Local Centre' is no longer considered appropriate, one of the key considerations supporting the land being developed to medium density will have been lost.

Therefore, if the rezoning to 'Residential' is supported, the lower density R20 coding would be more appropriate given the neighbourhood context and characteristics of the site.

#### 'Child Care Centre' as an Additional Use under Schedule 2 of LPS6 for the subject site

'Child Care Centre' is a "P" permitted use under the existing Local Centre zone and a level of community expectation exists that such a facility would be provided in this general location.

However, under the proposed Residential zoning, Child Care Centre is identified as an "A" (discretionary) land use requiring advertising prior to an approval being granted.

DevelopmentWA continues to liaise with the Child Care sector and is seeking to provide greater certainty for the development of a new Child Care Centre.

In this regard, the applicant has now identified an area of 2600m<sup>2</sup> on the Shingoro Street frontage of the site between Tanami Drive and Yakoo Mall for the additional use.

This would have the affect of 'Child Care Centre' being a "P" (permitted) use in the identified location.

#### Relocation of community garden

The subject site currently contains a community garden and book exchange.

These facilities are located partially on land zoned 'Local Centre' and partially on land reserved for 'Parks, Recreation and Drainage'.

The portion of the land currently reserved for 'Parks, Recreation and Drainage' is approximately 375m<sup>2</sup>.

The Scheme Amendment seeks to zone the land currently reserved for 'Parks, Recreation and Drainage' to 'Residential'.

If supported, DevelopmentWA have advised the community garden and book exchange would be relocated to another appropriate location accessible to community members.

Whilst no alternative locations have been provided, the proponent has advised that relocation would be to a reserve either already vested to the Shire or intended to be vested to the Shire as Public Open Space via a future subdivision.

Given the footprint needed for the community garden and book exchange, incorporating these into existing or future Public Open Space is considered appropriate.

### State Planning Policy

The following State Planning Policies are applicable to this Scheme Amendment:

*SPP 3.0 – Urban Growth and Settlement (SPP 3.0)*

*SPP 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)*

State Planning Policy 3.0 sets out the principles and considerations which apply to planning for urban growth and settlement in Western Australia.

Core principles and objectives of SPP 3.0 include the efficient use of existing and serviced land to support regional population growth in advance of new development.

The proposed amendment will enable new residential development where existing infrastructure is already in place to service the development and a high level of amenity can be offered to future residents given the existing recreational infrastructure near the site.

The subdivision and development of the site for residential purposes can occur in advance of new greenfield expansion in Broome North which will see the provision of additional Public Open Space and other infrastructure to meet Liveable Neighbourhood design principles.

The subject site is partly within the bushfire prone area.

SPP 3.7 requires a Scheme Amendment be accompanied by a Bushfire Hazard Level (BHL) assessment or Bushfire Management plan to determine the applicable bushfire hazard level and bushfire risk across the subject land.

The Scheme Amendment Report contains a Bushfire Attack Level (BAL) assessment and response (refer to **Appendix 3**). The report specifies a Bushfire Attack Level (**BAL**) range of BAL-LOW to BAL-19 applies.

The report was referred to and supported by the Department of Fire and Emergency Services (**DFES**) subject to a minor modification. No further bushfire management measures are required for the proposed Scheme Amendment.

### Matters raised in submissions

Many of the matters raised in submissions have been responded to throughout the report above and at **Attachment 3** - Schedule of submissions).

Additionally, the proponent was also provided with a copy of the submissions and provided a response which can be found at **Attachment 4** – Applicant's response to submissions.

Matters raised are summarised as follows:

1. Residents would like to see the land developed as a 'Local Centre';
2. Concerns residential development will include social housing and result in increased anti social activity;
3. Lack of community infrastructure for existing population including for older children;

4. Traffic Concerns relating to development of the site; and
5. Lack of capacity within Broome North Primary School.

Several submissions highlight community expectations had been established when properties were first purchased including the subject site would be developed as a 'Local Centre'.

However, the proponent has stated efforts to establish a Local Centre have failed in part due to locational and commercial viability issues.

This position is consistent with the Shire's LCS17 and further emphasised by the failed experience of the Roebuck Estate 'Local Centre', which is now owned and used by a local church.

Importantly, LCS17 went through a public consultation process prior to being adopted.

LCS17 recommended the commercial areas for Broome North be relocated, which is intended to be implemented through a revised BNDDP, and this proposed Scheme Amendment.

This will facilitate opportunities for Local and District shopping needs within the Broome North precinct in the future.

Whilst concerns have been raised regarding increased social housing and anti-social activity, the reality is equivalent levels of housing and population will be supported by the proposed changes as previously provided for.

This is due to the R Coding changes incorporated into the amendment which will ultimately see an equivalent dwelling yield for the land at a lower density than previously proposed.

The Shire is aware that increased instances of anti-social activity have been experienced in areas of concentrated social housing. The Shire has been actively advocating to relevant decision makers on the provision of social housing in Broome including the appropriate design and distribution of social housing with the objectives of reducing levels of anti-social activity and increasing the living standards of social housing residents.

Many of the submissions raised concerns about the lack of community infrastructure.

In most instances a local commercial precinct and community centre were referenced together suggesting many people consider them to be linked and the commercial infrastructure to be the infrastructure most lacking.

However, there were also some specific examples such as the lack of facilities for older children, community noticeboard or a multi use community building raised.

When providing community facilities and services, the demand for, and accessibility of, facilities to users is considered.

In this regard, Broome North currently lacks the service population needed to provide many of the facilities and services within the footprint of the Broome North community.

The repositioning of commercial precincts within the BNDDP will maximise catchment areas and provide the best opportunity for commercial and community services to be feasible and sustainable long term for the betterment of the broader Broome North community.

Unfortunately, this may result in some facilities not being as closely accessible to submitters than if they were located on the subject site.

The issue of traffic safety was raised in the petition and within another submission.

The proposed rezoning would reduce the number of vehicle movements experienced at the site and within the surrounds once the land is developed.

This is due to similar residential yields being achieved by both the existing and proposed zonings and the removal of the 'Local Centre', which would be a significant traffic generator, in the proposed zoning under the Scheme Amendment.

Concerns were also raised regarding the capacity of Broome North Primary School and the impact additional residential land would have.

As previously mentioned, the dwelling yield will be consistent with the current zoning and therefore negligible impacts on enrolments envisaged. This was also the position of the Department of Education who had no objection to the amendment as the proposal would have 'no significant impact' on student enrolment demand at nearby public schools.

#### Conclusion - Suitability of Proposal

The Scheme Amendment application is generally consistent with the strategic direction and land use objectives under the Shire's Local Planning Framework.

The proposal is also deemed to be consistent with the State Planning Strategy.

Whilst the concerns of the community are noted, the proposal is of sound planning merit.

Accordingly, it is recommended Council support the amendment and forward a copy of the Council's resolution to Western Australian Planning Commission for determination.

## **CONSULTATION**

The Scheme Amendment was publicly notified for 63 days being in excess of the 42-day minimum period.

9 submissions (including 1 joint submission) and 1 petition were received through the public consultation process.

Of these submissions, 7 opposed the Scheme Amendment and 2 had no objection.

The petition opposes the Scheme Amendment.

## **STATUTORY ENVIRONMENT**

### Planning & Development Act 2005 (P&D Act)

The P&D Act is the primary State legislative planning instrument and makes provision for the making of Regulations.

The Act makes provision for Scheme Amendments:  
75. *Amending scheme*

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

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

Division 2 of the Act provides the Minister for Planning powers in relation to local planning schemes:

76. Minister may order local government to prepare or adopt scheme or amendment

(1) If the Minister is satisfied on any representation a local government —

- (a) has failed to take the requisite steps for having a satisfactory local planning scheme or an amendment to a local planning scheme prepared and approved in a case where a local planning scheme or an amendment to a local planning scheme ought to be made; or
- (b) has failed to adopt a local planning scheme or an amendment to a local planning scheme proposed by owners of any land, in a case where a local planning scheme or an amendment to a local planning scheme ought to be adopted; or
- (c) has refused to consent to any modifications or conditions imposed by the Minister,

the Minister may order the local government, within such time as is specified in the order, to prepare and submit for the approval of the Minister a local planning scheme, or an amendment to a local planning scheme or to adopt a local planning scheme, or an amendment to a local planning scheme or to consent to the modifications or conditions imposed.

- (2) If the representation under subsection (1) is a local government has failed to adopt a local planning scheme or an amendment to a local planning scheme, the Minister, in lieu of making an order to adopt the scheme or amendment, may approve of the proposed scheme or amendment subject to such modifications and conditions, if any, as the Minister thinks fit.

173. Injurious affection, compensation for

- (1) Subject to this Part any person whose land is injuriously affected by the making or amendment of a planning scheme is entitled to obtain compensation in respect of the injurious affection from the responsible authority.
- (2) Despite subsection (1) a person is not entitled to obtain compensation under this section on account of any building erected, or any contract made, or other thing done with respect to land included in a planning scheme after the date of the approval of a planning scheme or amendment, or after such other date as the Minister may fix for the purpose, being not earlier than the date of the approval of the scheme or amendment.
- (3) A responsible authority may make agreements with owners for the development of their land during the time that the planning scheme or amendment is being prepared.

174. When land is injuriously affected

- (1) Subject to subsection (2), land is injuriously affected by reason of the making or amendment of a planning scheme if, and only if —
- (a) that land is reserved (whether before or after the coming into operation of this section) under the planning scheme for a public purpose; or
- (b) the scheme permits development on that land for no purpose other than a public purpose; or
- (c) the scheme prohibits wholly or partially —
- (i) the continuance of any non-conforming use of that land; or
- (ii) the erection, alteration or extension on the land of any building in connection with or in furtherance of, any non-conforming use of the land, which, but for that prohibition, would not have been an unlawful erection, alteration or extension under the laws of the State or the local laws of the local government within whose district the land is situated.

### Local Government Act 1995

Section 9.49A of the Act specifies the requirements for the valid execution of documents on behalf of a local government including affixing the common seal.

### *Planning and Development (Local Planning Schemes) Regulations 2015*

Division 3 of the Regulations prescribes the process to be followed for Standard Amendments to Local Planning Schemes (Regulations 47 – 56).

## **POLICY IMPLICATIONS**

### Local Planning Policy 5.14 Public Consultation – Planning Matters (LPP 5.14)

The amendment was advertised in accordance with LPP 5.14

## **FINANCIAL IMPLICATIONS**

The Scheme Amendment attracted regulated fees prescribed in Council's adopted Fees and Charges as well as budgeted staff time.

Should Council not support the proposed Scheme Amendment, consideration should be given to reviewing the Local Commercial Strategy.

## **RISK**

### Reputation

There is risk of reputational damage due to the multi-faceted role of Council.

In this instance, Council has a regulatory function in the administration and assessment of the Scheme Amendment as guided by relevant legislation, strategy and policy.

Council's regulatory role in determining town planning applications can at times be seen to conflict with views and concerns of individual residents.

In this instance, while the concerns of submitters are noted, the Scheme Amendment and the submissions need to be considered in the context of the Local Planning Framework, which is an adopted framework, developed with significant community engagement and input and informed by several planning strategies.

Departures from the adopted planning framework, should be exercised with caution as these documents provide the basis for all planning decisions.

To undermine the value of the Local Planning Framework by approving departures, in the absence of sound planning rationale, is not considered good practice.

Such decisions can impact upon developer investment decisions and can create uncertainty in the community in relation to Council's position on its adopted strategies.

Some submitters opposing the Scheme Amendment have incorrectly assumed, or implied, the Shire of Broome is responsible for development of the subject land.

### Financial

One submitter has reserved their right to seek compensation on a presumption that the proposed rezoning, if approved, will adversely impact on their property value.

There is a long-established precedent that property values are not a valid planning consideration. S173 and S174 of the Planning and Development Act makes provision for compensation for injurious affection as a result of a scheme amendment, however these provisions are related to land being rezoned or reserved. As the submitter's property is not being rezoned or reserved, the avenue for successfully seeking compensation from the Shire is unknown.

### Ministerial Powers

Should Council not support the Scheme Amendment, the Minister may direct Council to do so or approve the proposed scheme amendment subject to such modifications and conditions as the Minister thinks fit.

## **STRATEGIC IMPLICATIONS**

**People – We will continue to enjoy Broome-time, our special way of life. It's laid-back but bursting with energy, inclusive, safe and healthy, for everyone:**

Affordable services and initiatives to satisfy community need

Accessible and safe community spaces

A healthy and safe environment

**Place – We will grow and develop responsibly, caring for our natural, cultural and built heritage, for everyone.:**

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

Core asset management to optimise the Shire's infrastructure whilst minimising life cycle costs.

**Prosperity – Together, we will build a strong, diversified and growing economy with work opportunities for everyone:**

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

**Performance - We will deliver excellent governance, service and value, for everyone:**

Sustainable and integrated strategic and operational plans

Effective community engagement

**VOTING REQUIREMENTS**

*Simple Majority*

REPORT RECOMMENDATION:

*That Council:*

1. *Considers all the submissions received through the public advertising submission period for proposed Amendment No.12 to the Shire's Local Planning Scheme No.6 as shown in Attachment 3 in accordance with regulation 50 of the Planning and Development (Local Planning Schemes) Regulations 2015.*
2. *Pursuant to regulation 50 (3) (a) of the Planning and Development (Local Planning Schemes) Regulations 2015 resolves to support Amendment No 12 to Local Planning Scheme No 6, without modification by:*
  - (a) rezoning part lot 9007 on Deposited Plan 74189 in Bilingurr from Residential R30/40; Residential R40; Local Road Reserve and Town Centre to Residential R20, including an Additional Use for 'Child Care Centre';*
  - (b) amending the Scheme Map accordingly.*

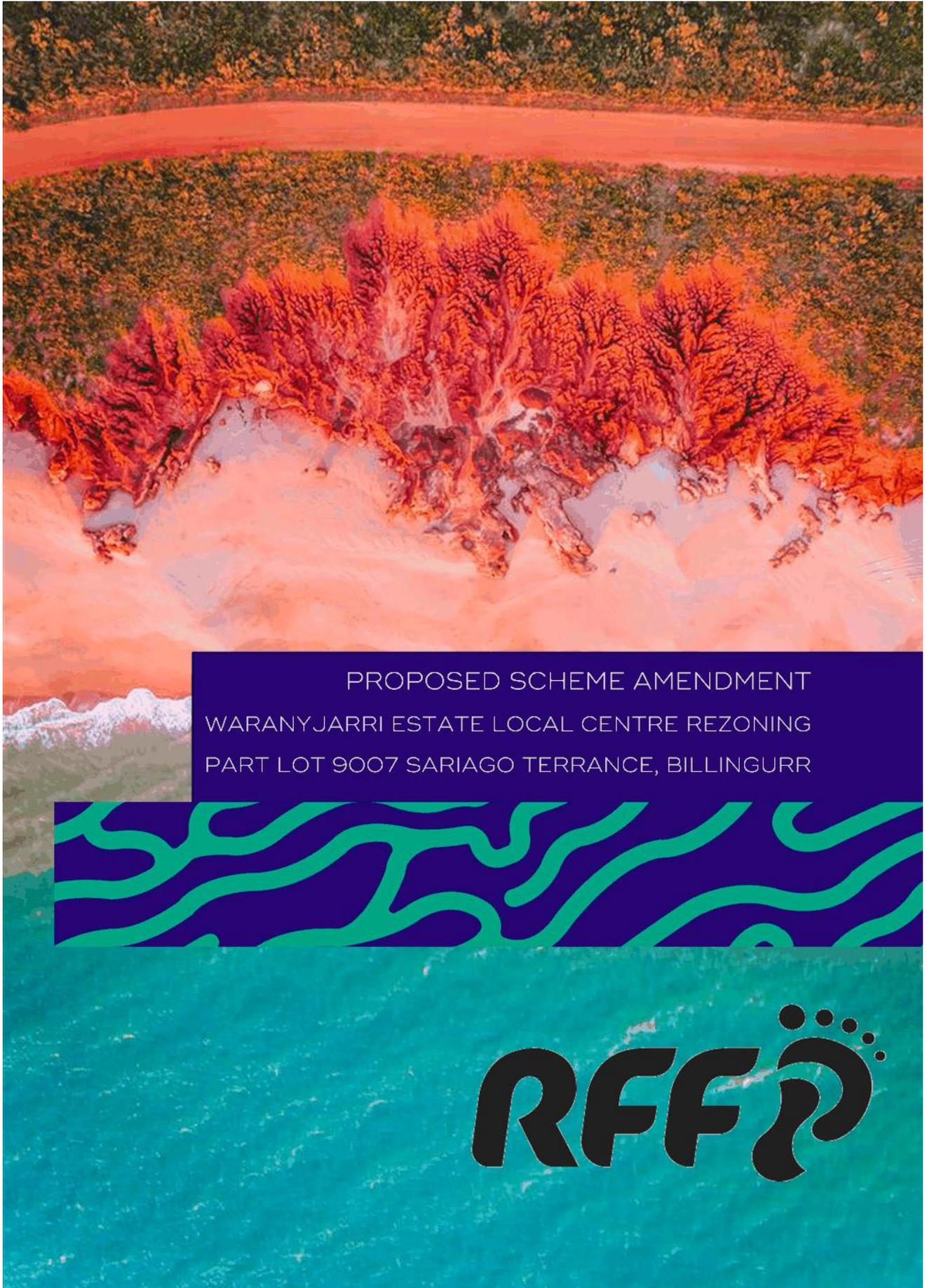
*for the following reasons:*

  - a. The amendment is consistent with the Local Planning Framework including the Local Planning Strategy and Local Commercial Strategy; and*
  - b. The proposed additional use is consistent with the purpose and objectives for the Residential zone;*
3. *Authorise the Chief Executive Officer and Shire President to execute three (3) copies of Standard Amendment No. 12 documentation.*
4. *In accordance with regulation 53 (1) of the Planning and Development (Local Planning Schemes) Regulations 2015, provides the Western Australian Planning Commission with:*
  - a) the schedule of submissions including the response of the local government in respect of each submission as shown in Attachment 3; and*
  - b) a copy of the Council resolution.*

5. *Forwards the amendment documentation to the Western Australian Planning Commission and the Minister for Planning in accordance with regulation 44 (1) of the Planning and Development (Local Planning Schemes) Regulations 2015.*
6. *Advise the Scheme Amendment applicant and submitters of Council's decision.*

**Attachments**

1. Scheme Amendment No.12 - Report
2. Zoning Map
3. Schedule of Submissions
4. Applicant's response to submissions
5. Local Commercial Strategy Map
6. Community Infrastructure & Facilities Map



PROPOSED SCHEME AMENDMENT  
WARANYJARRI ESTATE LOCAL CENTRE REZONING  
PART LOT 9007 SARIAGO TERRANCE, BILLINGURR



<b>1</b>	<b>INTRODUCTION.....</b>	<b>3</b>
<b>2</b>	<b>LAND DETAILS.....</b>	<b>4</b>
2.1	LOCATION AND OWNERSHIP.....	4
2.2	LAND TENURE.....	4
2.3	SITE DESCRIPTION.....	4
2.4	SURROUNDING CONTEXT.....	5
2.5	EXISTING TOWN PLANNING FRAMEWORK.....	5
2.5.1	<i>Shire of Broome Local Planning Scheme No. 6 (LPS6).....</i>	<i>5</i>
2.5.2	<i>Broome North Local Centre – Local Development Plan.....</i>	<i>6</i>
<b>3</b>	<b>PROPOSED AMENDMENT.....</b>	<b>7</b>
3.1	SCHEME AMENDMENT PROPOSAL.....	7
3.2	SUBDIVISION CONCEPT.....	7
3.3	TANAMI DRIVE ROAD CARRIAGEWAY ARRANGEMENT.....	8
<b>4</b>	<b>TOWN PLANNING CONSIDERATIONS - JUSTIFICATION.....</b>	<b>9</b>
4.1	STRATEGIC PLANNING.....	9
4.1.1	<i>State Planning Strategy 2050.....</i>	<i>9</i>
4.1.2	<i>Kimberley Regional Planning and Infrastructure Framework 2015.....</i>	<i>9</i>
4.1.3	<i>Shire of Broome Local Planning Strategy.....</i>	<i>11</i>
4.1.4	<i>Broome Commercial Strategy.....</i>	<i>11</i>
4.2	STATUTORY PLANNING.....	12
4.2.1	<i>Shire of Broome Local Planning Scheme No. 6 (LPS6).....</i>	<i>12</i>
4.2.2	<i>State Planning Policy 3 -Urban Growth and Settlement.....</i>	<i>14</i>
4.2.3	<i>State Planning Policy 3.7 – Bushfire Planning.....</i>	<i>15</i>
4.2.4	<i>Broome North Local Centre – Local Development Plan.....</i>	<i>15</i>
4.2.5	<i>Planning Bulletin 72/2009 – Child Care Centres.....</i>	<i>15</i>
<b>5</b>	<b>SUMMARY.....</b>	<b>17</b>



## 1 INTRODUCTION

---

RFF act on behalf of DevelopmentWA in relation to this request to initiate an amendment to the Shire of Broome Local Planning Scheme No. 6 to rezone part lot 9007 on Deposited Plan 74189 in Bilingurr from R30/40; R40; and Road Reserve and Town Centre to R20 and include additional use provisions which ensure a child care centre is a permissible use over a sufficient area to support development.

DevelopmentWA is rolling out the Regional Land Booster Scheme. Alongside state and federal government stimulus, DevelopmentWA has experienced heightened demand for vacant residential land when compared to previous years leading to a surge in sales. In response to this, DevelopmentWA is looking to rapidly bring new lots to market utilising underutilised land in the Waranyjarri Estate to ensure adequate supply now and into the future. The proposed rezoning to residential of the Broome North Local Commercial Centre site is the most practical and orderly method to enable this outcome, firming up land availability into the future in a high amenity infill project; as opposed to new greenfield development.

The proposed Scheme Amendment also forms part of a broader body of work underway by DevelopmentWA to amend District and Local Structure Plans to align with the Shire's adopted Local Commercial Strategy. A commitment to progressing these interlinked amendments has been provided by Stuart Nahajski, Regional Manager for DevelopmentWA.

In light of the above demand shift and commitment to coordinated reform regarding commercial land in Broome, DevelopmentWA is seeking the Shire of Broome's assistance to facilitate changes to the Statutory Planning Framework in a timely manner to meet targets set, requiring construction of new lots to commence in 2021.

This report describes the site details and provides justification to support the rezoning of the land as proposed.



## 2 LAND DETAILS

### 2.1 LOCATION

Part Lot 9007 on Deposited Plan 74189 (the subject site) is bound by Magabala Road, Sariago Terrace, Shingoro Street and Yako Mall in the locality of Billingurr within the Shire of Broome and Western Australia's broader Kimberley region. It is centrally located within Development WA's Stage 1 of Waranyjarri Estate, north of Gubinge Road and is approximately 4.5km from Broome iconic Chinatown.

A location plan is provided as Figure 1.

### 2.2 LAND TENURE

The subject site forms part Lot 9007 on Deposited Plan 74189 which is owned by Western Australia Land Authority.

Several easements traverse the subject site which are detailed Table 1. A copy of the Certificate of Title and Deposited Plan showing ownership and easements is included in Appendix 1.

Table 1 Encumbrances

Purpose	Statutory Reference	Benefit to
Easement (Electricity Supply)	SEC 167 of the P & D Act REG 33C	Regional Power Corporation
Easement (Sewage and Water Supply)	SEC 167 of the P & D Act REG 33B	Water Corporation
Easement (Electricity Supply)	SEC 167 of the P & D Act REG 33C	Regional Power Corporation

### 2.3 SITE DESCRIPTION

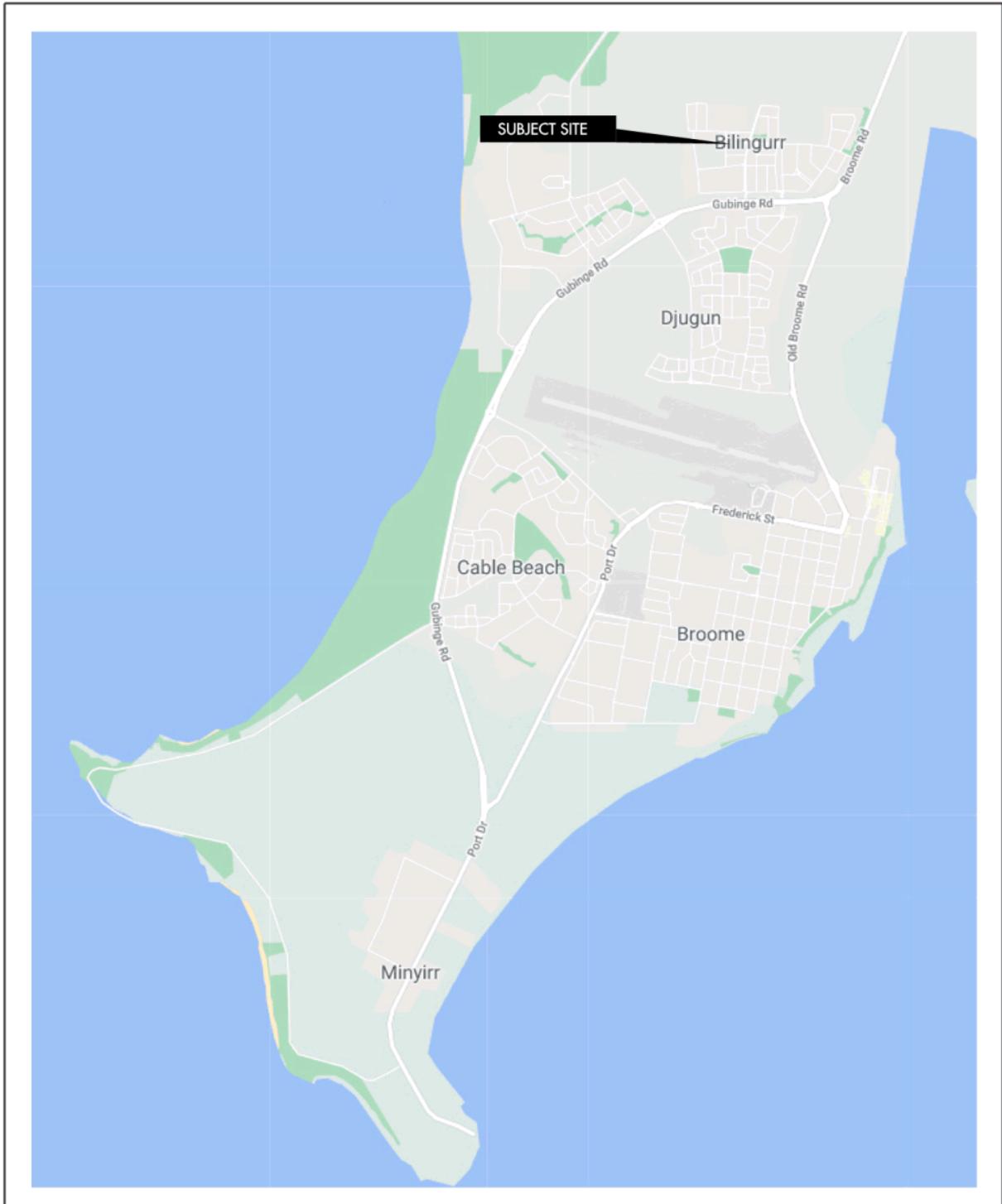
The subject site is 3.07ha in area of part lot 9007 which totals 40.0079ha. The subject site is vacant undeveloped land which is flat. Some vegetation and trees have been retained on-site where they were/are expected to align with future public roads created as part of a future subdivision.

Whilst a preliminary road network contemplated creation of a connection between Tanami Road and development of two laneways referred to as Kaino Lane and Barba Lane, none of these roads have been gazetted.

A small community garden shed used for a community bookshare and shaded slab is located on the eastern side of the subject site immediately north of the roundabout at the junction of Magabala and Tanami Roads. DevelopmentWA is liaising directly with the Shire with regards to the options available for the relocation of the Community Garden.

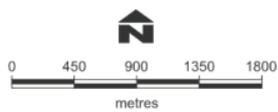
Various service connections to the subject site already exist in line with planned previous subdivision to create a local commercial centre and adjoining higher





SOURCE: GOOGLE MAPS

**LOCATION PLAN  
PT. LOT 9007 SARIAGO TERRACE, BROOME**



Client: -  
Date: **AUGUST 2020**  
Scale: **1:45,000@A4**  
Revision No: **A**  
File No: **9007-5-001**



**FIGURE 1**

## Proposed Scheme Amendment Waranyjarri Estate Local Centre | Page 5

density development. Underground power connections aligned with the anticipated road network also exist and may require removal in association with any future subdivision/ development. As constructed drawings of services are included in Appendix 2.

The surrounding road frontages to the subject site incorporates:

- footpaths to all sides of the property frontage;
- on-street carparking within the Yako Mall, Shingoro Road and Sariago Terrace; and
- pre-constructed crossovers into the anticipated lane (Barba Lane and Kaino Laine).

Any modifications to existing utilities and the verge arrangements surrounding the site can be resolved through the subdivision and development process.

An aerial photo of the site is provided as Figure 2.

### 2.4 SURROUNDING CONTEXT

The site is located centrally within stage 1 of DevelopmentWA's Broome North Project at the intersections of the primary integrator and connector roads. It is also adjacent to:

- Broome North Primary School;
- Two local neighbourhood parks at Tanami Drive and Sariago Tce; and
- A Multiple Use Corridor incorporating passive public open space through retained bushland to the north at the intersection of Sariago Terrace and Magabala Road.

Blue Haze industrial area is 300m east of the site offering employment opportunities. The estate also includes a local Caltex Starmart Fuel and convenience store located at the intersection of Mavis and Flowerdale roads.

The subject site is therefore well serviced by existing education, recreation, retail and employment opportunities.

The surrounding residential estate includes predominantly low density single residential land with lots of 500 – 800m<sup>2</sup>. Some higher density grouped, and multiple dwelling developments are dispersed between the predominantly lower density single residential housing. Residential density and diversity targets have already been achieved within the broader Broome North area facilitated through changes to R-Codes which enabled much higher dwelling yields than previously anticipated on medium density development sites.

### 2.5 EXISTING TOWN PLANNING FRAMEWORK

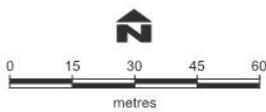
#### 2.5.1 Shire of Broome Local Planning Scheme No. 6 (LPS6)

The subject site incorporates several zones and reserves designated within the Shire of Broome LPS6, shown in Figure 2. This includes:





**SITE PLAN - AERIAL PHOTO  
PT. LOT 9007 SARIAGO TERRACE, BROOME**



**LEGEND**  
 SUBJECT BOUNDARY

Client: -  
 Date: AUGUST 2020  
 Scale: 1:1,500@A4  
 Revision No: A  
 File No: 900-5-001



**FIGURE 2**

Proposed Scheme Amendment Waranyjarri Estate Local Centre | Page 6

- Residential zoned land with a split density coding of R30/40 and single density coding of R20;
- Local Centre zone;
- Parks and Recreation Reserve; and
- Road Reserve.

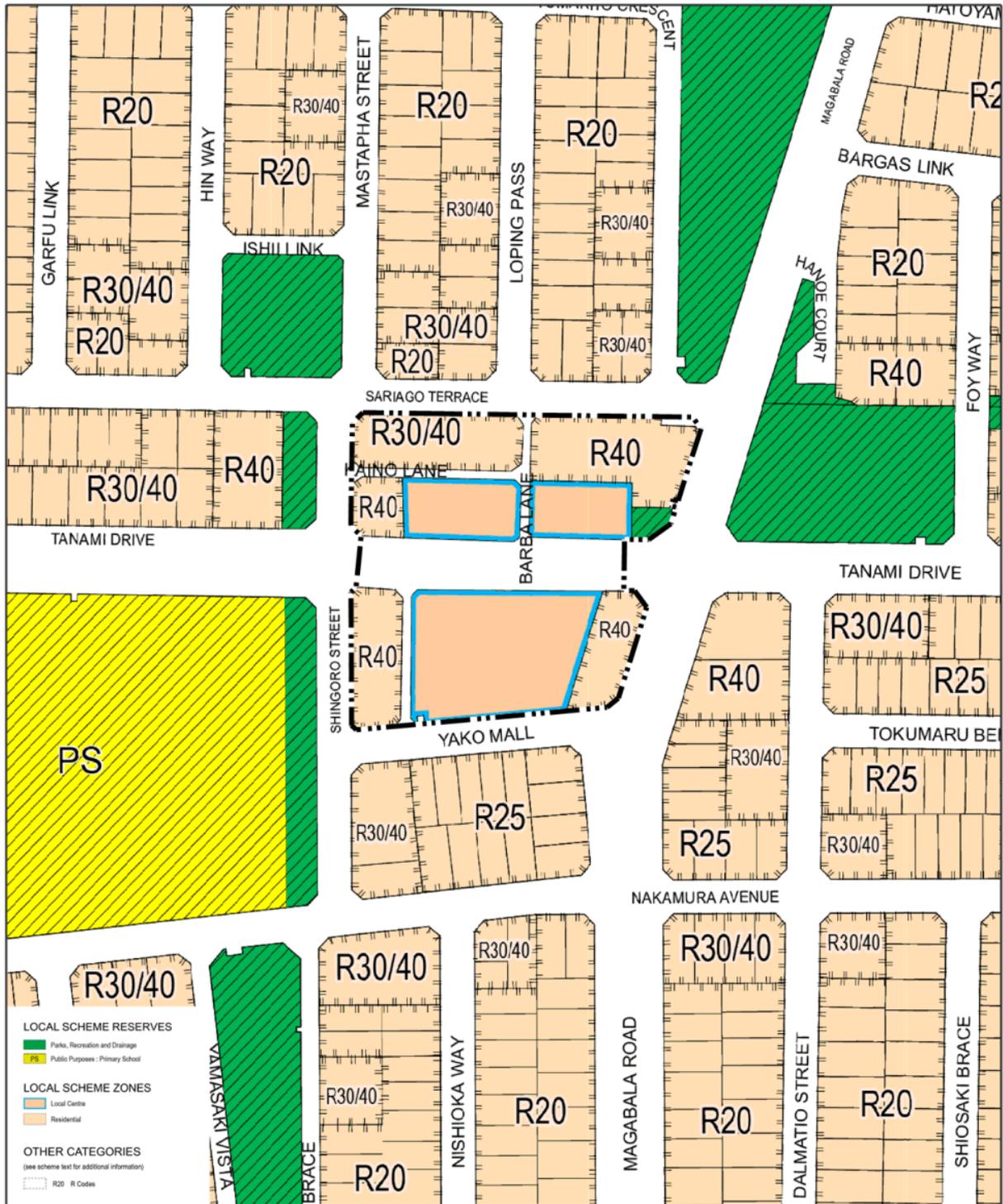
The provisions relating to split densities no longer form part of LPS6. A zoning map is provided as Figure 3.

#### 2.5.2 Broome North Local Centre – Local Development Plan

The Shire adopted the Broome North Local Centre Local Development Plan (Rev C) in January 2015. The objectives of this Local Development Plan are as follows:

- o *Provides for an appropriate mix of convenience retailing, health, welfare and community facilities serving the needs of the neighbourhood;*
- o *Creates a safe and vibrant centre accessible by a diverse range of users;*
- o *Contributes to the delivery of a high-quality public realm providing shade and comfort for users and enabling use of the centre at all times of the day and in all seasons; and*
- o *Incorporates ‘Broome-style’ architectural principles whilst allowing for modern interpretation of its characteristic elements.*





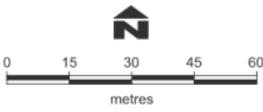
**LOCAL SCHEME RESERVES**  
 Parks, Recreation and Drainage  
 Public Purposes - Primary School

**LOCAL SCHEME ZONES**  
 Local Centre  
 Residential

**OTHER CATEGORIES**  
 (see scheme text for additional information)  
 R20 R Codes

**LEGEND**  
 SUBJECT BOUNDARY

**EXISTING ZONING PLAN EXTRACT**  
**PT. LOT 9007 SARIAGO TERRACE, BROOME**



Client: -  
 Date: AUGUST 2020  
 Scale: 1:3,000@A4  
 Revision No: A  
 File No: 900-5-003



**FIGURE 3**

## 3 PROPOSED AMENDMENT

---

### 3.1 SCHEME AMENDMENT PROPOSAL

It is proposed to rezone the subject site, excluding the Tanami Drive Public Road Reservation running east-west, to 'Residential' with an applicable density coding of R20. In addition, it is proposed to impose an additional use provision for a 'Child Care Centre' over 2,600m<sup>2</sup> as permitted use within the area south of the Tanami Drive Road Reserve shown in LPS6.

The purpose of this proposed amendment is as follows:

- Re-purpose land located in a high amenity location for an alternative use as residential given the redundancy (and failed market interest) in development of a new local commercial centre;
- Bring new residential lots to market which are consistent with the prevailing lot typology in the Waranyjarri Estate and market demand, being low density single residential dwellings;
- Allocate sufficient land to enable development of a new child care centre given the ideal location due to its proximity to the existing primary school;
- Retain and protect the requirement to construct the missing link of Tanami drive centrally through the site.

To achieve construction in accordance with the desired development program, it is imperative the scheme amendment be initiated as soon as possible.

### 3.2 SUBDIVISION CONCEPT

A preliminary subdivision plan has been prepared which indicates the potential arrangement to be created through future subdivision and development. It is intended to finalise the proposed arrangement in consultation with the Shire of Broome in parallel with this proposed amendment. Such details include:

- whether the provision of open space and drainage reserve is necessary based on the alternative development outcome and the approved Local Development Plan accommodating greater than 10% open space;
- the size and location of the child care centre site which requires input from the industry via direct market engagement, but anticipated to be require no more than 2,600m<sup>2</sup>;
- direct access to Magabala Road for single residential lots; and
- the final road arrangement for Tanami Drive and any modifications to the as-built road network necessary to enable subdivision.

The anticipated low-density subdivision could bring up to 40 lots to market consistent with the residential lot typologies in the Broome North Structure Plan,



noting limited opportunities to achieve an east-west lot orientation due to the existing built road network.

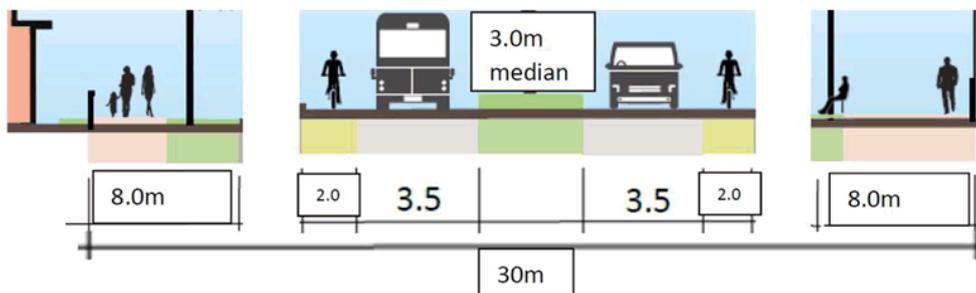
### 3.3 TANAMI DRIVE ROAD CARRIAGEWAY ARRANGEMENT

GHD have been engaged by DevelopmentWA to assist on all three Broome North projects underway. A Broome Traffic Study 2016 by Jacobs the forecast traffic volumes to 2051 on the section of Tanami Drive west of Magabala Road for various scenarios will not exceed 234vph in one direction and 351vph in both directions. Based on peak hour factors in the report this would represent approximately 4,400vpd. The proposed changes created through this amendment will generate lower traffic volumes.

Tanami Drive is designated as a local distributor road under Main Roads WA classification and an Integrator Arterial B in the Broome Traffic Study and provides ultimate connectivity between Broome Road and Sanctuary Road/Cable Beach Road West (both local distributors). Broader traffic volumes previously forecast on Tanami Drive to the east and west are significantly higher than volumes projected for this short section of Tanami Drive across all scenarios. Given that the Commercial Centre will be relocated to the southwest off Fairway Drive traffic patterns will change, however Tanami Drive will still ultimately form an important east-west route.

Based on previous modelling, the need for duplication of Tanami Drive west of Magabala Road would seem unlikely as Gubinge Road and Fairway Drive will instead be used to access the planned alternative location of the future District Centre.

On this basis, GHD has recommended the following cross section as a Neighbourhood Connector to future proof ultimate volumes based on Liveable Neighbourhoods (WAPC 2015), noting that provision of on-street bays will be limited due to requirements for crossovers to residential lots on both sides of the street.



## 4 TOWN PLANNING CONSIDERATIONS – JUSTIFICATION

---

### 4.1 STRATEGIC PLANNING

#### 4.1.1 State Planning Strategy 2050

The State Planning Strategy 2050 (SPS 2050) was adopted in 2014 by the Western Australian Planning Commission (WAPC). The State Planning Strategy provides the strategic context for planning and development decisions throughout the State.

The Strategy includes key elements regarding land supply which are relevant to the proposed amendment and included in Table 8 of the SPS 2050. Such elements include:

- *Well-serviced regional towns that have a built-in capacity to cater for forecast growth and future expansion*
- *Effective land supply monitoring and modelling tools guide infrastructure and servicing agencies*
- *Affordable and well-located land that is accessible and well-serviced, especially to align with affordable housing demands*
- *Government leads by example in the delivery of affordable land.*

The proposed amendment is focused on enabling DevelopmentWA, the State's primary development agency to ensure an adequate pipeline of readily accessible, affordable, and well-located residential land can be brought to market in Broome, a well serviced regional town. Therefore, the proposed amendment is consistent with the aspirations of SPS50.

#### 4.1.2 Kimberley Regional Planning and Infrastructure Framework 2015

The Kimberley Regional Planning and Infrastructure Framework (KRPIF) was adopted by the Department of Planning to provide strategic direction for the future development of the Kimberley region over the next 25 years. It seeks to ensure that development and change in the Kimberley is achieved in a way that improves people's lives and enhances the character and environment of the region.

Key Planning initiatives with respect to settlement in the KPRIF as detailed and consistency of this proposed amendment area outlined in the table below.



#	Planning Initiative	Amendment Consistency
4b	<p><i>Identify future land requirements for residential, commercial and industrial purposes in local planning strategies and schemes by:</i></p> <ul style="list-style-type: none"> <li>- <i>determining future demand and timing scenarios;</i></li> <li>- <i>identifying opportunities for private sector involvement in urban and development;</i></li> <li>- <i>identifying infrastructure requirements; and</i></li> <li>- <i>identify future land requirements for public utilities</i></li> </ul>	<p>The land is no longer required for commercial purposes and alternative land has been identified and is being zoned through an amendment to the District Structure Plan and Broome North Local Development Plan No. 3.</p> <p>Alternate use of service and development land will improve the short-medium term supply of residential land in Broome North where the bulk of longer-term demand for housing is to be accommodated.</p>
4c	<p><i>Facilitate the release of additional residential, commercial and industrial land in areas that have been identified for future development by:</i></p> <ul style="list-style-type: none"> <li>- <i>timely resolution of land tenure issues;</i></li> <li>- <i>identifying and addressing development constraints and formulating strategies to address these;</i></li> <li>- <i>inundation as a result of climate change;</i></li> <li>- <i>providing adequate and appropriately zoned land; and</i></li> <li>- <i>ensuring utility, community and transport infrastructure capacity is sufficient.</i></li> </ul>	<p>The rezoning of this land to residential is a logical measure given Shires adopted Local Commercial strategy clearly indicates the land is not suitable for a local centre purpose in the short, medium or long-term.</p> <p>All other key development challenges are addressed and the rezoning of the land will ensure it's capable of timely release to the market given increased demand for residential land resulting from the State's Regional Land Booster Scheme.</p>

#### 4.1.3 Shire of Broome Local Planning Strategy

The Shire of Broome Local Planning Strategy (BLPS) was adopted by the Shire of Broome and endorsed by the Western Australian Planning Commission in August 2014. The Shire has commenced a review of the Strategy in parallel with LPS6. The Report of Review was adopted by the Shire of Broome in February 2020 and subsequently by the WAPC in April 2020.

The review of the BLPS recommended changes to enable alignment with several other informing planning documents including adopted Local Commercial Strategy.

This proposed amendment, in parallel with other committed town planning changes occurring within the Shire's Statutory and Strategic Framework are enabling measures to achieve alignment with the Shire's adopted Local Commercial Strategy. Details of its alignment with the adopted Local Commercial Strategy are outlined below in section 4.1.4.

#### 4.1.4 Broome Commercial Strategy

The Shire of Broome adopted its Local Commercial Strategy in 2017. The purpose of the strategy was to review existing and long-term demand for commercial space and make recommendations on the strategic distribution of commercial space in Broome.

The Local Commercial Strategy identified that amendments to the scale and location of commercial space in Broome North was necessary to align with current and longer-term demands. It recommended the following:

1. Allocation of land to support development of a District Centre by 2031 located centrally to the neighbourhoods of Broome North, Cable Beach, Roebuck and Roebuck West; at the intersection of major roads which accommodates:
  - o 1 full-line supermarket (2,500m<sup>2</sup> – 4,500m<sup>2</sup>)
  - o other food, grocery + liquor
  - o food catering
  - o apparel, homewares + leisure
  - o retail services
  - o local professional and service businesses
  
2. Allocation of land to support development of a Local Centre by 2051 in the most northern part of Broome north (i.e. with frontage to Fairway Drive) capable of accommodating:
  - o 1 full-line supermarket (2,500m<sup>2</sup> –4,500m<sup>2</sup>) (expansion of 2031 half-line supermarket)
  - o other food, grocery + liquor
  - o food catering
  - o local professional and service businesses.

Whilst specific locations for these centres were recommended to be determined through future planning and design and enabled through an amendment to the

Proposed Scheme Amendment Waranyjarri Estate Local Centre | Page 12

Broome North District Structure Plan, it did note the inappropriate size and location for a local centre in Broome North (i.e. the subject site) outlining:

*The land currently set aside for the Broome North (South) local centre is considered insufficient for accommodating a district centre and may be too close to the future district centre to be sustainable.*

It is on this basis an alternative logical use for the existing nominated centre should be found; in this case residential consistent with the existing density throughout the Waranyjarri Estate.

Broader changes to the land use framework are required to properly implement the recommendations of the Local Commercial Strategy. Whilst it is appreciated the Shire must maintain a sufficient allocation of land to meet longer-term demand, Development WA has committed to the progressing the required amendments to both the District Structure Plan and Broome North Local Development Plan No. 3 in parallel with this amendment request. These processes progressing in parallel will ensure there is adequate commercial space to meet longer-term demand in the appropriate location.

## 4.2 STATUTORY PLANNING

### 4.2.1 Shire of Broome Local Planning Scheme No. 6 (LPS6)

#### 4.2.1.1 Scheme Aims

LPS6 provides a list of aims of the Scheme. Aims that are relevant to the proposed amendment are listed below and justification follows on how the proposed amendment is consistent with each 'aim'.

##### 1.6.1 Place –

##### (b) Promoting environmentally sustainable land use and development.

The amendment will facilitate the sustainable use of land within the Shire of Broome in advance of new greenfield development.

##### (f) Safeguarding and enhancing the character and amenity of the built environment and urban spaces of the Scheme area.

Development of a centrally located land parcel within Waranyjarri Estate will improve amenity for existing residents. New residential development enabled by the amendment and future subdivision will also offer future residents a high level of amenity given the existing urban space and built environment of the estate.

##### 1.6.2 People –

##### (a) Supporting a diverse range of housing choice for a varied residential population, to establish and maintain community identity and high levels of amenity.



Proposed Scheme Amendment Waranyjarri Estate Local Centre | Page 13

Rezoning to residential R20 will create additional lots to cater for the prevailing demand of housing typology within Broome. Density diversity targets for the Waranyjarri Estate will not be compromised as previous medium and high-density development have achieved desired housing diversity objectives.

1.6.3 Prosperity –

*(a) Providing for convenient, lively, accessible and attractive local activity centres.*

The subject site has been shown to be an inappropriate location to achieve this aim, both through its lack of development and also the finding of the adopted Local Commercial Strategy. Rezoning the land for an alternative use and identifying more suitable locations for district and local commercial centres is underway through coordinated planning approach by DevelopmentWA which will ensure this aim is achieved.

1.6.4 Infrastructure –

*(a) Ensuring timely and sufficient supply of serviced and suitable land for housing, employment, economic activities, community facilities, recreation and open space.*

Facilitating timely changes to rezone the land to residential will ensure adequate short-term supply of housing in response to heightened demand experienced in Broome following the State and National COVID recovery plans being implemented.

*(b) Providing for the air, land and water transportation needs by providing, where practical, an integrated transport system that includes public transport, cycling and walking.*

Initial consideration has been given to the potential changes to the road network to manage the impacts of the amendment. The impacts will see a reduction in traffic in the immediate vicinity of the site and along Tanami Drive with the altered road network arrangement contemplated earlier in section 3.3.

1.6.5 Sustainability –

*(a) Providing for the sustainable use and development of land*

Rezoning to enable a suitable use ensures sustainable use of land and services.

*(b) Providing opportunities for planned, contained and sustainable settlements in locations with access to services and infrastructure.*

The rezoning enables sustainable settlement of the Broome North area by using land which is readily accessible to services and infrastructure.

1.6.6 Organisation/Governance –



*(a) Assisting the effective implementation of regional plans and policies endorsed by the local government and the Commission.*

A timely progression of this amendment will ensure implementation of the Local Commercial Strategy in response to the COVID recovery planning implemented by the State and Federal Governments.

#### **4.2.1.2 Residential Zone**

Clause 3.2.1 of LPS6 describes the purpose of the residential zone as follows;

*The purpose of the Residential Zone is to provide for residential development at a range of densities with a variety of housing to meet the needs of different household types through the application of the Residential Design Codes, as varied by the Scheme and any Local Planning Policy adopted under Part 5 of the Residential Design Codes.*

The amendment will create residential zoned land capable of enabling low density residential housing which is consistent with the prevailing demand and need of the Broome community.

Clause 3.2.2 outlines the objectives of the Residential Zone which are as follows:

- a. allow development in accordance with the Residential Design Codes;*
- b. provide for climatically responsive housing forms that are consistent with energy efficiency and sustainable design principles set out in design guidelines adopted by the local government; and*
- c. ensure the built form is in accordance with Broome-style architecture as specified in clause 4.12 and with applicable local design guidelines.*

The proposed amendment will enable subdivision of the land, creating lots capable of development in accordance with the R-Codes and in a practical lot arrangement which can achieve sustainable design principles. The proposed amendment is therefore consistent with the objectives of the Residential zone.

#### **4.2.2 State Planning Policy 3 -Urban Growth and Settlement**

State Planning Policy 3 (SPP3) sets out the principles and considerations which apply to planning for urban growth and settlement in Western Australia. Core principles and objectives of SPP3 include the efficient use of existing and serviced land to support regional population growth in advance of new development.

The proposed amendment will enable new residential development where existing infrastructure is already in place to service the development and a high level of amenity can be offered to future residents given the existing community and recreational infrastructure in close proximity to the site. The subdivision and development of the site for residential purposes can occur in advance of new greenfield expansion in Broome North which likely will require new major infrastructure upgrades, the provision of additional public open space and other community infrastructure to meet liveable neighbourhood design principles.



In light of this, the rezoning of the site is consistent with SPP3, enabling efficient use of land, located in a well-serviced location to meet future population growth in Broome.

**4.2.3 State Planning Policy 3.7 – Bushfire Planning**

Bushfire Prone Planning were engaged to evaluate the proposed amendment with respect to Bushfire Regulation and Planning requirements. A BAL Contour Plan and Assessment Against Bushfire Protection Criteria was carried out on the subject site with a range of BAL-LOW t BAL-12.5 and therefore no further bushfire management measures will be required to be incorporated into any future subdivision or development within the proposed amendment area.

The full report is included in Appendix 3.

**4.2.4 Broome North Local Centre – Local Development Plan**

Rezoning of the land will make the Local Development Plan which applies to the subject site redundant. Once the amendment has been gazetted, revocation of the Local Development Plan can occur pursuant to regulation 58 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**4.2.5 Planning Bulletin 72/2009 – Child Care Centres**

The Western Australian Planning Commission adopted Planning Bulletin 72 in August 2009. The purpose of the Planning Bulletin is to:

- a) differentiate between child care related activities operating in existing residential area, such as family day care that takes place in dwellings, and non-residential child care activities;*
- b) outline a consistent policy approach to planning for child care centres; and*
- c) advise of planning considerations in relation to the location and development of child care centres.*

The bulletin highlights that market forces have a material impact on the location and accessibility of services. The intent of integrating flexibility into the proposed amendment by including the additional use provision and applying it to 2,600m2 is to retain some flexibility to support the market in providing a service into the Broome North Area. Retaining ‘D’ use (i.e. no additional use provision) and/ or limiting the additional use provision to a designated land area would influence market engagement due to lack of certainty and flexibility in the planning framework.

Section 3.3 of the bulletin deals with the location of centres. The provisions of this section are considered below with respect to the proposed amendment. Accordingly, the incorporation of the additional use provision to accommodate a child care centre as ‘Permitted’ is considered appropriate.

Preferred Location Characteristics	Response
------------------------------------	----------



<p><b>Distributed strategically to provide the maximum benefit to the community it serves</b></p>	<p>There are no existing child care centres located in Broome North, or north of Gubinge Road within the sunset park estate. Longer term expansion of Broome North will logically lead to demand for a new, conveniently located service. The nominated location adjoining a primary school is convenient and consistent with the placement of most existing centres in Broome which adjoin or are adjacent to primary schools.</p>
<p><b>Within easy walking distance or part of appropriate commercial, recreation or community nodes and education facilities</b></p>	<p>The subject site is well located within walking distance of Broome North Primary School and will be in close proximity to future district commercial centres, notionally nominated for the corner of Gubinge and Fairway Drive in the adopted Local Commercial Strategy.</p>
<p><b>Located in areas where adjoining uses are compatible with a child care centre (includes considering all permissible uses under the zoning of adjoining properties)</b></p>	<p>Future adjoining uses to the premises will be residential. As outlined in the bulletin, most centres are located within a residential setting. Future purchasers of adjoining properties will be aware of the potential centre. Existing residents in Broome North would also be aware of the potential development intensive, commercial uses such as a child care centre consistent with the currently adopted Local Development plan for the subject site.</p>
<p><b>Serviced by public transport (where available)</b></p>	<p>Magabala and Tanami Drive are nominated in the Broome North LDP1 as future public transport routes.</p>
<p><b>Considered suitable from a traffic engineering/safety point of view</b></p>	<p>Previous planning and design of the area allowed for more intensive use.</p>
<p><b>Of sufficient size and dimension to accommodate the development without affecting the amenity of the area</b></p>	<p>The proposed amendment provides some flexibility to ensure a lot can be created of a suitable size and dimension to meet market requirements.</p>



## 5 SUMMARY

---

This proposed amendment seeks the rezoning of the former local commercial centre in the Waranyjarri Estate to Residential R20, with the additional use provision of a Child Care Centre and retention of the Tanami Drive public Road Reserve. The proposed amendment will enable the efficient use of already serviced and well-located land to meet future population growth in Broome.

Rezoning of the subject site in advance of any higher order Strategic or Statutory alteration will not compromise the longer-term allocation and zoning of commercial land in Broome noting:

- DevelopmentWA's three interlinked projects have all been committed to and are in progress; and
- The site already being recognised as an inappropriate location for a Local Commercial Centre in the Shire's adopted Local Commercial Strategy.

In light of the justification within this report and supporting appendices, we respectfully seek your timely initiation of the proposed amendment.



*Appendix 1 - Certificate of Title and Deposited Plan*

WESTERN AUSTRALIA



REGISTER NUMBER <b>9007/DP74189</b>	
DUPLICATE EDITION <b>1</b>	DATE DUPLICATE ISSUED <b>12/11/2012</b>

**RECORD OF CERTIFICATE OF TITLE**  
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **2801** FOLIO **377**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

**LAND DESCRIPTION:**

LOT 9007 ON DEPOSITED PLAN 74189

**REGISTERED PROPRIETOR:**  
(FIRST SCHEDULE)

WESTERN AUSTRALIAN LAND AUTHORITY OF LEVEL 6, 40 THE ESPLANADE, PERTH  
(AF M086634 ) REGISTERED 26/10/2012

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:**  
(SECOND SCHEDULE)

1. L642126 EASEMENT TO REGIONAL POWER CORPORATION FOR ELECTRICITY PURPOSES. SEE DEPOSITED PLAN 74189 REGISTERED 1/6/2011.
2. L642127 EASEMENT BURDEN FOR GAS PIPELINE PURPOSES. SEE DEPOSITED PLAN 74189 REGISTERED 1/6/2011.
3. EASEMENT BURDEN CREATED UNDER SECTION 167 P. & D. ACT FOR ELECTRICITY PURPOSES TO REGIONAL POWER CORPORATION - SEE DEPOSITED PLAN 74189 AS CREATED ON DEPOSITED PLAN 69434
4. EASEMENT BURDEN CREATED UNDER SECTION 167 P. & D. ACT TO WATER CORPORATION FOR SEWERAGE AND WATER SUPPLY PURPOSES - SEE DEPOSITED PLAN 74189 AS CREATED ON DEPOSITED PLAN 72354
5. EASEMENT BURDEN CREATED UNDER SECTION 167 P. & D. ACT FOR ELECTRICITY PURPOSES TO REGIONAL POWER CORPORATION - SEE DEPOSITED PLAN 74189 AS CREATED ON DEPOSITED PLAN 72354

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.  
\* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.  
Lot as described in the land description may be a lot or location.

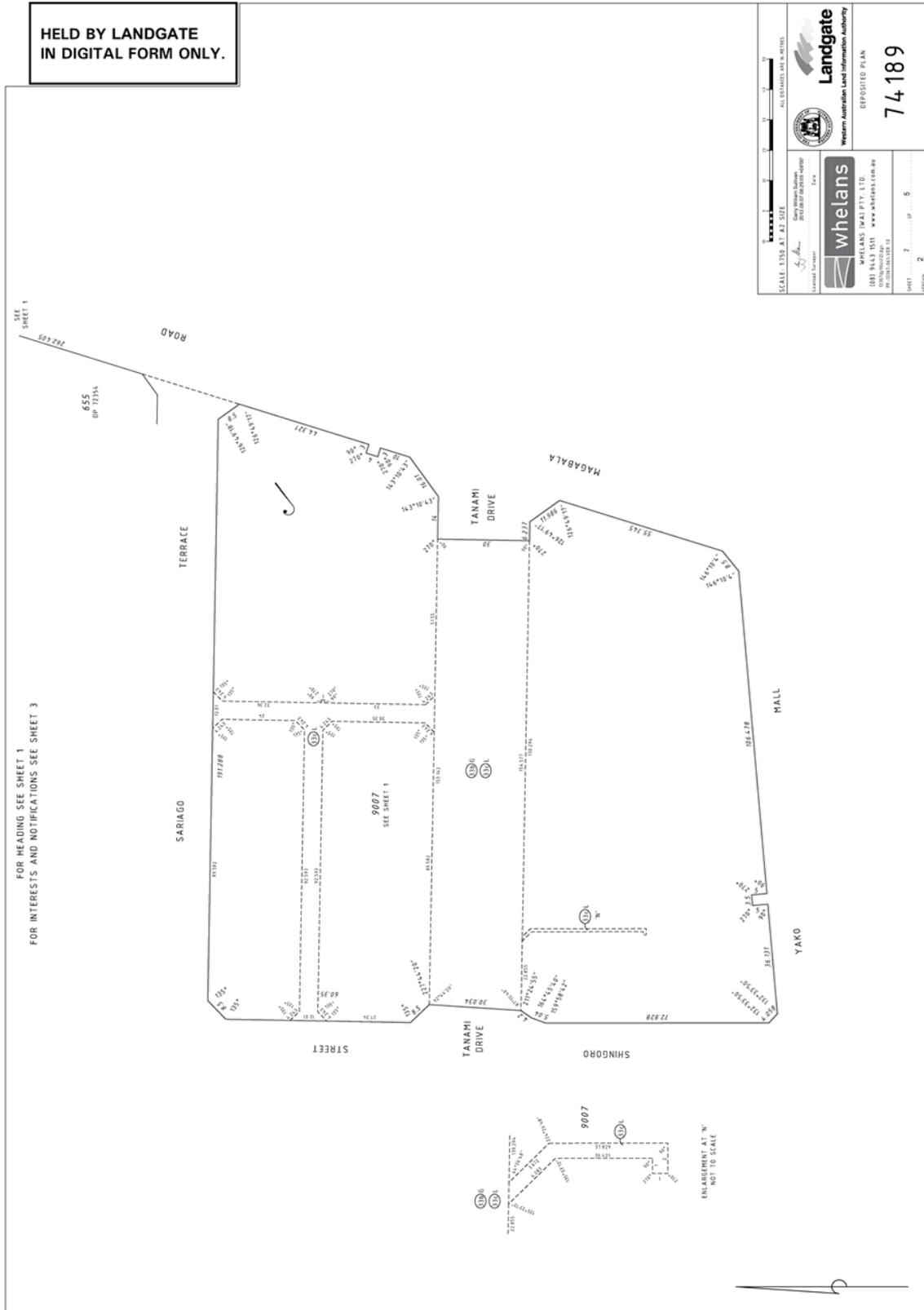
-----END OF CERTIFICATE OF TITLE-----

**STATEMENTS:**

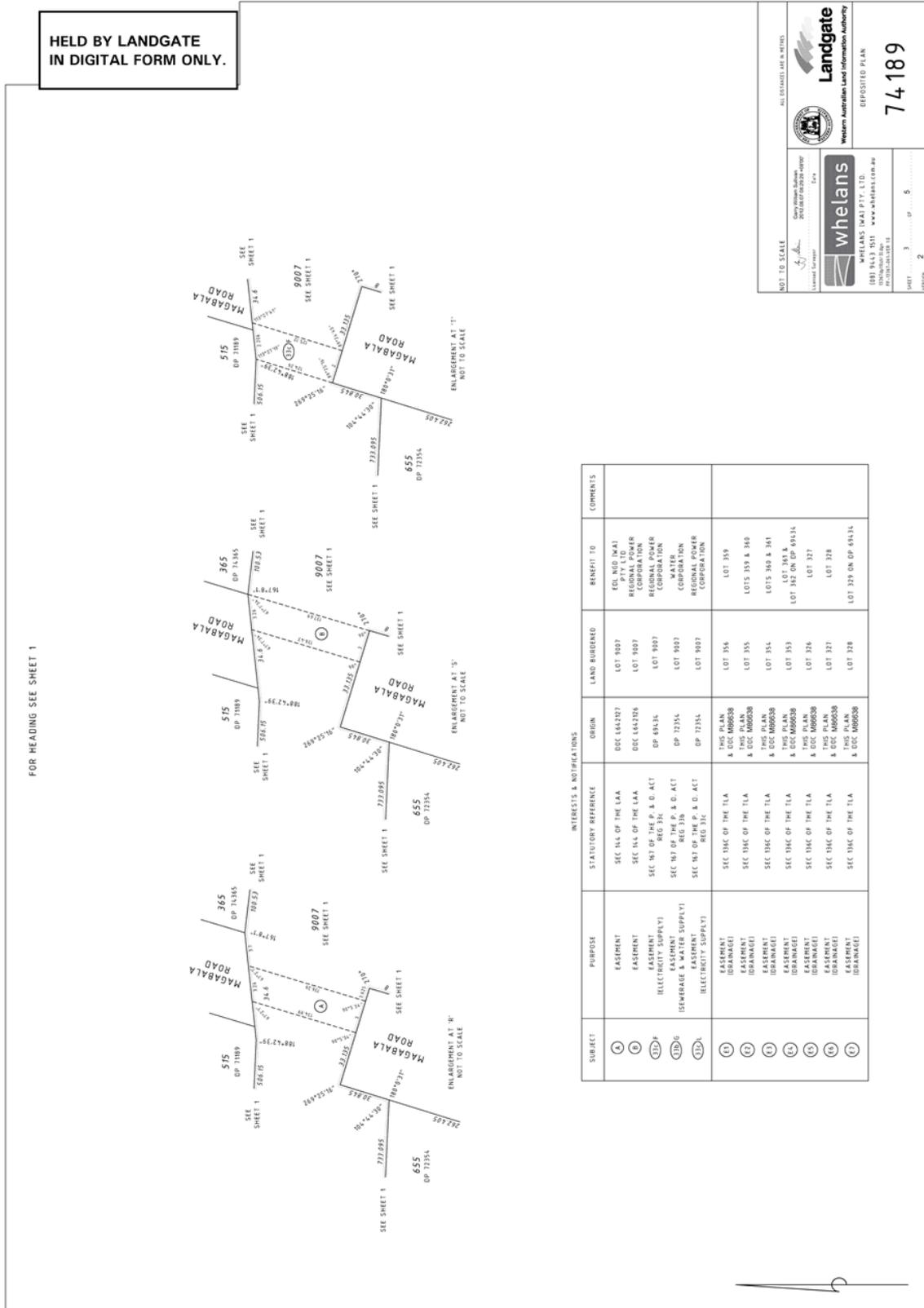
The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP74189  
PREVIOUS TITLE: 2800-250  
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.  
LOCAL GOVERNMENT AUTHORITY: SHIRE OF BROOME  
RESPONSIBLE AGENCY: WESTERN AUSTRALIAN LAND AUTHORITY

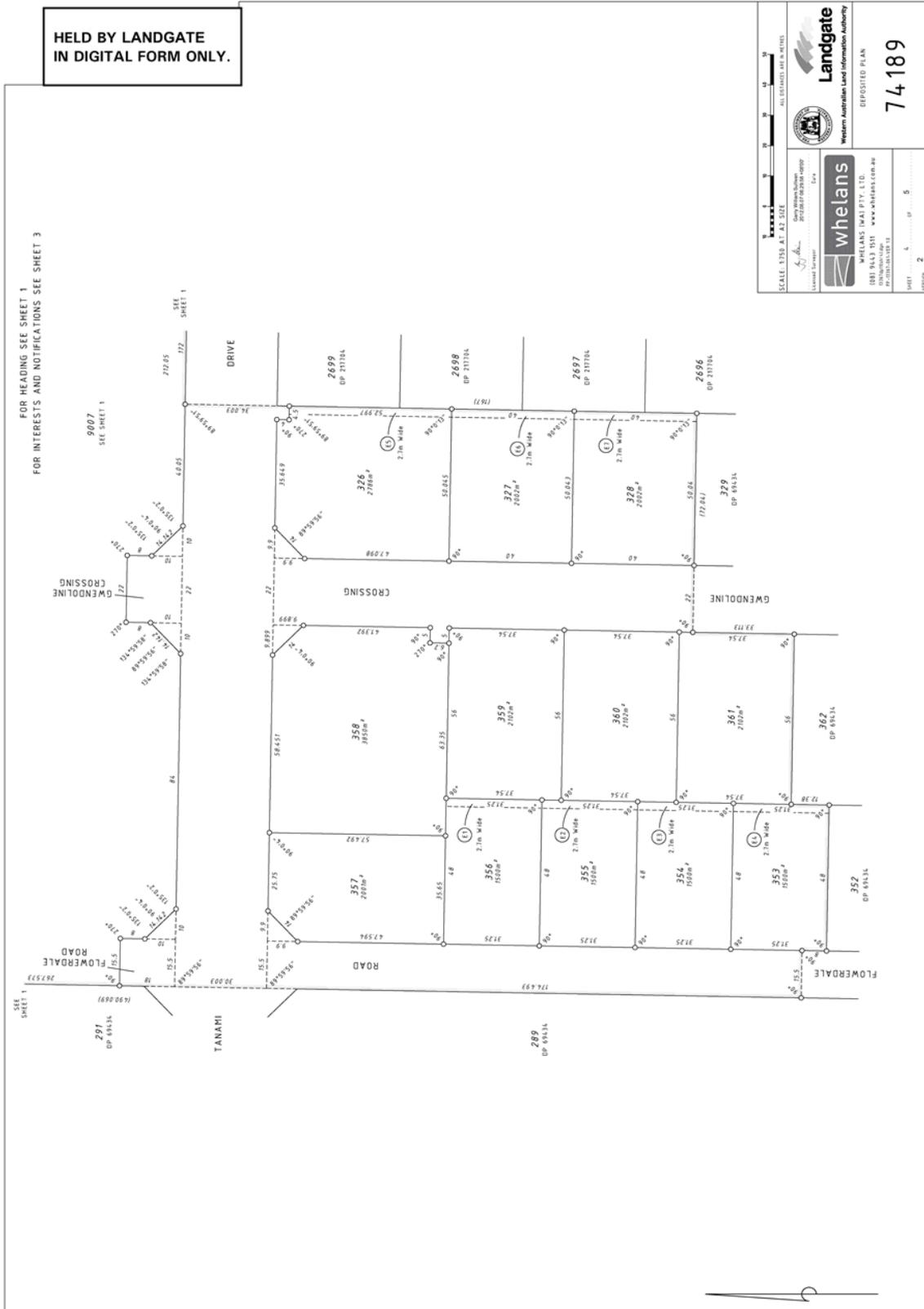




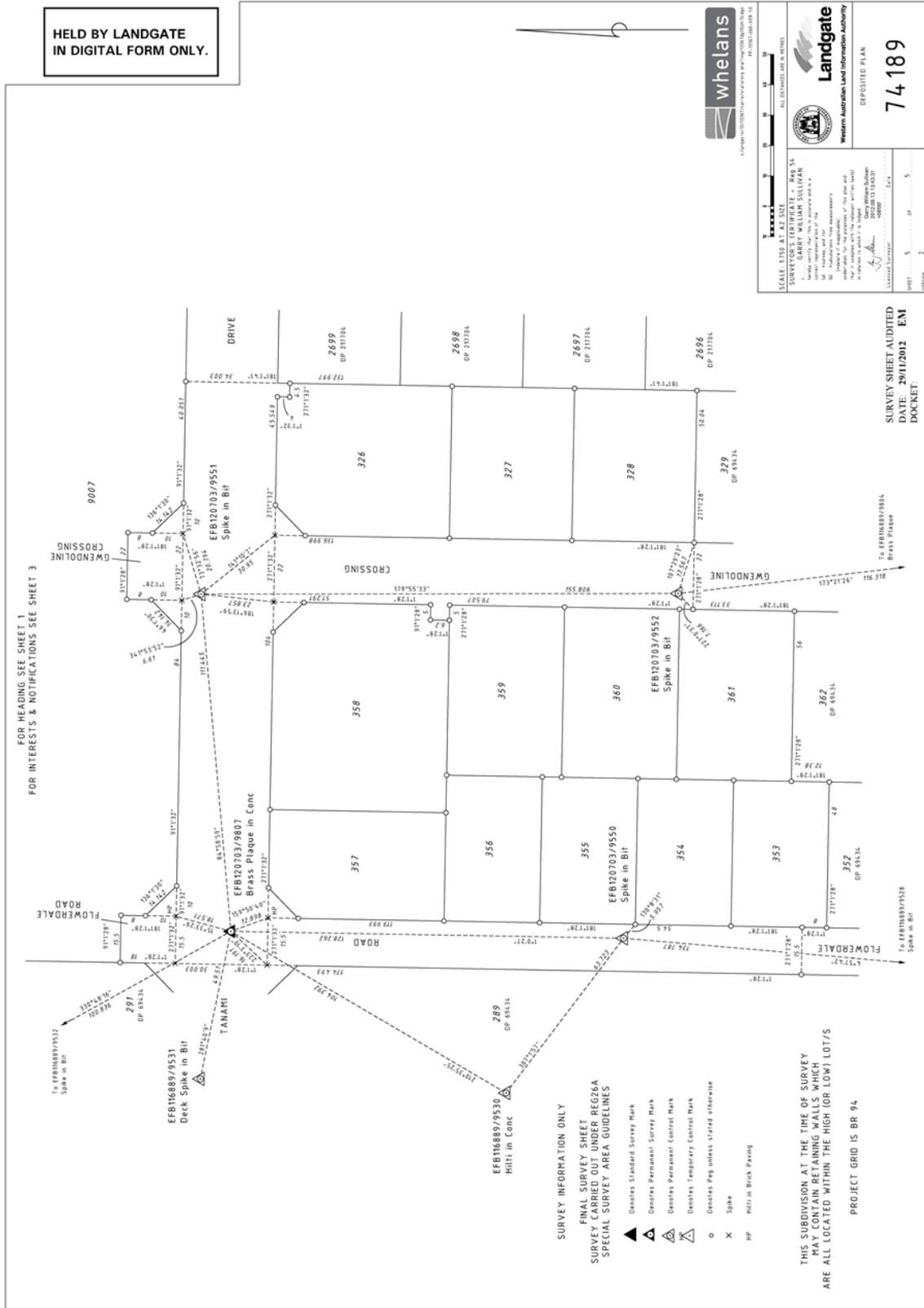
LANDGATE COPY OF ORIGINAL NOT TO SCALE 25/08/2020 01:27 PM Request number: 60934386



LANDGATE COPY OF ORIGINAL NOT TO SCALE 25/08/2020 01:27 PM Request number: 60934386



LANDGATE COPY OF ORIGINAL NOT TO SCALE 25/08/2020 01:27 PM Request number: 60934386



LANDGATE COPY OF ORIGINAL NOT TO SCALE 25/08/2020 01:27 PM Request number: 60934386

Proposed Scheme Amendment Waranyjarri Estate Local Centre | Page 19

*Appendix 2 - Existing Services and Utilities*





Proposed Scheme Amendment Waranyjarri Estate Local Centre | Page 20

*Appendix 3 Bushfire Evaluation*





---

## BAL Contour Plan & Assessment Against Bushfire Protection Criteria

---

Broome North Stage 1 – Local Centre  
Bilingurr

---

Shire of Broome

Job Number:	190520
Assessment Date:	14 July 2020
Report Date:	11 September 2020

<p>BPP Group Pty Ltd t/a Bushfire Prone Planning ABN: 39 166 551 784</p> <p>Level, 159-161 James Street Guildford WA 6055</p> <p>PO Box 388 Guildford WA 6935</p> <p>Ph: 08 6477 1144 Email: <a href="mailto:admin@bushfireprone.com.au">admin@bushfireprone.com.au</a></p>	 <p><b>BUSHFIRE PRONE PLANNING</b></p>
---	---

---

#### **Commercial in Confidence**

The information, including any intellectual property, contained in this document is confidential and proprietary to the Company. It may only be used by the person to whom it is provided for the stated purpose for which it is provided and must not be imparted to any third person without the prior written approval of the Company. The Company reserves all legal rights and remedies in respect of its confidential information.

#### **Copyright ©2017 BPP Group Pty Ltd**

All intellectual property rights, including copyright, in format and proprietary content contained in documents created by Bushfire Prone Planning, remain the property of BPP Group Pty Ltd. Any use made of such format or content without the prior written approval of Bushfire Prone Planning, will constitute an infringement on the rights of the Company which reserves all legal rights and remedies in respect of any such infringement.

#### **Disclaimer**

The measures contained in this Bushfire Management Plan are considered to be minimum standards and they do not guarantee that a building will not be damaged in a bushfire, persons injured, or fatalities occur either on the subject site or off the site while evacuating. This is substantially due to the unpredictable nature and behaviour of fire and extreme weather conditions. Additionally, the correct implementation of the required bushfire protection measures (and any associated response/evacuation plan if applicable) will depend, among other things, on the actions of the landowners or occupiers over which Bushfire Prone Planning has no control.

All surveys, forecasts, projections and recommendations made in this report associated with the project are made in good faith based on information available to Bushfire Prone Planning at the time.

All maps included herein are indicative in nature and are not to be used for accurate calculations.

Notwithstanding anything contained therein, Bushfire Prone Planning will not, except as the law may require, be liable for any loss or other consequences whether or not due to the negligence of their consultants, their servants or agents – arising out of the services provided by their consultants.

---



## Document Control

Version	Version Details	Date Submitted
1.0	Original Document Issue	11-Sep-20
		-
		-

Author	Accreditation	Signature
Ian Macleod	BPAD Level 2 - No. 39131	
Co-author		

Reviewed/Approved		
Greg Dunstan	BPAD Level 1 - No. 16382	

### Document Content Compliance Statement

This Bushfire Management Plan (the Plan) provides the required information to address State Planning Policy No. 3.7: Planning in Bushfire Prone Areas - December 2015 (SPP 3.7), the associated Guidelines for Planning in Bushfire Prone Areas - WAPC 2017 v1.3 (Guidelines), and any additional information as directed by the WA Planning Commission (WA Department of Planning, Lands and Heritage). It is fit for accompanying a planning application.

Structure Plan / Subdivision BMP Template v7.3



Table of Contents

DOCUMENT CONTROL .....	1
EXECUTIVE SUMMARY .....	3
1 THE PROPOSAL AND PURPOSE OF THE PLAN.....	4
1.1 DETAILS.....	4
2 POTENTIAL BUSHFIRE IMPACT ASSESSMENT .....	7
2.1 ASSESSMENT INPUT .....	7
2.1.1 Fire Danger Index (FDI) Applied.....	7
2.1.2 Existing Vegetation Identification, Classification and Effective Slope .....	7
2.2 ASSESSMENT OUTPUT .....	12
2.2.1 BAL Results Presented as a BAL Contour Map .....	13
2.2.2 Bushfire Attack Levels (BAL) Derived from The Contour Map .....	13
3 IDENTIFICATION OF BUSHFIRE HAZARD ISSUES .....	15
4 ASSESSMENT AGAINST THE BUSHFIRE PROTECTION CRITERIA (BPC)      BROOME NORTH LOCAL DEVELOPMENT PLAN 1- LOCAL CENTRE.....	16
4.1 BUSHFIRE PROTECTION CRITERIA - ASSESSMENT SUMMARY.....	16
4.2 LOCAL GOVERNMENT VARIATIONS TO APPLY .....	17
4.3 BUSHFIRE PROTECTION CRITERIA – ACCEPTABLE SOLUTIONS ASSESSMENT DETAIL .....	18
4.3.1 Element 1: Location.....	18
4.3.2 Element 2: Siting and Design of Development .....	19
4.3.3 Element 3: Vehicular Access.....	20
4.3.4 Element 4: Water .....	22
4.4 ADDITIONAL INFORMATION FOR REQUIRED BUSHFIRE PROTECTION MEASURES .....	23
4.4.1 Vegetation Management .....	23
APPENDIX 1 - ONSITE VEGETATION MANAGEMENT TECHNICAL REQUIREMENTS .....	26
APPENDIX 2 - VEHICULAR ACCESS TECHNICAL REQUIREMENTS .....	31
APPENDIX 3 - WATER TECHNICAL REQUIREMENTS .....	33

List of Figures

FIGURE 1.1: LDP1 LOCAL CENTRE – SITE PLAN .....	5
FIGURE 1.2: SCREEN SHOT OF MAP OF BUSHFIRE PRONE AREAS FOR THE SUBJECT SITE AND SURROUNDS.....	6
FIGURE 2.1: VEGETATION CLASSIFICATION AND TOPOGRAPHY MAP.....	11
FIGURE 2.2: BAL CONTOUR MAP BROOME NORTH LDP1 – LOCAL CENTRE .....	14



## Executive Summary

---

This BAL Contour Map and assessment against the Bushfire Protection Criteria is produced to assist with planning amendments for a future subdivision application for the Local Centre site in LDP1, to create residential lots.

The proposal can comply with the bushfire protection criteria.

A BAL-29 rating or lower is achievable for future lots and Asset Protection Zones can be achieved and maintained dependent upon compliance with this Report and the Shire of Broome Fire Break & Fuel Hazard Reduction Notice. It is expected that all vegetation within Pt Lot 9007 will be managed and maintained to a low bushfire threat state.

Tanami Drive, Yako Mall, Shingoro Street and Magabala Road provide safe access and egress to two different destinations. As sealed public roads, they will be available to all residents and the public at all times and under all weather conditions. Compliance can be achieved for all other requirements for vehicular access.

A reticulated water supply is available to the subject site and hydrants will be installed in locations as required by the relevant authorities.



## 1 The Proposal and Purpose of the Plan

---

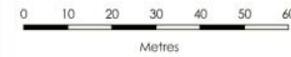
### 1.1 Details

Proponent:	DevelopmentWA
Site Address:	Broome North Stage 1 Local Centre, Bilingurr
Local Government:	Shire of Broome
Site Area:	Approximately 3.8 hectares (Lot 9007).
Planning Stage:	Strategic - local structure plan amendment Subdivision Application
Subdivision Type:	Subdivision - small number of lots
Overview of the Proposal:	This BAL Contour Map and assessment against the Bushfire Protection Criteria is produced to assist with planning amendments for a future subdivision application for the Local Centre site in LDP1, to create residential lots.
Bushfire Prone Planning Commissioned to Produce the Plan by:	DevelopmentWA
Purpose of the Plan:	To support a strategic planning assessment and future subdivision application (lot layout unknown).
For Submission to:	The Shire of Broome



Figure 1.1  
**Broome North LDP1  
 Local Centre  
 Site Map**  
 SARIAGO TERRACE & MAGABALA ROAD  
 BILINGURR  
 SHIRE OF BROOME

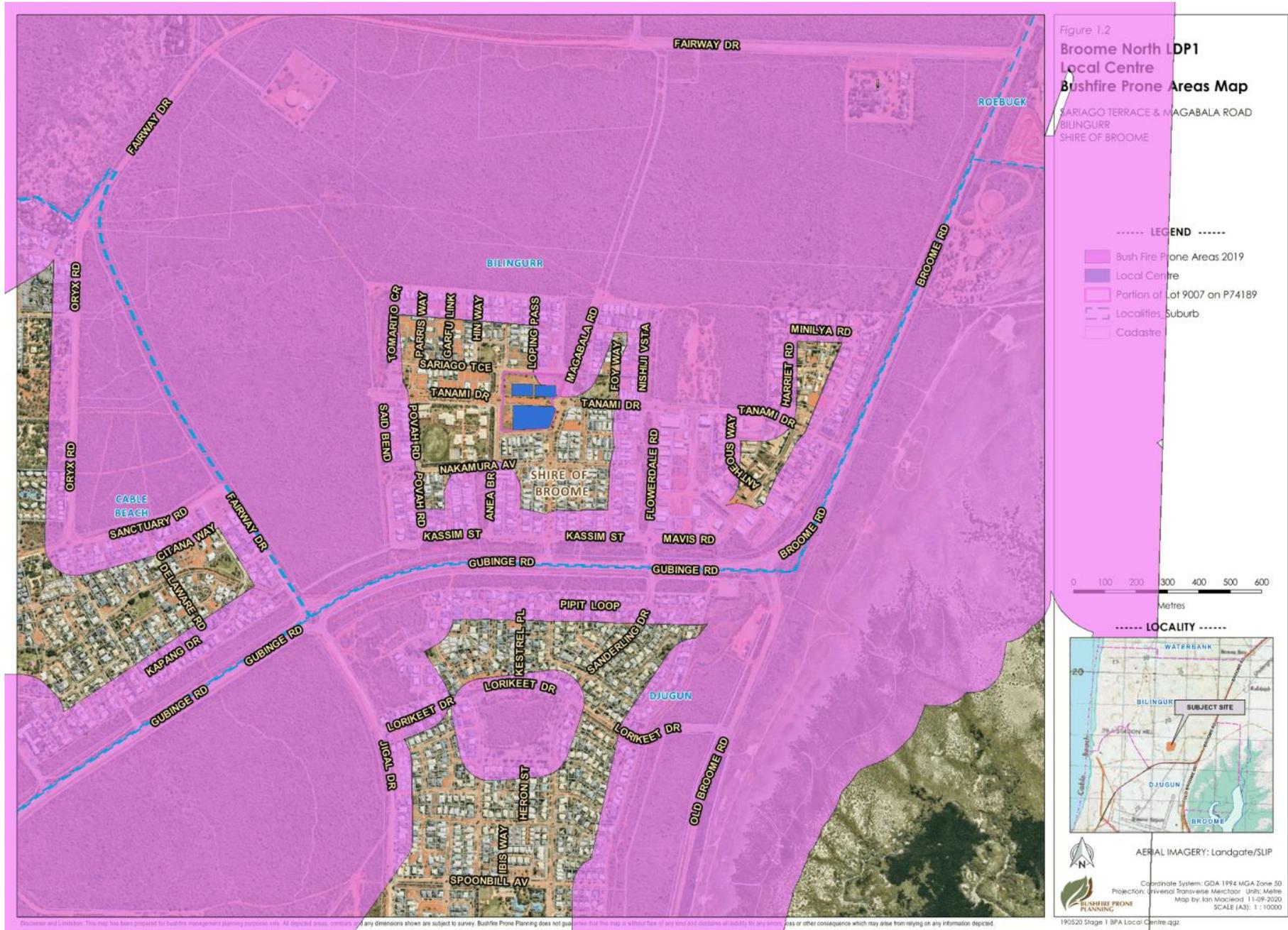
- LEGEND -----
- Local Centre
  - Portion of Lot 9007 on P74189
  - Cadastre



AERIAL IMAGERY: Landgate/SUP

Coordinate System: GDA 1994 MGA Zone 50  
 Projection: Universal Transverse Mercator Units: Metre  
 Map by: Ian Macleod 11-09-2020  
 SCALE (A3): 1 : 1000

Disclaimer and Limitation: This map has been prepared for business management planning purposes only. All depicted areas, contours and any dimensions shown are subject to survey. Broome Shire Planning does not guarantee that this map is without flaw of any kind and disclaims all liability for any errors, loss or other consequence which may arise from relying on any information depicted.





## 2 Potential Bushfire Impact Assessment

### 2.1 Assessment Input

#### 2.1.1 Fire Danger Index (FDI) Applied

AS 3959-2018 specifies the fire danger index values to apply for different regions as per Table 2.1. The values used in the model calculations are for the Forest Fire Danger Index (FFDI) and for which equivalent representative values of the Grassland Fire Danger Index (GFDI) are applied as per Appendix B. The values can be refined if appropriately justified.

Table 2.1: Applied FDI Value

FDI Value			
Vegetation Area	As per AS 3959 - 2018 Table 2.1	As per DFES for the Location	Value Applied
All Vegetation Areas	80	N/A	80

#### 2.1.2 Existing Vegetation Identification, Classification and Effective Slope

Vegetation identification and classification has been conducted in accordance with AS 3959-2018 s2.2.3 and the Visual Guide for Bushfire Risk Assessment in WA (DoP February 2016).

When more than one vegetation type is present, each type is identified separately with the worst-case scenario being applied as the classification. The predominant vegetation is not necessarily the worst-case scenario.

The vegetation structure has been assessed as it will be in its mature state (rather than what might be observed on the day). Areas of modified vegetation are assessed as they will be in their natural unmodified state (unless maintained in a permanently low threat, minimal fuel condition, satisfying AS 3959-2018 s2.2.3.2-f and asset protection zone standards). Vegetation destroyed or damaged by a bushfire or other natural disaster has been assessed on its revegetated mature state.

**Effective Slope:** Is the ground slope under the classified vegetation and is determined for each area of classified vegetation. It is the measured or determined slope which will most significantly influence the bushfire behaviour in that vegetation as it approaches a building or site. Where there is a significant change in effective ground slope under an area of classified vegetation, that will cause a change in fire behaviour, separate vegetation areas will be identified, based on the change in effective slope, to enable the correct assessment.



Table 2.2: Vegetation identification and classification

All Vegetation Within 150 metres of the Proposed Development				
Vegetation Area	Identified Classification Types <sup>1</sup> or Description if 'Excluded'	Applied Classification <sup>2</sup>	Effective Slope Under Classified Vegetation	
			degrees	description
1	Closed Scrub D-13 Open Scrub D-14	Class D Scrub	0	Flat & Upslope
2	Open Scrub D-14	Class D Scrub	0	Flat & Upslope
3	Open Tussock G-23 Open Herbfield G-27	Class G Grassland	0	Flat & Upslope
-	Managed residential lots, parks and street verges.	Excluded AS 3959-2018 2.2.3.2 (e) & (f)	0	N/A

Representative photos of each vegetation area, descriptions and classification justification, are presented on the following pages. The areas of classified vegetation are defined, and the photo locations identified on the topography and classified vegetation map, Figure 3.1.

Note<sup>1</sup>: As per AS 3959-2018 Table 2.3 and Figures 2.3 and 2.4 a-h

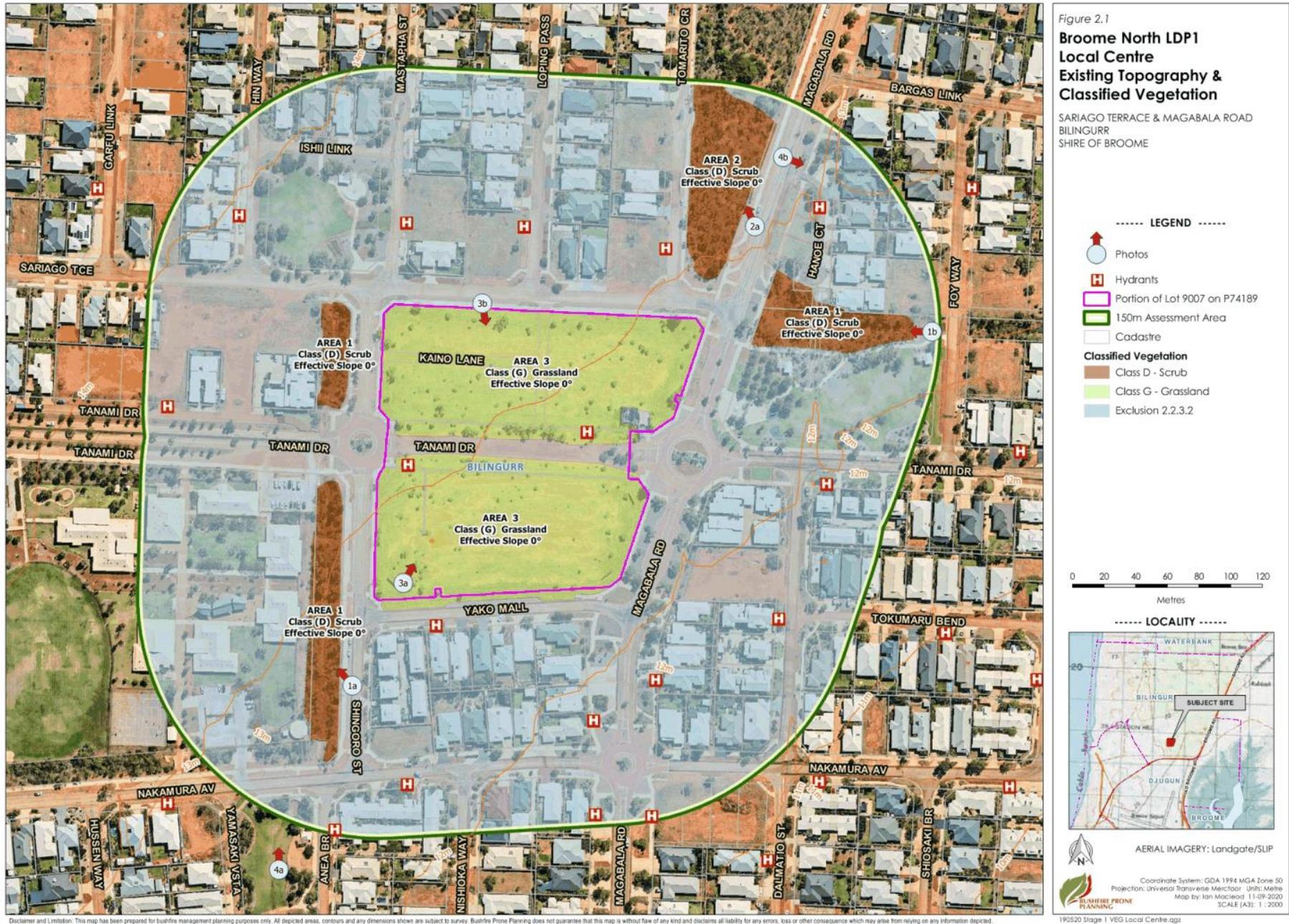
Note<sup>2</sup>: As per AS 3959-2018 Table 2.3.



<b>Vegetation Area 1</b>	<b>Classification Applied or Exclusion Clause:</b> Class D Scrub
<b>Vegetation Type Present:</b> Closed scrub D-13 ; Open scrub D-14	
<b>Description / Classification Justification:</b> Alongside open drain. Scrub to 5 metres tall, shrubs, grass understorey, occasional small tree.	
	
Photo ID: 1a	Photo ID: 1b
<b>Vegetation Area 2</b>	<b>Classification Applied or Exclusion Clause:</b> Class D Scrub
<b>Vegetation Type Present:</b> Open scrub D-14	
<b>Description / Classification Justification:</b> Scrub to 5 metres tall, shrubs, grass understorey, occasional small tree.	
	
Photo ID: 2a	



<b>Vegetation Area 3</b>	<b>Classification Applied or Exclusion Clause:</b> Class G Grassland
<b>Vegetation Type Present:</b> Open tussock G-23 ; Open herbfield G-27	
<b>Description / Classification Justification:</b> Open grassed area, isolated small trees or scrub.	
Photo ID: 3a	Photo ID: 3b
<b>Vegetation Area</b>	<b>Classification Applied or Exclusion Clause:</b> Excluded AS3959-2018 2.2.3.2 (f) Low Threat Vegetation
<b>Vegetation Type Present:</b> Vegetation managed to a low bushfire threat state.	
<b>Description / Classification Justification:</b> Managed street verges, managed parks.	
Photo ID: 4a	Photo ID: 4b





## 2.2 Assessment Output

### Understanding the Bushfire Assessment Results - Application of Bushfire Attack Levels (BAL)

The BAL rating has a different application in the building environment compared to the planning environment and the BAL assessment can result in a determined BAL or an indicative BAL which have different implications.

#### Building versus Planning Applications

In the building environment, a determined BAL rating is required (for the proposed construction) at the building application stage. This is to inform approval considerations and establish the construction standards that are to apply if approved. An indicative BAL rating is not acceptable for a building application.

In the planning environment, assessing the ability of a proposed development site to achieve BAL-29 or less is the objective (as one of the bushfire protection criteria being assessed). The 'development site' is defined by the LPS Amendment Regulations 2015 as "that part of a lot on which a building that is the subject of development stands or is to be constructed".

Therefore, being able to show that a BAL rating of BAL-29 or lower is achievable for a proposed development site (i.e. the building footprint) is an acceptable outcome for that criteria, as established by the bushfire provisions, SPP 3.7 and the associated Guidelines. For planning purposes, this BAL rating could be either indicative or determined.

#### Determined BAL Ratings

A determined BAL rating is to apply to an existing or proposed construction site (building) and not to a lot or envelope. Its purpose is to state the potential radiant heat flux to which the building will be exposed.

A determined BAL cannot be given for a future building whose location, elevation design and footprint (on a given lot) are unknown. It is not until these variables have been fixed that a BAL can be determined (typically at the development application or building application stage).

The one exception is when a building of **any dimension** can be **positioned anywhere** on a proposed lot or within defined limits within the lot (i.e. building setbacks or building envelope) and always remain subject to the same BAL rating. For this to be the case, there needs to be no classified vegetation either onsite or offsite that if retained could impact upon the determined BAL rating.

#### Indicative BAL Ratings

When this Plan presents a single indicative BAL rating for a proposed construction site (building), this will be because the construction is still subject to a location within the lot being confirmed and/or a vegetation separation distance being achieved. That is, it will be conditional upon some factor being confirmed at a later stage.

For planning applications associated with proposed lots, the building location, elevation design and footprint have typically not been established. Therefore, indicative rather than determined BAL rating/s will be presented for each lot (with the exception as noted above under 'Determined BAL Ratings').

When this Plan presents a single indicative BAL rating for a lot or building envelope (i.e. an 'area' that is not a located building footprint) it will represent the highest BAL rating affecting that 'area'. The BAL rating of a future building on that 'area' will be dependent on its eventual location.

Otherwise, this Plan will present all BAL ratings for each lot and for each BAL rating, the vegetation separation distances from each area of classified vegetation that are to apply. These distances will be presented as either figures in a table or as a BAL contour map.

From this indicative BAL information, it can be assessed if acceptable BAL ratings ( $\leq$  BAL-29) can be achieved for future buildings.



### 2.2.1 BAL Results Presented as a BAL Contour Map

#### Interpretation of the Bushfire Attack Level (BAL) Contour Map

The contour map will present different coloured contour intervals constructed around the classified bushfire prone vegetation. These represent the different Bushfire Attack Levels that exist at varying distances away from the classified vegetation.

Each BAL represents a set range of radiant heat flux (as defined by AS 3959-2018) that can be generated by the bushfire in that vegetation at that location.

The width of each shaded contour (i.e. the distance interval) will vary and is determined by consideration of variables including vegetation type, fuel structure, ground slope, climatic conditions. They are unique to a site and can vary across a site. The width of each contour is a diagrammatic expression of the separation distances from the classified vegetation that apply for each BAL rating, for that site.

A building (or 'area') located within any given BAL contour will be subject to that BAL rating and potentially multiple BAL ratings of which the highest rating will be applied.

### Separation Distances Calculated to Construct the BAL Contours

Table 2.3: Vegetation separation distances applied to construct the BAL contours.

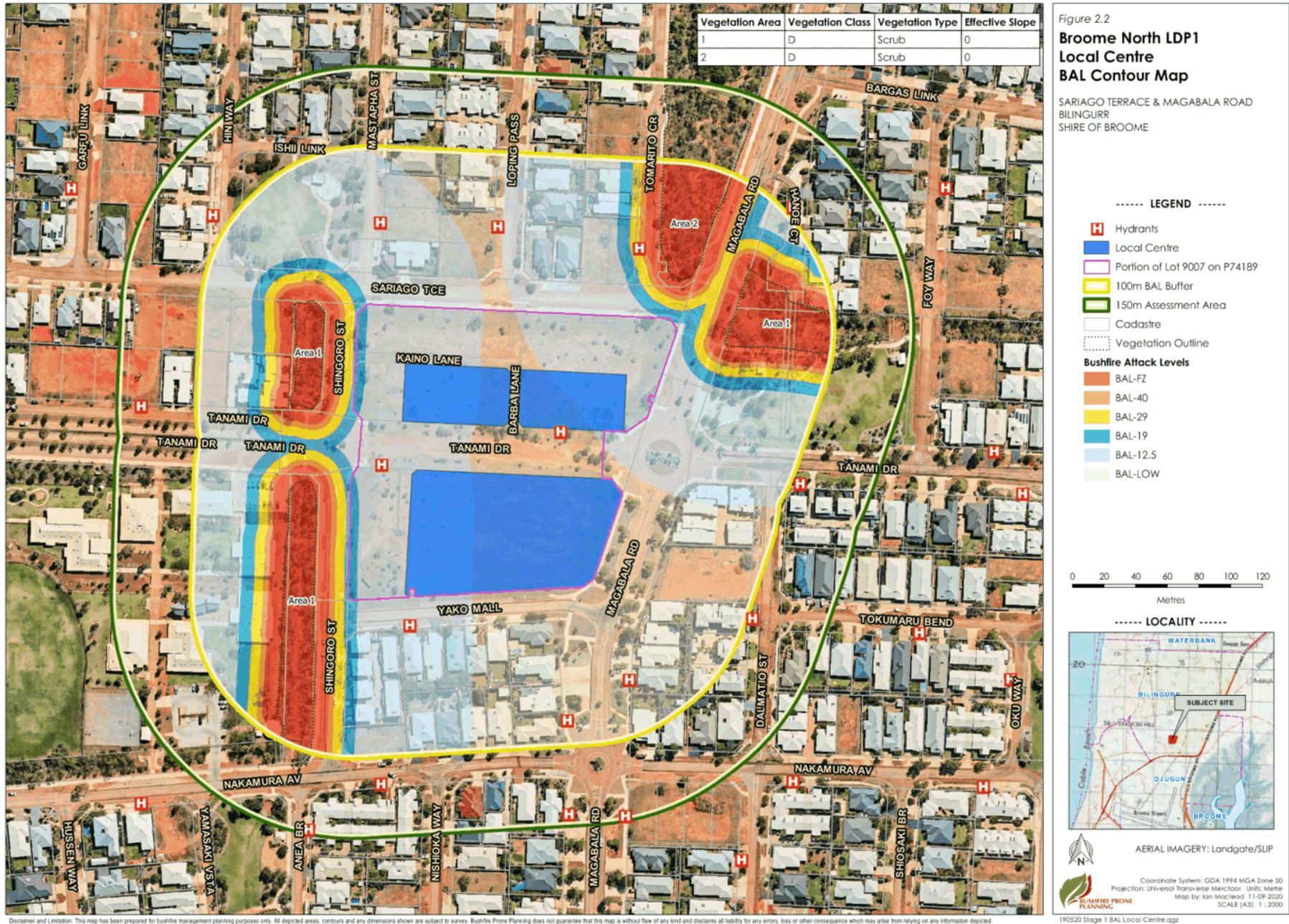
Calculated Vegetation Separation Distances								
Vegetation Area	Vegetation Classification	Effective Slope	BAL Assessment Method Applied <sup>1</sup>	BAL Rating and Corresponding Separation Distance <sup>2</sup> (metres)				
		Degrees		BAL-FZ	BAL-40	BAL-29	BAL-19	BAL12.5
1	Class D Scrub	0	Method 1	<10	10-<13	13-<19	19-<27	27-<100
2	Class D Scrub	0	Method 1	<10	10-<13	13-<19	19-<27	27-<100
3	Class G Grassland	0	Method 1	<6	6-<8	8-<12	12-<17	17-<100

<sup>1</sup> Method 1 as per AS 3959-2018 Table 2.5.

### 2.2.2 Bushfire Attack Levels (BAL) Derived from The Contour Map

The assumption for this BAL Contour Map is that the whole of the area that is assessed as Grassland and bounded by Sariago Terrace, Magabala Road, Yako Mall and Shingoro Street, being a portion of Lot 9007 on Plan 74189, will be managed and maintained to a low bushfire threat state.

Vegetation within the nearby open drains will have some effect on the site and BAL ratings for the Local Centre will range from BAL-LOW to BAL-12.5.





### 3 Identification of Bushfire Hazard Issues

---

The Broome North Local Development Plan 1 (LDP1) area is 85% urbanised with established residential housing lots, a school site and associated amenities. The land is relatively flat and is bounded by areas of scrub type vegetation to the west and north. A residential development is located to the south of the site on the opposite side of Gubinge Road. A light industrial area sits to the east along with areas of scrub vegetation.

The Local Centre area is situated relatively centrally within LDP1. There are small areas of bushfire prone vegetation relatively close to the site but the highest potential BAL rating affecting the Local Centre area is BAL-12.5. It is expected that all vegetation within Pt Lot 9007 will be managed and maintained to a low bushfire threat state.

The subject site abuts access/egress routes from the development. Tanami Drive heads east and joins onto Broome Road. Magabala Road heads south onto Gubinge Road. Both Broome Road and Gubinge Road are main arterial roads for the vicinity.

Fire hydrants are located throughout the development area as per the requirements of the relevant authorities.



## 4 Assessment Against the Bushfire Protection Criteria (BPC) Broome North Local Development Plan 1- Local Centre

### 4.1 Bushfire Protection Criteria - Assessment Summary

Summarised Outcome of the Assessment Against the Bushfire Protection Criteria (BPC)						
Element	Basis for Achieving Compliance with the Intent of the Element		The Proposal Cannot Achieve Compliance with the Intent of the Element	The Element is Not Applicable to the Proposal	Not a Strategic Planning Proposal therefore Location Options Do Not Apply	
	All Relevant Acceptable Solutions Are or Can be Met	The Performance Principle is Addressed (one or more solutions cannot be fully met, or it is inappropriate to do so –				
		Argument Justifying Compliance with the Intent is Presented	A Performance Principle-Based Solution is Applied		Different bushfire protection measures are to be applied to specified development types and land uses (as per a WAPC Position Statement or guidance)	
1. Location	✓					
2. Siting and Design of Development	✓					
3. Vehicular Access	✓					
4. Water	✓					

The Proposal has been assessed against:

1. The requirements established in Appendix 4 of the Guidelines for Planning in Bushfire Prone Areas, WAPC 2017 v1.3 (the 'Guidelines'). The detail, including the technical requirements, are found at <https://www.dplh.wa.gov.au/8194.aspx>; and
2. Any endorsed variations to the Guideline's acceptable solutions and associated technical requirements that have been established by the relevant local government. If known and applicable these have been stated in Section 5.2 of this Plan (with the detail included as an appendix if required by the relevant local government).



#### 4.2 Local Government Variations to Apply

Local governments may add to or modify the acceptable solutions of the Bushfire Protection Criteria (BPC) and/or apply technical requirements that vary from those specified in the Guidelines for Planning in Bushfire Prone Areas (WAPC). In such instances, this Proposal will be assessed against these variations and/or any specific local government technical requirements for emergency access and water. Refer to Appendices 2 and 3 for relevant technical requirements.

Will local or regional variations to the acceptable solutions (endorsed by WAPC / DFES) and/or the technical requirements contained in the Guidelines, apply to this Proposal.	N/A
--	-----



### 4.3 Bushfire Protection Criteria – Acceptable Solutions Assessment Detail

#### 4.3.1 Element 1: Location

<b>Bushfire Protection Criteria Element 1: Location</b>			
Assessment Statements and Bushfire Protection Measures to be Applied			
<b>Intent:</b> To ensure that strategic planning proposals, subdivision and development applications are located in areas with the least possible risk of bushfire to facilitate the protection of people, property and infrastructure.			
Acceptable Solution:	A1.1: Development Location	Method of achieving Element compliance and/or the Intent of the Element:	The acceptable solution is fully met.

The Broome North LDP1 – Local Centre site achieves compliance by:

- Ensuring future building work on the lots can be located on an area that will be subject to potential radiant heat from a bushfire not exceeding 29 kW/m<sup>2</sup> (i.e. a BAL rating of BAL-29 or less will apply). This can be achieved by using positioning, design and appropriate vegetation removal/modification; and
- Managing the remaining bushfire risk to an acceptable level by the existence/implementation and ongoing maintenance of all required bushfire protection measures, as identified within this Report. These measures include the requirements for vegetation management, vehicular access and firefighting water supply.

The proposed development is located relatively centrally within a built up residential area. The subject site has a potential radiant heat flux from nearby classifiable vegetation of 12.5kW/m<sup>2</sup> or less.



### 4.3.2 Element 2: Siting and Design of Development

<b>Bushfire Protection Criteria Element 2: Siting and Design of Development</b> Assessment Statements and Bushfire Protection Measures to be Applied			
<b>Intent:</b> To ensure that the siting and design of development (note: not building/construction design) minimises the level of bushfire impact.			
Acceptable Solution:	A2.1: Asset Protection Zone	Method of achieving Element compliance and/or the Intent of the Element:	The acceptable solution can be fully met in the future.

The Broome North LDP1 – Local Centre site achieves compliance by:

- Ensuring future building work on the lots can have established around it an APZ of the required dimensions - to ensure that the potential radiant heat from a bushfire to impact future buildings, does not exceed 29 kW/m<sup>2</sup> (i.e. a BAL rating of BAL-29 or less will apply to determine building construction standards);
- The APZs can be partially established within each lots boundaries. The balance of the APZ's required dimensions are being contributed by an area on adjoining land that is either non-vegetated or assessed as being managed in a low-fuel state and which can most reasonably be expected to be managed this way in perpetuity.  
 The subject lots and neighbouring lots managed to the requirements of the Shire of Broome Fire Break & Fuel Hazard Reduction Notice and managed road verges will contribute to APZs for the subject lots.
- The landowner/s having the responsibility of continuing to manage the required APZ as low threat vegetation in a minimal fuel state, by maintaining the APZ to the required dimensions and standard, including compliance with the local government's annual firebreak notice.

The required APZ dimensions are set out in Section 4.4.1. The APZ technical requirements (Standards) are detailed in Appendix 1.



### 4.3.3 Element 3: Vehicular Access

<b>Bushfire Protection Criteria Element 3: Vehicular Access</b>			
Assessment Statements and Bushfire Protection Measures to be Applied			
<b>Intent:</b> To ensure that the vehicular access serving a subdivision/development is available and safe during a bushfire event.			
Acceptable Solution:	A3.1: Two access routes	Method of achieving Element compliance and/or the Intent of the Element:	The acceptable solution will be fully met.
Tanami Drive, Yako Mall, Shingoro Street and Magabala Road provide safe access and egress to two different destinations. As sealed public roads, they will be available to all residents and the public at all times and under all weather conditions.			
Acceptable Solution:	A3.2 Public Road	Method of achieving Element compliance and/or the Intent of the Element:	The acceptable solution will be fully met.
The construction technical requirements established by the Guidelines and/or the local government will be complied with. These requirements are set out in Appendix 2.			
Acceptable Solution:	A3.3 Cul-de-sacs (including a dead-end road)	Method of achieving Element compliance and/or the Intent of the Element:	The acceptable solution can be fully met.
The construction technical requirements established by the Guidelines and/or the local government can and will be complied with. These requirements are set out in Appendix 2.			
Acceptable Solution:	A3.4: Battle-axe	Method of achieving Element compliance and/or the Intent of the Element:	The acceptable solution can be fully met.
The construction technical requirements established by the Guidelines and/or the local government can and will be complied with. These requirements are set out in Appendix 2.			
Acceptable Solution:	A3.5: Private Driveways	Method of achieving Element compliance and/or the Intent of the Element:	The acceptable solution can be fully met.
The construction technical requirements established by the Guidelines and/or the local government can and will be complied with. These requirements are set out in Appendix 2.			



<b>Bushfire Protection Criteria Element 3: Vehicular Access</b> (continued) Assessment Statements and Bushfire Protection Measures to be Applied			
Acceptable Solution:	A3.6 Emergency Access Way	Method of achieving Element compliance and/or the Intent of the Element:	N/A
Acceptable Solution:	A3.7 Fire Service Access Routes	Method of achieving Element compliance and/or the Intent of the Element:	N/A
Acceptable Solution:	A3.8 Firebreak Width	Method of achieving Element compliance and/or the Intent of the Element:	The acceptable solution will be fully met.

The proposed lots will comply with the requirements of the local government annual firebreak notice issued under s33 of the Bush Fires Act 1954.



#### 4.3.4 Element 4: Water

**Bushfire Protection Criteria Element 4: Water**  
Assessment Statements and Bushfire Protection Measures to be Applied

**Intent:** To ensure water is available to the subdivision, development or land use to enable people, property and infrastructure to be defended from bushfire.

Acceptable Solution:	A4.1 Reticulated Areas	Method of achieving Element compliance and/or the Intent of the Element:	The acceptable solution will be fully met.
----------------------	------------------------	--	--

A reticulated water supply is available to the subject site and hydrants will be installed in locations as required by the relevant authorities.

The construction technical requirements established by the Guidelines and/or the local government can and will be complied with. These requirements are set out in Appendix 3.

Acceptable Solution:	A4.2 Non-Reticulated Areas	Method of achieving Element compliance and/or the Intent of the Element:	N/A
Acceptable Solution:	A4.3 Non-reticulated Areas (Individual Lots)	Method of achieving Element compliance and/or the Intent of the Element:	N/A



#### 4.4 Additional Information for Required Bushfire Protection Measures

The purpose of this section of the Plan is:

- As necessary, to provide additional detail (to that provided in the tables of Section 5.3) regarding the implementation of the acceptable solutions for those persons who will have the responsibility to apply the stated requirements;
- As necessary, to detail specific onsite vegetation management requirements such as the APZ dimensions, management of Public Open Space or application of landscaping plans for onsite vegetation;
- To discuss how staged development will be handled, if applicable; and
- As relevant, for future planning stages, consider and discuss the requirements that may apply to future planning applications and the content of the associated BMP. In particular:
  - Any potential Vulnerable or High-Risk Land Uses.
  - Any additional content that will be required in the future BMP.

##### 4.4.1 Vegetation Management

###### **Asset Protection Zone (APZ) Dimensions that are to Apply**

The required dimensions of the APZ will vary dependent upon the purpose for which the APZ has been defined. There are effectively three APZ dimensions that can apply:

1. An application for planning approval will be required to show that an APZ can be created which is of sufficient size to ensure the potential radiant heat impact of a fire does not exceed 29kW/m<sup>2</sup> (BAL-29); and
2. Complying with the relevant local government's annual firebreak notice may require an APZ of greater size than that defined by the two previous parameters.

The dimensions (vegetation separation distances) that are to apply to the APZ for this Proposal are presented in the tables below.



Table 4.1: Planning Minimum Required Vegetation Separation Distances for the Proposed Development

The 'Planning (WAPC) BAL-29' APZ				
Minimum Required Vegetation Separation Distances for the Proposed Development				
Requirement Set By		Guidelines for Planning in Bushfire Prone Areas (WAPC 2017 v1.3)		
Relevant Fire Danger Index (AS3959-2018 Table 2.1)				80
BAL Determination Method		Method 1 (as per AS 3959-2018 s2.2.6 and Table 2.5)		
Vegetation Area	Applied Vegetation Classification	Effective Slope (degrees)	Maximum Acceptable 'Planning' BAL	Required Separation Distance (metres)
1	Class D Scrub	0	<b>BAL-29</b>	13
2	Class D Scrub	0		13
3	Class G Grassland	0		8
-	Excluded AS 3959-2018 2.2.3.2 (e) & (f)	N/A		N/A
This requirement has been established through the State bushfire provisions, SPP 3.7 and the associated Guidelines, as being a key compliance requirement for development proposals in WA.				

Table 4.2: Local Government Firebreak Notice Minimum Requirements.

'Local Government Firebreak Notice APZ'	
Required Minimum Dimensions for the Subject Site	
Requirement Set By:	Shire of Broome
Minimum Dimensions:	See Shire of Broome Fire Break & Fuel Hazard Reduction Notice.
Other Conditions:	If Asset Protection Zone technical requirements are defined in the Notice, the standards and dimensions may differ from the Guideline's APZ Standards, with the intent to better satisfy local conditions. When these are more stringent than those created by the Guidelines, or less stringent and endorsed by the WAPC and DFES, they must be complied with. Refer to Appendix 1.
This requirement has been established through the stated local government's annual fire break notice issued under the Bushfires Act 1954 s33.	



### Consideration/Implementation of Public Open Space Management

Any planned areas of Public Open Space (POS) should be designed and managed so that the vegetation within the POS does not increase the BAL rating of adjoining or nearby lots to above BAL-29.

### Consideration/Implementation of Proposed Landscape Plans

Any future landscape plans should be designed and managed so that the vegetation within the landscaped areas does not increase the BAL rating of adjoining lots to above BAL-29.

### Consideration/Implementation of Staged Development

Where the proposed development is staged each stage must comply with the requirements of the Guidelines for Planning in Bushfire Prone Areas. This may require the creation of roads or management of land or installation of water supply lines outside that particular stage to achieve compliance.



## Appendix 1 - Onsite Vegetation Management Technical Requirements

It is the responsibility of the landowner to maintain the established bushfire protection measures on their property. Not complying with these responsibilities can result in buildings being subject to a greater potential impact from bushfire than that determined by the assessed BAL rating presented in this Bushfire Management Plan.

For the management of vegetation within a lot (i.e. onsite) the following technical requirements exist:

1. **The APZ:** Installing and maintaining an asset protection zone (APZ) of the required dimensions to the standard established by the Guidelines for Planning in Bushfire Prone Areas (WA Planning Commission, as amended). When, due to the planning stage of the proposal to which this Bushfire Management Plan applies, defined APZ dimensions are known and are to be applied to existing or future buildings – then these dimensions are stated in Section 5.4.1 of this Plan.
2. **The Firebreak/Fuel Load Notice:** Complying with the requirements established by the relevant local government's annual firebreak notice issued under s33 of the Bushfires Act 1954. Note: If an APZ requirement is included in the Notice, the standards and dimensions may differ from the Guideline's APZ Standard – the larger dimension must be complied with.
3. **Changes to Vegetated/Non-Vegetated Areas:**
  - a. If applicable to this Plan, the minimum separation distance from any classified vegetation, that corresponds to the determined BAL for a proposed building, must be maintained as either a non-vegetated area or as low threat vegetation managed to a minimal fuel condition as per AS 3959-2018 s2.2.3.2 (e) and (f). Refer to Part 4 of this Appendix 1.
  - b. Must not alter the composition of onsite areas of classified vegetation (as assessed and presented in Section 3.1.2) to the extent that would require their classification to be changed to a higher bushfire threat classification (as per AS 3959-2018); and
  - c. Must not allow areas within a lot (i.e. onsite) that have been:
    - i. excluded from classification by being low threat vegetation or non-vegetated; and
    - ii. form part of the assessed separation distance that is determining a BAL rating  
-  
...to become vegetated to the extent they no longer represent a low threat (refer to Part 4 of Appendix 1). Note: The vegetation classification exclusion specifications as established by AS 3959-2018 s2.2.3.2, are included at A1.4 below for reference.



## 1. Requirements Established by the Guidelines – the Asset Protection Zone (APZ) Standards

(Source: Guidelines for Planning in Bushfire Prone Areas - WAPC 2017 v1.3 Appendix 4, Element 2, Schedule 1 and Explanatory Note E2.1)

### Defining the Asset Protection Zone (APZ)

**Description:** An APZ is an area surrounding a building that is managed to reduce the bushfire hazard to an acceptable level (by reducing fuel loads). The width of the required APZ varies with slope and vegetation. For planning applications, the minimum sized acceptable APZ is that which is of sufficient size to ensure the potential radiant heat impact of a fire does not exceed 29kW/m<sup>2</sup> (BAL-29). It will be site specific.

The APZ may include public roads, waterways, footpaths, buildings, rocky outcrops, golf courses, maintained parkland as well as cultivated gardens in an urban context, but does not include grassland or vegetation on a neighbouring rural lot, farmland, wetland reserves and unmanaged public reserves.

For subdivision planning, design elements and excluded/low threat vegetation adjacent to the lot can be utilised to achieve the required vegetation separation distances and therefore reduce the required dimensions of the APZ within the lot.

**Defendable Space:** The APZ includes a defendable space which is an area adjoining the asset within which firefighting operations can be undertaken to defend the structure. Vegetation within the defendable space should be kept at an absolute minimum and the area should be free from combustible items and obstructions. The width of the defendable space is dependent on the space which is available on the property, but as a minimum should be 3 metres.

**Establishment:** The APZ should be contained solely within the boundaries of the lot on which the building is situated, except in instances where the neighbouring lot or lots will be managed in a low-fuel state on an ongoing basis, in perpetuity.

*Note: Regardless of whether an Asset Protection Zone exists in accordance with the acceptable solutions and is appropriately maintained, fire fighters are not obliged to protect an asset if they think the separation distance between the dwelling and vegetation that can be involved in a bushfire, is unsafe.*

### Schedule 1: Standards for APZ

**Fences:** within the APZ are constructed from non-combustible materials (e.g. iron, brick, limestone, metal post and wire). It is recommended that solid or slatted non-combustible perimeter fences are used.

**Objects:** within 10 metres of a building, combustible objects must not be located close to the vulnerable parts of the building i.e. windows and doors.

**Fine Fuel Load:** combustible dead vegetation matter less than 6 mm in thickness reduced to and maintained at an average of two tonnes per hectare (example below).



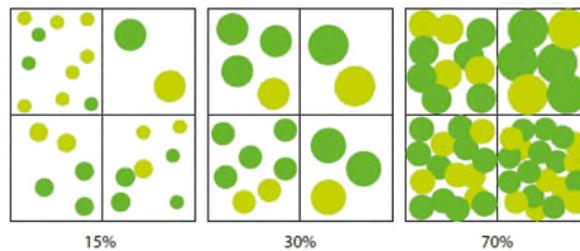
Example Fine Fuel Load of Two Tonnes per Hectare



(Image source: Shire of Augusta Margaret River's Firebreak and Fuel Reduction Hazard Notice)

**Trees (> 5 metres in height):** trunks at maturity should be a minimum distance of 6 metres from all elevations of the building, branches at maturity should not touch or overhang the building, lower branches should be removed to a height of 2 metres above the ground and or surface vegetation, canopy cover should be less than 15% with tree canopies at maturity well spread to at least 5 metres apart as to not form a continuous canopy. Diagram below represents tree canopy cover at maturity.

Tree canopy cover – ranging from 15 to 70 per cent at maturity



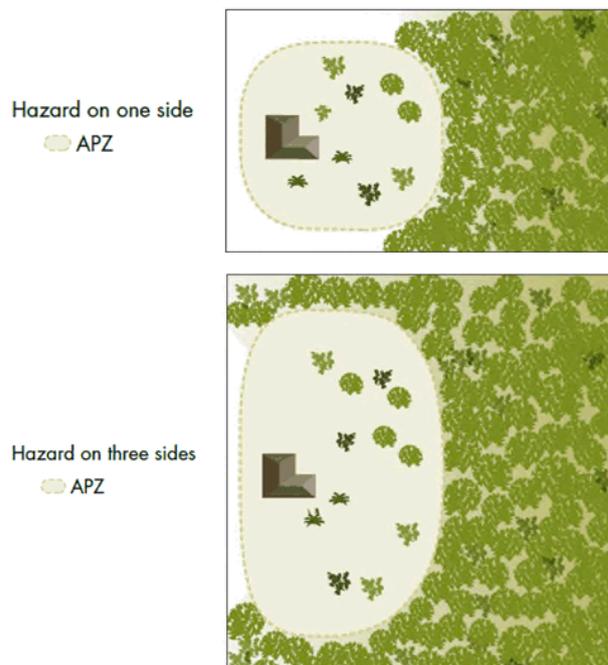
(Source: Guidelines for Planning in Bushfire Prone Areas 2017, Appendix 4)

**Shrubs (0.5 metres to 5 metres in height):** should not be located under trees or within 3 metres of buildings, should not be planted in clumps greater than 5m<sup>2</sup> in area, clumps of shrubs should be separated from each other and any exposed window or door by at least 10 metres. Shrubs greater than 5 metres in height are to be treated as trees.

**Ground covers (<0.5 metres in height):** can be planted under trees but must be properly maintained to remove dead plant material and any parts within 2 metres of a structure, but 3 metres from windows or doors if greater than 100 mm in height. Ground covers greater than 0.5 metres in height are to be treated as shrubs.

**Grass:** should be managed to maintain a height of 100 mm or less.

The following example diagrams illustrate how the required dimensions of the APZ will be determined by the type and location of the vegetation.



## 2. Requirements Established by the Local Government – the Firebreak Notice

These requirements are established by the relevant local government's Firebreak Notice created under s33 of the Bushfires Act 1954 and issued annually (potentially with revisions). The Notice may include additional components directed at managing fuel loads, accessibility and general property management with respect to limiting potential bushfire impact.

The relevant local government's current Firebreak Notice is available on their website, at their offices and is distributed as ratepayer's information. It must be complied with.

If Asset Protection Zone technical requirements are defined in the Notice, the standards and dimensions may differ from the Guideline's APZ Standards, with the intent to better satisfy local conditions. When these are more stringent than those created by the Guidelines, or less stringent and endorsed by the WAPC and DFES, they must be complied with.

When, due to the planning stage of the proposal to which this Bushfire Management Plan applies, defined APZ dimensions are known and are to be applied to existing or future buildings – then these dimensions are stated in Section 5.4.1 of this Plan.

## 3. Requirements Recommended by DFES – Property Protection Checklists

Further guidance regarding ongoing/lasting property protection (from potential bushfire impact) is presented in the publication 'DFES – Fire Chat – Your Bushfire Protection Toolkit'. It is available from the Department of Fire and Emergency Services (DFES) website.



#### 4. Requirements Established by AS 3959-2018 - Maintaining Areas within your Lot as 'Low Threat'

This information is provided for reference purposes. This knowledge will assist the landowner to comply with Management Requirement No. 3 set out in the Guidance Panel at the start of this Appendix. It identifies what is required for an area of land to be excluded from classification as a potential bushfire threat.

*"Australian Standard - AS 3959-2018 Section 2.2.3.2: Exclusions - Low threat vegetation and non-vegetated areas:*

*The Bushfire Attack Level shall be classified BAL-LOW where the vegetation is one or a combination of the following:*

- a) Vegetation of any type that is more than 100m from the site.*
- b) Single areas of vegetation less than 1ha in area and not within 100m of other areas of vegetation being classified.*
- c) Multiple area of vegetation less than 0.25ha in area and not within 20m of the site or each other.*
- d) Strips of vegetation less than 20m in width (measured perpendicular to the elevation exposed to the strip of vegetation) regardless of length and not within 20m of the site or each other, or other areas of vegetation being classified.*
- e) Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.*
- f) Low threat vegetation, including grassland managed in a **minimal fuel condition** (i.e. insufficient fuel available to significantly increase the severity of a bushfire attack – recognisable as short cropped grass to a nominal height of 100mm for example), maintained lawns, golf courses, maintained public reserves and parklands, vineyards, orchards, cultivated gardens, commercial nurseries, nature strips and windbreaks."*



## Appendix 2 - Vehicular Access Technical Requirements

Each local government may have their own standard technical requirements for emergency vehicular access and they may vary from those stated in the Guidelines.

Contact the relevant local government for the requirements that are to apply in addition to the requirements set out as an acceptable solution in the Guidelines. If the relevant local government requires that these are included in the Bushfire Management Plan, they will be included in this appendix and referenced.

### Requirements Established by the Guidelines – The Acceptable Solutions

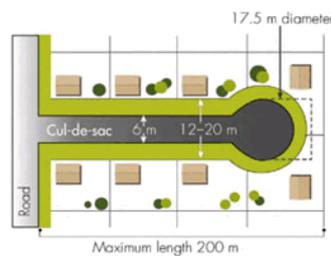
(Source: Guidelines for Planning in Bushfire Prone Areas WAPC 2017 v1.3, Appendix 4)

#### Vehicular Access Technical Requirements - Part 1

##### Acceptable Solution 3.3: Cul-de-sacs (including a dead-end road)

Their use in bushfire prone areas should be avoided. Where no alternative exists then the following requirements are to be achieved:

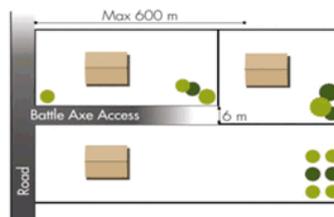
- Maximum length is 200m. If public emergency access is provided between cul-de-sac heads (as a right of way or public access easement in gross), the maximum length can be increased to 600m provided no more than 8 lots are serviced and the emergency access way is less than 600m in length;
- Turnaround area requirements, including a minimum 17.5m diameter head to allow type 3.4 fire appliances to turn around safely;
- The cul-de-sac connects to a public road that allows for travel in two directions; and
- Meet the additional design requirements set out in Part 2 of this appendix.



##### Acceptable Solution 3.4: Battle-axe

Their use in bushfire prone areas should be avoided. Where no alternative exists then the following requirements are to be achieved:

- Maximum length 600m and minimum width 6m; and
- Comply with minimum standards for private driveways.





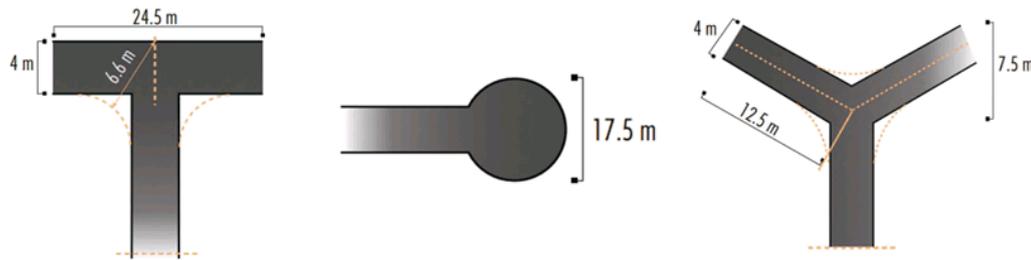
**Acceptable Solution 3.5: Private Driveways**

The following requirements are to be achieved:

- The design requirements set out in Part 2 of this appendix; and

Where the house site is more than 50 metres from a public road:

- Passing bays every 200 metres with a minimum length of 20 metres and a minimum width of two metres (ie combined width of the passing bay and constructed private driveway to be a minimum six metres);
- Turn-around areas every 500 metres and within 50 metres of a house, designed to accommodate type 3.4 fire appliances to turn around safely (ie kerb to kerb 17.5 metres);
- Any bridges or culverts are able to support a minimum weight capacity of 15 tonnes; and
- All weather surface (i.e. compacted gravel, limestone or sealed).



**Acceptable Solution 3.8: Firebreak Width**

Lots greater than 0.5 hectares must have an internal perimeter firebreak of a minimum width of three meters or to the level as prescribed in the local firebreak notice issued by the local government.

**Vehicular Access Technical Requirements - Part 2**

Technical Component	Vehicular Access Types				
	Public Roads	Cul-de-sacs	Private Driveways	Emergency Access Ways	Fire Service Access Routes
Minimum trafficable surface (m)	6*	6	4	6*	6*
Horizontal clearance (m)	6	6	6	6	6
Vertical clearance (m)	4.5	4.5	4.5	4.5	4.5
Maximum grade <50 metres	1 in 10	1 in 10	1 in 10	1 in 10	1 in 10
Minimum weight capacity (t)	15	15	15	15	15
Maximum cross-fall	1 in 33	1 in 33	1 in 33	1 in 33	1 in 33
Curves minimum inner radius (m)	8.5	8.5	8.5	8.5	8.5

\* A six metre trafficable surface does not necessarily mean paving width. It could, for example, include four metres of paving and one metre of constructed road shoulders. In special circumstances, where 8 lots or less are being serviced, a public road with a minimum trafficable surface of four metres for a maximum distance of ninety metres may be provided subject to the approval of both the local government and DFES.

## Appendix 3 - Water Technical Requirements

### Requirements Established by the Guidelines - Acceptable Solution A4.1: Reticulated Areas

(Source: Guidelines for Planning in Bushfire Prone Areas WAPC 2017 v1.3, Appendix 4, Element 4)

The requirement is to supply a reticulated water supply and fire hydrants, in accordance with the technical requirements of the relevant water supply authority and DFES.

The Water Corporation's 'No 63 Water Reticulation Standard' is deemed to be the baseline criteria for developments and should be applied unless local water supply authority's conditions apply.

Key specifications in the most recent version/revision of the design standard include:

- **Residential Standard** – hydrants are to be located so that the maximum distance between the hydrants shall be no more than 200 metres.
- **Commercial Standard** – hydrants are to be located with a maximum of 100 metre spacing in Industrial and Commercial areas.
- **Rural Residential Standard** – where minimum site areas per dwelling is 10,000 m<sup>2</sup> (1ha), hydrants are to be located with a maximum 400m spacing. If the area is further subdivided to land parcels less than 1ha, then the residential standard (200m) is to be applied.

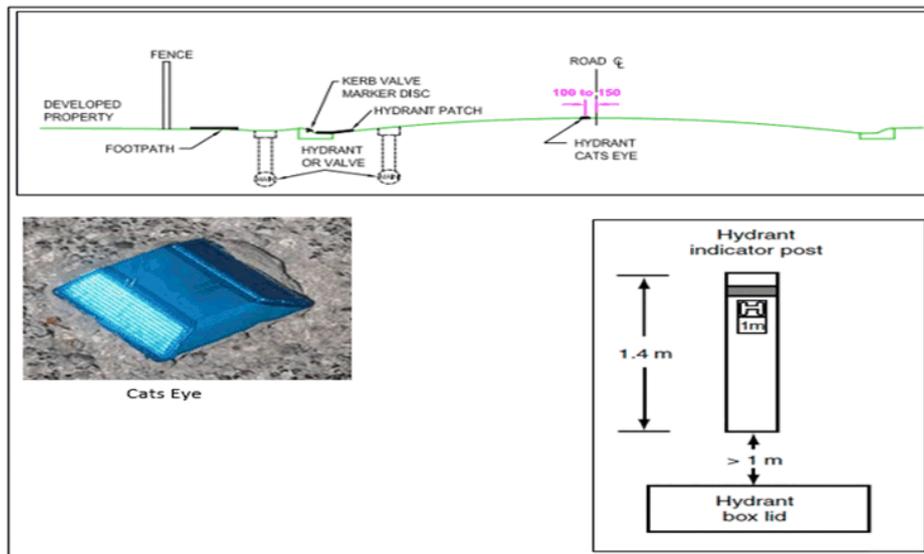


Figure A4.1: Hydrant Location and Identification Specifications

Contact the relevant water supply authority to confirm the technical requirements that are to be applied. They may differ from the minimum requirements of the 'baseline' Water Corporation's No. 63 Water Reticulation Standard.

# SCHEME AMENDMENT MAP

## SHIRE OF BROOME LOCAL PLANNING SCHEME No.6 AMENDMENT No. 12



**EXISTING ZONING**

**LEGEND**

**LOCAL SCHEME RESERVES**

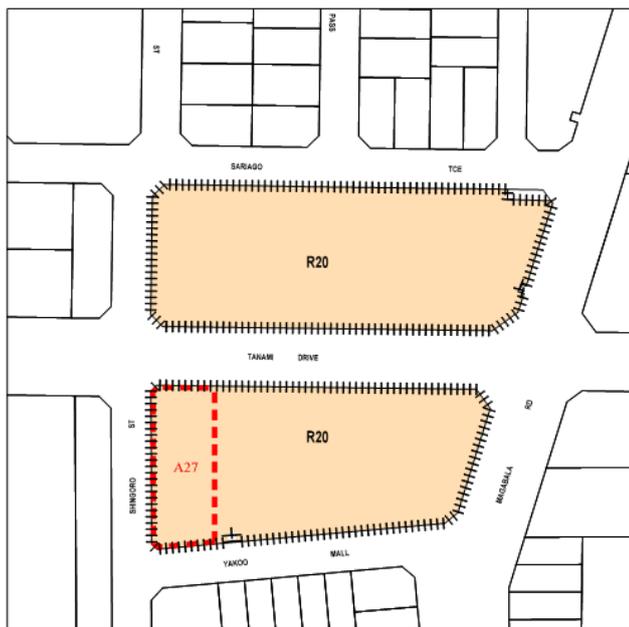
- PARKS RECREATION & DRAINAGE
- PS PUBLIC PURPOSES: PRIMARY SCHOOL

**LOCAL SCHEME ZONES**

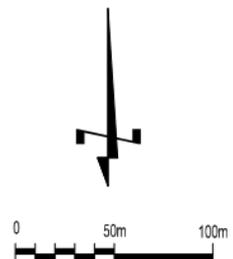
- LOCAL CENTRE
- RESIDENTIAL

**OTHER CATEGORIES**

- R20 RCODES
- A27 ADDITIONAL USE (SEE SCHEDULE 2)



**PROPOSED ZONING**



October 2020

No.	Name/Date Received	Property Affected	Content of Submission	Officer Comment	Recommendation
1	Kylie Brockenshire 25/11/2020	Nakamura Avenue	<p>a) My husband and I purchased a block in Broome North almost 10 years ago, (resident of Broome for the past 20 years) the reason we chose our block was the distance to the school and promised shopping precinct and Anglican High School. Only 1 of these 3 things have been delivered to date.</p> <p>b) On Thursday 29th October 2020, Paul from Development WA held a community consultation without letting the community actually know, it was by chance I came across the flyer emailed to the school for the school to distribute. This is not a school issue and should have been distributed by Development WA themselves to the community. I personally notified the community of this consultation and with only a couple of days' notice, we had around 40-50 concerned Broome North residence attend. The issue that most everyone bought up was that they bought land and built their family home around the promise of a Primary School, High School and Community/Shopping Precinct. After almost 10 years, the block in question is still vacant. When I asked Paul from Development WA when was the last time they tried to find investors for the block he responded with 2017/18... That is 3 years ago. Broome has changed in that 3 years with the housing market doing really well. The initial plan was to built the next stage at the back of Broome North and I feel because the housing market is taking off, Development WA is taking the easy way out by wanting to rezone the block in question to residential to sell it faster.</p> <p>c) I have personally spoken to a daycare centre here in Broome that was not aware of the block being allocated for such purpose of a daycare, also a local GP that is very interest in having their own practice there (I am sure I would be able to get interest from the local chemist, a coffee shop) and I have also spoken to the Halls Creek IGA owners (who are rate payers in Broome) who want to know more information.</p> <p>d) Broome North rate paying residence and also the renting community would like to see a community/shopping precinct where it was originally promised not a bigger one on the corner of Fairway drive. We also do not want the block in question rezoned to residential which would include 1 in 10 state and/or community housing.</p> <p>e) Please respond with an action we, the Broome North Community can do regarding our concerns and how to go about challenging this decision.</p>	<p>Submitter would like to see land developed as a 'Local Centre'. This is inconsistent with LCS17 direction. It is acknowledged that expectations for a local centre had been created via BNDDP and the Local Centre zoning of the land.</p>	<p>The submission is noted</p>

2	Kent Brockenshire 25/11/2020	Nakamura Avenue	<p>I am writing this e-mail in regard to Shire of Broome local planning scheme No.6, amendment No.12.</p> <p>I do not agree with this amendment and would like it not to go ahead.</p> <p>I was one of the first to purchase land in Broome North and having the Local centre close was a huge part of my decision to purchase.</p> <p>I am enraged at the processes that have already taken place as most residents in Broome north I have spoken to have not been notified of these amendments and purchased their land with the promise of a local centre where it was located on the original plans.</p> <p>I found out only due to luck that a Development WA meeting was being held at the park on Magabala where we were simply told this is what is going to happen, I was not very impressed with this Paul fellow who ran the meeting and left felling angry and betrayed, this was the first time I knew that any changes had taken place in regards to the Local centre.</p> <p>We were told in this meeting that they looked into Coles and Woolworths about 3-4 years ago and they would not come on board...</p> <p>Coles and Woolworths are not what I envisaged for the "Local Centre", I had the idea of small general store, doctors' practice, cafe, milk bar for when the kids knock off school, maybe some low-cost business rental to allow small business to get a foot hold in the market etc.</p> <p>I feel that the community of Broome North are not being properly consulted and further investigation from Broome Shire and Development WA is needed with actual residents of the area. two small A4 signs on a star picket on the site simply not enough to inform residents of a decision that will impact their community in the future both socially and financially.</p> <p>This Local centre should stay in the same position as originally planned and not divided up into residential lots due to Development WA's failings in not developing other stages and just opting for the quick fix approach.</p> <p>I would like a reply to this e-mail acknowledging that it has been received and also further Information regarding challenging this decision.</p>	<p><u>Submitter would like to see land developed as a 'Local Centre.</u></p> <p>This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of land.</p> <p><u>Consultation</u></p> <p>Public consultation was undertaken in accordance with LPP5.14 and an additional 3 weeks provided to ensure sufficient opportunity for comment. The public meeting referred to was part of a voluntary consultation program undertaken by the proponent in an attempt to better inform residents and provide a forum to discuss potential concerns.</p>	The submission is noted
3	Katherine Maritz 26/11/2020	Povah Road	<p>I have been advised of the Shire considering changing the zoning of the much anticipated shopping area within Broome North. As a resident in Broome North, ADDRESS DELETED, I am very disappointed that the Shire is even open to this suggestion.</p> <p>When we purchased this property we looked closely at the planning for this residential area. I for one was so excited to have a possibility of just walking to a supermarket, as going to Coles and Woolies can be very lengthy process during the dry. With less parking around Chinatown or should I say parking available but needing to cross more busy roads to get to a supermarket does make shopping at Coles less desirable. The current violence around the Boulevard area and property damage occurring around Woolies area certainly makes shopping there less desirable as well. I feel that a shopping centre within Broome North would actually service more than just this family orientated community. I believe suburbs like sunset and Roebuck would certainly take the opportunity to shop here as well.</p> <p>Land sales have been very slow in Broome North and only since the COVID government building incentives have been released, has the land sales started to move. I believe that the demand for property is also met with the surrounding suburbs.</p> <p>I also believe more Homes West and/or government funded homes would encourage more antisocial behaviour in this family orientated community. At present in the bush area there is a huge amount of illegal dumping occurring. It breaks my heart. Even in what I assume is a fire break there are people starting to dump household waste. Not only that but in the water ways I have seen the results of antisocial people stealing dust bin and over turning them in the flood water ways. There are more parties occurring with loud noise until all hours. I have witnessed excessive drinking occurring at a park within Broome North. There are more people spray painting</p>	<p><u>Submitter would like to see land developed as a 'Local Centre.</u></p> <p>This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.</p> <p><u>Concerns Residential development will include social housing and result in increased anti social activity.</u></p> <p>Social housing provision is not a Shire responsibility however, the Shire has been actively advocating to relevant decision makers on the provision of social housing in Broome including the appropriate design and distribution of social housing. It is noted that the proposed scheme amendment would result in less dwellings than capable under current zonings and densities.</p> <p><u>Lack of capacity within Broome North Primary School.</u></p> <p>The Department of Education have no objection as the proposal would have 'no significant impact' on student enrolment demand at nearby public schools.</p>	The submission is noted

			<p>around the foot paths. More people have had vehicles and items stolen at all hours of the day. Personally I have felt less and less safe within this area. I am even contemplating security camera's. It saddens me that one feels unsafe in your own property.</p> <p>Another factor is that the School already is bursting at the seams and can actually not cater for more students if more houses are erected. Parking at the School is inadequate let alone if we need to share this with more residents. The waste removal seems to be struggling as many time our bins are only emptied after 6 pm. Water pressure is an issue, as is the up keep of general cleanliness with broken glass on most footpaths, water/drink fountains not working and pipes burst at parks not getting fixed.</p> <p>These are a few concerns that immediately come to mind when advised of this re-zoning. Please DO NOT consider this change in zoning. I believe a shopping centre would most certainly increase revenue with in Broome and Broome North residents would welcome this. I also believe the market value for housing and/or proerties would increase with access to a great school and valuable shopping centre.</p>	<p><u>Service and infrastructure concerns</u> Service and infrastructure concerns noted.</p>	
4	Amanda Raffan 28/11/2020	Povah Road	<p>My name is Amanda Raffan, my fiancé and I built our family home on Povah Road, Bilingurr ~6 years ago.</p> <p>Recently, I have been made aware of proposed changes to a vacant block on Magabala/Tanami Drive and adjacent to the school that was initially zoned for day-care and shopping precinct.</p> <p>These changes are of significant concern to me as we live in a school zone, if that area were to become residential, there could be 30-40 more houses which in turn means roughly 30-40 (if not more) vehicles commuting to and from the area. Making the school zone traffic more dangerous. As it stands, I witness cars travelling at speed through school zones often, I feel that particular area is not the right area for residential properties due to the school zone close by.</p> <p>Please consider not amending the zoning as I feel this will increase traffic flow, and will increase the risk of safety for the children of our neighbourhood. I would like return correspondence as to what we, the Broome North Community, can do to stop this amendment being passed for approval.</p>	<p><u>Traffic Concerns relating to development of the site.</u> The proposed rezoning would reduce the number of vehicle movements experienced at the site and within the surrounds once the land is developed.</p>	The submission is noted
5	Ellen Smith 2/12/2020	Not Stated	<p>Thank you for the opportunity to comment on the PROPOSED SCHEME AMENDMENT: WARANYJARRI ESTATE LOCAL CENTRE REZONING Report. I'm a resident of Broome North and interested in better understanding the proposed and future planning changes for the area.</p> <p>In principle, I am supportive of the proposed scheme amendment noting the failed market interest in the vacant land currently zoned for a Local Centre.</p> <p>Could you please provide further information on the following:</p> <p>1• What modelling (if any) has been done on the potential impact of the proposed scheme amendment on the Broome North Primary School attendance and capacity?</p> <p>2• Is there any intention to allocate a portion of the proposed rezoned R20 lots to Department of Communities housing?</p> <p>3• What are DevelopmentWA's three interlinked projects which have been committed to and are in progress (referred to on page 17)?</p> <p>4• Could you please provide further information on the proposed alternative location(s) of a future Local Centre / District Centre / Commercial Centre referred to in the report? I'm not sure if these terms are used interchangeably, or if they're different centres.</p>	<p><u>Information requested</u> The request was referred to the proponent and no specific response received. Officer response is provided as follows:</p> <ol style="list-style-type: none"> <li><u>School modelling</u> Department of Education school modelling is unknown however, the Department has no objection as the proposal would have 'no significant impact' on student enrolment demand at nearby public schools.</li> <li><u>Department of Communities housing</u> No specific information provided by the proponent. However, it is understood that Department of Communities have acquisition policies and procedures which enable them to access property through the open market to meet Department objectives.</li> </ol>	The submission is noted

				<p>3. <u>DevelopmentWA Projects</u> Understood to relate to proposed modifications to the Broom North District Development Plan and Local Development Plans 2 &amp; 3.</p> <p>4. <u>Alternative centre locations</u> Attachment 5 shows the proposed spatial distribution of commercial centres as per LCS17.</p>	
6	Sue & Piet Maritz 15/12/2020	Yamasaki Vista	I, PD Maritz and JK Maritz, owners of property ADDRESS DELETED, Bilingurr, wish to submit our objection to the proposed rezoning of the commercial/community block into a residential block	<p><u>Submitter would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.</p>	The submission is noted
7	Justin & Gina Lincoln 14/1/2021	Nakamura Avenue	<p>Submission to the proposed Local Planning Scheme Amendment No. 12 to rezone Part Lot 9007 of Deposited Plan 74189, Magabala Road, Bilingurr.</p> <p>We are home owners / ratepayers in Broome North / Bilingurr. We are opposed to the rezoning of Lot 9007 on Deposited Plan 74189, Magabala Road, Bilingurr from Town Centre, Residential R30/40; R40; and Road Reserve to Residential R20.</p> <p>Whilst we understand that the Development WA has not been able to secure a commercial retailer to develop the area as a town centre, the rezoning to Residential R20 lacks foresight and does not support the future needs of young families who have chosen Broome North to raise their children. The Shire of Broome is currently making great developments that cater for older children in the BRAC area of Broome. The development of the bike track and the proposed redevelopment of the skate park on Cable Beach Road are two examples. These developments are great for teenage-aged children and make an important contribution in the prevention of youth crime in the vicinity of those facilities. However, these facilities are over 5 kilometres from Broome North along very busy roads (Gubinge Rd and Old Broome Road) making it difficult for older children to access them without parental assistance. Whilst Broome North is very well catered for young children with swings and the like in virtually every park, facilities for older children is very much lacking. The provision of facilities that cater for older kids in Broome North would provide key resources to prevent youth crime as the young children of Broome North get older. As they say, idle hands are the root mischief.</p> <p>Compounding this, the rezoning of Lot 9007 to Residential R20 has the potential to increase the Broome North population without a corresponding increase in facilities to cater for growing families. With the issues of youth crime gripping the township of Broome, the Shire has an opportunity to be proactive and develop facilities that are essential in the fight against youth crime in a suburb in which many families have chosen to raise their young families.</p> <p>We would welcome the opportunity to discuss these issues about the rezoning of Lot 9007 further in any Shire of Broome engagement with the residents of Broome North.</p>	<p><u>Submitter would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.</p> <p><u>Lack of community infrastructure for existing population including for older children.</u> Broome North currently lacks the service population needed to provide many of the facilities and services within that footprint of the Broome North community. The repositioning of commercial precincts within the BNDDP will maximise catchment areas and provide the best opportunity for commercial and community services to be feasible and sustainable long term for the betterment of the broader Broome North community.</p> <p><u>Concerns Residential development will increase population and increase anti social activity.</u> It is noted that the proposed scheme amendment would result in less dwellings than capable under current zonings and densities (i.e. lower population than currently capable of).</p>	The submission is noted
8	Petition	124 Signatures	<p>We, the ratepayers and residents of Broome North (Bilingurr) request the Shire of Broome to cease Local Planning Scheme No 6 – Amendment 12. We strongly oppose the rezoning of the central shopping/community precinct to residential housing for the following reasons:</p> <p>1. The majority of Broome North residents bought, built and invested in Bilingurr based on a published plans and a clear commitment to community services and local shopping facilities as zoned within the area in question.</p>	<p>1. <u>Petitioners would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.</p>	The petition is noted

			<p>2. Broome North already suffers a lot of youth-related crime and this proposed re-zoning runs the risk of worsening the situation by removing any prospect of community services in a central community location. Building more public &amp; private housing in an area that is not designed for the extra population substantially increases this risk.</p> <p>3. Our primary school is already at capacity and a sharp increase in families into our suburb will put significant stress on the school and cause safety issues on small residential roads simply not designed for this additional use.</p> <p>4. We are here for the long term and seek good decisions for the future of Billingurr</p> <p>The ratepayers and residents of Broome North have well considered ideas about how our 'local centre' can be better used in keeping with the intent of the zoning. We ask the Shire of Broome work with us to develop and progress these ideas through an effective consultation process in 2021.</p>	<p>2. <u>Concerns Residential development will include social housing and result in increased anti social activity.</u> Social housing provision is not a Shire responsibility however, the Shire has been actively advocating to relevant decision makers on the provision of social housing in Broome including the appropriate design and distribution of social housing. It is noted that the proposed scheme amendment would result in less dwellings than capable under current zonings and densities.</p> <p>3. <u>Lack of capacity within Broome North Primary School.</u> The Department of Education have no objection as the proposal would have 'no significant impact' on student enrolment demand at nearby public schools.</p> <p>4. <u>Seeking good decisions for future</u> Noted</p>	
9	Joint submission	213 signatures	Greetings, Don't replace our Broome North community/shopping precinct with more residential housing	<u>Petitioners would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.	The petition is noted
9a	Adam Nibbs		We already have enough issues with crime without adding more public housing if you want more housing open up more land there are millions of hectares of land around broome that could be used for that very reason	<u>Concerns Residential development will include social housing and result in increased anti social activity.</u> Social housing provision is not a Shire responsibility however, the Shire has been actively advocating to relevant decision makers on the provision of social housing in Broome including the appropriate design and distribution of social housing. It is noted that the proposed scheme amendment would result in less dwellings than capable under current zonings and densities.	The comment is noted
9b	Nicole Clarke		I bought, built and invested in Billingurr based on published plans and a clear commitment to community services and local shopping facilities, to make changes now will have a negative impact on my housing value.	<u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land. Impacts on land value is not a planning consideration.	The comment is noted
9c	Victoria Gardener		We purchased our block and built our home 8 years ago. We considered the plans for the estate at this time including the planned shopping/community area and this was a big selling point for us.	<u>Petitioner would like to see land developed as a 'Local Centre.</u>	The comment is noted

			We will be very disappointed if this was not to proceed and be changed to additional housing. Additional housing will not be positive for the estate however a community store/area certainly will be.	This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.	
9d	Tanya Motohata		I live out there and would like to do a shop close to home .	<u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.	The comment is noted
9e	Katie Triyono		I would like what we were first offered.	<u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.	The comment is noted
9f	Creina Scanlon		You should deliver what has been promised for the sake of the community	<u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.	The comment is noted
9g	Ania Maszkowski		We would be happy to welcome additional community housing but judging by the rubbish and anti social behaviour related to the ones already here, clearly shows a blatant disrespect for our community. So thanks but no thanks. We reserve our right to seek compensation from the Shire in the event that property prices drop (again) due to the overcrowding, lack of facilities and higher crime rate.	<u>Concerns Residential development will include social housing and result in increased anti social activity.</u> Social housing provision is not a Shire responsibility however, the Shire has been actively advocating to relevant decision makers on the provision of social housing in Broome including the appropriate design and distribution of social housing. It is noted that the proposed scheme amendment would result in less dwellings than capable under current zonings and densities.  <u>Land value</u> Perceived impacts on land value is noted but not a valid planning consideration.  <u>Compensation</u> There is no known avenue for landowners that are not the subject of rezoning, to seek financial compensation in terms of the Planning and Development Act.	The comment is noted
9h	Erica Stanley		We also bought in Broome North 8 years ago due to the well thought out estate plan and positive involvement and engagement of the community. I find it highly disappointing how the research behind the Broome North community/shopping precinct seemed to have finished two years ago and the community engagement has not as frequently been included.	<u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre	'Child Care Centre' be supported as an 'Additional Use' on part of the site

			<p>I have recently had a huge mission trying to find day care and after school care for my children and believe Broome as a town desperately needs newer , better facilities to match their excellent child care workers.</p> <p>Why couldn't the space be used for a small shopping centre such as an IGA and a Child Care Centre/ After School Care facility next door ? BNPS is after all looking for a new premise? Thank you to Stef for organising and all the other contributors for being part of this well needed petition.</p>	<p>had been created via BNDDP and Local Centre zoning of the land.</p> <p><u>Child care centre</u> The Child Care Centre' is intended to be supported by an additional use over part of the land. 'Child Care Centre' is identified as an "A" land use with in the Residential Zone meaning that it is a discretionary use which requires advertising prior to a decision to approve.</p>	<p>The comment is noted</p>
9i	Seth Wright		<p>People have brought in this area for reasons that they were told would happen. The area has more than enough low-income housing. The school is already full.</p> <p>If you wanted to put a police station with 5 permanent staff if be all for it.</p>	<p><u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.</p> <p><u>Concerns Residential development will include social housing and result in increased anti social activity.</u> Social housing provision is not a Shire responsibility however, the Shire has been actively advocating to relevant decision makers on the provision of social housing in Broome including the appropriate design and distribution of social housing. It is noted that the proposed scheme amendment would result in less dwellings than capable under current zonings and densities.</p> <p><u>Lack of capacity within Broome North Primary School.</u> The Department of Education have no objection as the proposal would have 'no significant impact' on student enrolment demand at nearby public schools.</p>	<p>The comment is noted</p>
9j	Astrid Gerrits		<p>Broome North is special. Those that have lived or stayed here know that. It is different from other suburbs because it is easy to get around in, to exercise, to enjoy the native bush all around and in the fantastic play grounds. The enjoyment of current residents should reflect and emphasise that this suburb is well designed. The community centre is an essential part of that; we were just waiting for the estate to grow and this would become an integral part of living in the wider BN area. The growth will happen, and then it will become viable for those entrepreneurs or chains that are currently not feeling it. Rezoning this area now will jeopardise the natural growth and development as intended for this area.</p> <p>We need to stay put and consider how we can use at least a part of the current open space for community engagement, in a way that can last along side small scale retail and services (creating a great bike track now to bulldoze it when a shop arrives does not make sense either). The space needs proper planning and maybe a regional incentive (including NDIS, Lotteries and other funding) for a garden centre/minimarkt/cafe/bike-cross track to be set up and possible some shared small office/practice spaces that various existing services could use as a satellite space on roster. This would improve community cohesion, enable the less able to access something else than</p>	<p><u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.</p> <p><u>Use of land for community purposes</u> As the land is privately owned, suggestion of the land being used for community purposes would be at the discretion of the landowner.</p>	<p>The comment is noted</p>

			footpaths or kids parks independently, offer some job opportunities for local teenagers and people that need support in the workplace and access to town based services on a regular real local basis.		
9k	Steve Lockwood		I live here	Noted	The comment is noted
9m	Amanda Riley		I bought my new property in Broome North several years ago. I chose Broome North over other residential areas in Broome as it was promoted that it would have a shopping/services hub. That meant a lot to me and still does. Build extra residential on Robuck or Cable Beach areas that are already suburbia's !!	<u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.	The comment is noted
9n	Julia Hampton		We don't need more housing we need shops	<u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.	The comment is noted
9o	Gina Lincoln		We bought and built in Broome North because of the community feel to the place and the great school. A key part of a great community is a community hub, a central focus point for residents to connect. Its very, very clear that investment in community spaces is an essential part of preventing youth crime. Although there has been a lot of welcome investment in youth spaces in central Broome in recent years (skate park, bike park, town beach etc), none of these are accessible for our kids. The Shire needs to think seriously about the needs of our youth in Broome North and the escalating crime rate here. Invest in our community hub, our 'town centre' instead of completely swiping it off the map. Use some common sense. Apply some equity.	<u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.  <u>Lack of community infrastructure for existing population including for older children.</u> Broome North currently lacks the service population needed to provide many of the facilities and services within that footprint of the Broome North community. The repositioning of commercial precincts within the BNDDP will maximise catchment areas and provide the best opportunity for commercial and community services to be feasible and sustainable long term for the betterment of the broader Broome North community.	The comment is noted
9p	Caroline Goodey		Broome North needs it's own small grocery store or deli, a childcare centre and a space for small business, not more housing.	<u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.	The comment is noted
9q	Kathryn Costello		I have lived in Broome North for the last 8 years. This area needs to continue to be community focused and the original plans for this area will achieve that. Additional housing will not.	<u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.	The comment is noted
9r	Leanne Wilde		We bought a house in Broome North because we loved the thought behind the estate plan. Lots of things had been considered. We liked how the houses were designed with breezes in mind to	<u>Petitioner would like to see land developed as a 'Local Centre.</u>	The comment is noted

			<p>reduce power, we liked how native trees were used to reduce water and we also liked the idea of a local centre. The estate developers understood the importance of community engagement and connection. How being connected as a community reduces crime and how building a sprawling residential estate with nowhere for residents to buy provisions would be irresponsible. Not everyone is able to get to Coles. The local centre wasn't just a store though, it had plans for a space to store our community barbecue and an area for a community noticeboard so residents can share ideas/dates and stay connected. With so much negative press in Broome at the moment particularly about youth crime, I would have thought community engagement would be a priority.</p>	<p>This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.</p> <p><u>Consultation</u> Public consultation was undertaken in accordance with LPP5.14 and an additional 3 weeks provided to ensure sufficient opportunity for comment. There was also a voluntary consultation program undertaken by the proponent in an attempt to better inform residents and provide a forum to discuss potential concerns.</p>	
9s	Giles Tipping		<p>We purchased our two properties in Broome north firmly in the knowledge that the site would be a commercial development with a range of businesses to serve the local community. The Broome north master plan already includes two huge new housing estates to the north and west of the current waranjarrri estate. If this commercial zoned land is changed to residential, Broome North will risk becoming another soulless "satellite suburb" and we will have missed a huge opportunity to build on the vibrancy which was so evident when the estate was first developed.</p>	<p><u>Petitioner would like to see land developed as a 'Local Centre.</u> This is inconsistent with LCS17 direction. It is acknowledged that that expectations for a local centre had been created via BNDDP and Local Centre zoning of the land.</p>	<p>The comment is noted</p>
10	Department of Education 21/2/2021		<p>The Department has reviewed the proposed rezoning from Residential R30/R40, Town Centre Zone and Parks and Recreation Reserve to Residential R20 including the Child Care Centre listed as an 'Additional Use' on the subject site.</p> <p>The Department wishes to advise that it has no objection to the proposal as there will be no significant impact on student enrolment demand of nearby public schools. However, any further changes to the zoning, residential density coding and dwelling lot numbers which may result in an increase to the student yield will require prior consultation with the Department.</p> <p>In relation to the proposed inclusion of a Child Care Centre, the Department supports this proposal as it is in line with the State Government's EduCare commitment which seeks to increase the opportunity for parents to access child care related services within close proximity of public primary school sites.</p> <p>Notwithstanding this, given its close proximity to the Broome North Primary School (Primary School), it is expected that the future child care centre will comply with the relevant access and on-site car parking requirements. This includes the provision of safe and convenient drop-off and pick-up of children to be contained on site to avoid any conflict with the operation of the Primary School in terms of traffic, access and parking. The existing on-street car parking bays directly adjacent to the subject site are currently utilised for drop-off and pick-up of students of the Primary School.</p> <p>If there are any modifications to the existing road reserves, on-street car parking embayments, or access immediately adjacent to the Primary School, prior consultation with the Department will be required.</p>	<p>It is noted that the Department of Education expect no significant impact on student enrolment demand on nearby public schools.</p> <p>Matters relating to potential 'Child Care Centre' would be considered during the development application process, general support noted.</p>	<p>'Child Care Centre' be supported as an 'Additional Use' on part of the site</p> <p>The submission is noted</p>



1 February 2021

Luke Cervi  
Coordinator Planning Services  
Shire of Broome

Via e-mail: Luke.Cervi@broome.wa.gov.au

Dear Luke,

**RESPONSE TO SUBMISSIONS – PROPOSED AMENDMENT NO. 12 TO THE SHIRE OF BROOME LOCAL PLANNING SCHEME NO.6**

We refer to the recent correspondence provided on 21 January 2021 which detailed a summary of submissions received during the public advertising period of the above-mentioned proposed Scheme Amendment. This letter provides a response to the key issues raised in submissions, which demonstrates that in the view of DevelopmentWA, there is no cause or justification for any modifications to the amendment currently before the Shire.

**1. Lack of Adequate Services and Diminishing Amenity**

Submitters indicate a significant basis for purchasing in Broome North was the high levels of amenity incorporated into the area including child care, public open space, primary school, high school and local shopping. It is suggested that the rezoning would result in this outcome not being achieved, essentially that there would be a lack of services to meet the community's needs now and into the future. Importantly:

- the amendment seeks to ensure and offer confidence in the delivery of a child care centre adjoining Broome North Primary through additional use provisions, a convenient and desirable location for this important piece of community infrastructure;
- the amendment and subdivision will not result in an undersupply of public open space in the area, with an excess of 10% of POS already provided in convenient and walkable catchments based on adopted LDP1 for Waranyjarri Estate.

This Scheme Amendment ensures there is land available to deliver the level of amenity expected by residents and required to meet future population demand in the area. It is important to consider this amendment in the context of the broader changes being pursued in parallel by DevelopmentWA, which are focused re-aligning

1 AUSTEN LOOP, KARRATHA WA 6714 | PO BOX 111 KARRATHA WA 6714  
22 CARNARVON STREET, BROOME WA 6725 | PO BOX 3881 BROOME WA 6725  
OWEN@RFFAUSTRALIA.COM | 0407 684 337 | MATT@RFFAUSTRALIA.COM | 0439 882 558

[WWW.RFFAUSTRALIA.COM](http://WWW.RFFAUSTRALIA.COM)

the existing Strategic and Statutory Planning Framework for the Broome North area to ensure that commercial and retail land is located to:

- meet longer-term population growth in the area;
- ensure that the commercial and retail areas are of an adequate area to support both supermarket and specialty retail offerings supported by the community; and
- the location of future commercial/retail land offers improved accessibility and amenity to all existing and future residents living north of the Broome airport.

The overall changes are represented in the Draft District Structure Plan included as **Annexure 1**, expected to be submitted formally to the Shire very shortly.

This alternative location for a new centre is slightly further west, still within a convenient catchment for existing residents of Broome North, and also more accessible to the large established community in Cable Beach North (Sunset Park). It will also have better access from the primary road network north of the Broome Airport. It is also a larger area, providing the space to attract a full-scale supermarket necessary to meet future population growth and to generate sufficient trip numbers needed to make specialty retail and commercial outlets viable.

These coordinated changes are consistent with the adopted 2017 Local Commercial Strategy (LCS), and recent further technical investigations completed by DevelopmentWA to inform the size and location of a future centre north of the airport. These investigations completed by Deep End Services (2020) highlighted that:

- pursuit of a local centre model (which is all that could be delivered at the subject site given its size) was highly unlikely to attract an anchor grocery tenant;
- even if it were to be built, it would be unlikely to include the specialty stores sought by the community; and
- if development of a larger centre with space for specialty stores was pursued, the lack of adequate visitor traffic would render many of these additional tenancies permanently vacant to the detriment of the amenity of the area.

The Deep End Services report (2020) highlights several regional Western Australian outcomes where a local centre project resulted in the scenarios above anticipated for Waranyjarri estate being realised:

*The challenges in leasing suburban neighbourhood-style centres in regional towns located outside the central area can be seen in several examples including:*

- *Hannan's Boulevard shopping centre located in the northern suburbs of Kalgoorlie, about 2km north of the CBD and with a local catchment of*

*about 5,000 people. Today, 10 of the 16 mall-based specialty shops located with Coles are vacant.*

- A new Coles at Orana in Albany was developed with no specialty shops despite ample land. This was to mitigate the risk on leasing small shops in outer areas.*
- Elsewhere in Albany, Chester Pass Mall on the northern outskirts has 6 vacancies of 16 specialty shops located with Woolworths (Deep End Services 2020)*

A more localised example of smaller centres being unsuccessful is in Roebuck estate located, on the corner of Sanderling Drive and Spoonbill Avenue. The only commercial development in the area has been inconsistently tenanted, offering little commercial amenity to residents. Now leased by a church, it offers no retail or commercial amenity. Furthermore, much of this local centre site has never been developed, remaining undeveloped and vacant for some 21-years since the area was first developed.

In summary, the proposed amendments, in the context of the broader changes and relocation of the commercial centre, are focused on improving the prospect of retail and community services and infrastructure sought after by the community, as opposed to removing this opportunity. DevelopmentWA expects no loss in commercial/ retail amenity. Rather a longer-term improvement in the offering will be achieved through these coordinated changes.



Plate 1 - Looking West at the Roebuck Estate Local Centre

[WWW.RFFAUSTRALIA.COM](http://WWW.RFFAUSTRALIA.COM)



Plate 2 - Looking East at the Roebuck Estate Local Centre

### 1. Commercial Interest and Development Scale

Some submissions indicated they were aware of genuine commercial interest to operate from the subject site. The interest inferred to have been expressed was predominantly from specialty stores. DevelopmentWA has made extensive efforts to procure interest for the development of the current site as a local centre over the last ten years. The following information is a snapshot of efforts to date:

- Direct engagement with Woolworths in 2011 who subsequently advised the longer-term population for the area demands a larger full-scale supermarket and the current site is not large enough to facilitate this outcome;
- In 2015, IGA visited Broome, subsequently advising DevelopmentWA the site location does not offer a large enough catchment for a local centre style outcome with IGA as an anchor;
- The 2015 DevelopmentWA put out an EOI seeking interested developers and tenants (anchor tenant contact outlined in table below). Due to a lack of submissions the process went no further;

- Following the outcomes of the EOI, in 2016, DevelopmentWA and its commercial agent undertook extensive engagement and targeted a variety of businesses attempting to procure legitimate interest, shown However, feedback confirmed that without an anchor supermarket tenancy, the project could not proceed.
- The 2017 Local Commercial Strategy (LCS) was delivered to assist in understanding alternative locations and area required to lure a commercial and retail development outcome north of the Broome Airport. It determined the current site was inadequate and not located appropriately.

Notable comments provided through this consultation from a major retailer to DevelopmentWA are below:

*Two smaller size supermarkets will not fully cater for the customers needs, leading them to still undertake a full weekly shop at either of the 2 major supermarkets in town...*

*In our development experience 1,500m2 of speciality adjacent to a convenience based supermarket offer will be unsustainable. The majority of residents will still seek to undertake their major weekly shop at a full line supermarket limiting the customer traffic for the smaller traders adjacent....*

*..... requires a population of 5,000 6,000 people per full line supermarket. Landcorp's expected population is between 7,000 - 11,000 people, therefore the need of a full line supermarket is justified*

Meeting	Date
Woolworths	June 2015
IGA	June 2015
Polaris (Targeted all supermarkets including Foodland from Darwin)	June 2015 - 2016
Coxon Group – visit Broome	June 2015
IGA – visit Broome	November 2015
Aldi	Do not do regional locations

The Shire's 2017 adopted LCS re-enforced DevelopmentWA's findings, and the advice of major retailers, of the inadequacy of the current site for the development of centre to meet the future demands of the population north of the airport as it grows. This has been further justified following the recent commercial advice completed by Deep End Services (2020) procured by DevelopmentWA which

determined it would be “appropriate to formalise the LCS recommendation by amending LDP3, as proposed”, which is to remove the Local Centre site and create a new ‘District Centre’ site locate at the corner of Gubinge and Fairway Drive.

In summary, DevelopmentWA has gone to significant lengths in the previous 10-years to procure a developer and tenant interest for the development of a local centre at the subject site. This engagement has shown there is a lack of interest in the subject site for development and that an alternative, larger location capable of accommodating a larger retail footprint is necessary to address commercial requirements of retailers.

## **2. Insufficient Consultation with the Community**

DevelopmentWA undertook a community meeting with Waranyjarri Estate residents on Thursday 29<sup>th</sup> October 2020 which exceeds the consultation requirements for a Scheme Amendment outlined in the relevant legislation. All attendees were offered the opportunity for further direct engagement with DevelopmentWA on issues or concerns raised. The opportunity was available to meet directly with RFF who are based locally in Broome with flexibility to meet around resident employment/recreation schedules. No person took up this offer.

DevelopmentWA also prepared a list of Frequently Asked Questions (FAQ’s) which were accessible from the DevelopmentWA website.

Advertising in the local newspaper was undertaken by the Shire of Broome in accordance with relevant legislation. Signage installed on-site was in accordance with directions from the Shire of Broome and accepted as adequate following installation. Furthermore, the statutory advertising period for the Local Planning Scheme Amendment was extended by DevelopmentWA to allow additional time to provide comment, given the Christmas and New Year period.

The amendment seeks to implement the findings of the Shire’s adopted LCS. The preparation of the LCS included community consultation undertaken by the Shire of Broome. The version used for consultation incorporated the recommendation to relocate the planned local commercial centre from the subject site to a more suitable location near the corner of Gubinge Road and Fairway Drive. Since adoption of the Local Commercial Strategy in October 2017 by the Shire the strategy has been a publicly available document on the Shire of Broome’s website.

## **3. Social Housing and Anti-Social Behaviour**

Submitters infer that the subdivision and development of the site will lead to more social housing and greater amounts of anti-social behaviour. The likelihood is that this proposed amendment will actually deliver a reduction in the longer-term residential dwelling yield on the subject site compared with what is currently possible under the presently adopted Local Planning Scheme.

The current zoning of the subject site and development outcome as contemplated in the Shire of Broome’s adopted Local Development Plan enables medium density residential development integrated with the local commercial centre which could deliver similar or higher dwelling yields compared to the proposed amendment. An original draft plan of subdivision is included in **Annexure 2** and the table below details potential yields for grouped and multiple dwellings based on a density of R40. Yields are close to 40 and over 70 for the two development outcomes. This compares with current low density development outcome proposed, anticipated to deliver 34 single houses shown in the concept plan of subdivision in **Annexure 3**.

Therefore, there is no great likelihood or risk of the outcomes contemplated in the submissions occurring through the proposed amendment and could be argued the changes reduce the risk of these outcomes.

Yield based on Current Zoning and Development				
Lot	Area	Density	Grouped Dwelling Yield	Desktop Multiple Dwelling Yield (75m2 Plot Ratio Area P/Dwelling)
1	698	R40	3	5
2	750	R40	3	6
3	750	R40	3	6
4	728	R40	3	5
5	771	R40	3	6
6	771	R40	3	6
7	1587	R40	7	12
8	1083	R40	4	8
9	649	R40	2	5
10	667	R40	3	5
11	654	R40	2	5
12	747	R40	3	5
<b>Total Potential Dwellings</b>			39	74

#### 4. Traffic Congestion and Safety

Submitters indicated that the proposal presents the risk of increased traffic movements in the area and round the school creating a safety risk for residents and children on their way to and from Broome North Primary School. Advice from DevelopmetWA’s traffic engineer, GHD, has confirmed the amendment would result in a reduction of traffic in the area longer-term as opposed to the current zoning and contemplated local centre development.

GHD advised that the local centre on its own (excluding any residential development) would typically generate around 3,630 vehicle movements per day, whereas the



proposed amendment will create yield of around 35 dwellings, creating just 480 vehicle movements per day.

Therefore, the proposed amendment will lead to a longer-term reduction in congestion and traffic movements in the vicinity of the subject site and the Broome North Primary School.

#### **5. Primary School Capacity**

Submitters indicated that the Broome North Primary School would not have capacity to accommodate additional students resulting from the residential subdivision. The Department of Education has also not objected to the project, outlining it considers that *'there will be no significant impact on enrolment demand of nearby public schools'*.

#### **6. Child Care Centre Development**

The Department of Education notes that it supports the location of the Child Care Centre but wishes to ensure the land set aside and location is adequate to accommodate parking and ensure safe access and egress. The child care site contemplated for creation of around 2,000m<sup>2</sup> is consistent with the area of most child care centres throughout regional WA which are capable of accommodating all parking on-site. Safe access and egress for the site will also be possible as the site will have frontage to multiple streets and is not across from any of the primary access points into Broome North primary school.

Thank you for the opportunity to review submissions and provide a response. If there are any further queries, please contact the below at [owen@rffaustralia.com](mailto:owen@rffaustralia.com) or on 0407 684 337.

Regards

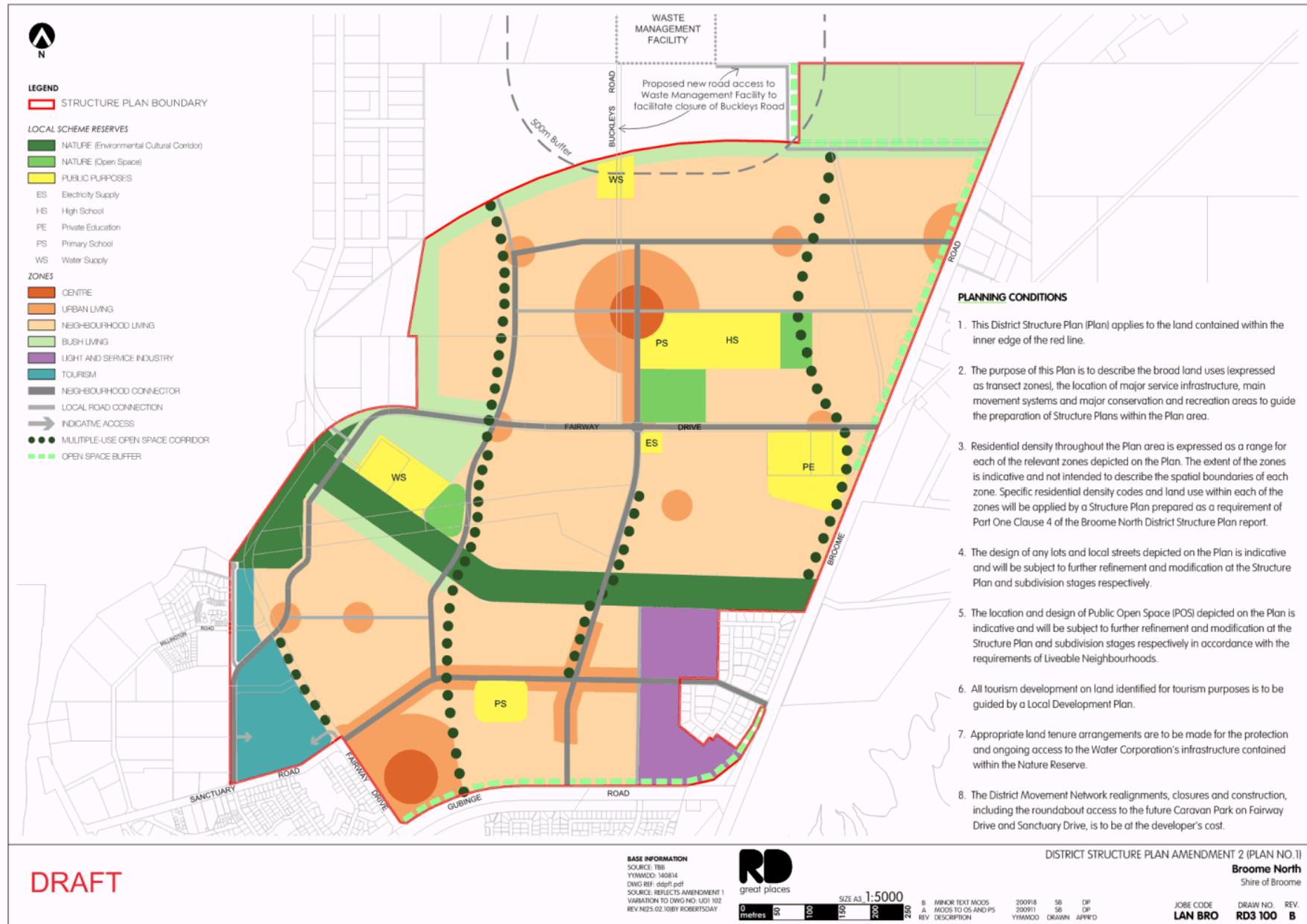


Owen Hightower  
**Director**  
**RFF Pty Ltd**

Annexure 1  
Draft District Structure Plan



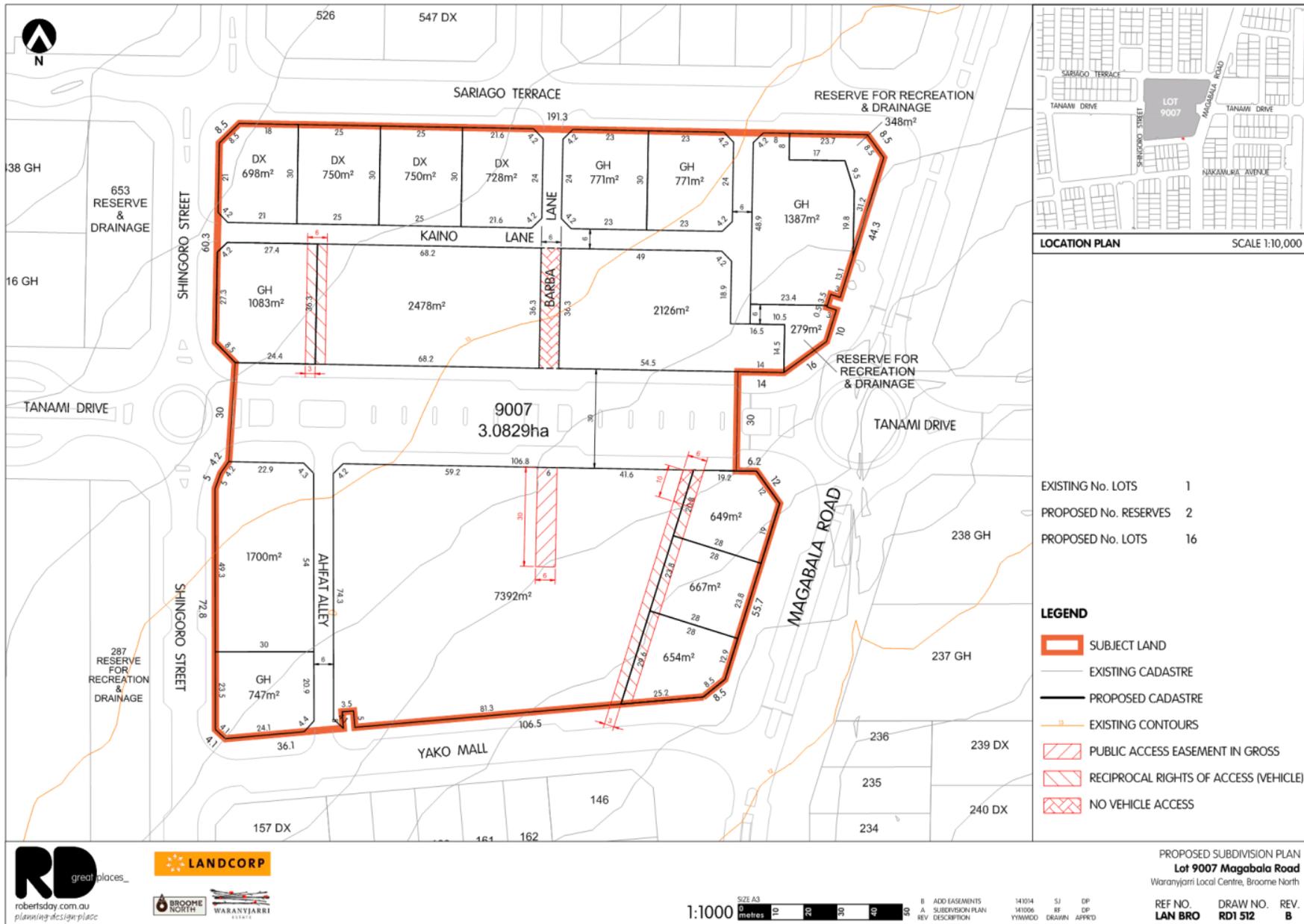
[WWW.RFFAUSTRALIA.COM](http://WWW.RFFAUSTRALIA.COM)



Annexure 2  
Historical Draft Plan of Subdivision



[WWW.RFFAUSTRALIA.COM](http://WWW.RFFAUSTRALIA.COM)



Annexure 3  
Proposed Draft Plan of Subdivision



[WWW.RFFAUSTRALIA.COM](http://WWW.RFFAUSTRALIA.COM)

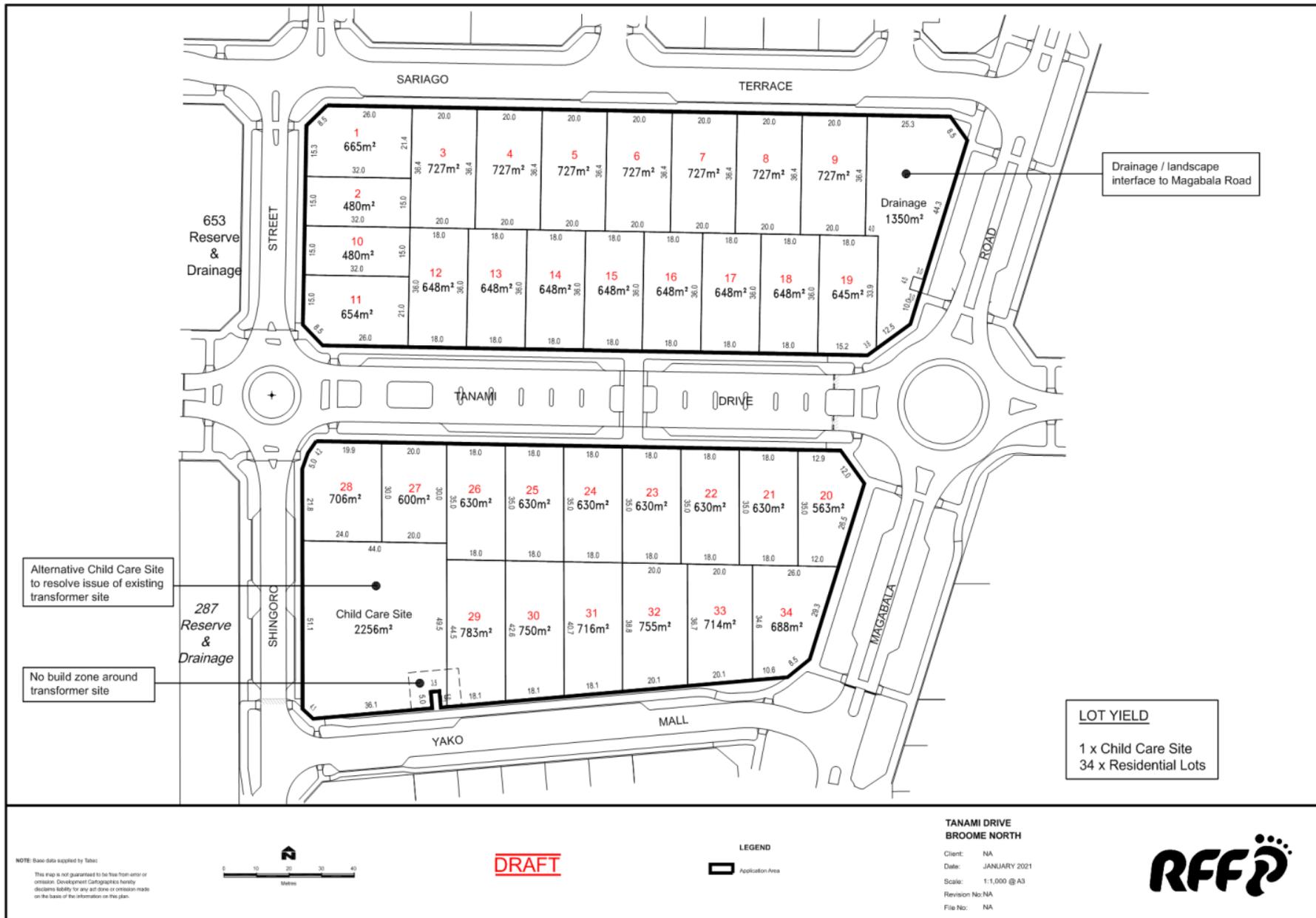




Figure A: 2031 Proposed Commercial Centres  
Source: Geografia, 2017, SITE planning + design





Figure 13: Existing Community Infrastructure and Facilities – Broome townsite

**9.2.2 DEVELOPMENT APPLICATION 2020/97 - USE NOT LISTED - BETTING AGENCY**

<b>LOCATION/ADDRESS:</b>	Lot 202, 106 Frederick Street, Broome
<b>APPLICANT:</b>	Hendry Group
<b>FILE:</b>	FRE-1/106
<b>AUTHOR:</b>	Coordinator Planning Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The Shire has received a development application seeking approval for a 'Use Not Listed' Betting Agency at Shop T22 Lot 202, 106 Frederick Street, Broome.

The application has been assessed against the Shire's Local Planning Scheme No 6, including the purpose and objectives of the Local Centre Zone.

The application is being referred to Council for determination as several submissions have been received.

This report recommends the application be approved.

**BACKGROUND**Site and Surrounds

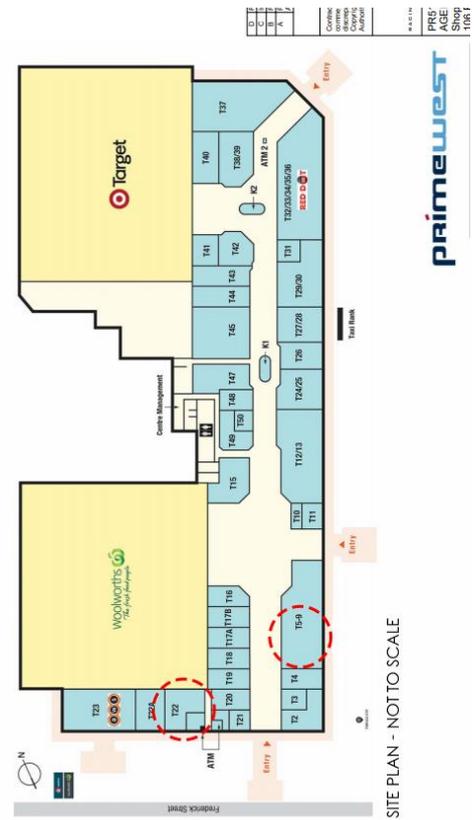
Lot 202, 106 Frederick Street, Broome is a 55,840m<sup>2</sup> property, which is zoned Local Centre under Local Planning Scheme No 6 (**LPS6**).

The site is currently developed as the Boulevard Shopping Centre containing several shops, liquor store, offices, restaurants, service station with ancillary signage and car parking.

The site is accessible from two points on Frederick Street including one point for access only and the other for access and egress.



NC



Proposal

The application is seeking approval to use shop T22, on the outside of the Boulevard Shopping Centre, as a Betting Agency (**Attachment 1**) which is a Use defined in the Model Scheme Text but not within LPS6.

As a 'Use Not Listed' (in the zoning table of LPS6), which has been subject to several submissions, a decision is required on whether a 'Betting Agency' is an appropriate use on the site given the purpose and objectives of the Local Centre Zone.

**COMMENT**

In accordance with delegation PLA5 - Determine Development Application and Clause 3.18.2(a) of LPS6, officers determined the 'Use not Listed – Betting Agency' may be appropriate in the Local Centre zone and required public notice to be given prior to a determination being made.

Public notice of the application resulted in 10 submissions being received.

Details of the submissions including the officer response can be found at **Attachment 2**.

The submissions are summarised as follows:

1. Anti-gambling sentiments;
2. Concerns the proposed location is frequented by families and children;
3. Concerns anti-social activity will occur in proximity of the proposed use; and
4. Alternative location considered more appropriate.

Most of the submissions expressed anti-gambling sentiments and opposed the proposed location.

Whilst it is acknowledged that there are differing community morals in relation to gambling, it is not the role of town planning to adjudicate on the topic.

From a Town Planning perspective, it is important to focus on the locational factors of the proposal and determine whether it is appropriate at the proposed location. In this regard, a betting agency is like those businesses which sell alcohol or tobacco, which are legitimate businesses, despite the products they sell being subject to differing community morals (noting such businesses are located at the Boulevard Shopping Centre).

Several submissions raised concerns regarding the prominent location within an area frequented by families and children and the impacts this may have on 'normalising' gambling.

It is important to note entry to the proposed betting agency is restricted to adults (persons 18 years and over).

The proposed location is on the outside of the Boulevard Shopping Centre away from the centre entrance and near a liquor store, which is also an age restricted premise.

It is acknowledged many families and children access the shopping centre, however the site of the proposed betting agency is in an area unlikely to be regularly frequented by families and children due to the nature of the businesses in the immediate vicinity of the application site.

Whilst the concerns of 'normalising' gambling is noted, the promotion of gambling is controlled by State and Federal regulation of the industry not Local Government. The gambling services on offer within the business are not proposed to be advertised from outside of the premise. The signage proposed for the premises is limited to the business name 'TAB' and key operating matters such as hours of operation and restriction on persons under 18 from entering the building. The size and locations of these signs are in accordance with Council's Planning Policies and are therefore exempt from the need to obtain Development Approval

Most submissions strongly opposed the location, and one also suggested an alternative location may be more suitable.

The suggested alternative is for a site located on Coghlan Street which is understood to have previously been occupied by a motor vehicle dealership and is within the Town Centre Zone.

It is noted there will be alternative sites the betting agency may be able to operate from in Broome, however Council is required to consider the application for the current proposed location on its town planning merit.

When considering what zoning would be appropriate, the purpose and objectives of the zone must be considered.

In this regard the Local Centre Zone which applies to the proposed Boulevard Shopping Site states as follows:

- 3.5.1 *The purpose of the zone is to provide for convenience retailing, health, welfare and community facilities which serve the local neighbourhood, but which do not detract from Chinatown as the principal centre for retail and commercial activity.*

3.5.2 *The objectives of the Local Centre Zone are to:*

- (a) Ensure development within the Local Centre Zone, is consistent with the Local Planning Strategy and the Local Commercial Strategy*
- (b) make provision for development providing a range of convenience goods and services whilst excluding activities which may adversely impact upon the residential amenity, generate large traffic volumes or detract from the role of the Town Centre Zone as the principal centre for retail and commercial activity;*
- (c) ensure the scale and design of development is consistent with a small-scale local centre serving the day to day needs of the immediate locality;*
- (d) guide and control development to achieve optimum levels of safety and accessibility and allow for strategic vehicular, pedestrian, cycling and open space linkages;*
- (e) ensure land uses, and developments and open space areas are of high quality and preserve or enhance the streetscape; and*
- (f) ensure the local centre, land uses, and developments are complemented by landscaping and other features which enhance the appearance and reflects Broome-style architecture as specified in clause 4.12.*

The 'Betting Agency' is essentially similar to a retailing activity and therefore is consistent with the purpose of the zone.

Additionally, given the site is located away from residential areas, it is not envisaged to impact on residential amenity.

The concerns of exposing children to gambling is noted, however the location of the application site on the outside of the centre, would decrease the exposure to children and families to the use itself.

It is acknowledged anti-social activity occurs at commercial premises from time to time, however the direct link to Betting Agencies is not clearly established.

Regardless, to limit the exposure of gambling to the general public, a condition can be included in the approval to restrict broadcasting from the site.

### Conclusion

The number of submissions received on the application indicates a level of community concern regarding the nature of the activities associated with the proposed betting agency.

Although these concerns are acknowledged, the proposed use is consistent with similar retail uses currently located in the Boulevard Shopping Centre.

Based on the assessment of the application against the provisions of LPS6 and relevant town planning principles, the application is recommended for approval subject to appropriate conditions and advice notes.

### **CONSULTATION**

Public consultation was undertaken in accordance with Local Planning Policy 5.14 Public Consultation – Planning Matters.

The application was advertised for 21 days and included a public notice in the Broome Advertiser, letters to all landowners within 100m of the site, a public notice placed on site and the application being displayed on the Shire's website.

Ten (10) submissions were received during the public consultation period.

## **STATUTORY ENVIRONMENT**

Planning and Development Act 2005

### ***Planning and Development (Local Planning Schemes) Regulations 2015***

#### **68. Determination of applications**

- (1) The local government must not determine an application for development approval until the later of —
  - (a) if the application is advertised under clause 64 — the end of each period for making submissions to the local government specified in a notice referred to in clause 64(3); and
  - (b) if a copy of the application has been provided to a statutory, public or planning authority under clause 66 — the end of each period for providing a memorandum to the local government referred to in clause 66(3).
- (2) The local government may determine an application for development approval by —
  - (a) granting development approval without conditions; or
  - (b) granting development approval with conditions; or
  - (c) refusing to grant development approval.

#### **77. Amending or cancelling development approval**

- (1) An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all the following —
  - (a) to amend the approval to extend the period within which any development approved must be substantially commenced;
  - (b) to amend or delete any condition to which the approval is subject;
  - (c) to amend an aspect of the development approved which, if amended, would not substantially change the development approved;
  - (d) to cancel the approval.
- (2) An application under subclause (1) —
  - (a) is to be made in accordance with the requirements in Part 8 and dealt with under this Part as if it were an application for development approval; and
  - (b) may be made during or after the period within which the development approved must be substantially commenced.
- (3) Despite subclause (2), the local government may waive or vary a requirement in Part 8 or this Part in respect of an application if the local government is satisfied the application relates to a minor amendment to the development approval.
- (4) The local government may determine an application made under subclause (1) by —
  - (a) approving the application without conditions; or
  - (b) approving the application with conditions; or
  - (c) refusing the application.

### ***Local Planning Scheme No.6***

*Deemed provisions for local planning schemes (Schedule 2).*

- 3.18.2 If a person proposes to carry out on land any use is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may:
- (a) determine the use is consistent with the purpose and objectives of the zone and is therefore permitted;
  - (b) determine the use may be consistent with purpose and the objectives of the zone and thereafter follow the advertising procedures of clause 64 of the deemed provisions in considering an application for development approval; or
  - (c) determine the use is not consistent with the purpose and objectives of the zone and is therefore not permitted.

## **POLICY IMPLICATIONS**

Local Planning Policy 5.14 Public Consultation – Planning Matters (LPP 5.14)

The application was publicly advertised in accordance with LPP 5.14.

## **FINANCIAL IMPLICATIONS**

Nil

## **RISK**

Reputation

There is risk of reputational damage due to the multi-faceted role of Council.

In this instance, Council has a regulatory function in the administration and determination of the Development Application and is guided by the Local Planning Scheme No.6.

Council's determination of development applications can, at times, be seen to conflict with the views and concerns of individual constituents.

In this instance, while the concerns of submitters are noted, they need to be considered in the context of the local planning framework and legislation which enables gambling businesses.

It is also noted some submitters opposing the Development Application have incorrectly assumed or implied the Shire of Broome is the proponent.

Decision Review

If aggrieved by Council's decision, the applicant may seek a review of the decision to the State Administrative Tribunal.

The applicant can also seek an amendment of the Development Approval and amendment or removal of conditions of approval from the local government.

## **STRATEGIC IMPLICATIONS**

**People – We will continue to enjoy Broome-time, our special way of life. It's laid-back but bursting with energy, inclusive, safe and healthy, for everyone:**

Effective communication

Accessible and safe community spaces

A healthy and safe environment

**Place – We will grow and develop responsibly, caring for our natural, cultural and built heritage, for everyone:**

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

**Prosperity – Together, we will build a strong, diversified and growing economy with work opportunities for everyone:**

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

**Performance - We will deliver excellent governance, service and value, for everyone:**

Effective community engagement

Improved systems, processes and compliance

**VOTING REQUIREMENTS**

*Simple Majority*

REPORT RECOMMENDATION:

*That Council:*

1. *Approves Development Application 2020/97 for a Use Not Listed – Betting Agency at Tenancy T22, Lot 202, 106 Frederick Street, Broome subject to the following conditions and advice notes:*

*Conditions:*

- (a) *The development plans, as date marked and stamped 'Approved', together with any requirements and annotations detailed thereon by the Shire of Broome, are the plans approved as part of this application and shall form part of the development approval issued, except where amended by other condition of this approval.*
- (b) *Broadcasting of race and other events is to be restricted to inside the building only and must not be visible or audible from outside the building.*
- (c) *Any litter associated with the use of the premises as a Betting Agency is to be collected daily and appropriately disposed of to the satisfaction of the Coordinator Planning Services.*

**ADVICE NOTES**

*Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in this*

approval after the date of determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 3: If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.

Note 4: An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all the following:

- (a) to amend the approval to extend the period within which any development approved must be substantially commenced;
- (b) to amend or delete any condition to which the approval is subject;
- (c) to amend an aspect of the development approved which, if amended, would not substantially change the development approved;
- (d) to cancel the approval.

The application is to be made in accordance with the requirements in Part 8 of the Planning and Development (Local Planning Schemes) Regulations 2015 and dealt with under this Part as if it were an application for development approval; and may be made during or after the period within which the development approved must be substantially commenced.

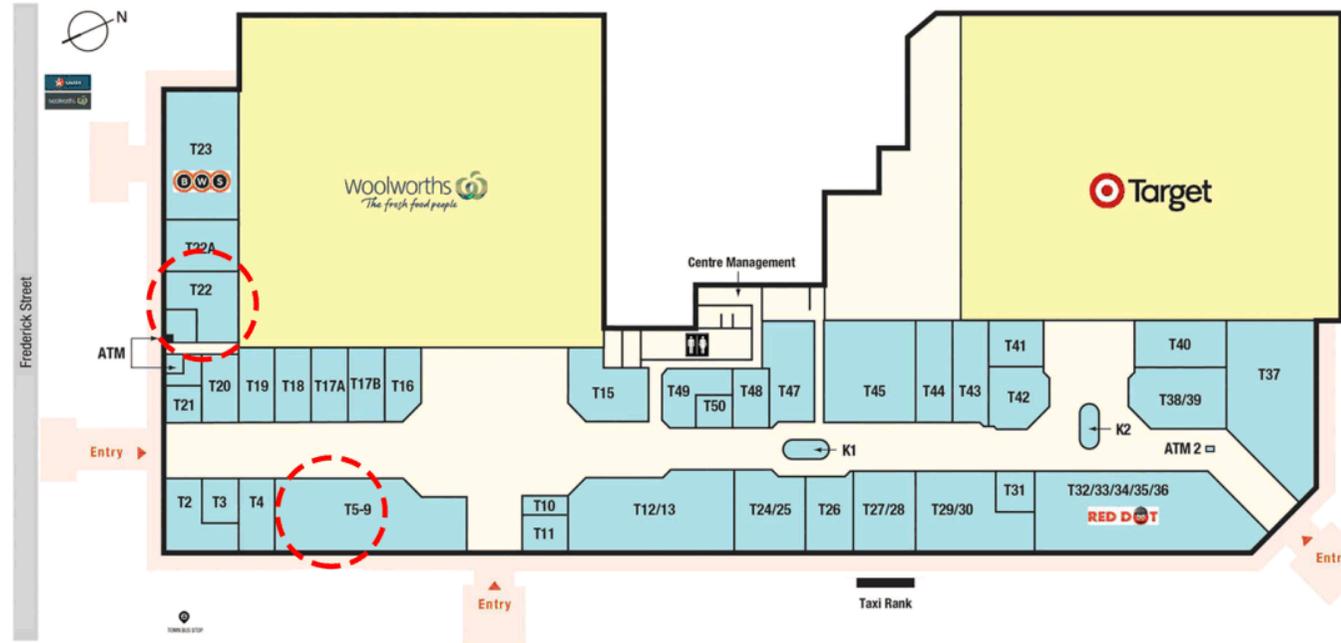
Note 5: This is a Development Approval of the Shire under its Local Planning Scheme No. 6. It is not a Building Permit or an approval to commence or carry out development under any other law. It is the responsibility of the owner to obtain any other necessary approvals, consents and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.

2. Advises the Development Application applicant and submitters of Council's decision.

## **Attachments**

1. Development Plans
2. Schedule of submissions

NOTE:



SITE PLAN - NOT TO SCALE

D	Revised for Quotation	23/10/20
C	Issue for Quotation	21/10/20
B	Revision to Floor Plan	13/10/20
A	Preliminary drawings for Approval	09/10/20

Revision Schedule

Contractor to verify all dimensions on site before commencing work. RWWA is to be notified of any discrepancies and setting out of work, for resolution. Copyright of designs shown hereon is retained by this office. Authority is required for any reproduction.



PR51 RACEWALL ROLLOUT SL1  
 AGENCY178 Broome,  
 Shop 22 Prime West Broome Boulevard,  
 106 Frederick Street,  
 Djugun WA 6725

RDC - DONNA MAGUIRE  
 Tel: 08 9445 5321 Mob:0417 951 824  
 Email: donna.maguire@rwwa.com.au

Chris Mealor 14 HASLER ROAD  
 Property Services Coordinator OSBORNE PARK  
 Tel: 0438 948 501 WA 6017  
 Email: chris.mealor@rwwa.com.au

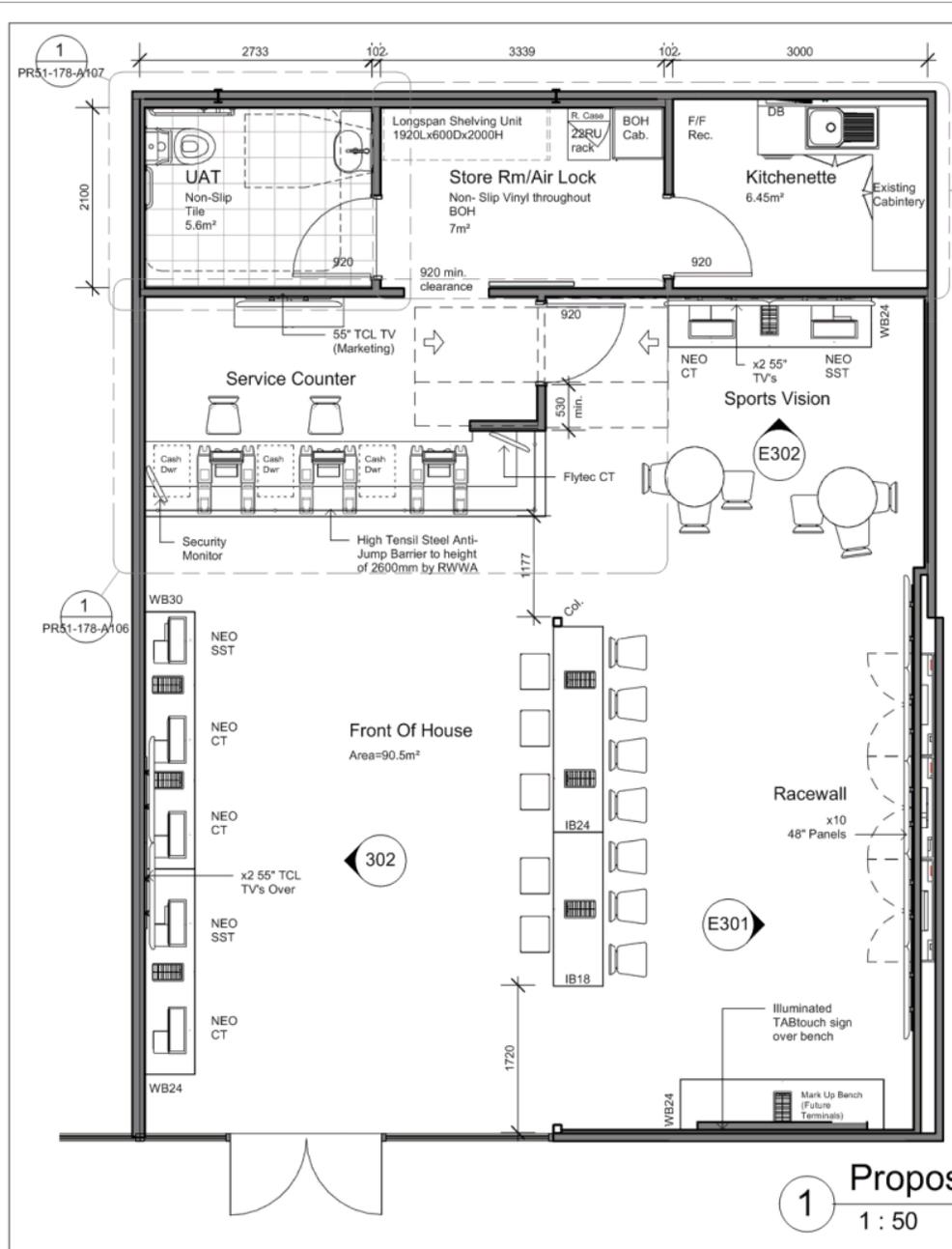
DRAWING: Site Layout	
DATE: 09/10/20	DWG: PR51-178-A001
DRAWN: S.Salmon	CHECKED: CM
SCALE 1 : 50	



LEGEND

- DB DISTRIBUTION BOARD
- R R CASE
- PT PAYOUT TERMINAL
- ST SINGLE OPERATING TERMINAL
- D DUAL OPERATING TERMINAL
- S SKY DECODER
- ▼ TELSTRA

23/10/2020 12:15:18 PM



Proposed TAB  
 Total Area = 112m<sup>2</sup>  
 Front of House = 90.5m<sup>2</sup>

1 Proposed Generic Agency Plan  
 1 : 50

- NOTES**
1. Refer to PR51 RWVA standard joinery drawing package for joinery details.
  2. Refer to dwgs A200, A201 & A202 for elevation details.
  3. Refer to finishes schedule on RWVA dwg A400 & A401 for laminate finishes.
  4. Media player locations to be confirmed.
  5. Refer to RWVA dwgs A301, A302 & A303 for locations of power, data & audio visual requirements.
  6. Electrical/audio visual contractor to refer to RWVA standard electrical drawing PR51-01-03 for details of data cabling, wiring diagram and the like.
  7. Indicative location of Racewall Master Switch. Final position to be determined.
  8. For each DOT Electrical contractor to provide (x1) quad data outlet and (x2) dbt GPO's. Electrical contractor to replace existing CAT 5 data outlet at SOT with (x1) triple data outlet and (x1) dbt GPO.
  9. All Electrical Works to comply with NCC Part J6 and AS/NZS 3000.
  10. Latching devices to exit doors to comply with NCC D2.21
  11. All new glass assemblies (if applicable) to be in accordance with AS 1288 & AS 2047.
  12. Location of NVR security monitor/CIT on flytec bracket to be confirmed with RDC/Agent.

D	Revised for Quotation	23/10/20
C	Issue for Quotation	21/10/20
B	Revision to Floor Plan	13/10/20
A	Preliminary drawings for Approval	09/10/20

**Revision Schedule**

Contractor to verify all dimensions on site before commencing work. RWVA is to be notified of any discrepancies and setting out of work, for resolution. Copyright of designs shown hereon is retained by this office. Authority is required for any reproduction.



**PR51 RACEWALL ROLLOUT** SL1  
 AGENCY178 Broome,  
 Shop 22 Prime West Broome Boulevard,  
 106 Frederick Street,  
 Djugun WA 6725

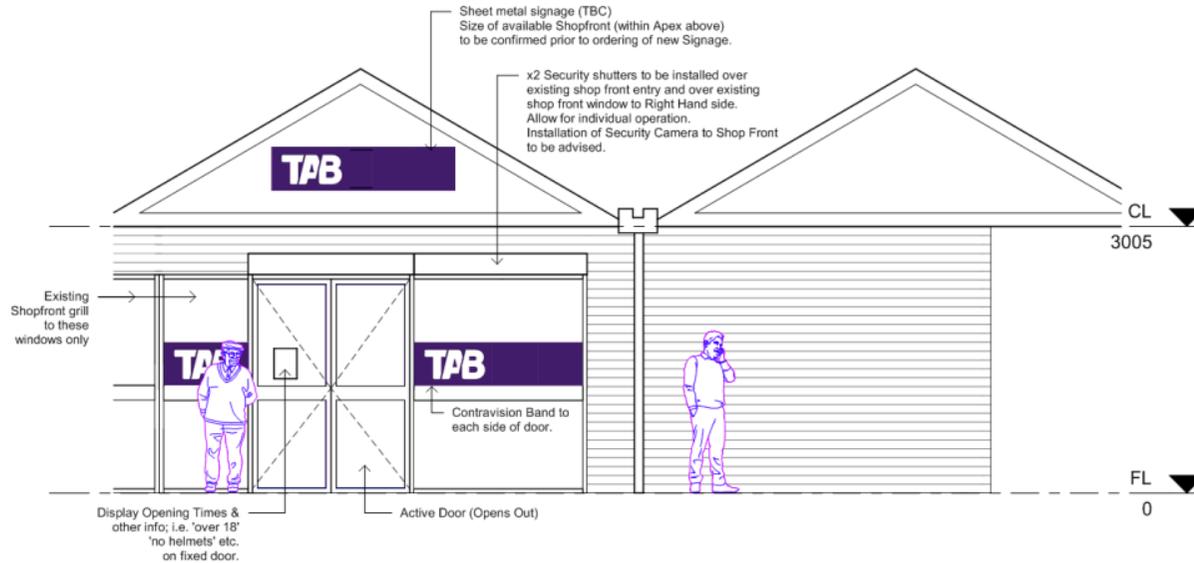
RDC - DONNA MAGUIRE  
 Tel: 08 9445 5321 Mob:0417 951 824  
 Email: donna.maguire@rwwa.com.au

Chris Mealor  
 Property Services Coordinator  
 Tel: 0438 948 501  
 Email: chris.mealor@rwwa.com.au

14 HASLER ROAD  
 OSBORNE PARK  
 WA 6017

DRAWING:		Generic Agency Layout	
DATE:	09/10/20	DWG	PR51-178-A100
DRAWN:	S.Salmon	CHECKED:	CM
SCALE		1 : 50	

23/10/2020 12:15:21 PM



1 Proposed Shop Front Signage  
1 : 50

D	Revised for Quotation	23/10/20
C	Issue for Quotation	21/10/20
B	Revision to Floor Plan	13/10/20
A	Preliminary drawings for Approval	09/10/20

Revision Schedule

Contractor to verify all dimensions on site before commencing work. RWWA is to be notified of any discrepancies and setting out of work, for resolution. Copyright of designs shown hereon is retained by this office. Authority is required for any reproduction.



PR51 RACEWALL ROLLOUT SL1  
AGENCY178 Broome,  
Shop 22 Prime West Broome Boulevard,  
106 Frederick Street,  
Djugun WA 6725

RDC - DONNA MAGUIRE  
Tel: 08 9445 5321 Mob:0417 951 824  
Email: donna.maguire@rwwa.com.au

Chris Mealor 14 HASLER ROAD  
Property Services Coordinator OSBORNE PARK  
Tel: 0438 948 501 WA 6017  
Email: chris.mealor@rwwa.com.au

DRAWING:		Shop Front Elevation
DATE:	09/10/20	DWG
DRAWN:	S.Salmon	PR51-178-A109
CHECKED:	DM/CM	© A3 SCALE 1 : 50

23/10/2020 12:15:35 PM

No.	Name/Date Received	Property Affected	Content of Submission	Officer Comment	Recommendation
1	James Anderson 14/1/21		I am opposed to the application for a Betting Agency at the Broome Boulevard. This business model is commonly accompanied by poor social behaviour which will detract further from the declining social goals of our town. It will affect tourism, normal trade, and the social fabric of Broome.	Anti-gambling sentiments noted. Unclear what social behaviours the submitter is concerned about. Condition to be imposed regarding litter.	The concerns are noted.
2	Elise Zanchettin 14/1/21		I do not agree with a TAB betting agency being put in at the proposed premise, let alone by premise in Broome. One location is enough. The proposed location is a family friendly centre. TAB premisses for not align with this.	Anti-gambling sentiments noted. Opposition due to other premises existing in town noted. Restricting a land use / business to a single location could be considered anti-competitive action. The application needs to be determined on its town planning merit.	The concerns are noted.
3	Wade Freeman 14/1/21		Im writing to lodge my objection to the proposed TAB betting agency in the boulevard shopping center. This is not the type of business for what is meant to be a family environment and greater access to gambling will do nothing to improve the livelihoods of local Broome residents. Currently I live in the vicinity of a betting agency and regularly witness the social distinction it generates. Please advise to reject this any any similar proposal.	Anti-gambling sentiments noted. Acknowledged that the Boulevard Shopping Centre is frequented by families however, proposed location is away from centre entrance in close proximity to another age restricted premise (liquor store).	The concerns are noted.
4	Jennifer Reinert 14/1/21	Fong Way, Broome	I'd like to express my opposition to the proposed TAB at the boulevard. It is not at all appropriate to have betting in this location.	Unclear why submitter considers location inappropriate. Acknowledged that the Boulevard Shopping Centre is frequented by families however, proposed location is away from centre entrance in close proximity to another age restricted premise (liquor store).	The concerns are noted.
5	Kelly Blackburn 14/1/21		I am writing to oppose the proposal for the TAB in the Boulevard Shopping Centre. The negative social impacts that would be caused by this, at an already struggling centre, would be devastating for the community.	Anti-gambling sentiments noted. Unclear what social impacts the submitter is concerned about. Condition to be imposed regarding litter.	The concerns are noted.
6	Phoebe Mcguiness-Morich 15/1/21		I write to you in response to the application for the TAB at the Broome Boulevard shopping centre. I absolutely implore you to consider a different location. As a 13+ year resident and rate payer in Broome this is absolutely the wrong direction for Broome to take. We already have so few activities and safe places for families and teens to be, especially in the wet season it seems like a dangerous and unsafe decision to put a TAB in the shopping centre. Broome already has so many social issues related to addiction such as alcohol use and meth amphetamines and gambling it seems unconscionable to consider a prominent gambling venue open in a shopping centre. Please act in the interest of public safety and our community and prioritise our children by not letting them see on the daily activities that normalise gambling. Our children deserve better, they deserve our protection.	Anti-gambling sentiments noted. Acknowledge that the Boulevard Shopping Centre is a prominent location. However, the location on the outside of the Shopping Centre would not be subject to as significant level of foot traffic. Additionally, it is in an area where other age restricted premises exist reducing the likelihood of families and children frequenting this area.	The concerns are noted.
7	Breeanna Hadrill 15/1/21		good morning, in regards to the TAB to be placed into the shopping centre i think it would such a terrible idea. As i work in the centre i have had enough of the young people coming in and harassing us staff members of every shop let alone the adults. you say you are trying to help and bring cops up to stop the crime well you aren't doing a very hood job ans by going ahead with the TAB you are only causing more harm! i think you need to do something important like something for the young people of the town who have bad home lives and don't ever want to be at home because there parents are high or drunk. the TAB is such a bad idea i am actually disgusted in this, you are only making the town worse not improving it in any way you should really have a hard think about this. i and others already hate walking to and from work because of all the trouble and if the TAB goes	Anti-gambling sentiments noted. Having a tenant in the premises will assist with passive surveillance of the surrounds including nearby car parking and footpaths. The betting agency will likely have trading hours outside of many businesses within the shopping centre which will assist in activation of the site. The submission implies that this is a Shire led proposal, which is not the case as the application was lodged by a private group.	The concerns are noted.

			through well it'll be even worse and i think a lot of shops will end up closing down because of this ans Broome will be the place that no one wants to visit		
8	Vicki Hyman 15/1/21		I strongly oppose this. Proposal. People have extraordinary access to gambling online. There is much evidence of the harm it causes families and individuals. The Boulevard is a family centred for family access to goods and services. The TAB has no relevance there. In the Eastern States they make gambling outlets family friendly, exposing and normalising gambling for children at a young age. We need need to think about family and community repair And not creating more social issues	Anti-gambling sentiments noted. It is acknowledged that gambling can adversely impact on financial position, family relationships and mental health. Gambling is a controlled through State and Federal regulation applying to the industry. Whilst 'TAB' signage is proposed, no promotion of the gambling activities will occur via external signage.	The concerns are noted.
9	Alex Harris 20/1/21	Sands Street, Bilingurr	I'm writing to express my severe opposition to the proposed TAB at the Boulevard. This should be a safe place for families to shop. There is literally zero social good that comes from gambling. The shire should be taking measures to restrict it, not make it more available. I am happy to discuss further if required.	Anti-gambling sentiments noted. It is acknowledged that gambling can adversely impact on financial position, family relationships and mental health. As a Use not Listed, Betting Agency is treated as a discretionary Use which requires development approval. This process has the effect of restricting the use by requiring approval before it can be undertaken.	The concerns are noted.
10	Gabriel Be Biasi 23/1/21		I'm absolutely opposed to opening a TAB office in the Boulevard premises. Please tell them to rent the building previously occupied by the Broome Motors where they can have their own parking space too.	It is understood that Broome Motors was previously located in Coghlan Street which is within the Town Centre Zone. Whilst this site and zoning may be appropriate, the Shire is required to consider the merits of the proposed Boulevard Shopping Centre location.	The concerns are noted.
11	Andy Williams 1/2/21	Goshawk Loop	As a broome resident I am opposed to this proposal. There are more than enough TAB outlets in Broome . Another will encourage further people's addictive behaviours in a low socio economic area. There is enough bad behaviour at the boulevard including rock throwing , domestic violence and group violence . This outlet could encourage more bad behaviour . It is detrimental to other businesses at the boulevard and does not enhance the shopping experience in the slightest .	Anti-gambling sentiments noted. Having a tenant in the premises will help to provide passive surveillance of the surrounds, including nearby car parking and footpaths. Condition to be imposed regarding litter.	The concerns are noted



### 9.2.3 REQUEST FOR REDUCTION OF APPLICATION FEES FOR THE INSTALLATION OF BATTERY POWERED SMOKE ALARMS IN INDIGENOUS COMMUNITY HOUSING WITHIN THE SHIRE OF BROOME

<b>LOCATION/ADDRESS:</b>	Ardayaloon, Beagle Bay, Bobieding, Djarindjin, Lombadina, Bidyandanga.
<b>APPLICANT:</b>	Department of Communities
<b>FILE:</b>	ABL01
<b>AUTHOR:</b>	Coordinator Building Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:** The Shire of Broome has received a request from the Department of Communities (Department) seeking approval to replace hardwired smoke alarms with 10-year lithium battery powered smoke alarms at several Aboriginal communities. The *Building Regulations 2012* prescribe a form on which application must be made and to charge \$179.50 per application.

Given the large number of properties this charge will apply to (384), the Department is seeking a reduction in the total application fees normally applicable as many of the properties have the same floor plan (95 uniform floor plan types).

Further, the Department is also requesting a discount on the remaining properties.

Council is requested to consider the application by the Department of Communities.

## BACKGROUND

### Attachments

#### Previous Considerations

10 June 2016

Council has previously considered a similar application at the Special Meeting of Council held on 10 June 2016, where Council resolved:

#### **COUNCIL RESOLUTION:** **(REPORT RECOMMENDATION)**

**Moved: Cr P Matsumoto**

**Seconded: Cr C Mitchell**

**That Council advise the WA Housing Authority that:**

- The total application fees that apply to the applications for battery powered smoke alarms for houses in each Aboriginal Community outlined below is as stated for each Community:**

<b>(a) Ardayaloon (94 houses)</b>	<b>\$1,661.00</b>
<b>(b) Beagle Bay (76 houses)</b>	<b>\$1,359.00</b>
<b>(c) Bobieding (6 houses)</b>	<b>\$226.50</b>
<b>(d) Djarindjin (49 houses)</b>	<b>\$906.00</b>

**(e) Lombadina (4 houses) \$226.50**

**(f) Bidyandanga (127 houses) \$2,265.00**

**(g) Nillir Irbanjin (9 houses) \$226.50**

**2. The above applications fees represent approximately 10% of the total application fee applied per house for each community.**

**3. The above application fees apply to the applications for the installation of battery powered smoke alarms subject to:**

**(a) a single application being submitted for the houses in each of the above Aboriginal Communities; and**

**(b) full and complete documentation being submitted with each application to allow the Shire to undertake the required assessment of the applications in accordance with legislative requirements.**

**CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 9/0**

The above works were not completed.

The Department has submitted a fresh application to cover the current 384 houses, that they manage across several Aboriginal Communities, within the Shire of Broome.

These houses contain hard-wired mains powered smoke alarms.

The Department has advised they have difficulties maintaining hard-wired mains powered smoke alarms due to frequent interruptions to the power supply in the Aboriginal Communities.

When the power is interrupted, the smoke alarms emit a sharp noise to indicate the loss of power, resulting in tenants damaging the smoke alarms to stop the noise.

Therefore, the Department is proposing to install long life battery powered smoke alarms in these 384 houses, to replace the hard-wired mains powered smoke alarms.

## **COMMENT**

Regulation 61 of the *Building Regulations* 2012 allows for an application to be made to a Local Government for approval to install battery powered smoke alarms in a house, in lieu of hard-wired mains powered smoke alarms.

Under the relevant provisions of this regulation, any application submitted must to be able to clearly demonstrate, to the Shire's satisfaction, the requirements of these provisions can be met.

The Shire has the right to refuse the application.

The Department has advised it will be seeking approval for the installation of the battery powered smoke alarms in six different Aboriginal communities.

The table below outlines the relevant communities and the number of houses in each:

<b>Location</b>	<b>No. of Houses</b>
Ardyaloon	94
Beagle Bay	83
Bobieding	6
Djarindjin	48
Lombadina	16
Bidyadanga	137
<b>Total</b>	<b>384</b>

The Department is seeking a reduction in the standard application fees normally applicable.

In accordance with Regulation 61, a Local Government cannot set a fee of more than \$179.50 per house for this type of application.

This maximum fee of \$179.50 is reflected in Council's schedule of fees and charges.

In accordance with section 6.12(1)(b) of the *Local Government Act 1995*, Council can waive or grant concessions in relation to any amount of money owed to the local government.

The Department has requested:

- a) The Department will submit applications based on a per uniform floor plan (type) basis, in which case applications for the 95 uniform floor plans will be submitted as soon as the project is approved internally by Department; and
- b) Following approvals for the 95 floor plans, the Shire to provide in-principle approval for the Department to commence works on all their managed properties within these communities, on condition they obtain floor plans for each of the 132 unknown properties and retrospectively submit and pay for any additional applications for all other unique plans identified.

Officers have examined the proposal and are comfortable assessing the 95 confirmed uniform floor plan types.

There are risks associated with part (b) of the Department's request, being retrospectively approving the works to the existing housing stock as Shire officers will not have assessed the locations of the proposed safety devices.

It is recommended the Department submits applications, and receive building approval, before commencing any building works.

## **CONSULTATION**

Several discussions have occurred between the Shire's Coordinator Building Services and the Department Project Manager in relation to this matter.

These discussions are continuing and will be ongoing throughout the process.

The Department has indicated in-principle agreement to the reduced fees outlined above, with different applications being lodged for each community and providing the information required to satisfy the building permit approval process.

## **STATUTORY ENVIRONMENT**

### ***Building Regulations 2012***

#### Regulation 61. Local government approval of battery powered smoke alarms.

- (1) *The local government of the district in which a dwelling is located may approve of the use, in the dwelling or a part of the dwelling, of a battery powered smoke alarm (rather than one that is connected to the mains power supply) if satisfied that, at the time of giving the approval, installing a smoke alarm connected to the mains power supply would involve—*
  - (a) *a sufficient problem of a structural nature; or*
  - (b) *a sufficient problem of any other nature, the cause of which is not within the control of the owner.*
- (2) *The local government may give its approval in relation to an alarm that was installed before the approval is to be given.*
- (3) *An application for approval must be made in the manner and form approved by the local government, and must include or be accompanied by—*
  - (a) *the plans and information required by the local government; and*
  - (b) *the fee set by the local government, which cannot exceed \$174.40.*
- (4) *The local government is to be taken to have refused approval if it has not made a decision whether to give approval within 35 days after the later of—*
  - (a) *the day on which the person made the application for approval; or*
  - (b) *the day on which the person complied with a, or the latest, request by the local government for further plans or information.*

### **Local Government Act 1995**

#### Section 6.12. Power to defer, grant discounts, waive or write off debts

- (1) *Subject to subsection (2) and any other written law, a local government may —*
  - (a) *when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or*
  - (b) *wave or grant concessions in relation to any amount of money; or*
  - (c) *write off any amount of money,*

*which is owed to the local government.*

*\* Absolute majority required.*

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

The proposed reduced fee calculation is considered adequate to achieve full cost recovery for the Shire's assessment of the applications due to the uniform nature of the building plans.

This is consistent with the general principles for the setting of fees and charges by a Local Government in accordance with section 6.17 of the *Local Government Act 1995*.

Based the current fee set of \$179.50 for 384 houses, the total application fees would be \$68,928.

The Department has requested a reduced application fee to be considered based upon an application being submitted for each uniform floor plan type.

The Authority has undertaken a stocktake of houses in the communities they manage and confirmed 95 uniform floor plan types and 132 individual floor plans of a modified nature.

This would mean a maximum number of 277 separate applications would be received by the Shire, with application fees totalling \$40,746.50.

## **RISK**

The risk to the Shire in relation to reducing the application fee and accepting the applications, in general, are considered low based upon the following factors:

- 1) The standard and nature of documentation to be submitted by the Department, including the relevant justification for considering the installation of the battery powered smoke alarms, is considered adequate to assess the applications;
- 2) The Shire can consider the applications in accordance with the relevant provisions of the *Building Regulations 2012*, bearing in mind the Shire has the right to refuse the application if the Department cannot justify the need for the battery powered smoke alarms;
- 3) To consider a reduced application fee in lieu of the standard full fee is promoting cooperation and goodwill between Local and State government agencies; and
- 4) The Shire could be viewed as meeting its obligation regarding the promotion of a safe and sustainable built environment.

### In-principle approval

Officers consider the risk to the Council in providing in principle approval prior to receiving building plans is relatively high with unnecessary compliance action required should the relevant plans not be submitted and therefore are not supportive of this component.

## **STRATEGIC IMPLICATIONS**

**Our Performance Aspiration – We will deliver excellent governance, service and value, for everyone.**

Deliver best practice governance and risk management.

## **VOTING REQUIREMENTS**

*Simple Majority*

**REPORT RECOMMENDATION:**

*That Council:*

- 1. Approve the lodgement of applications from the Department of Communities for battery powered smoke alarms for the confirmed number of uniform floor plan types, at a cost of \$179.50 per application.*
- 2. Confirm the cost of lodgement of applications from the Department of Communities for battery powered smoke alarms for the remaining floor plans to be \$179.50 per application.*
- 3. Not support the Department of Communities' request to provide in principle approval for battery powered smoke alarms prior to application.*

**Attachments**

1. Department of Communities Correspondence - Request for Approval: Installation of Battery Powered Smoke Alarms.
2. Aboriginal Communities Housing Audit.



Government of **Western Australia**  
Department of **Communities**

Shire of Broome  
PO Box 44  
BROOME WA 6725

Attention: Mr Rob Rampal

Dear Sir,

**Request for Approval: Installation of Battery Powered Smoke Alarms**

The Department of Communities provides property and tenancy management services to houses in Aboriginal communities located within the Shire of Broome.

In accordance with Section 61 of the Building Regulations 2012, the Department is seeking approval from the Shire of Broome to proceed with the replacement of hardwired smoke alarms with 10-year lithium battery powered smoke alarms at the Aboriginal Communities listed below. We note that the Regulations provide for the relevant Local Government Authority to prescribe a form on which application must be made and to charge a fee of \$179.50 per application.

<b>COMMUNITY</b>	<b>NUMBER OF PROPERTIES</b>
Ardyaloon	94
Beagle Bay	83
Bidyadanga	137
Bobieding	6
Djarinjin	48
Lombadina	16
<b>Total</b>	<b>384</b>

The Shire of Broome application process to install battery smoke detectors in dwellings, requires Communities to provide floor plans for each dwelling and pay the required fee (\$179.50) for each property to be approved.

Since the dwellings under management are of various uniform designs, we seek your support in applying this assessment and accompanying fee on a per house design basis to assist in keeping the administrative costs of this project to a minimum. There are between eighty (80) and one hundred (100) uniform floor plans/dwelling types in the communities listed above.

Your assessment and approval on a per house design basis will ensure adequate reduction of the risk of injury or death of tenants and visitors to a property. The installation of these smoke alarms will also enable the Department to re-direct the ongoing high costs of routinely replacing

hard wired smoke alarms and associated travel fees, to other more productive maintenance activities in each community.

Can you please provide advice on this request, the application form and total fees payable by Communities for this application?

If you would like to discuss this matter, please contact Trevor Pierce-Jones +61 419 374 538 or [trevor.pierce-jones@communities.wa.gov.au](mailto:trevor.pierce-jones@communities.wa.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Newton', with a large loop at the start and a horizontal stroke at the end.

Craig Newton  
Manager, Planning and Programs  
Department of Communities  
5 Newman Court, Fremantle WA 6160  
T: (08) 9222 4804

03 September 2020

**Item 9.2.3 - REQUEST FOR REDUCTION OF APPLICATION FEES FOR THE INSTALLATION OF BATTERY POWERED SMOKE ALARMS IN INDIGENOUS COMMUNITY HOUSING WITHIN THE SHIRE OF BROOME**

Community	Lot No	Street	Floor Plan
ARDYALOOON	LOT 47	STREET NO 2	Ardy House 47, 71 - 3bed
ARDYALOOON	LOT 48	STREET NO 2	
ARDYALOOON	LOT 62	STREET NO 5	Ardy House 62 - 4bed
ARDYALOOON	LOT 64	STREET NO 5	Ardyaloon House 64 Floor Plan
ARDYALOOON	LOT 95	STREET NO 3	
ARDYALOOON	LOT 96	STREET NO 3	
ARDYALOOON	LOT 97	STREET NO 3	
ARDYALOOON	LOT 77	STREET NO 7	Ardy House 38, 53, 76, 77, 88, 91, 101 - 3bed
ARDYALOOON	LOT 71	STREET NO 6	Ardy House 47, 71 - 3bed
ARDYALOOON	LOT 46	STREET NO 2	Ardy House 46A, 75 - 4bed
ARDYALOOON	LOT 75	STREET NO 7	Ardy House 46A, 75 - 4bed
ARDYALOOON	LOT 93	EIGHTEENTH	
ARDYALOOON	LOT 112	STREET NO 4	
ARDYALOOON	LOT 89	TENTH	
ARDYALOOON	LOT 61	STREET NO 5	Ardy House 35, 36, 61, 104, 111a, 116, 128 - 3bed
ARDYALOOON	LOT 67	STREET NO 9	Ardy House 67, 117 - 4bed
ARDYALOOON	LOT 108	STREET NO 1	
ARDYALOOON	LOT 128	STREET NO 10	Ardy House 35, 36, 61, 104, 111a, 116, 128 - 3bed
ARDYALOOON	LOT 117	STREET NO 6	Ardy House 67, 117 - 4bed
ARDYALOOON	LOT 111A	STREET NO 4	Ardy House 35, 36, 61, 104, 111a, 116, 128 - 3bed
ARDYALOOON	LOT 104	STREET NO 3	Ardy House 35, 36, 61, 104, 111a, 116, 128 - 3bed
ARDYALOOON	LOT 36	ONE ARM	Ardy House 35, 36, 61, 104, 111a, 116, 128 - 3bed
ARDYALOOON	LOT 35	ONE ARM	Ardy House 35, 36, 61, 104, 111a, 116, 128 - 3bed
ARDYALOOON	LOT 116	FIRST	Ardy House 35, 36, 61, 104, 111a, 116, 128 - 3bed
ARDYALOOON	LOT 53	STREET NO 7	Ardy House 38, 53, 76, 77, 88, 91, 101 - 3bed
ARDYALOOON	LOT 127	STREET NO 10	
ARDYALOOON	LOT 101	STREET NO 10	Ardy House 38, 53, 76, 77, 88, 91, 101 - 3bed
ARDYALOOON	LOT 88	SEVENTEENTH	Ardy House 38, 53, 76, 77, 88, 91, 101 - 3bed
ARDYALOOON	LOT 91	SEVENTEENTH	Ardy House 38, 53, 76, 77, 88, 91, 101 - 3bed
ARDYALOOON	LOT 39	STREET NO 2	Ardy House 39, 103 - 4bed
ARDYALOOON	LOT 38	STREET NO 2	Ardy House 38, 53, 76, 77, 88, 91, 101 - 3bed
ARDYALOOON	LOT 65	STREET NO 7	Ardy House 65, 66, 100 - 2bed
ARDYALOOON	LOT 66	STREET NO 7	Ardy House 65, 66, 100 - 2bed
ARDYALOOON	LOT 76	STREET NO 7	Ardy House 38, 53, 76, 77, 88, 91, 101 - 3bed
ARDYALOOON	LOT 103	STREET NO 3	Ardy House 39, 103 - 4bed
ARDYALOOON	LOT 31	ONE ARM	
ARDYALOOON	LOT 31	ONE ARM	
ARDYALOOON	LOT 33	ONE ARM	
ARDYALOOON	LOT 37	STREET NO 7	
ARDYALOOON	LOT 54	STREET NO 5	
ARDYALOOON	LOT 68	STREET NO 9	
ARDYALOOON	LOT 119	STREET NO 6	
ARDYALOOON	LOT 121	STREET NO 6	
ARDYALOOON	LOT 100	STREET NO 1	Ardy House 65, 66, 100 - 2bed
ARDYALOOON	LOT 94	STREET NO 1	
ARDYALOOON	LOT 84	ONE ARM	
ARDYALOOON	LOT 92	SEVENTEENTH	
ARDYALOOON	LOT 40	STREET NO.2	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 113	STREET NO 4	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 114	STREET NO 4	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 106	STREET NO 4	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 109A	STREET NO.4	Ardy 2bed plan (2012)
ARDYALOOON	LOT 110	STREET NO 4	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 69	STREET NO 6	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 85	SEVENTEENTH	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 49	STREET NO 2	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 56	STREET NO 5	Ardy 2bed plan (2012)
ARDYALOOON	LOT 107	STREET NO 4	Ardy 4bed plan (2012)
ARDYALOOON	LOT 34	ONE ARM	Ardy 5bed plan (2011)
ARDYALOOON	LOT 74	STREET NO 7	Ardy 4bed plan (2012)
ARDYALOOON	LOT 72	STREET NO 10	Ardy 5bed plan (2011)
ARDYALOOON	LOT 55	STREET NO.5	Ardy 2bed plan (2012)
ARDYALOOON	LOT 55	STREET NO.5	Ardy 2bed plan (2012)
ARDYALOOON	LOT 111B	STREET NO.4	Ardy 2bed plan (2012)
ARDYALOOON	LOT 50	STREET NO.2	Ardy 2bed plan (2012)

**Item 9.2.3 - REQUEST FOR REDUCTION OF APPLICATION FEES FOR THE INSTALLATION OF BATTERY POWERED SMOKE ALARMS IN INDIGENOUS COMMUNITY HOUSING WITHIN THE SHIRE OF BROOME**

ARDYALOOON	LOT 60	STREET NO 5	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 73	STREET NO. 9	Ardy 2bed plan (2012)
ARDYALOOON	LOT 51	STREET NO 2	Ardy 4bed plan (2012)
ARDYALOOON	LOT 78	STREET NO.7	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 109B	STREET NO.4	Ardy 2bed plan (2012)
ARDYALOOON	LOT 102	STREET NO 4	Ardy 4bed plan (2012)
ARDYALOOON	LOT 83	ONE ARM	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 115	STREET NO.4	Ardy/Djar 3bed plan (2012)
ARDYALOOON	LOT 99	STREET NO 3	Ardy 4bed plan (2012)
ARDYALOOON	LOT 86	SEVENTEENTH	Ardy 4bed plan (2012)
ARDYALOOON	LOT 98	STREET NO 3	Ardy 3bed Mobility Plan
ARDYALOOON	LOT 32	ONE ARM	Type 1 - 4 bedroom
ARDYALOOON	LOT 41	STREET NO 2	Type 1 - 2 bedroom
ARDYALOOON	LOT 42	STREET NO 2	Type 1 - 3 bedroom
ARDYALOOON	LOT 43	EIGHTH	Type 1 - 2 bedroom
ARDYALOOON	LOT 44	STREET NO 2	Type 1 - 2 bedroom
ARDYALOOON	LOT 46	STREET NO 2	Type 1 - 2 bedroom
ARDYALOOON	LOT 52	STREET NO 9	Type 1 - 2 bedroom
ARDYALOOON	LOT 57	STREET NO 5	Type 1 - 3 bedroom
ARDYALOOON	LOT 58	STREET NO 9	Type 1 - 2 bedroom
ARDYALOOON	LOT 70	STREET NO 6	Type 1 - 2 bedroom
ARDYALOOON	LOT 105	STREET NO 3	Type 1 - 3 bedroom
ARDYALOOON	LOT 118	STREET NO 6	Type 1 - 3 bedroom
ARDYALOOON	LOT 122	STREET NO 6	Type 1 - 2 bedroom
ARDYALOOON	LOT 123	STREET NO 6	Type 1 - 2 bedroom
ARDYALOOON	LOT 124	STREET NO 6	Type 1 - 3 bedroom
ARDYALOOON	LOT 174	SEVENTEENTH	Type 1 - 2 bedroom
ARDYALOOON	LOT 175	SEVENTEENTH	Type 1 - 2 bedroom
ARDYALOOON	LOT 112	STREET NO 4	Type 1 - 2 bedroom
BEAGLE BAY	LOT 27	PLACE 3	
BEAGLE BAY	LOT 42	ROAD 4	
BEAGLE BAY	LOT 10A	ROAD 7	BB House 10 - 3bed
BEAGLE BAY	LOT 87	ROAD 1	BB House 21, 86, 87 - 3bed
BEAGLE BAY	LOT 7	ROAD 1	BB Lot 7a, 7b, 7d, 7c Floor Plan
BEAGLE BAY	LOT 60	ROAD 2	BB House 60 - 4bed
BEAGLE BAY	LOT 22	ROAD 7	BB House 22 - 3bed
BEAGLE BAY	LOT 38	ROAD 1	BB House 38 - 4bed
BEAGLE BAY	LOT 49	ROAD 4	BB House 49 - 3bed
BEAGLE BAY	LOT 7	ROAD 1	BB Lot 7a, 7b, 7d, 7c Floor Plan
BEAGLE BAY	LOT 46	ROAD 4	
BEAGLE BAY	LOT 57	ROAD 2	BB House 57, 58 - 2bed
BEAGLE BAY	LOT 59	ROAD 2	BB House 59 - 2bed
BEAGLE BAY	LOT 66	ROAD 3	BB Lot 66 Units A and B - 2bed
BEAGLE BAY	LOT 6	ROAD 1	BB House 2, 6, 19 - 2bed
BEAGLE BAY	LOT 19	ROAD 1	BB House 2, 6, 19 - 2bed
BEAGLE BAY	LOT 63	ROAD 3	BB Lot 63 Units A and B - 1bed
BEAGLE BAY	LOT 65	ROAD 3	
BEAGLE BAY	LOT 48	ROAD 4	
BEAGLE BAY	LOT 34	ROAD 1	BB House 33, 34, 35 - 3bed
BEAGLE BAY	LOT 21	ROAD 5	BB House 21, 86, 87 - 3bed
BEAGLE BAY	LOT 50	ROAD 4	BB House 50, 52 - 3bed
BEAGLE BAY	LOT 5	ROAD 1	BB House 5, 8, 85 - 4bed
BEAGLE BAY	LOT 44	ROAD 4	
BEAGLE BAY	LOT 85	BEAGLE BAY	BB House 5, 8, 85 - 4bed
BEAGLE BAY	LOT 33	ROAD 5	BB House 33, 34, 35 - 3bed
BEAGLE BAY	LOT 43	ROAD 4	
BEAGLE BAY	LOT 52	ROAD 4	BB House 50, 52 - 3bed
BEAGLE BAY	LOT 2	ROAD 2	BB House 2, 6, 19 - 2bed
BEAGLE BAY	LOT 1	ROAD 2	
BEAGLE BAY	LOT 56	ROAD 2	BB House 56, 88 - 3bed
BEAGLE BAY	LOT 47	PLACE 3	
BEAGLE BAY	LOT 7	ROAD 1	BB Lot 7a, 7b, 7d, 7c Floor Plan
BEAGLE BAY	LOT 66	ROAD 3	BB Lot 66 Units A and B - 2bed
BEAGLE BAY	LOT 12	ROAD 2	BB House 12 - 4bed
BEAGLE BAY	LOT 40	ROAD 1	
BEAGLE BAY	LOT 39	ROAD 1	

**Item 9.2.3 - REQUEST FOR REDUCTION OF APPLICATION FEES FOR THE INSTALLATION OF BATTERY POWERED SMOKE ALARMS IN INDIGENOUS COMMUNITY HOUSING WITHIN THE SHIRE OF BROOME**

BEAGLE BAY	LOT 86	ROAD 1	BB House 21, 86, 87 - 3bed
BEAGLE BAY	LOT 64	ROAD 3	
BEAGLE BAY	LOT 88	ROAD 1	BB House 56, 88 - 3bed
BEAGLE BAY	LOT 36	ROAD 1	BB House 36 - 4bed
BEAGLE BAY	LOT 41	ROAD 4	
BEAGLE BAY	LOT 84	BEAGLE BAY	BB House 84 - 2bed
BEAGLE BAY	LOT 58	ROAD 2	BB House 57, 58 - 2bed
BEAGLE BAY	LOT 51	ROAD 4	
BEAGLE BAY	LOT 45	ROAD 4	
BEAGLE BAY	LOT 37	ROAD 1	BB House 37 - 3bed
BEAGLE BAY	LOT 35	ROAD 1	BB House 33, 34, 35 - 3bed
BEAGLE BAY	LOT 7	ROAD 1	BB Lot 7a, 7b, 7d, 7c Floor Plan
BEAGLE BAY	LOT 63	ROAD 3	BB Lot 63 Units A and B - 1bed
BEAGLE BAY	LOT 8	ROAD 1	BB House 5, 8, 85 - 4bed
BEAGLE BAY	LOT 76	PLACE 1	
BEAGLE BAY	LOT 75	PLACE 1	
BEAGLE BAY	LOT 75	PLACE 1	
BEAGLE BAY	LOT 74	PLACE 1	
BEAGLE BAY	LOT 74	PLACE 1	
BEAGLE BAY	LOT 73	PLACE 1	
BEAGLE BAY	LOT 72	PLACE 1	
BEAGLE BAY	LOT 71	PLACE 1	
BEAGLE BAY	LOT 70	PLACE 1	
BEAGLE BAY	LOT 69	PLACE 1	
BEAGLE BAY	LOT 3	ROAD 2	
BEAGLE BAY	LOT 23	ROAD 2	
BEAGLE BAY	LOT 24	ROAD 2	
BEAGLE BAY	LOT 25	ROAD 2	
BEAGLE BAY	LOT 26	PLACE 3	
BEAGLE BAY	LOT 80	BEAGLE BAY	
BEAGLE BAY	LOT 81	BEAGLE BAY	
BEAGLE BAY	LOT 82	BEAGLE BAY	
BEAGLE BAY	LOT 83	BEAGLE BAY	
BEAGLE BAY	LOT 90	BEAGLE BAY	
BEAGLE BAY	LOT 91A	BEAGLE BAY	
BEAGLE BAY	LOT 91B	BEAGLE BAY	
BEAGLE BAY	LOT 77	PLACE 1	
BEAGLE BAY	LOT 11	ROAD 7	
BEAGLE BAY	LOT 11	ROAD 7	
BEAGLE BAY	LOT 62	SECOND	Type 1 - 3 bedroom
BEAGLE BAY	LOT 122	SECOND	Type 1 - 2 bedroom
BEAGLE BAY	LOT 123	SECOND	Type 1 - 3 bedroom
BEAGLE BAY	LOT 124	SECOND	Type 1 - 2 bedroom
BEAGLE BAY	LOT 106	SECOND	Type 1 - 2 bedroom
BEAGLE BAY	LOT 120	SECOND	Type 1 - 3 bedroom
BEAGLE BAY	LOT 121	SECOND	Type 1 - 2 bedroom
BIDYADANGA	LOT 4	PIRRARLIA	
BIDYADANGA	LOT 6	PIRRARLIA	
BIDYADANGA	LOT 20	WALYARTA	
BIDYADANGA	LOT 47	BALADANGA	Bidy House 47 - 4bed
BIDYADANGA	LOT 48	BALADANGA	
BIDYADANGA	LOT 2	PIRRARLIA	
BIDYADANGA	LOT 3	PIRRARLIA	
BIDYADANGA	LOT 9	PIRRARLIA	
BIDYADANGA	LOT 10	PIRRARLIA	
BIDYADANGA	LOT 11	PIRRARLIA	
BIDYADANGA	LOT 14	PIRRARLIA	
BIDYADANGA	LOT 15	PIRRARLIA	Bidy House 15 - 3bed
BIDYADANGA	LOT 16	PIRRARLIA	
BIDYADANGA	LOT 17	PIRRARLIA	Bidy House 17, 55 - 3bed
BIDYADANGA	LOT 19	WALYARTA	
BIDYADANGA	LOT 21	WALYARTA	
BIDYADANGA	LOT 22	WALYARTA	
BIDYADANGA	LOT 23	WALYARTA	
BIDYADANGA	LOT 24	WALYARTA	
BIDYADANGA	LOT 25	WALYARTA	Bidy House 25 - 3bed

**Item 9.2.3 - REQUEST FOR REDUCTION OF APPLICATION FEES FOR THE INSTALLATION OF BATTERY POWERED SMOKE ALARMS IN INDIGENOUS COMMUNITY HOUSING WITHIN THE SHIRE OF BROOME**

BIDYADANGA	LOT 26	WALYARTA	
BIDYADANGA	LOT 27	WALYARTA	
BIDYADANGA	LOT 28	WALYARTA	
BIDYADANGA	LOT 29	WALYARTA	Bidy House 29 - 3bed
BIDYADANGA	LOT 32	BALADANGA	Bidy House 13, 32, 53 - 3bed
BIDYADANGA	LOT 33	BALADANGA	Bidy House 33 - 3bed
BIDYADANGA	LOT 34	BALADANGA	Bidy House 34, 45 - 3bed
BIDYADANGA	LOT 35	BALADANGA	Bidy House 35 - 4bed
BIDYADANGA	LOT 36	BALADANGA	Bidy House 36, 37, 38 - 4bed
BIDYADANGA	LOT 37	BALADANGA	Bidy House 36, 37, 38 - 4bed
BIDYADANGA	LOT 38	BALADANGA	Bidy House 36, 37, 38 - 4bed
BIDYADANGA	LOT 39	WANGKAJA	Bidy House 39, 49 - 3bed
BIDYADANGA	LOT 40	BALADANGA	Bidy House 40, 41, 42, 177 - 3bed
BIDYADANGA	LOT 41	BALADANGA	Bidy House 40, 41, 42, 177 - 3bed
BIDYADANGA	LOT 44	BALADANGA	Bidy House 44 - 4bed
BIDYADANGA	LOT 45	BALADANGA	Bidy House 34, 45 - 3bed
BIDYADANGA	LOT 46	BALADANGA	Bidy House 46 - 3bed
BIDYADANGA	LOT 49	WANGKAJA	Bidy House 39, 49 - 3bed
BIDYADANGA	LOT 50	WANGKAJA	Bidy House 50 - 3bed
BIDYADANGA	LOT 51	WANGKAJA	Bidy House 51 - 3bed
BIDYADANGA	LOT 53	WANGKAJA	Bidy House 13, 32, 53 - 3bed
BIDYADANGA	LOT 52	WANGKAJA	Bidy House 52 - 3bed
BIDYADANGA	LOT 54	WANGKAJA	Bidy House 54 - 3bed
BIDYADANGA	LOT 55	WANGKAJA	Bidy House 17, 55 - 3bed
BIDYADANGA	LOT 56	WANGKAJA	Bidy House 56 - 3bed
BIDYADANGA	LOT 130	SANDLEWOOD	Bidy House 130 - 3bed
BIDYADANGA	LOT 131	BIDYADANGA	Bidy House 131 - 3bed
BIDYADANGA	LOT 167	WALYARTA	
BIDYADANGA	LOT 168	WALYARTA	
BIDYADANGA	LOT 1	PIRRARLIA	
BIDYADANGA	LOT 7	PIRRARLIA	
BIDYADANGA	LOT 8	PIRRARLIA	
BIDYADANGA	LOT 13	PIRRARLIA	Bidy House 13, 32, 53 - 3bed
BIDYADANGA	LOT 30	BALADANGA	
BIDYADANGA	LOT 42	BALADANGA	Bidy House 40, 41, 42, 177 - 3bed
BIDYADANGA	LOT 43	BALADANGA	
BIDYADANGA	LOT 101	UDIALA	
BIDYADANGA	LOT 102	UDIALA	
BIDYADANGA	LOT 103	UDIALA	
BIDYADANGA	LOT 104	UDIALA	
BIDYADANGA	LOT 111	UDIALA	
BIDYADANGA	LOT 112	UDIALA	
BIDYADANGA	LOT 113	UDIALA	
BIDYADANGA	LOT 114	UDIALA	
BIDYADANGA	LOT 122	SANDLEWOOD	
BIDYADANGA	LOT 125	SANDLEWOOD	Bidy House 125, 171 - 3bed
BIDYADANGA	LOT 126	SANDLEWOOD	
BIDYADANGA	LOT 127	SANDLEWOOD	
BIDYADANGA	LOT 128	SANDLEWOOD	
BIDYADANGA	LOT 134	SANDLEWOOD	
BIDYADANGA	LOT 135	JIKILY	
BIDYADANGA	LOT 136	JIKILY	
BIDYADANGA	LOT 160	PIRRARLIA	
BIDYADANGA	LOT 177	WANGKAJA	Bidy House 40, 41, 42, 177 - 3bed
BIDYADANGA	LOT 121	SANDLEWOOD	
BIDYADANGA	LOT 133	SANDLEWOOD	Bidy House 133, 137 - 3bed
BIDYADANGA	LOT 137	JIKILY	Bidy House 133, 137 - 3bed
BIDYADANGA	LOT 140	JIKILY	Bidy House 140 - 3bed
BIDYADANGA	LOT 169	WALYARTA	
BIDYADANGA	LOT 171	WALYARTA	Bidy House 125, 171 - 3bed
BIDYADANGA	LOT 123	SANDLEWOOD	
BIDYADANGA	LOT 175	BALADANGA	Type 4 - 3 bedroom (2011)
BIDYADANGA	LOT 166	BALADANGA	Type 4 - 3 bedroom (2011)
BIDYADANGA	LOT 165	BALADANGA	Type 4 - 3 bedroom (2011)
BIDYADANGA	LOT 164	PANGANU	Type 4 - 3 bedroom (2011)
BIDYADANGA	LOT 162	PANGANU	Type 4 - 3 bedroom (2011)

**Item 9.2.3 - REQUEST FOR REDUCTION OF APPLICATION FEES FOR THE INSTALLATION OF BATTERY POWERED SMOKE ALARMS IN INDIGENOUS COMMUNITY HOUSING WITHIN THE SHIRE OF BROOME**

BIDYADANGA	LOT 163	PANGANU	Type 4 - 3 bedroom (2011)
BIDYADANGA	LOT 300	SANDLEWOOD	Type 2 - 5 bedroom (2011)
BIDYADANGA	LOT 308	BIDYADANGA	Type 3 - 4 bedroom (2011)
BIDYADANGA	LOT 183	PANGANU	Type 3 - 4 bedroom (2011)
BIDYADANGA	LOT 172	WALYARTA	Type 3 - 4 bedroom (2011)
BIDYADANGA	LOT 138	JKILY	Type 4 - 3 bedroom (2011)
BIDYADANGA	LOT 176	BALADANGA	Type 4 - 3 bedroom (2011)
BIDYADANGA	LOT 182	PANGANU	Type 4 - 3 bedroom (2011)
BIDYADANGA	LOT 173	BALADANGA	Type 4 - 3 bedroom (2011)
BIDYADANGA	LOT 174	BALADANGA	Type 4 - 3 bedroom (2011)
BIDYADANGA	LOT 5	PIRRARLIA	Type 4 - 3 bedroom (2011)
BIDYADANGA	LOT 301	SANDLEWOOD	
BIDYADANGA	LOT 309	WALYARTA	
BIDYADANGA	LOT 310	WALYARTA	
BIDYADANGA	LOT 311	BIDYADANGA	
BIDYADANGA	LOT 312	BIDYADANGA	
BIDYADANGA	LOT 314	BALADANGA	
BIDYADANGA	LOT 313	BALADANGA	
BIDYADANGA	LOT 18	WALYARTA	
BIDYADANGA	LOT 302	BIDYADANGA	Type 5 - 2 bedroom (2012)
BIDYADANGA	LOT 303	BIDYADANGA	Type 4 - 3 bedroom (2012)
BIDYADANGA	LOT 304	BIDYADANGA	Type 2 - 5 bedroom (2012)
BIDYADANGA	LOT 81	JKILY	Type 4 - 3 bedroom (2012)
BIDYADANGA	LOT 306	BIDYADANGA	Type 4 - 3 bedroom (2012)
BIDYADANGA	LOT 315	WANGKAJA	Type 4 - 3 bedroom (2012)
BIDYADANGA	LOT 316	WANGKAJA	Type 4 - 3 bedroom (2012)
BIDYADANGA	LOT 337	FIFTEENTH	Type 1 - 3 bedroom
BIDYADANGA	LOT 321	FIFTEENTH	Type 1 - 2 bedroom
BIDYADANGA	LOT 323	FIFTEENTH	Type 1 - 2 bedroom
BIDYADANGA	LOT 322	FIFTEENTH	Type 1 - 3 bedroom
BIDYADANGA	LOT 325	FIFTEENTH	Type 1 - 2 bedroom
BIDYADANGA	LOT 324	FIFTEENTH	Type 1 - 3 bedroom
BIDYADANGA	LOT 326	FIFTEENTH	Type 1 - 3 bedroom
BIDYADANGA	LOT 327	FIFTEENTH	Type 1 - 2 bedroom
BIDYADANGA	LOT 328	FIFTEENTH	Type 1 - 3 bedroom
BIDYADANGA	LOT 329	FIFTEENTH	Type 1 - 2 bedroom
BIDYADANGA	LOT 330	FIFTEENTH	Type 1 - 3 bedroom
BIDYADANGA	LOT 331	FIFTEENTH	Type 1 - 2 bedroom
BIDYADANGA	LOT 340	FIFTEENTH	Type 1 - 2 bedroom
BIDYADANGA	LOT 341	FIFTEENTH	Type 1 - 2 bedroom
BIDYADANGA	LOT 342	FIFTEENTH	Type 1 - 3 bedroom
BIDYADANGA	LOT 12	PIRRARLIA	Type 1 - 2 bedroom
BIDYADANGA	LOT 350	PIRRARLIA	Type 1 - 2 bedroom
BIDYADANGA	LOT 139	PIRRARLIA	Type 1 - 4 bedroom
BIDYADANGA	LOT 82	JKILY	Type 1 - 3 bedroom
BIDYADANGA	LOT 332	PIRRARLIA	Type 1 - 3 bedroom
BIDYADANGA	LOT 333	PIRRARLIA	Type 1 - 4 bedroom
BIDYADANGA	LOT 335	FOURTEENTH	Type 1 - 3 bedroom
BIDYADANGA	LOT 336	FOURTEENTH	Type 1 - 3 bedroom
BIDYADANGA	LOT 338	FOURTEENTH	Type 1 - 3 bedroom
BIDYADANGA	LOT 339	FOURTEENTH	Type 1 - 3 bedroom
BOBIEDING	LOT 19	SHARON	Bobieding House 19 - 2bed
BOBIEDING	LOT 6	FREDERICK	Bobieding House 6, 8 - 3bed
BOBIEDING	LOT 3	FREDERICK	
BOBIEDING	LOT 8	FREDERICK	Bobieding House 6, 8 - 3bed
BOBIEDING	LOT 5	FREDERICK	
BOBIEDING	LOT 7	FREDERICK	
DJARINDJIN	LOT 2	JAMES	
DJARINDJIN	LOT 19	JAMES	Djar House 19, 21 - 3bed
DJARINDJIN	LOT 40	PHILLIPS	Djar House 18, 39, 40 - 3bed
DJARINDJIN	LOT 17	JAMES	Djar House 17 - 4bed
DJARINDJIN	LOT 29	SAMPI	Djar House 5, 29 - 4bed
DJARINDJIN	LOT 36	PHILLIPS	
DJARINDJIN	LOT 39	PHILLIPS	Djar House 18, 39, 40 - 3bed
DJARINDJIN	LOT 33	BOXER	Djar House 33 - 3bed
DJARINDJIN	LOT 21	SAMPI	Djar House 19, 21 - 3bed

**Item 9.2.3 - REQUEST FOR REDUCTION OF APPLICATION FEES FOR THE INSTALLATION OF BATTERY POWERED SMOKE ALARMS IN INDIGENOUS COMMUNITY HOUSING WITHIN THE SHIRE OF BROOME**

DJARINDJIN	LOT 14	CHAQUEBOR	Djar House 14 - 4bed
DJARINDJIN	LOT 16	JAMES	
DJARINDJIN	LOT 45	PHILLIPS	
DJARINDJIN	LOT 30	SAMPI	Djar House 30 - 3bed
DJARINDJIN	LOT 35	BOXER	Djar House 35 - 3bed
DJARINDJIN	LOT 12	CHAQUEBOR	
DJARINDJIN	LOT 5	JAMES	Djar House 5, 29 - 4bed
DJARINDJIN	LOT 20	JAMES	
DJARINDJIN	LOT 43	PHILLIPS	Djar House 43 - 4bed
DJARINDJIN	LOT 42	PHILLIPS	Djar House 42 - 4bed
DJARINDJIN	LOT 44	PHILLIPS	Djar House 44 - 3 bed
DJARINDJIN	LOT 41	PHILLIPS	
DJARINDJIN	LOT 37	PHILLIPS	Djar House 37 - 3bed
DJARINDJIN	LOT 1	JAMES	Djar House 1 - 3bed
DJARINDJIN	LOT 34	BOXER	Djar House 34 - 4bed
DJARINDJIN	LOT 7A	CHAQUEBOR	Djar House 7a - 4bed
DJARINDJIN	LOT 51	BOXER	Djar House 50, 51, 52, 53 - 3bed
DJARINDJIN	LOT 48	BOXER	Djar House 48 - 3bed
DJARINDJIN	LOT 53	BOXER	Djar House 50, 51, 52, 53 - 3bed
DJARINDJIN	LOT 50	BOXER	Djar House 50, 51, 52, 53 - 3bed
DJARINDJIN	LOT 52	BOXER	Djar House 50, 51, 52, 53 - 3bed
DJARINDJIN	LOT 7D	CHAQUEBOR	Ardy/Djar 3bed plan (2012)
DJARINDJIN	LOT 7E	JAMES	Djar House 7e, 6, 15 - 4 bed
DJARINDJIN	LOT 3	JAMES	Ardy/Djar 3bed plan (2012)
DJARINDJIN	LOT 4	JAMES	Ardy/Djar 3bed plan (2012)
DJARINDJIN	LOT 6	CHAQUEBOR	Djar House 7e, 6, 15 - 4 bed
DJARINDJIN	LOT 15	CHAQUEBOR	Djar House 7e, 6, 15 - 4 bed
DJARINDJIN	LOT 802	DJARINDJIN	
DJARINDJIN	LOT 801	DJARINDJIN	
DJARINDJIN	LOT 803	DJARINDJIN	
DJARINDJIN	LOT 804	DJARINDJIN	
DJARINDJIN	LOT 805	DJARINDJIN	
DJARINDJIN	LOT 809	DJARINDJIN	
DJARINDJIN	LOT 810	DJARINDJIN	
DJARINDJIN	LOT 8	JAMES	
DJARINDJIN	LOT 9	CHAQUEBOR	
DJARINDJIN	LOT 11	DJARINDJIN	Djar House 11 - 3bed
DJARINDJIN	LOT 38	PHILLIPS	Djar House 38 - 3bed
DJARINDJIN	LOT 18	JAMES	Type 1 - 3 bedroom
LOMBADINA	LOT 4	JOBST	Lomb House 4 - 2bed
LOMBADINA	LOT 19	FOURTH	Lomb House 19 - 3bed
LOMBADINA	LOT 20A	FOURTH	Lomb units 20A&B - 2bed
LOMBADINA	LOT 20B	FOURTH	Lomb units 20A&B - 2bed
LOMBADINA	LOT 6	TWELFTH	Type 1 - 3 bedroom
LOMBADINA	LOT 12	EIGHTH	Type 4 - 3 bedroom
LOMBADINA	LOT 24	FIFTH	Type 4 - 4 bedroom
LOMBADINA	LOT 25	SEVENTH	Type 4 - 4 bedroom
LOMBADINA	LOT 21	FOURTH	Type 4 - 3 bedroom
LOMBADINA	LOT 26	FOURTH	Type 1 - 3 bedroom
LOMBADINA	LOT 27	FOURTH	Type 4 - 3 bedroom
LOMBADINA	LOT 115	BISHOP	Type 2 - 2 bedroom
LOMBADINA	LOT 18	TENTH	Type 4 - 3 bedroom
LOMBADINA	LOT 28	FOURTEENTH	Type 2 - 2 bedroom
LOMBADINA	LOT 2	BISHOP	Type 4 - 4 bedroom
LOMBADINA	LOT 60	BISHOP	Type 4 - 4 bedroom

#### **9.2.4 DEVELOPMENT APPLICATION- 2020/95 - R-CODE VARIATION AT 16 KOOLAMA DRIVE, CABLE BEACH**

<b>LOCATION/ADDRESS:</b>	Lot 7, 16 Koolama Drive, Cable Beach
<b>APPLICANT:</b>	Phil Connolly Homes
<b>FILE:</b>	KOO-1/16
<b>AUTHOR:</b>	Planning Officer
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### **SUMMARY:**

The Shire has received a development application seeking approval to construct a two-storey single house.

The application has been assessed against the Residential Design Codes.

The application is referred to Council for determination as the proposal does not meet the deemed-to-comply criteria of the Residential Design codes in relation to its location within a side setback.

An objection was received from the adjoining neighbour, which officers have not been able to resolve to the satisfaction of both parties.

This report recommends the application be approved.

#### **BACKGROUND**

##### Previous Considerations

Nil.

##### Site and surrounds

Lot 7, 16 Koolama Drive, Cable Beach is a 1,000m<sup>2</sup> property which is zoned Residential with a R10 density coding under Local Planning Scheme No. 6 (LPS6). Surrounding properties are zoned Residential with a R10 density coding and the rear lot is zoned Tourist.

The site is currently a vacant lot (See below Figure 1).



Figure 1- Site Plan 16 Koolama Drive, Cable Beach

Proposal

The application is seeking approval to construct a two-storey single house.

The proposed house does not meet the deemed-to-comply criteria of the Residential Design Codes Part 5.1.3 Lot Boundary Setback as the garage wall is set back 0.05m in lieu of the required 1m to the Northern boundary.

The proposed house meets all other deemed-to-comply criteria of the Residential Design Codes. (See **Attachment 1**).

**COMMENT**

Local Planning Scheme No. 6 (LPS6)

As detailed above, the subject site is zoned 'Residential' with a density coding of R10.

In accordance with Clause 3.17 of LPS6, 'Single House' is a 'P' use meaning the use is permitted by the scheme providing the use complies with the relevant Development standards and the requirements of the scheme.

Local Planning Scheme No.6 requires development approval for houses posing a variation to the Residential Design Codes.

An assessment of the application against the local Framework is outlined below:

Residential Design Codes

Provision	Deemed-to-comply provisions	Provided	Compliance
Wall Height	Does not exceed 6m	3.4m	Complies
Peak Roof Height (Ridge Height)	Does not Exceed 9m	4.5m	Complies
Setbacks	1m from the Northern boundary	0.05m from the Northern boundary	Variation assessed against the design principles below.
Open Space	60%	70%	Complies

The proposed dwelling does not meet the deemed-to-comply criteria of the Residential Design Codes for Lot Boundary Setback as a 'Boundary Wall', being a wall that is within 0.6m of a boundary, which are only permitted through the deemed-to-comply criteria on lots with a density coding of R20 or greater. As the subject site is coded R10, a merit-based assessment based on the relevant design principles is required.

The design principles for lot boundary setbacks are:

- Make more effective use of space for enhanced privacy for the occupant/s or outdoor living areas;
- Not compromise the design principle contained in clause 5.1.3 P3.1; namely:
  - Reduce impacts of building bulk on adjoining properties;
  - Provide adequate direct sun and ventilation to the building and open spaces on the site and adjoining properties; and
  - Minimise the extent of overlooking and resultant loss of privacy on adjoining properties.
- Does not have any adverse impact on the amenity of the adjoining property;
- Ensures direct sun to major openings to habitable rooms and outdoor living areas for adjoining properties is not restricted; and
- Positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework.

The proposed Northern boundary 0.05m setback makes more effective use of space for the property, as opposed to setting the wall back 1m, which would result in dead space which cannot be used as outdoor living.

It is considered the reduced Northern boundary setback of 0.05m, in lieu of the required 1m, will not adversely increase the building bulk or sunlight and ventilation as the wall length has been reduced to 7.2m (from an initially proposed 9.5m) and the height is considerably less (3.5m) than the deemed-to-comply criteria of 6m. If the dwelling was set back 1m to the Northern boundary, a planning application would not be required as it will meet all other deemed-to-comply criteria of the Residential Design Codes.

The house will not result in a loss of privacy, loss of sunlight or overlooking as:

- the setback variation is abutting the neighbouring property's carport, which is a non-habitable space;
- the proposed solid wall does not include any windows or other openings facing the neighbouring property; and
- the proposed structure does not impact on the neighbouring property's private open space.

The proposed house will contribute positively to the existing streetscape by providing a house of a similar scale and materials to existing development.

The setting back of the upper storey, varying roof pitches and materials used provide articulation to the house frontage which provides interest to the streetscape.

Concerns were raised by the neighbour regarding the setback of the garage increasing bulk to the adjoining property as well as water run off (See **Attachment 2**).

In response, the applicant amended the proposal by reducing the wall length and moving the wall closer to the boundary to facilitate a parapet wall to address drainage concerns.

The now proposed wall is of a height and length which is less than the maximums permitted by the deemed-to-comply provisions, had the wall been set back 1m.

Therefore, having a smaller wall albeit closer to the boundary, is considered to meet the design principles by providing an equivalent and appropriate level of bulk permitted under the deemed-to-comply provisions.

Stormwater runoff has been addressed by incorporating a boxed gutter and parapet wall (refer to **Attachment 3**) as suggested by the submitter.

A drainage condition has also been recommended requiring no stormwater be discharged onto other private property.

## CONSULTATION

In accordance with Local Planning Policy 5.14 - Public Consultation, the application was deemed to be Level B - Consultation with owners of adjoining land, and therefore, the adjoining neighbour at 14 Koolama Drive, Cable Beach was provided notice of the proposed application.

An objection was received (as per **Attachment 2**), with a general summary provided below:

The adjoining neighbour objected on the basis the setback variation will allow for water runoff to the neighbouring property, the building will present as 'large' and 'imposing' to the adjoining property.

The Applicant then suggested a compromise of reducing the garage wall from 9.5m to 7.2m long, set back 0.05m to the boundary and a parapet wall with boxed gutter to prevent any overflow issues. (See **Attachment 3**).

The neighbour agreed to the reduction of the garage length, but still sought a setback of 750mm, to which the applicant did not agree.

The merits of the final proposed position of the wall has been considered in the comment section above and has been recommended for approval.

## STATUTORY ENVIRONMENT

### Planning and Development Act 2005

If the applicant or owner is aggrieved by Council's determination, there is a right of review by the State Administrative Tribunal in accordance with Part 14 of the Act.

An application must be made within 28 days of the determination.

### Planning and Development (Local Planning Schemes) Regulations 2015

68. (2) The local government may determine an application for development approval by —
- (a) granting development approval without conditions; or
  - (b) granting development approval with conditions; or
  - (c) refusing to grant development approval.
77. Amending or cancelling development approval
- (1) An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all the following —

- (a) to amend the approval to extend the period within which any development approved must be substantially commenced;
  - (b) to amend or delete any condition to which the approval is subject;
  - (c) to amend an aspect of the development approved which, if amended, would not substantially change the development approved;
  - (d) to cancel the approval.
- (2) An application under subclause (1) —
- (a) is to be made in accordance with the requirements in Part 8 and dealt with under this Part as if it were an application for development approval; and
  - (b) may be made during or after the period within which the development approved must be substantially commenced.
- (3) Despite subclause (2), the local government may waive or vary a requirement in Part 8 or this Part in respect of an application if the local government is satisfied the application relates to a minor amendment to the development approval.
- (4) The local government may determine an application made under subclause (1) by —
- (a) approving the application without conditions; or
  - (b) approving the application with conditions; or
  - (c) refusing the application.

State Planning Policy 3.1 – Residential Design Codes

Local Planning Scheme No.6

## POLICY IMPLICATIONS

### Local Planning Policy 5.14 Public Consultation – Planning Matters (LPP 5.14)

The application was publicly advertised in accordance with LPP 5.14.

## FINANCIAL IMPLICATIONS

Nil.

## RISK

A determination either way by Council has risks.

If Council approves the application the adjoining neighbour may be aggrieved by Council's decision.

If Council does not approve the application the applicant may seek a review of the decision of Council to the State Administrative Tribunal.

## STRATEGIC IMPLICATIONS

**Place – We will grow and develop responsibly, caring for our natural, cultural and built heritage, for everyone:**

A built environment that reflects tropical climate design principles

## VOTING REQUIREMENTS

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council:*

- 1. Approves development application 2020/95 for a two-storey single house at 16 Koolama Drive, Cable Beach, subject to the following conditions and advice notes:*

*Conditions:*

- a) The development plans, as date marked and stamped 'Approved', together with any requirements and annotations detailed thereon by the Shire of Broome, are the plans approved as part of this application and shall form part of the development approval issued, except where amended by other condition of this approval.*
- b) A stormwater drainage system is to be provided, that drains to an existing system or Shire roadway/drain to the satisfaction of the Shire. No stormwater is to be discharged onto other private property.*
- c) The parapet wall and footings shall be constructed inside the property boundary.*

*Advice Notes:*

*Note 1: If the development which is the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in this approval after the date of determination, the approval will lapse and be of no further effect.*

*Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.*

*Note 3: If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.*

*Note 4: An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all the following:*

*(a) to amend the approval to extend the period within which any development approved must be substantially commenced;*

*(b) to amend or delete any condition to which the approval is subject;*

*(c) to amend an aspect of the development approved which, if amended, would not substantially change the development approved;*

*(d) to cancel the approval.*

*The application is to be made in accordance with the requirements in Part 8 of the Planning and Development (Local Planning Schemes) Regulations 2015 and dealt with under this Part as if it were an application for development approval; and may be made during or after the period within which the development approved must be substantially commenced.*

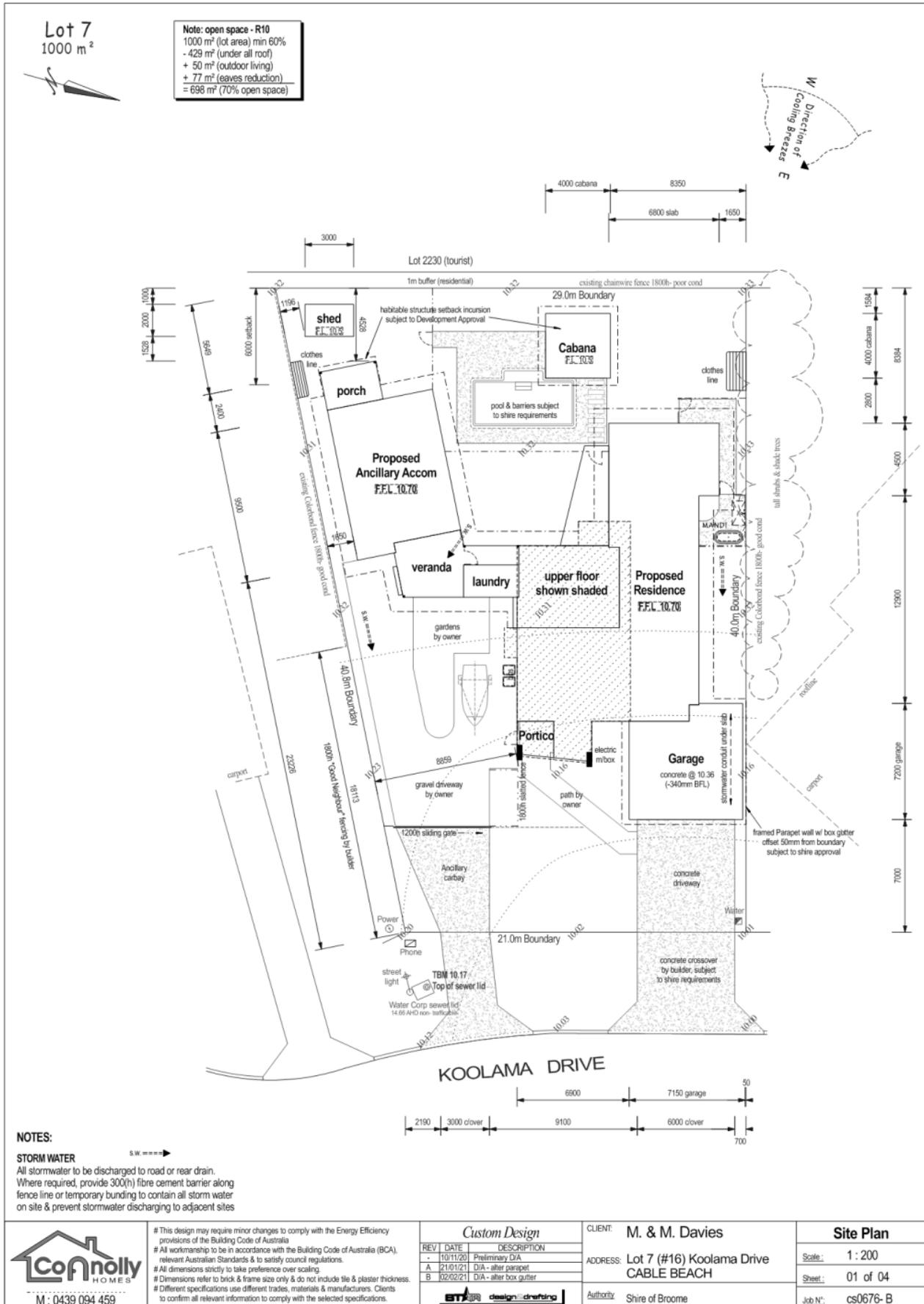
*Note 5: This is a Development Approval of the Shire under its Local Planning Scheme No. 6. It is not a Building Permit or an approval to commence or carry out development under any other law. It is the responsibility of the owner to obtain any other necessary.*

*Note 6: The granting of this Development Approval is not a clearance that there are no Aboriginal Heritage Sites on the land nor is it an approval under Section 18 of the Aboriginal Heritage Act 1972. The owner will need to make enquiry and application to the Department of Planning, Lands and Heritage in order to ensure compliance with the Aboriginal Heritage Act 1972.*

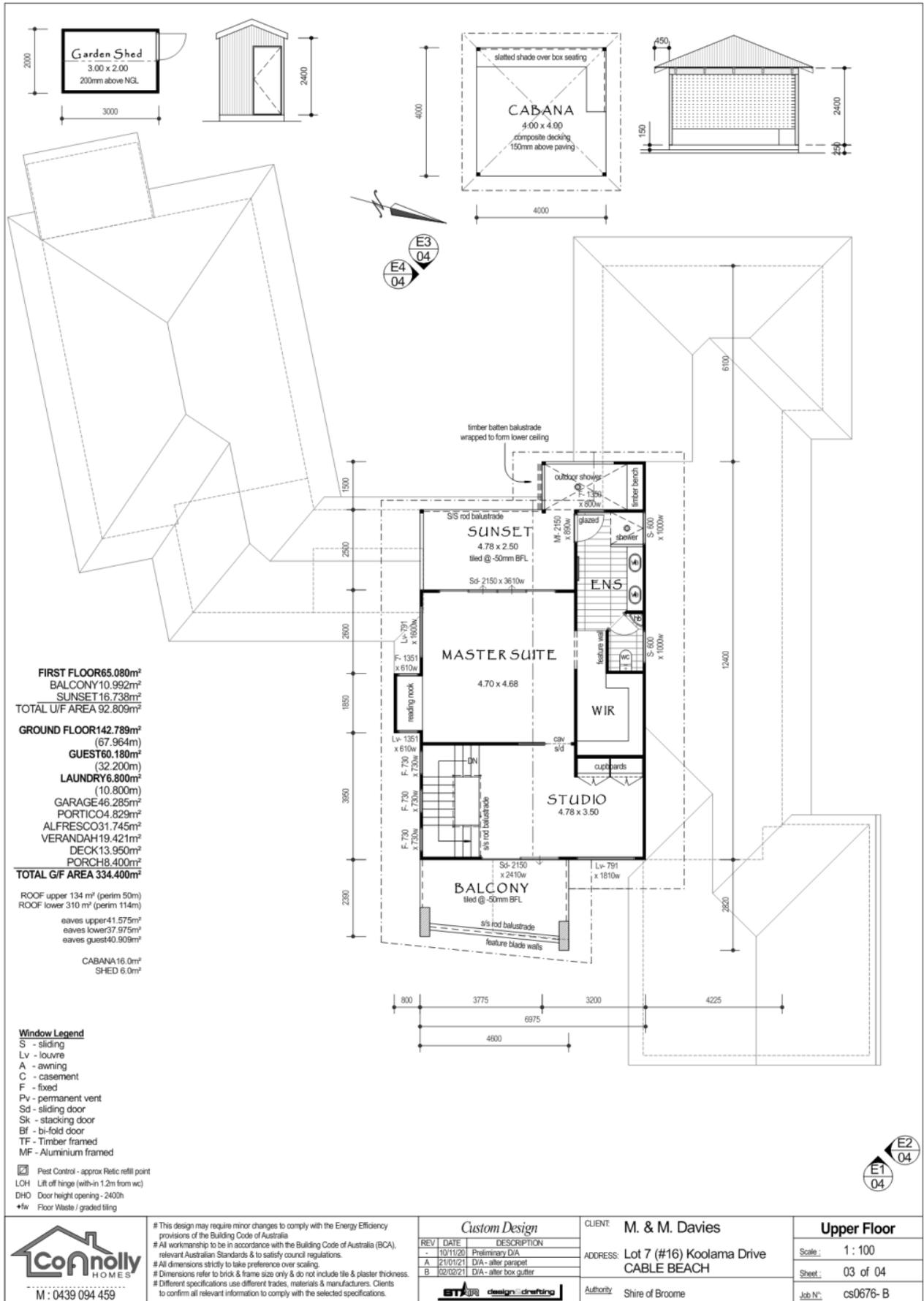
**2. Advise the applicant and submitter of Council's decision.**

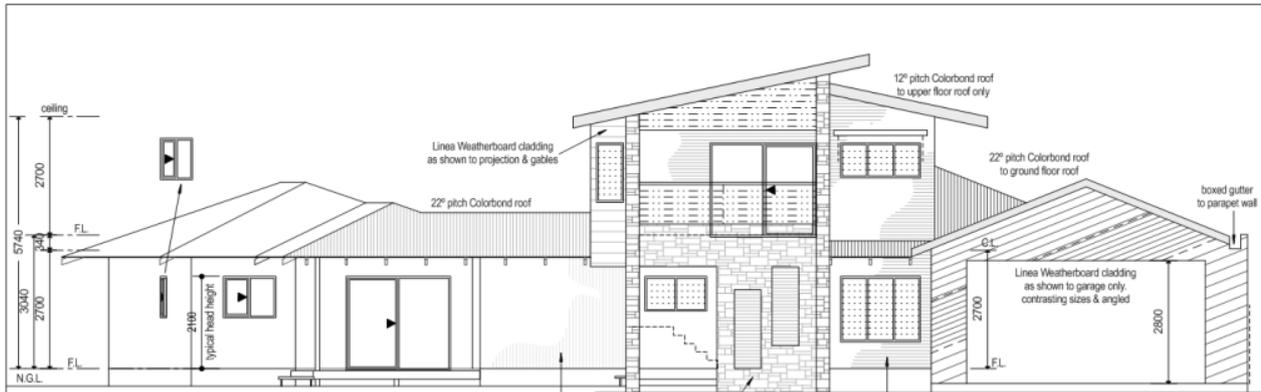
## **Attachments**

1. Plans
2. Submission and applicant response
3. Site Plan-Parapet Wall



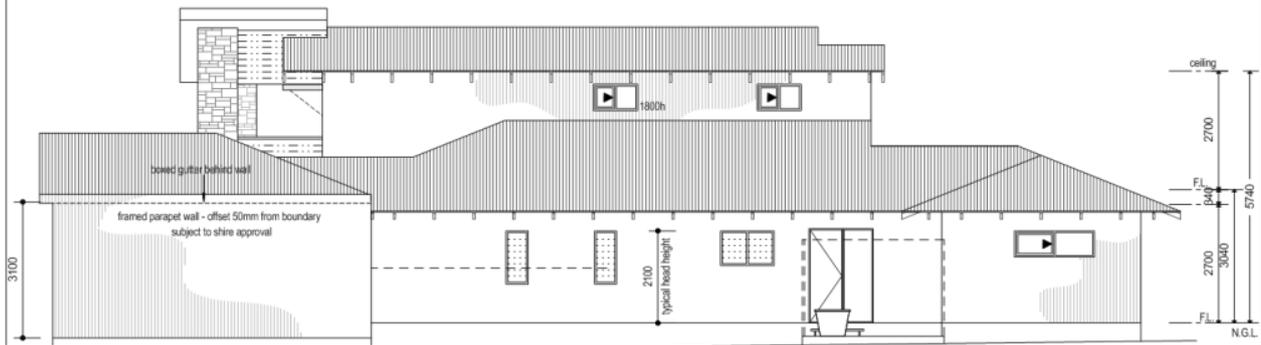




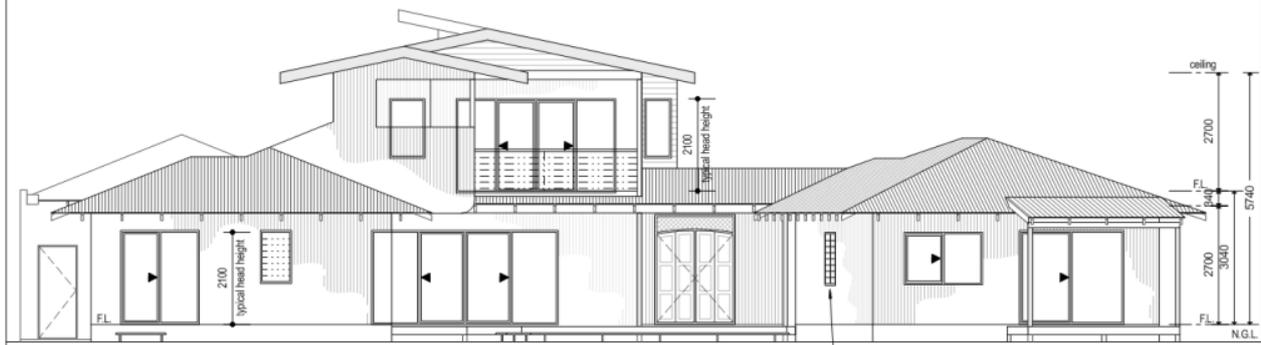


**E1** **ELEVATION - EAST**

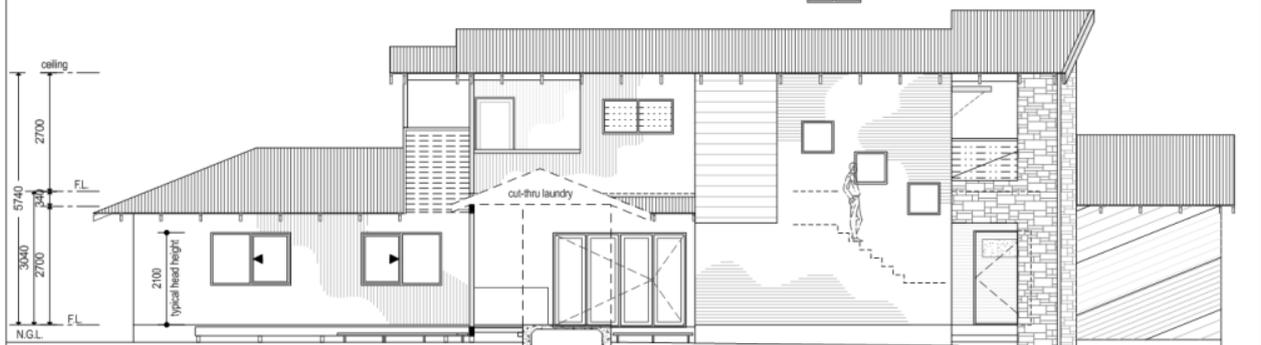
Vertically clad Colorbond externally as standard. Stone clad blueboard & blockwork to Portico as shown. Horizontally clad Colorbond to front elevation where shown.



**E1** **ELEVATION - NORTH**



**E1** **ELEVATION - WEST**



**E1** **ELEVATION - SOUTH**

 <p>M : 0439 094 459</p>	<p># This design may require minor changes to comply with the Energy Efficiency provisions of the Building Code of Australia (BCA).                  # All workmanship to be in accordance with the Building Code of Australia (BCA), relevant Australian Standards &amp; to satisfy council regulations.                  # All dimensions strictly to take preference over scaling.                  # Dimensions refer to brick &amp; frame size only &amp; do not include tile &amp; plaster thickness.                  # Different specifications use different trades, materials &amp; manufacturers. Clients to confirm all relevant information to comply with the selected specifications.</p>	<b>Custom Design</b>		CLIENT: <b>M. &amp; M. Davies</b>	<b>Elevations</b>	
		REV	DATE	DESCRIPTION		ADDRESS: <b>Lot 7 (#16) Koolama Drive CABLE BEACH</b>
		-	10/11/20	Preliminary DIA		
		A	21/01/21	DIA - alter parapet		
B	02/02/21	DIA - alter box gutter		Authority: <b>Shire of Broome</b>	Scale: <b>1 : 100</b>	
					Sheet: <b>04 of 04</b>	
					Job N: <b>cs0676-B</b>	

I have been in contact with my clients and they would still like to reduce the R Code side boundary setback from 1.5m to .2m. They would also like this to go to council for determination. As we believe that we have compromised to the initial satisfaction of the neighbour in our latest proposal.

Kind regards,

Koolama Drive, Cable Beach, WA 6726

Thank you for the conversation earlier, as discussed could you please outline to the owner that if you changed the setback from 200mm to 1m the city will consider the proposal on the design principles of the Residential Design Codes. If the owner wants to leave the setback to 200mm it will go to council for a final determination.

In regard to the neighbour's reply we'd like to clarify some concerns that our responses are not actually being correctly interpreted below. We feel that the initial combination of neighbour's proposals can be met if properly understood, & that the 750mm offset is a new suggestion & the goalposts are being moved. Our initial compromise of a 2.3m reduction in wall length was welcomed, but the sticking point was purely the location of the gutter. Our reasoning regarding gutters has not been understood accurately (as explained in response below) however If we accept Michael's additional "2<sup>nd</sup> compromise" of a parapet wall gutter within the roof instead, then we would be asking you to please consider that we have compromised to the initial satisfaction of the neighbour & support the revised proposal attached?

*Thank you for your time on the call a short while ago. Further to our conversation, please consider the following in regards to the builder's response to my objection:*

1. *Firstly, I appreciate the length of the garage being reduced from 9.5m to 7.2m as this will mitigate some of my original concerns –*  
Yes agreed to
2. *I remain concerned however that the proposed setback of the wall is 200mm off the boundary line, as this will result in the edge of the gutter being directly above the fence line separating Lots 14 and 16 –* The gutter would be 120mm wide leaving 80mm to the property line, with no overflow issue – although this design option is no longer relevant as we would be willing to accept the parapet wall box gutter at the boundary

3. *The builder of Lot 16 stated that parapet walls (the 2<sup>nd</sup> of the 2 compromises I proposed) are to be avoided in Broome where possible. I assume this is due to the difficulty of controlling high volumes of roof-water run-off during Broome's heavy tropical downpours, which I understand and is also of concern to me, especially if the gutter is positioned over the fence line. – no that's incorrect, The 150mm gutter is 6x the required volume for such a small catchment & will not fail in any downpour. The concern for boxed gutters is maintenance based, such that in 5-10 years if windblown leaf matter sits in the gutter for extended periods & creates rust, then the water damage inside the garage is far greater than if it located externally. These gutters are designed to handle a 1:100 year event, but not so good with rust*
4. *Given that "parapet walls are to be avoided", I refer then to the first compromise I originally proposed, namely that the setback of the garage wall be reduced from the R Code requirement of 1.5m, to 1.0m – We would agree to the parapet wall option to ease the neighbour's concerns, it will just require more maintenance awareness or a more expensive stainless steel box gutter.*
5. *In view of the length of the garage being reduced from 9.5m to 7.2m, I am willing to agree that the setback be reduced further, from 1.5m to .75m - Incorrect, actually Non-habitable structures (garage) can be 1m from a boundary, so the latest "compromise" is only 250mm. Whilst a 750mm offset would be better than a 1m offset, either way it is going to require undesirable design modifications, namely reduce garage width (Regional variations speak of 4WD's requiring bigger structures) or reduced light for outdoor living space in front of the pool due to increased shadow as the building moves south. It's not as easy as shifting over into the LHS driveway as stated, with the Ancillary dwelling attached and already at boundary limits.*

*i. This will locate the wall and gutter clear of the fence line, thereby eliminating a significant concern – potentially increasing their original vermin concern, plus an unusable space which is not a good design outcome*

*ii. This will also preserve the amenity of Lot 14 and Lot and the other properties in the surrounding area – The parapet wall would be mostly hidden, the neighbour's approach is blocked by their carport & store room. The wall would also be obscured by the existing front garden & tall verge tree, note that the verge tree recently replaced had previously covered the entire forward fence, a fence is not an amenity requiring preservation (attached). The newly planted replacement tree type looks equally as towering & shady*

*The R Code 1.5m setback rule was purposefully developed to protect the interests of both owners of adjacent properties. I believe that the 200mm setback (currently proposed by the owner of Lot 16) will adversely impact my property for the reasons previously outlined. However in the interests of good faith, I have offered a further compromise in the setback (to .75m) which I believe can easily be achieved with only minor repositioning or layout change to the 2 proposed dwellings on Lot 16.*

*I appreciate the Shire of Broome's consideration of the above matters.*

We understand that an R10 zoned boundary wall needs fairly good support, these walls however are quite common at higher zonings so it is not an unrealistic design proposal. The chosen location is as unobtrusive as it could be anywhere on the block & the parapet wall is a design outcome that creates privacy between neighbours. We are hoping to accept the initial two "compromise" proposals from the neighbour, namely

1. reduce wall to 7.2m as agreed
2. parapet wall style box gutter as suggested

Additionally the builder would offer to discuss the preferred cladding option with the neighbour & the owner prior to construction to try & find the best solution, ie Colorbond or a Textured Fibre-cement product, painted etc.

we ask that you consider the compromises from both parties, & respect that we have addressed all concerns initially presented. If new issues arise as quick as we solve them then design outcomes will become an irrelevant process. Please don't hesitate to call to discuss these items or if there is anything else we can do to make the deadline.

Please see the neighbours response,

Could you please let me know if the applicant is happy with the compromise by EOD tomorrow because if we cannot come to a conclusion then the application may need to go to a council determination and I will need to put this on the coming council agenda.

Regards,

Thank you for your time on the call a short while ago. Further to our conversation, please consider the

following in regards to the builder's response to my objection:

1. Firstly, I appreciate the length of the garage being reduced from 9.5m to 7.2m as this will mitigate some of my original concerns
2. I remain concerned however that the proposed setback of the wall is 200mm off the boundary line, as this will result in the edge of the gutter being directly above the fence line separating Lots 14 and
3. The builder of Lot 16 stated that parapet walls (the 2<sup>nd</sup> of the 2 compromises I proposed) are to be avoided in Broome where possible. I assume this is due to the difficulty of controlling high volumes of roof-water run-off during Broome's heavy tropical downpours, which I understand and is also of concern to me, especially if the gutter is positioned over the fence line.
4. Given that "parapet walls are to be avoided", I refer then to the first compromise I originally proposed, namely that the setback of the garage wall be reduced from the R Code requirement of 1.5m, to 1.0m
5. In view of the length of the garage being reduced from 9.5m to 7.2m, I am willing to agree that the setback be reduced further, from 1.5m to .75m
  - i. This will locate the wall and gutter clear of the fence line, thereby eliminating a significant concern
  - ii. This will also preserve the amenity of Lot 14 and Lot 16 and the other properties in the surrounding area

The R Code 1.5m setback rule was purposefully developed to protect the interests of both owners of adjacent properties. I believe that the 200mm setback (currently proposed by the owner of Lot 16) will adversely impact my property for the reasons previously outlined. However in the interests of good faith, I have offered a further compromise in the setback (to .75m) which I believe can easily be achieved with only minor repositioning or layout change to the 2 proposed dwellings on Lot 16.

I appreciate the Shire of Broome's consideration of the above matters.

Good Morning Michael,

The applicant has provided a response to your objection, please see the email below.

Please let me know if you are happy with the response if not I will raise this further with the applicant.

Please find attached amended plans for D/A submission.

We recognise the concerns of the owners & appreciate the proposal of a compromise, it is encouragingly good neighbourly to get a reply with sensible consideration.

In short, We have reduced the boundary wall by 2.3m to be 7.2m long to minimise the impact & hope that this will be acceptable to all stakeholders.

The applicants have decided against storing a caravan in the garage & no longer require the full 9.5m but would still like to be afforded some space for a large 4WD & associated walk-around clearance to access the shoppers door, hence the proposed 7.2m boundary wall.

In light of the neighbour's concerns

- a. The term "open ended" gutter was solely in reference to catchment overflow for BCA 3.5.3. The reduced 21m<sup>2</sup> catchment is at the smallest end of required gutter sizes & would be unlikely to overflow in the biggest of downpours as we design them 5x bigger. The plans have been amended however to show a forward venting gutter outlet that will spill directly down onto our driveway surface. The risk of erosion would be more likely to come from the carport roof of #14,

- due to its close proximity to the boundary
- b. The location of the boundary wall is now almost entirely adjacent/forward of the dead side of carport, well away from any habitable space or outlook. Their existing front garden will still have full access to the North-easterly sun, and combined with the boundary fence shading, the shadow of carport roof, & lightweight construction methods, there will be very minimal heat gain radiated.
  - c. Parapet style boundary walls as suggested are to be avoided in Broome where possible, hence the 200mm offset. The gutter design shown is outside of the external wall & recommended due to maintenance & performance contingency benefits. At ground level, the gap also allows perimeter termite barriers to remain on our lot, & PVC piping to control & direct stormwater runoff to the verge from the back of the site. The applicants would certainly be willing to remove that portion of fence, or perhaps reduce the fence height to 1200h if it was decided to be of benefit to all stakeholders. The wall colour would naturally match the proposed residence over & above the fence colour, however the schedule selections are yet to be confirmed at this early stage. Removal of fence panels for installation is covered under the new building act & shouldn't be a problem

We hope that the reduced boundary wall length compromise is sufficient alteration to satisfy the concerns of the neighbour & look forward to progressing with the submission process

My house is located at Koolama Drive, on the northern boundary of 16 Koolama Drive.

The Development Application seeks to reduce the R Code side boundary setback from 1.5m to .2m (20cm), over a distance of 9.5m of the 40m boundary between Lot 14 and Lot 16. The proposed vertical wall height (ground level to roof-line) over the 9.5m length of setback variation is shown as 3.1m.

I would like to object to the Application to depart from the Deemed-to-Comply requirements for the following reasons :

1. The 9.5m long gutter for this section of the proposed house is located above the boundary between Lots 14 and 16, at a height of 3.1m. The gutter is described on the plan as 'open-ended' and the roof catchment appears to be 35-40sq metres. The basis of my objection is as follows :
  - a. Broome is in a tropical storm area. Following a heavy downpour, water overflowing from the gutter or discharging from open ends will fall 3.1m to ground level. Given the proposed location of the gutter, it is most likely rainwater discharging from the 3.1m height of gutter (whether blocked/overflowing or discharging from ends) will fall onto my property
  - b. The length of wall (9.5m) and the height (3.1m) will present a large and imposing surface area right on my boundary line. It is north facing and will result in excessive radiated heat from the sun, and reduced ventilation and light along approx 25% of the boundary between Lots 14 and 16. This goes against the underlying principles and objectives of the R Code 1.5m setback rule, namely the protection of the interests of all residential landowners, including myself
  - c. The 20cm space created between the existing fence and the 9.5m long vertical wall of the building is narrow, and will be inaccessible to the owners of Lot 16 for the control of vermin and other pests. (spiders, cockroaches, etc.) These pests are likely to create habitat there
    - in this same vein, with a setback of only 20cm, the existing colorbond fence will need to be removed in order to attach the colorbond sheets to the frame, and then re-installed

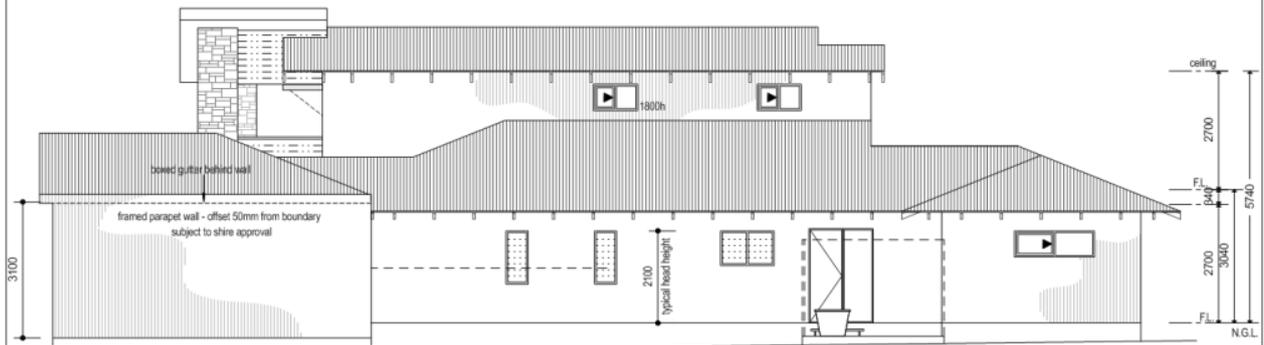
I would like to suggest the following as a compromise :

- Allow the setback for the garage length (9.5m) to be reduced from the R Code prescription of 1.5m, to 1.0m. This can be easily accommodated with very minor repositioning or layout changes of the 2 proposed dwellings on Lot 16, and will overcome the issues described above
- Alternately, reduce the length of the garage to what is reasonable for a normal residential garage (approx 6-7m) and construct a 3.1m high parapet wall directly on the boundary line. (i.e. no setback at all) Locate the roof gutter on the inside of the parapet wall, and match the colour of the parapet wall to the existing 40m colorbond boundary fence, so that it blends in

Either of these options will alleviate my specific concerns, preserve the amenity of both Lot 14 and Lot 16, and also be in keeping with the layout and ambience of the surrounding houses.



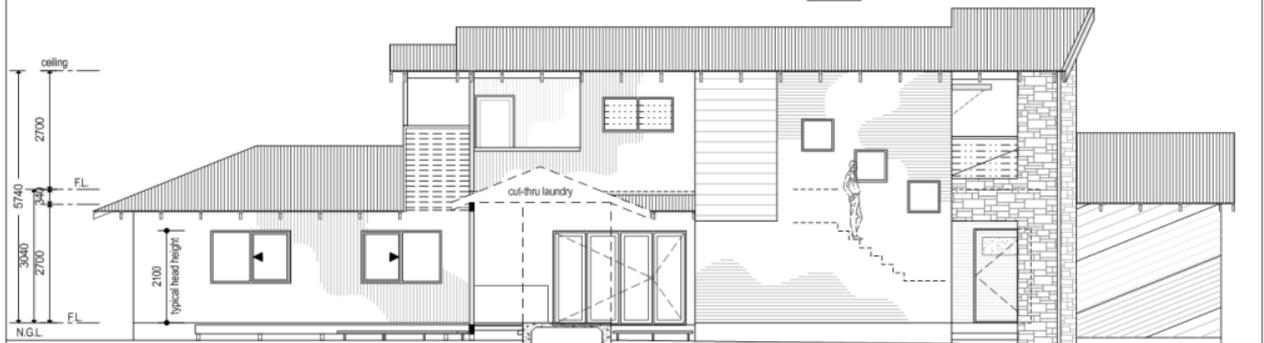
**E1** **ELEVATION - EAST**



**E1** **ELEVATION - NORTH**



**E1** **ELEVATION - WEST**



**E1** **ELEVATION - SOUTH**

 <p>M : 0439 094 459</p>	<p># This design may require minor changes to comply with the Energy Efficiency provisions of the Building Code of Australia (BCA).                  # All workmanship to be in accordance with the Building Code of Australia (BCA), relevant Australian Standards &amp; to satisfy council regulations.                  # All dimensions strictly to take preference over scaling.                  # Dimensions refer to brick &amp; frame size only &amp; do not include tile &amp; plaster thickness.                  # Different specifications use different trades, materials &amp; manufacturers. Clients to confirm all relevant information to comply with the selected specifications.</p>	<b>Custom Design</b>		CLIENT: <b>M. &amp; M. Davies</b>	<b>Elevations</b>	
		REV	DATE	DESCRIPTION		ADDRESS: <b>Lot 7 (#16) Koolama Drive CABLE BEACH</b>
		A	21/01/21	DIA - after parapet		Authority: <b>Shire of Broome</b>
		B	02/02/21	DIA - alter box gutter		
				Scale: <b>1 : 100</b>		
				Sheet: <b>04 of 04</b>		
				Job N: <b>cs0676-B</b>		

**9.2.5 DOG CONTROL MEASURES - TOWN BEACH RESERVE**

<b>LOCATION/ADDRESS:</b>	TOWN BEACH PRECINCT (RESERVE 1643, RESERVE 31340)
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	LAW002
<b>AUTHOR:</b>	Manager Environmental Health Emergency and Rangers
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

Council at its ordinary meeting on 26 June 2014 resolved, by absolute majority, to establish dog exercise and dog prohibited areas in accordance with the *Dog Act 1976*.

As part of this resolution, almost the entire Town Beach precinct (Reserve 1643, Reserve 31340) was resolved to be a dog prohibited area.

Upgrades to the Town Beach precinct have resulted in an increase and change in usage patterns of the area and a change to community expectations, with the current dog prohibited area status no longer considered as meeting the community need for the precinct.

This report recommends removing the dog prohibited area previously established over the Town Beach precinct (Reserve 1643, Reserve 31340).

**BACKGROUND***Previous Considerations*

OMC 26 June 2014 - Item 9.2.5 Dog Control Measures

Prior to 1 November 2013, dog exercise areas and places where dogs are prohibited absolutely or restricted (permitted on a leash only), were specified in the *Dog Local Law 2012* and required a change in the local law to enable new areas to be specified or other areas amended or removed.

The *Dog Act 1976* was amended effective 1 November 2013 with sections 51(b), (ba) and (bb) which gave the power to specify prohibited, restricted and dog exercise areas through a local law, being deleted and section 31 being amended to provide the ability for Council to specify prohibited, restricted and dog exercise areas by way of an absolute majority decision of Council.

On 20 May 2014 the *Dog Amendment Regulations 2014* (Dog Regulations) and the *Cat Amendment Regulations 2014* (Cat Regulations) were gazetted.

The Dog Regulations specified 31 July 2014 as a sunset clause for dog exercise areas and prohibited or restricted areas established under local laws.

It further required Local Governments to establish these areas by way of a resolution, made by absolute majority and giving 28 days notice.

Council at its ordinary meeting on 26 June 2014 resolved by absolute majority to establish the existing dog exercise and dog prohibited areas in accordance with the *Dog Act 1976*. Almost the entire Town Beach precinct (Reserve 1643, Reserve 31340) was resolved to be a dog prohibited area.

Upgrades to the Town Beach precinct have resulted in an increase and change in usage patterns of the area and a change to community expectations.

The current dog prohibited area status is considered as no longer meeting the community need for the precinct.

## **COMMENT**

### Town Beach Dog Prohibited Area

Currently, the majority of the Town Beach Precinct is a dog prohibited area including the caravan park, carpark, café, water park, playground and markets areas. (refer to **Attachment 1**)

The designation of the area as a dog prohibited area has been in place under Local Law (1992, 2203 and 2012) and then the *Dog Act 1976*.

Dogs can be in the prohibited area only for the purpose of gaining access to the adjacent dog exercise area by the most direct route. The dog exercise area adjacent to the Town Beach Precinct is the beach. Dogs must be controlled while they are transiting and cannot remain in the dog prohibited area.

The Town Beach redevelopment has resulted in a major change in how and when the public generally use the precinct.

Watering points have been provided to enable responsible pet owners the opportunity to give their dog a drink while in the precinct. Discovery Parks are also permitting dogs to be kept in the caravan park, under conditions.

Removing the dog prohibited area designation will result in the precinct being no different to the adjacent public places in the Broome townsite not declared dog exercise areas.

Dogs will be able to be in the precinct but must be tethered under effective control as per the requirements of the *Dog Act 1976*.

### Off-Leash Dog Exercise Areas

The existing off-leash dog exercise areas in Broome are designated on beaches including Town Beach, Simpsons Beach, Entrance Point, Reddell Beach and the majority of Cable Beach, excluding a 1.75km section of the beach centered on the rocky headland to the north of the Cable Beach Amphitheatre. (refer to **Attachment 2**)

There has not been a significant review of dog exercise areas in Broome in many years with the existing dog exercise areas having been designated under Local Law (1992, 2203 and 2012) and then the *Dog Act 1976*. A strategic review of dog exercise areas would be beneficial as part of the Public Open Space strategy.

## CONSULTATION

The Shire is required to give notice of Council's intention to change the current specified restrictions by local public notice for a period of 28 days in accordance with the Dog Act 1976 and associated Regulations.

## STATUTORY ENVIRONMENT

*Western Australia Dog Act 1976*

### **31 Control of dogs in certain public places**

(1) *A dog shall not be in a public place unless it is:*

- (a) *held by a person who is capable of controlling the dog; or*
- (b) *securely tethered for a temporary purpose, by means of a chain, cord, leash or harness of sufficient strength and not exceeding the prescribed length.*

Therefore, by excluding from the specification of dog prohibited areas and dog exercise areas the natural areas described above, they will, by default, remain as areas where a dog must always be on a leash.

(2A) *Despite subsection (1), a dog shall not be in a public place*

- (a) *at all if the place is specified under subsection (2B) as a place where dogs are prohibited at all times; or*
- (b) *at a time when the place is specified under subsection (2B) as a place where dogs are prohibited at that time.*

(2B) *A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a place where dogs are prohibited —*

- (a) *at all times; or*
- (b) *at specified times.*

(2) *A dog is exempt from the requirements of subsection (1) if —*

- (a) *it is in a dog exercise area specified under subsection (3A); or*
- (b) *it is in a public place that is in an area of the State outside the metropolitan region or outside a townsite, and that is not a rural leashing area specified under subsection (3B); or*
- (c) *it is in or on a vehicle; or*
- (d) *it is being exhibited for show purposes; or*
- (e) *it is participating in an obedience trial or classes conducted under the auspices of the body known as the Canine Association of Western Australia (Inc.) or a body approved by the local government in whose district the obedience trial or classes are conducted; or*
- (f) *it is registered as being bona fide used in the droving or tending of stock and is being so used or is going to or returning from a place where it will be, or has been, so used; or*
- (g) *it is a foxhound in a pack bona fide engaged in hunting or hound exercise or in going to or returning from hunting or hound exercise; or*
- (h) *it is being used for retrieving, duck hunting or other customary sporting purposes.*

*(3A) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.*

On 20 May 2014 the Dog Regulations 2013 were amended with the addition of regulation 37 that has the effect of making areas that have been specified as prohibited or restricted for dogs or specified as dog exercise areas in the Shire of Broome Dog Local Law 2012 inoperative after 31 July 2014.

*(3B) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place that is under the care, control or management of the local government to be a rural leashing area.*

*(3C) At least 28 days before specifying a place to be —*

*(a) a place where dogs are prohibited at all times or at a time specified under subsection (2B); or*

*(b) a dog exercise area under subsection (3A); or*

*(c) a rural leashing area under subsection (3B), a local government must give local public notice as defined in the Local Government Act 1995 section 1.7 of its intention to so specify.*

*(3) If a dog is at any time in any public place in contravention of subsection (1) or (2A), every person liable for the control of the dog at that time commits an offence unless the person establishes a defence under section 33B.*

*(4) This section does not apply to a dangerous dog.*

*(5) A local government must specify under subsection (3A) such dog exercise areas as are, in the opinion of the local government, sufficient in number, and suitable, for the exercising of dogs in the district.*

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

In accordance with section 31 (3C) of the Act the Shire must advertise Council's intention to specify places by publishing a local public notice in a newspaper circulating generally throughout the district, by exhibiting the notice at the Shire offices and by exhibiting the notice at the Shire library.

Existing signage in the Town Beach precinct will not need significant alteration to reflect the change to the designation of the area. The cost of advertising can be accommodated within the current budget funds.

## **RISK**

A reputational risk is present due to the installation of facilities during the precinct upgrades encouraging having dogs in the area and signage which, whilst compliant, can be confusing.

Removing the prohibited area status will bring the precinct into line with the surrounding area as it relates to movement of the public with their dogs.

The existing signage is adequate to manage dogs in the precinct once the prohibited area status is removed.

## **STRATEGIC IMPLICATIONS**

**People – We will continue to enjoy Broome-time, our special way of life. It's laid-back but bursting with energy, inclusive, safe and healthy, for everyone:**

A healthy and safe environment

## **VOTING REQUIREMENTS**

*Absolute Majority*

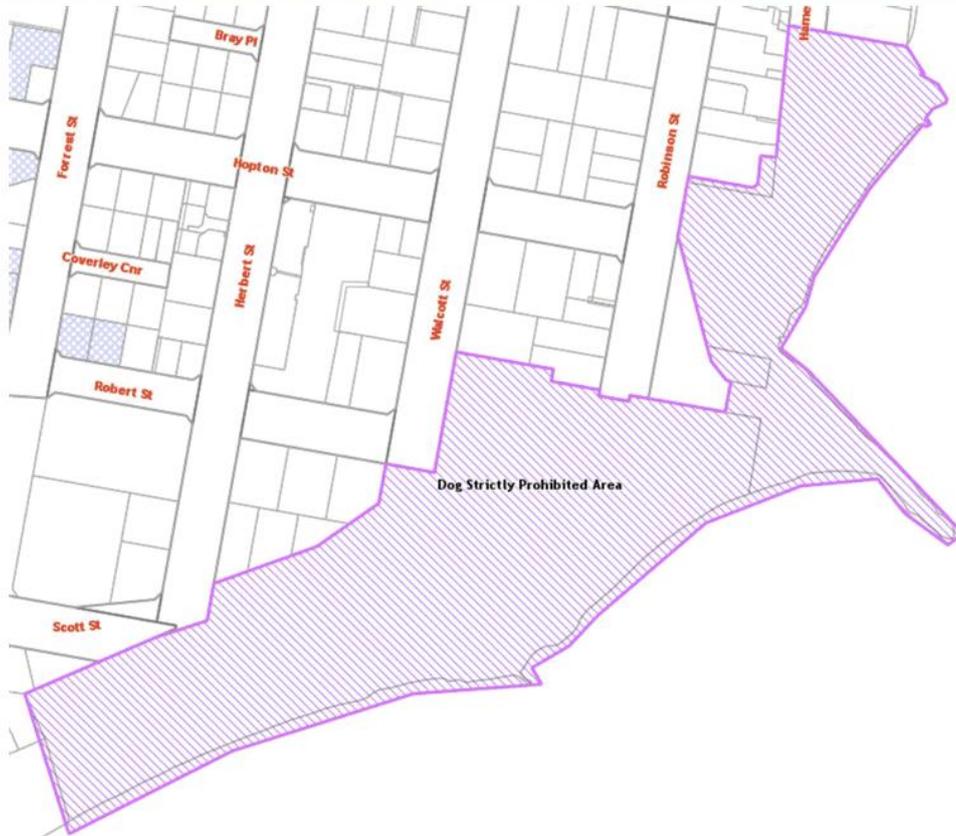
### REPORT RECOMMENDATION:

*That Council,*

- 1. Pursuant to the Dog Act 1976, removes the 'dog prohibited' status of the public places of Reserve 1643 and Reserve 31340 (collectively known as Town Beach Reserve) noting:
  - a. This will return the referenced public place to a 'general' status; and*
  - b. Dogs in the area will always require to be held by a person who can control the dog or is tethered for a temporary purpose by means of a chain, cord, leash or harness of suitable strength not exceeding the legislated length in place from time to time; and**
- 2. Request the Chief Executive Officer to consider a strategic review of dog exercise areas in the Broome townsite as part of the development of a Public Open Space Strategy in 2021/2022.*

## **Attachments**

1. Existing Town Beach Dog Prohibited Area
2. Existing Broome Dog Exercise Areas





**9.2.6 WASTE LOCAL LAW 2021 - FINAL ADOPTION**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	BYL17
<b>AUTHOR:</b>	Manager Governance, Strategy and Risk
<b>CONTRIBUTOR/S:</b>	Waste Coordinator Manager Works
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report recommends Council formally adopt the Shire of Broome Waste Local Law 2021 and advertise Council's intention to make this local law, in accordance with section 3.12 of the *Local Government Act 1995* (Act)

**BACKGROUND**

At its meeting on 27 February 2020, Council resolved to:

**COUNCIL RESOLUTION:**

**Minute No. C/0220/001**

**Moved: Cr C Mitchell**

**Seconded: Cr N Wevers**

**That Council:**

- 1. Pursuant to section 3.12(3) and (3a) of the Local Government Act 1995, state-wide and local public notice be given stating that the Council intends to make the following local law:**

**Waste Local Law 2020**

**Purpose – is to regulate the collection, disposal and storage of waste and recyclable materials.**

**Effect – is to control the collection, disposal and storage of waste and recyclable materials for the benefits and health of the community and protection of the environment.**

- 2. Requests the results of the public consultation to be presented to Council for consideration of any submissions received.**

**CARRIED UNANIMOUSLY 8/0**

A notice advising of Council's intention and of the purpose and effect of the proposed local law was published in accordance with s3.12 of the Act in the following places:

- West Australian Newspaper on 19 March 2020
- Broome Advertiser on 26 March 2020
- Shire Administration and Library notice boards on 17 March 2020
- Shire of Broome website on 17 March 2020

The time for making a public submission closed at 4:00pm on 8 May 2020.

## COMMENT

No public submissions were received and the Department of Local Government, Sport and Cultural Industries (DLGSC) had no comment.

The WALGA model waste local law template had not been reviewed for some time. As a result, the Department of Water and Environmental Regulation (DWER) updated the template prior to providing their consent. DWER requested several minor changes that enhance the draft local law. The changes do not impact the original intent of the local law to an extent that re-advertising would need to be considered.

Council received initial comments from DWER on 16 August 2020. Ongoing correspondence between Council and DWER continued until mid January 2021, with final consent of the Shire of Broome Waste Local Law 2021 received from DWER on 3 February 2021.

A summary of the changes is provided below:

Clause	DWER Request	Officer Comment
Contents Page & Page 1	Shire of Broome to be included in the title of the local law	Added
Local Law 2020	Amend suffix to 2021	Local Law originally advertised in 2020. DWER legal department have confirmed that this should now be changed to year of gazettal.
1.4 – Repeal	Insert – This Waste Local Law repeals Division 2 of Part 4 of the <i>Shire of Broome Health Local Law 2006</i> , with the exception of clause 4.2.11, as published in the <i>Government Gazette</i> on 20 March 2007.	Added – repealed section of Health Local Law 2006 included as attachment to the agenda item.
1.5 – Meaning of terms used in this local law	Delete the definition of commencement date.	Delete. Covered under Clause 1.2
2.7 – Duties of owner or occupier	Add the word 'placed' at the start of subclause (b)(ii)	Added
5.1 – Objection and appeal rights	Add new clause from the updated Waste Local Law model template and renumber the subsequent clauses accordingly.	Added
Schedule 1 – Meaning of 'non-collectable waste'	Delete (l) non-frangible metal	Agree. Removed. Not a used material definition.
Schedule 2 – Prescribed Offences	Amend description on Items 33,34,35 & 36 to conform to the updated Waste Local Law model template	Added 'a waste facility' to the end of each item.
Schedule 2 – Prescribed Offences	Amend description on Item 37 to conform to the updated Waste Local Law model template	Changed word 'flora' to 'fauna' and added 'without approval in a waste facility'.

Signature block	A signature block for the CEO DWER, which aligns with the correct terminology of the <i>Waste Avoidance and Resource Recovery Act 2007</i> , should be inserted at the end of the waste local law	Added
-----------------	---	-------

The recommended changes from DWER to the Shire of Broome Waste Local Law 2021 template have been completed.

## CONSULTATION

No public submissions received following the 6-week public advertising period.

WALGA

Department of Water and Environmental Regulation (DWER)

Department of Local Government, Sport and Cultural Industries (DLGSC)

## STATUTORY ENVIRONMENT

### *Local Government Act 1995*

#### Section 3.12 – Procedures for making local laws

- (1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.
- (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
  - (b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and
  - (c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.
- (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.

**Waste Avoidance and Resource Recovery Act 2007**  
**Waste Avoidance and Resource Recovery Regulations 2008**  
**Shire of Broome Health Local Law 2006**

#### **POLICY IMPLICATIONS**

Nil

Once the Shire of Broome Waste Local Law 2021 has been gazetted the current Council Waste Management Policy will be redundant and can be retired.

The *Shire of Broome Health Local Law (2006)* will have Division 2 of Part 4 with the exception of clause 4.2.11 repealed.

#### **FINANCIAL IMPLICATIONS**

The estimated cost of advertising in the West and the Broome Advertiser is \$1,000. This covers all State wide and local public notice requirements.

The estimated cost of gazettal with State Law Publisher is \$5,000.

This will be accommodated within the Waste Management Budget.

#### **RISK**

Minor reputational risk and compliance risk if local laws are not maintained in accordance with current legislative requirements and best practice.

By adopting the model local law as developed by WALGA and enhanced with suggestion from DWER, Council has reduced the risk of having this local law disallowed by the Joint Standing Committee for Delegated Legislation (JSCDL).

#### **STRATEGIC IMPLICATIONS**

**Our Place Aspiration – We will grow and develop responsibly, caring for our natural, cultural and built heritage, for everyone**

5.3 Adopt and encourage sustainable practices.

**VOTING REQUIREMENTS**

*Absolute Majority*

**REPORT RECOMMENDATION:**

*That Council:*

1. *Adopts the Shire of Broome Waste Local Law 2021, as detailed at Attachment 1;*
2. *Approves the Shire President and Chief Executive Officer to sign and affix the Common Seal to the adopted Shire of Broome Waste Local Law 2021; and*
3. *Approves for the Chief Executive Officer to:*
  - (a) Publish in the Government Gazette the Shire of Broome Waste Local Law 2021, as adopted;*
  - (b) Forward a copy of the adopted local law to the Minister for Local Government, Minister for Environment and the Director General of DWER;*
  - (c) Give local public notice of the adoption of the local law; and*
  - (d) Complete and submit all explanatory memorandums, statutory procedures checklists and other supporting information on the local law to the Joint Standing Committee on Delegated Legislation.*

**Attachments**

1. SHIRE OF BROOME WASTE LOCAL LAW 2021
2. SHIRE OF BROOME WASTE LOCAL LAW 2021 TRACKED CHANGES
3. SHIRE OF BROOME HEALTH LOCAL LAW 2006 CLAUSES TO BE REPEALED BY WASTE LOCAL LAW 2021

SHIRE OF BROOME

---

## **WASTE LOCAL LAW 2021**

*Waste Avoidance and Resource Recovery Act 2007*  
*Local Government Act 1995*

SHIRE OF BROOME

**Waste Local Law 2021**

---

**CONTENTS**

---

<b>Part 1 - Preliminary</b> .....	<b>1</b>
1.1 Short title .....	1
1.2 Commencement.....	1
1.3 Application.....	1
1.4 Repeal.....	1
1.5 Meaning of terms used in this local law .....	1
1.6 Local public notice of determinations .....	4
1.7 Rates, fees and charges.....	4
1.8 Power to provide waste services .....	4
<b>Part 2 - Local government waste</b> .....	<b>4</b>
2.1 Supply of receptacles .....	4
2.2 Deposit of waste in receptacles .....	4
2.3 General waste receptacles .....	5
2.4 Recycling waste receptacles .....	5
2.5 Organic waste receptacles .....	5
2.6 Direction to place or remove a receptacle.....	5
2.7 Duties of owner or occupier .....	6
2.8 Exemption .....	6
2.9 Damaging or removing receptacles .....	7
2.10 Verge collections .....	7
<b>Part 3 - General duties</b> .....	<b>7</b>
3.1 Duties of an owner or occupier .....	7
3.2 Removal of waste from premises.....	8
3.3 Receptacles and containers for public use .....	8

<b>Part 4 - Operation of waste facilities</b> .....	<b>8</b>
4.1 Operation of this Part.....	8
4.2 Hours of operation.....	8
4.3 Signs and directions .....	9
4.4 Fees and charges.....	9
4.5 Depositing waste .....	9
4.6 Prohibited activities .....	10
<b>Part 5 - Enforcement</b> .....	<b>10</b>
5.1 Objection and appeal rights .....	10
5.2 Offences and general penalty .....	11
5.3 Other costs and expenses .....	11
5.4 Prescribed offences.....	11
5.5 Form of notices.....	11
<b>Schedule 1 - Meaning of ‘non-collectable waste’</b> .....	<b>12</b>
<b>Schedule 2 - Prescribed offences</b> .....	<b>13</b>

*Waste Avoidance and Resource Recovery Act 2007*  
*Local Government Act 1995*

SHIRE OF BROOME  
**Waste Local Law 2021**

---

Under the powers conferred on it by the *Waste Avoidance and Resource Recovery Act 2007* and the *Local Government Act 1995* and under all other enabling powers, the Council of the Shire of Broome resolved on (insert date) to make the following local law.

**Part 1 - Preliminary**

**1.1 Short title**

This is the Shire of Broome Waste Local Law 2021

**1.2 Commencement**

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

**1.3 Application**

This local law applies throughout the district.

**1.4 Repeal**

This Waste Local Law repeals Division 2 of Part 4 of the *Shire of Broome Health Local Laws 2006* with the exception of clause 4.2.11, as published in the *Government Gazette* on 20 March 2007.

**1.5 Meaning of terms used in this local law**

(1) In this local law—

**authorised person** means a person appointed by the local government under section 9.10 of the LG Act to perform any of the functions of an authorised person under this local law;

**collectable waste** means local government waste that is not—

- (a) liquid refuse;
- (b) liquid waste; or
- (c) non-collectable waste;

**collectable waste receptacle** means a receptacle for the deposit and collection of collectable waste that is—

- (a) a recycling waste receptacle;
- (b) a general waste receptacle; or
- (c) an organic waste receptacle;

**collection**, when used in relation to a receptacle, means the collection and removal of collectable waste from the receptacle by the local government or its contractor;

**collection day** means the day determined by the local government for the collection of collectable waste in the district or a part of the district;

**collection time** means the time on the collection day determined by the local government for the collection of collectable waste in the district or a part of the district;

**costs** of the local government include administrative costs;

**Council** means the council of the local government;

**district** means the district of the local government;

**general waste receptacle** means a receptacle for the deposit and collection of collectable waste that is not recycling waste;

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

**LG Regulations** means the *Local Government (Functions and General) Regulations 1996*;

**local government** means *Shire of Broome*

**local government waste** has the same meaning as in the WARR Act;

**non-collectable waste** has the meaning set out in Schedule 1;

**occupier** in relation to premises, means any or all of the following—

- (a) a person by whom or on whose behalf the premises are actually occupied; or
- (b) a person having the management or control of the premises;

**organic waste** means waste that decomposes readily, such as garden waste or food waste;

**organic waste receptacle** means a receptacle for the deposit and collection of organic waste;

**owner** has the same meaning as in the LG Act;

**public place** includes a place to which the public ordinarily have access, whether or not by payment of a fee;

**receptacle**, means a receptacle—

- (a) that has been supplied for the use of the premises by the local government or its contractor, or which has otherwise been approved by the local government; and
- (b) the waste from which is collected and removed from the premises by the local government or its contractor;

**recycling waste receptacle** means a receptacle for the deposit and collection of recycling waste;

**recycling waste** means—

- (a) paper and cardboard;
- (b) plastic containers comprised of polyethylene terephthalate or high density polyethylene;
- (c) glass containers;
- (d) steel containers;
- (e) aluminium containers;
- (f) liquid paper board; and
- (g) any other waste determined by the local government to be recycling waste;

**specified** means specified by the local government or an authorised person, as the case may be;

**street alignment** means the boundary between the land comprising a street and the land that abuts the street;

**WARR Act** means the *Waste Avoidance and Resource Recovery Act 2007*;

**WARR Regulations** means the *Waste Avoidance and Resource Recovery Regulations 2008*;

**waste** has the same meaning as in the WARR Act;

**waste facility** means a waste facility, as defined in the WARR Act, that is operated by the local government; and

**waste service** has the same meaning as in the WARR Act.

- (2) Where, in this local law, a duty or liability is imposed on an owner or occupier, or on an owner and occupier, the duty or liability is taken to be imposed jointly and severally on each of the owners or occupiers.

**1.6 Local public notice of determinations**

Where, under this local law, the local government has a power to determine a matter –

- (a) local public notice, under section 1.7 of the LG Act, must be given of the matter determined;
- (b) the determination becomes effective only after local public notice has been given;
- (c) the determination remains in force for the period of one year after the date that local public notice has been given under paragraph (a);
- (d) after the period referred to in paragraph (c), the determination continues in force only if, and for so long as, it is the subject of local public notice, given annually, under section 1.7 of the LG Act; and
- (e) the determination must be recorded in a publicly accessible register of determinations that must be maintained by the local government.

**1.7 Rates, fees and charges**

The local government's powers to impose rates, fees and charges in relation to waste services are set out in sections 66 to 68 of the WARR Act and section 6.16 and 6.17 of the LG Act.

**1.8 Power to provide waste services**

The local government's power to provide, or enter into a contract for the provision of, waste services is dealt with in section 50 of the WARR Act.

**Part 2 - Local government waste**

**2.1 Supply of receptacles**

- (1) The local government is to supply, for the use of each premises that are, or are capable of being, occupied or used for residential purposes, one or more receptacles for the collection and removal, from those premises, of collectable waste.
- (2) The owner of premises to which subclause (1) applies must—
  - (a) ensure that the fee or charge (if any) imposed by the local government in relation to each receptacle is paid to the local government; and
  - (b) ensure that each receptacle is used, in respect of those premises, in accordance with this local law.

**2.2 Deposit of waste in receptacles**

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a receptacle any non-collectable waste.
- (2) A person must not deposit waste in a receptacle that has been provided for the use of other premises without the consent of the owner or occupier of those premises.

**2.3 General waste receptacles**

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle—
  - (a) where the receptacle has a capacity of 240 litres—more than 70 kilograms of collectable waste; or
  - (b) where the receptacle has any other capacity—more than the weight determined by the local government.
- (2) Where the local government supplies recycling waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any recycling waste.
- (3) Where the local government supplies organic waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any organic waste.

**2.4 Recycling waste receptacles**

An owner or occupier of premises must not deposit or permit to be deposited in a recycling waste receptacle—

- (a) anything other than the particular type of recycling waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres— more than 70 kilograms of recycling waste; or
- (c) where the receptacle has any other capacity—more than the weight determined by the local government.

**2.5 Organic waste receptacles**

An owner or occupier of premises must not deposit or permit to be deposited in an organic waste receptacle—

- (a) anything other than the particular type of organic waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres - more than 70 kilograms of organic waste; or
- (c) where the receptacle has any other capacity - more than the weight determined by the local government.

**2.6 Direction to place or remove a receptacle**

- (1) The local government or an authorised person may give a written direction to an owner or occupier of specified premises —
  - (a) to place a receptacle in respect of those premises for collection; or
  - (b) to remove a receptacle in respect of those premises after collection.

- (2) The direction under subclause (1) may specify when the placement or removal is to occur, or where the receptacle is to be placed, or both.
- (3) An owner or occupier of premises must comply with a direction given under this clause.

## **2.7 Duties of owner or occupier**

An owner or occupier of premises must—

- (a) except for a reasonable period before and after collection time, keep each receptacle in a storage space or area that is behind the street alignment;
- (b) take reasonable steps, if placing a receptacle for collection on the verge adjoining the premises, or other area as determined by the local government, ensure that, within a reasonable period before collection time, each receptacle is —
  - (i) within 1 metre of the carriageway;
  - (ii) placed so that it does not unduly obstruct any footpath, cycle way, right-of-way or carriageway; and
  - (iii) facing squarely to the edge of and opening towards the carriageway,or in such other position as is approved in writing by the local government or an authorised person;
- (c) take reasonable steps to ensure that the premises are provided with an adequate number of receptacles; and
- (d) if the receptacle is lost, stolen, damaged or defective, notify the local government, as soon as practicable, after the event.

## **2.8 Exemption**

- (1) An owner or occupier of premises may apply in writing to the local government for an exemption from compliance with the requirements of clause 2.7(a) or (b).
- (2) The local government or an authorised person may grant, with or without conditions, or refuse an application for exemption from compliance under this clause.
- (3) An exemption granted under this clause must state—
  - (a) the premises to which the exemption applies;
  - (b) the period during which the exemption applies; and
  - (c) any conditions imposed by the local government or the authorised person.

- (4) An exemption granted under this clause ceases to apply –
  - (a) if the local government decides, on reasonable grounds, that there has been a failure to comply with a condition of the exemption; and
  - (b) from the date that the local government informs the owner or occupier of its decision under clause 2.8(4)(a).

#### **2.9 Damaging or removing receptacles**

A person, other than the local government or its contractor, must not—

- (a) damage, destroy or interfere with a receptacle; or
- (b) except as permitted by this local law or as authorised by the local government or an authorised person, remove a receptacle from any premises to which it was delivered by the local government or its contractor.

#### **2.10 Verge collections**

- (1) Where the local government has advertised a verge waste collection (such as a green waste, or a bulk waste, verge collection) a person, unless with and in accordance with the approval of the local government or an authorised person—
  - (a) must deposit waste only during the period of time, and in accordance with other terms and conditions, as advertised by the local government in relation to that verge waste collection; and
  - (b) must otherwise comply with those terms and conditions.
- (2) Where waste has been deposited on a verge for a verge waste collection, a person must not remove any of that waste for a commercial purpose but may remove it for any other purpose.
- (3) Except where waste is lawfully removed from a verge under this clause, a person must not disassemble or tamper with any waste deposited on a verge for a verge waste collection so as to increase the risk of harm to any person.
- (4) Clause 2.10(2) does not apply to the local government or a person engaged or contracted by the local government in relation to the verge waste collection.

### **Part 3 - General duties**

#### **3.1 Duties of an owner or occupier**

An owner or occupier of premises must—

- (a) take reasonable steps to ensure that a sufficient number of receptacles are provided to contain all waste which accumulates or may accumulate in or from the premises;
- (b) ensure that each receptacle is kept in good condition and repair;

- (c) take all reasonable steps to—
  - (i) prevent fly breeding and keep each receptacle free of flies, maggots, cockroaches, rodents and other vectors of disease;
  - (ii) prevent the emission of offensive or noxious odours from each receptacle; and
  - (iii) ensure that each receptacle does not cause a nuisance to an occupier of adjoining premises; and
- (d) whenever directed to do so by the local government or an authorised person, thoroughly clean, disinfect, deodorise and apply a residual insecticide to each receptacle.

### **3.2 Removal of waste from premises**

- (1) A person must not remove any waste from premises unless that person is—
  - (a) the owner or occupier of the premises;
  - (b) authorised to do so by the owner or occupier of the premises; or
  - (c) authorised in writing to do so by the local government or an authorised person.
- (2) A person must not remove any waste from a receptacle without the approval of—
  - (a) the local government or an authorised person; or
  - (b) the owner or occupier of the premises at which the receptacle is ordinarily kept.

### **3.3 Receptacles and containers for public use**

A person must not, without the approval of the local government or an authorised person—

- (a) deposit household, commercial or other waste from any premises on or into; or
- (b) remove any waste from,

a receptacle provided for the use of the general public in a public place.

## **Part 4 - Operation of waste facilities**

### **4.1 Operation of this Part**

This Part applies to a person who enters a waste facility.

### **4.2 Hours of operation**

The local government may from time to time determine the hours of operation of a waste facility.

**4.3 Signs and directions**

- (1) The local government or an authorised person may regulate the use of a waste facility—
  - (a) by means of a sign; or
  - (b) by giving a direction to a person within a waste facility.
- (2) A person within a waste facility must comply with a sign or direction under subclause (1).
- (3) The local government or an authorised person may direct a person who commits, or is reasonably suspected by the local government or the authorised person of having committed, an offence under this clause to leave the waste facility immediately.
- (4) A person must comply with a direction under subclause (3).

**4.4 Fees and charges**

- (1) Unless subclause (3) applies, a person must, on or before entering a waste facility or on demand by the local government or an authorised person, pay the fee or charge as assessed by an authorised person.
- (2) An authorised person may assess the fee or charge in respect of a particular load of waste at a rate that applies to any part of that load, even if that rate is higher than the rate that would apply to any other part of the load.
- (3) Subclause (1) does not apply—
  - (a) to a person who disposes of waste in accordance with the terms of—
    - (i) a credit arrangement with the local government; or
    - (ii) any other arrangement with the local government to pay the fee or charge at a different time or in a different manner; and
  - (b) to the deposit of waste owned by the local government, or in the possession of an employee on behalf of the local government.

**4.5 Depositing waste**

- (1) A person must not deposit waste at a waste facility other than—
  - (a) at a location determined by a sign and in accordance with the sign; and
  - (b) in accordance with the direction of an authorised person.
- (2) The local government may determine the classification of any waste that may be deposited at a waste facility.

**4.6 Prohibited activities**

- (1) Unless authorised by the local government, a person must not—
  - (a) remove any waste or any other thing from a waste facility;
  - (b) deposit at a waste facility that is a landfill site any waste that is toxic, poisonous or hazardous, or the depositing of which is regulated or prohibited by any written law;
  - (c) light a fire in a waste facility;
  - (d) remove, damage or otherwise interfere with any flora in a waste facility;
  - (e) remove, injure or otherwise interfere with any fauna in a waste facility; or
  - (f) damage, deface or destroy any building, equipment, plant or property within a waste facility.
- (2) A person must not act in an abusive or threatening manner towards any person using, or engaged in the management or operation of, a waste facility;

**Part 5 - Enforcement**

**5.1 Objection and appeal rights**

Division 1 of Part 9 of the LG Act applies to a decision under this local law to grant, renew, vary or cancel –

- (a) an approval under clause 2.7(b);
- (b) an exemption under clause 2.8(2);
- (c) an approval under clause 2.9(b);
- (d) an approval under clause 2.10(1);
- (e) an authorisation under clause 3.2(1)(c);
- (f) an approval under clause 3.2(2); and
- (g) an approval under clause 3.3.

**5.2 Offences and general penalty**

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law a person is prohibited from doing, commits an offence.
- (2) A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding \$500 in respect of each day or part of a day during which the offence has continued.

**5.3 Other costs and expenses**

- (1) A person who is convicted of an offence under this local law is to be liable, in addition to any penalty imposed under clause 5.2, to pay to the local government the costs and expenses incurred by the local government in taking remedial action such as—
  - (a) removing and lawfully disposing of toxic, hazardous or poisonous waste; or
  - (b) making good any damage caused to a waste facility.
- (2) The costs and expenses incurred by the local government are to be recoverable, as a debt due to the local government, in a court of competent civil jurisdiction.

**5.4 Prescribed offences**

- (1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of section 9.16(1) of the LG Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 2.

**5.5 Form of notices**

- (1) Where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the LG Act is that of Form 1 in Schedule 1 of the LG Regulations;
- (2) The form of the infringement notice given under section 9.16 of the LG Act is that of Form 2 in Schedule 1 of the LG Regulations; and
- (3) The form of the infringement withdrawal notice given under section 9.20 of the LG Act is that of Form 3 in Schedule 1 of the LG Regulations.

### Schedule 1 - Meaning of 'non-collectable waste'

**non-collectable waste** means –

- (a) hot or burning material;
- (b) household hazardous waste, including paint, acids, alkalis, fire extinguishers, solvents, pesticides, oils, gas cylinders, batteries, chemicals and heavy metals;
- (c) any other hazardous material, such as radioactive waste;
- (d) any explosive material, such as flares or ammunition;
- (e) electrical and electronic equipment;
- (f) hospital, medical, veterinary, laboratory or pathological substances;
- (g) construction or demolition waste;
- (h) sewage;
- (i) 'controlled waste' for the purposes of the *Environmental Protection (Controlled Waste) Regulations 2004*;
- (j) any object that is greater in length, width, or breadth than the corresponding dimension of the receptacle or that will not allow the lid of the receptacle to be tightly closed;
- (k) waste that is or is likely to become offensive or a nuisance, or give off an offensive or noxious odour, or to attract flies or cause fly breeding unless it is first wrapped in non-absorbent or impervious material or placed in a sealed impervious and leak-proof container; and
- (l) any other waste determined by the local government to be non-collectable waste.

## Schedule 2 - Prescribed offences

Item No.	Clause No.	Description	Modified Penalty
1	2.1(2)(a)	Failing to pay fee or charge	\$350
2	2.1(2)(b)	Failing to ensure lawful use of receptacle	\$350
3	2.2(1)	Depositing non-collectable waste in a receptacle	\$350
4	2.2(2)	Depositing waste in another receptacle without consent	\$350
5	2.3(1)	Exceeding weight capacity of a general waste receptacle	\$350
6	2.3(2) and (3)	Depositing unauthorised waste in a general waste receptacle	\$350
7	2.4(a)	Depositing unauthorised waste in a recycling waste receptacle	\$350
8	2.4(b) and (c)	Exceeding weight capacity of a recycling waste receptacle	\$250
9	2.5(a)	Depositing unauthorised waste in an organic waste receptacle	\$350
10	2.5(b) and (c)	Exceeding weight capacity of an organic waste receptacle	\$350
11	2.6(3)	Failing to comply with a direction concerning placement or removal of a receptacle	\$250
12	2.7(a)	Failing to keep a receptacle in the required location	\$250
13	2.7(b)	Failing to place a receptacle for collection in a lawful position	\$250
14	2.7(c)	Failing to provide a sufficient number of receptacles	\$250
15	2.7(d)	Failing to notify of a lost, stolen, damaged or defective receptacle	\$50
16	2.9(a)	Damaging, destroying or interfering with a receptacle	\$400
17	2.9(b)	Removing a receptacle from premises	\$400
18	2.10(1)	Failing to comply with a term or condition of verge waste collection	\$400
19	2.10(2)	Removing waste for commercial purposes	\$350
20	2.10(3)	Disassembling or leaving in disarray waste deposited for collection	\$250
21	3.1(a)	Failing to provide a sufficient number of receptacles	\$250
22	3.1(b)	Failing to keep a receptacle clean and in a good condition and repair	\$250
23	3.1(c)(i)	Failing to prevent fly breeding and vectors of disease in a receptacle	\$350
24	3.1(c)(ii)	Failing to prevent the emission of offensive odours from a receptacle	\$350
25	3.1(c)(iii)	Allowing a receptacle to cause a nuisance	\$350
26	3.1(d)	Failing to comply with a direction to clean, disinfect or deodorise receptacle	\$300

Item No.	Clause No.	Description	Modified Penalty
27	3.2(1)	Unauthorised removal of waste from premises	\$250
28	3.2(2)	Removing waste from a receptacle without approval	\$250
29	4.3(2)	Failing to comply with a sign or direction	\$500
30	4.3(4)	Failing to comply with a direction to leave	\$500
31	4.4(1)	Disposing waste without payment of fee or charge	\$500
32	4.5(1)	Depositing waste contrary to sign or direction	\$500
33	4.6(1)(a)	Removing waste without authority in a waste facility	\$250
34	4.6(1)(b)	Depositing toxic, poisonous or hazardous waste at a waste facility	\$500
35	4.6(1)(c)	Lighting a fire in a waste facility	\$300
36	4.6(1)(d)	Removing or interfering with any flora in a waste facility	\$300
37	4.6(1)(e)	Removing or interfering with any fauna without approval in a waste facility	\$300
38	4.6(1)(f)	Damaging, defacing or destroying any building, equipment, plant or property within a waste facility	\$500
39	4.6(2)	Acting in an abusive or threatening manner	\$300

Dated this \_\_\_\_\_ of \_\_\_\_\_ 2021

The Common Seal of the [insert Local Government name] )  
was affixed by authority of a resolution )  
of the Council in the presence of: )

\_\_\_\_\_  
[NAME]  
MAYOR / PRESIDENT

\_\_\_\_\_  
[NAME]  
CHIEF EXECUTIVE OFFICER

Consented to:



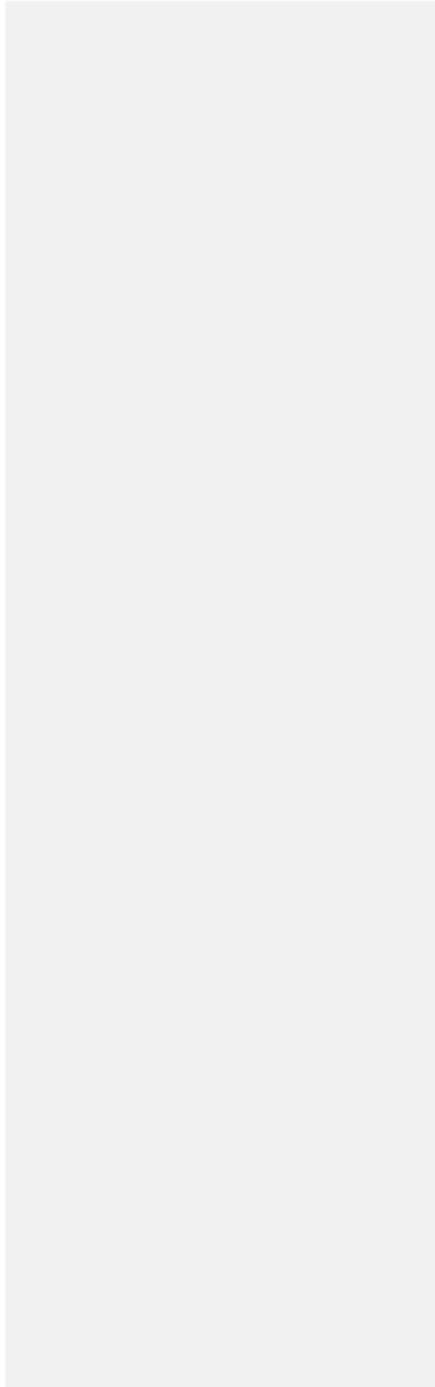
\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER  
DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION

Dated this 03 of February 2021

SHIRE OF BROOME

---

| **WASTE LOCAL LAW ~~2020~~ 2021**



Waste Avoidance and Resource Recovery Act 2007  
Local Government Act 1995

SHIRE OF BROOME SHIRE COUNCIL

Waste Local Law 2021<sup>10</sup>

---

**CONTENTS**

---

<b>Part 1 - Preliminary.....</b>	<b>1</b>
1.1 Short title.....	1
1.2 Commencement.....	1
1.3 Application.....	1
1.4 Repeal.....	1
1.5 Meaning of terms used in this local law.....	1
1.6 Local public notice of determinations.....	4
1.7 Rates, fees and charges.....	4
1.8 Power to provide waste services.....	4
<b>Part 2 - Local government waste.....</b>	<b>4</b>
2.1 Supply of receptacles.....	4
2.2 Deposit of waste in receptacles.....	4
2.3 General waste receptacles.....	5
2.4 Recycling waste receptacles.....	5
2.5 Organic waste receptacles.....	5
2.6 Direction to place or remove a receptacle.....	5
2.7 Duties of owner or occupier.....	6
2.8 Exemption.....	6
2.9 Damaging or removing receptacles.....	7
2.10 Verge collections.....	7
<b>Part 3 - General duties.....</b>	<b>7</b>
3.1 Duties of an owner or occupier.....	7
3.2 Removal of waste from premises.....	8
3.3 Receptacles and containers for public use.....	8

**Part 4 - Operation of waste facilities..... 8**

4.1 Operation of this Part..... 8

4.2 Hours of operation ..... 8

4.3 Signs and directions ..... 9

4.4 Fees and charges..... 9

4.5 Depositing waste ..... 9

4.6 Prohibited activities ..... 10

**Part 5 - Enforcement ..... 10**

**5.1 Objection and appeal rights.....10**

**5.2 Offences and general penalty.....11**

**5.3 Other costs and expenses..... 11**

**5.4 Prescribed offences.....11**

**5.5 Form of notices.....11**

**5.1 Offences and general penalty.....1010**

**5.2 Other costs and expenses.....1110**

**5.3 Prescribed offences.....1211**

**5.4 Form of notices.....1211**

**Schedule 1 - Meaning of 'non-collectable waste' ..... 1312**

**Schedule 2 - Prescribed offences ..... 1413**

- Formatted: Check spelling and grammar
- Formatted: Normal, Tab stops: Not at 15.9 cm
- Formatted: Font: 11 pt
- Formatted: Normal, Tab stops: Not at 15.9 cm
- Formatted: Font: (Default) Arial, Bold, Check spelling and grammar

*Waste Avoidance and Resource Recovery Act 2007*  
*Local Government Act 1995*

**SHIRE OF BROOME SHIRE COUNCIL**

**Waste Local Law 2021<sup>0</sup>**

Under the powers conferred on it by the *Waste Avoidance and Resource Recovery Act 2007* and the *Local Government Act 1995* and under all other enabling powers, the Council of the Shire of Broome resolved on (insert date) to make the following local law.

**Part 1 - Preliminary**

**1.1 Short title**

This is the Shire of Broome Waste Local Law 2021<sup>0</sup>

**1.2 Commencement**

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

**1.3 Application**

This local law applies throughout the district.

**1.4 Repeal**

This Waste Local Law repeals Division 2 of Part 4 of the *Shire of Broome Health Local Laws 2006* with the exception of clause 4.2.11, as published in the *Government Gazette* on 20 March 2007.

**1.4**

Formatted: Body Text 2

**1.5 Meaning of terms used in this local law**

(1) In this local law—

**authorised person** means a person appointed by the local government under section 9.10 of the LG Act to perform any of the functions of an authorised person under this local law;

**collectable waste** means local government waste that is not—

- (a) liquid refuse;
- (b) liquid waste; or
- (c) non-collectable waste;

**collectable waste receptacle** means a receptacle for the deposit and collection of collectable waste that is—

- (a) a recycling waste receptacle;
- (b) a general waste receptacle; or
- (c) an organic waste receptacle;

**collection**, when used in relation to a receptacle, means the collection and removal of collectable waste from the receptacle by the local government or its contractor;

**collection day** means the day determined by the local government for the collection of collectable waste in the district or a part of the district;

**collection time** means the time on the collection day determined by the local government for the collection of collectable waste in the district or a part of the district;

~~**commencement date** means the date on which this local law commences operation under clause 1.2;~~

**costs** of the local government include administrative costs;

**Council** means the council of the local government;

**district** means the district of the local government;

**general waste receptacle** means a receptacle for the deposit and collection of collectable waste that is not recycling waste;

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

**LG Regulations** means the *Local Government (Functions and General) Regulations 1996*;

**local government** means *Shire of Broome*

**local government waste** has the same meaning as in the WARR Act;

**non-collectable waste** has the meaning set out in Schedule 1;

**occupier** in relation to premises, means any or all of the following—

- (a) a person by whom or on whose behalf the premises are actually occupied; or
- (b) a person having the management or control of the premises;

**organic waste** means waste that decomposes readily, such as garden waste or food waste;

**organic waste receptacle** means a receptacle for the deposit and collection of organic waste;

**owner** has the same meaning as in the LG Act;

**public place** includes a place to which the public ordinarily have access, whether or not by payment of a fee;

**receptacle**, means a receptacle—

- (a) that has been supplied for the use of the premises by the local government or its contractor, or which has otherwise been approved by the local government; and
- (b) the waste from which is collected and removed from the premises by the local government or its contractor;

**recycling waste receptacle** means a receptacle for the deposit and collection of recycling waste;

**recycling waste** means—

- (a) paper and cardboard;
- (b) plastic containers comprised of polyethylene terephthalate or high density polyethylene;
- (c) glass containers;
- (d) steel containers;
- (e) aluminium containers;
- (f) liquid paper board; and
- (g) any other waste determined by the local government to be recycling waste;

**specified** means specified by the local government or an authorised person, as the case may be;

**street alignment** means the boundary between the land comprising a street and the land that abuts the street;

**WARR Act** means the *Waste Avoidance and Resource Recovery Act 2007*;

**WARR Regulations** means the *Waste Avoidance and Resource Recovery Regulations 2008*;

**waste** has the same meaning as in the WARR Act;

**waste facility** means a waste facility, as defined in the WARR Act, that is operated by the local government; and

**waste service** has the same meaning as in the WARR Act.

- (2) Where, in this local law, a duty or liability is imposed on an owner or occupier, or on an owner and occupier, the duty or liability is taken to be imposed jointly and severally on each of the owners or occupiers.

**1.6 Local public notice of determinations**

Where, under this local law, the local government has a power to determine a matter –

- (a) local public notice, under section 1.7 of the LG Act, must be given of the matter determined;
- (b) the determination becomes effective only after local public notice has been given;
- (c) the determination remains in force for the period of one year after the date that local public notice has been given under paragraph (a);
- (d) after the period referred to in paragraph (c), the determination continues in force only if, and for so long as, it is the subject of local public notice, given annually, under section 1.7 of the LG Act; and
- (e) the determination must be recorded in a publicly accessible register of determinations that must be maintained by the local government.

**1.7 Rates, fees and charges**

The local government's powers to impose rates, fees and charges in relation to waste services are set out in sections 66 to 68 of the WARR Act and section 6.16 and 6.17 of the LG Act.

**1.8 Power to provide waste services**

The local government's power to provide, or enter into a contract for the provision of, waste services is dealt with in section 50 of the WARR Act.

**Part 2 - Local government waste**

**2.1 Supply of receptacles**

- (1) The local government is to supply, for the use of each premises that are, or are capable of being, occupied or used for residential purposes, one or more receptacles for the collection and removal, from those premises, of collectable waste.
- (2) The owner of premises to which subclause (1) applies must—
  - (a) ensure that the fee or charge (if any) imposed by the local government in relation to each receptacle is paid to the local government; and
  - (b) ensure that each receptacle is used, in respect of those premises, in accordance with this local law.

**2.2 Deposit of waste in receptacles**

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a receptacle any non-collectable waste.
- (2) A person must not deposit waste in a receptacle that has been provided for the use of other premises without the consent of the owner or occupier of those premises.

**2.3 General waste receptacles**

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle—
  - (a) where the receptacle has a capacity of 240 litres—more than 70 kilograms of collectable waste; or
  - (b) where the receptacle has any other capacity—more than the weight determined by the local government.
- (2) Where the local government supplies recycling waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any recycling waste.
- (3) Where the local government supplies organic waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any organic waste.

**2.4 Recycling waste receptacles**

An owner or occupier of premises must not deposit or permit to be deposited in a recycling waste receptacle—

- (a) anything other than the particular type of recycling waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres— more than 70 kilograms of recycling waste; or
- (c) where the receptacle has any other capacity—more than the weight determined by the local government.

**2.5 Organic waste receptacles**

An owner or occupier of premises must not deposit or permit to be deposited in an organic waste receptacle—

- (a) anything other than the particular type of organic waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres - more than 70 kilograms of organic waste; or
- (c) where the receptacle has any other capacity - more than the weight determined by the local government.

**2.6 Direction to place or remove a receptacle**

- (1) The local government or an authorised person may give a written direction to an owner or occupier of specified premises —
  - (a) to place a receptacle in respect of those premises for collection; or
  - (b) to remove a receptacle in respect of those premises after collection.

- (2) The direction under subclause (1) may specify when the placement or removal is to occur, or where the receptacle is to be placed, or both.
- (3) An owner or occupier of premises must comply with a direction given under this clause.

**2.7 Duties of owner or occupier**

An owner or occupier of premises must—

- (a) except for a reasonable period before and after collection time, keep each receptacle in a storage space or area that is behind the street alignment;
- (b) take reasonable steps, if placing a receptacle for collection on the verge adjoining the premises, or other area as determined by the local government, ensure that, within a reasonable period before collection time, each receptacle is —
  - (i) within 1 metre of the carriageway;
  - (ii) placed so that it does not unduly obstruct any footpath, cycle way, right-of-way or carriageway; and
  - (iii) facing squarely to the edge of and opening towards the carriageway,or in such other position as is approved in writing by the local government or an authorised person;
- (c) take reasonable steps to ensure that the premises are provided with an adequate number of receptacles; and
- (d) if the receptacle is lost, stolen, damaged or defective, notify the local government, as soon as practicable, after the event.

**2.8 Exemption**

- (1) An owner or occupier of premises may apply in writing to the local government for an exemption from compliance with the requirements of clause 2.7(a) or (b).
- (2) The local government or an authorised person may grant, with or without conditions, or refuse an application for exemption from compliance under this clause.
- (3) An exemption granted under this clause must state—
  - (a) the premises to which the exemption applies;
  - (b) the period during which the exemption applies; and
  - (c) any conditions imposed by the local government or the authorised person.

- (4) An exemption granted under this clause ceases to apply –
  - (a) if the local government decides, on reasonable grounds, that there has been a failure to comply with a condition of the exemption; and
  - (b) from the date that the local government informs the owner or occupier of its decision under clause 2.8(4)(a).

**2.9 Damaging or removing receptacles**

A person, other than the local government or its contractor, must not—

- (a) damage, destroy or interfere with a receptacle; or
- (b) except as permitted by this local law or as authorised by the local government or an authorised person, remove a receptacle from any premises to which it was delivered by the local government or its contractor.

**2.10 Verge collections**

- (1) Where the local government has advertised a verge waste collection (such as a green waste, or a bulk waste, verge collection) a person, unless with and in accordance with the approval of the local government or an authorised person—
  - (a) must deposit waste only during the period of time, and in accordance with other terms and conditions, as advertised by the local government in relation to that verge waste collection; and
  - (b) must otherwise comply with those terms and conditions.
- (2) Where waste has been deposited on a verge for a verge waste collection, a person must not remove any of that waste for a commercial purpose but may remove it for any other purpose.
- (3) Except where waste is lawfully removed from a verge under this clause, a person must not disassemble or tamper with any waste deposited on a verge for a verge waste collection so as to increase the risk of harm to any person.
- (4) Clause 2.10(2) does not apply to the local government or a person engaged or contracted by the local government in relation to the verge waste collection.

**Part 3 - General duties**

**3.1 Duties of an owner or occupier**

An owner or occupier of premises must—

- (a) take reasonable steps to ensure that a sufficient number of receptacles are provided to contain all waste which accumulates or may accumulate in or from the premises;
- (b) ensure that each receptacle is kept in good condition and repair;

- (c) take all reasonable steps to—
  - (i) prevent fly breeding and keep each receptacle free of flies, maggots, cockroaches, rodents and other vectors of disease;
  - (ii) prevent the emission of offensive or noxious odours from each receptacle; and
  - (iii) ensure that each receptacle does not cause a nuisance to an occupier of adjoining premises; and
- (d) whenever directed to do so by the local government or an authorised person, thoroughly clean, disinfect, deodorise and apply a residual insecticide to each receptacle.

**3.2 Removal of waste from premises**

- (1) A person must not remove any waste from premises unless that person is—
  - (a) the owner or occupier of the premises;
  - (b) authorised to do so by the owner or occupier of the premises; or
  - (c) authorised in writing to do so by the local government or an authorised person.
- (2) A person must not remove any waste from a receptacle without the approval of –
  - (a) the local government or an authorised person; or
  - (b) the owner or occupier of the premises at which the receptacle is ordinarily kept.

**3.3 Receptacles and containers for public use**

A person must not, without the approval of the local government or an authorised person—

- (a) deposit household, commercial or other waste from any premises on or into; or
- (b) remove any waste from,

a receptacle provided for the use of the general public in a public place.

**Part 4 - Operation of waste facilities**

**4.1 Operation of this Part**

This Part applies to a person who enters a waste facility.

**4.2 Hours of operation**

The local government may from time to time determine the hours of operation of a waste facility.

**4.3 Signs and directions**

- (1) The local government or an authorised person may regulate the use of a waste facility—
  - (a) by means of a sign; or
  - (b) by giving a direction to a person within a waste facility.
- (2) A person within a waste facility must comply with a sign or direction under subclause (1).
- (3) The local government or an authorised person may direct a person who commits, or is reasonably suspected by the local government or the authorised person of having committed, an offence under this clause to leave the waste facility immediately.
- (4) A person must comply with a direction under subclause (3).

**4.4 Fees and charges**

- (1) Unless subclause (3) applies, a person must, on or before entering a waste facility or on demand by the local government or an authorised person, pay the fee or charge as assessed by an authorised person.
- (2) An authorised person may assess the fee or charge in respect of a particular load of waste at a rate that applies to any part of that load, even if that rate is higher than the rate that would apply to any other part of the load.
- (3) Subclause (1) does not apply—
  - (a) to a person who disposes of waste in accordance with the terms of—
    - (i) a credit arrangement with the local government; or
    - (ii) any other arrangement with the local government to pay the fee or charge at a different time or in a different manner; and
  - (b) to the deposit of waste owned by the local government, or in the possession of an employee on behalf of the local government.

**4.5 Depositing waste**

- (1) A person must not deposit waste at a waste facility other than—
  - (a) at a location determined by a sign and in accordance with the sign; and
  - (b) in accordance with the direction of an authorised person.
- (2) The local government may determine the classification of any waste that may be deposited at a waste facility.

**4.6 Prohibited activities**

- (1) Unless authorised by the local government, a person must not—
  - (a) remove any waste or any other thing from a waste facility;
  - (b) deposit at a waste facility that is a landfill site any waste that is toxic, poisonous or hazardous, or the depositing of which is regulated or prohibited by any written law;
  - (c) light a fire in a waste facility;
  - (d) remove, damage or otherwise interfere with any flora in a waste facility;
  - (e) remove, injure or otherwise interfere with any fauna in a waste facility; or
  - (f) damage, deface or destroy any building, equipment, plant or property within a waste facility.
- (2) A person must not act in an abusive or threatening manner towards any person using, or engaged in the management or operation of, a waste facility;

**Part 5 - Enforcement**

**5.1 Objection and appeal rights**

Division 1 of Part 9 of the LG Act applies to a decision under this local law to grant, renew, vary or cancel –

- (a) an approval under clause 2.7(b);
- (b) an exemption under clause 2.8(2);
- (c) an approval under clause 2.9(b);
- (d) an approval under clause 2.10(1);
- (e) an authorisation under clause 3.2(1)(c);
- (f) an approval under clause 3.2(2); and
- (g) an approval under clause 3.3.

**5.15.2 Offences and general penalty**

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law a person is prohibited from doing, commits an offence.
- (2) A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding \$500 in respect of each day or part of a day during which the offence has continued.

**5.25.3 Other costs and expenses**

- (1) A person who is convicted of an offence under this local law is to be liable, in addition to any penalty imposed under clause 5.45.2, to pay to the local government the costs and expenses incurred by the local government in taking remedial action such as—
  - (a) removing and lawfully disposing of toxic, hazardous or poisonous waste; or
  - (b) making good any damage caused to a waste facility.
- (2) The costs and expenses incurred by the local government are to be recoverable, as a debt due to the local government, in a court of competent civil jurisdiction.

**5.4 Prescribed offences**

- (1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of section 9.16(1) of the LG Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 2.

**5.5 Form of notices**

- (1) Where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the LG Act is that of Form 1 in Schedule 1 of the LG Regulations;
- (2) The form of the infringement notice given under section 9.16 of the LG Act is that of Form 2 in Schedule 1 of the LG Regulations; and
- (3) The form of the infringement withdrawal notice given under section 9.20 of the LG Act is that of Form 3 in Schedule 1 of the LG Regulations.

Formatted: Outline numbered + Level: 2 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0 cm + Indent at: 1.5 cm

**5.3 Prescribed offences**

- (1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of section 9.16(1) of the LG Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 2.

**5.4 Form of notices**

- (1) Where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the LG Act is that of Form 1 in Schedule 1 of the LG Regulations;
- (2) The form of the infringement notice given under section 9.16 of the LG Act is that of Form 2 in Schedule 1 of the LG Regulations; and
- (3) The form of the infringement withdrawal notice given under section 9.20 of the LG Act is that of Form 3 in Schedule 1 of the LG Regulations.

**Schedule 1 - Meaning of 'non-collectable waste'**

**non-collectable waste** means –

- (a) hot or burning material;
- (b) household hazardous waste, including paint, acids, alkalis, fire extinguishers, solvents, pesticides, oils, gas cylinders, batteries, chemicals and heavy metals;
- (c) any other hazardous material, such as radioactive waste;
- (d) any explosive material, such as flares or ammunition;
- (e) electrical and electronic equipment;
- (f) hospital, medical, veterinary, laboratory or pathological substances;
- (g) construction or demolition waste;
- (h) sewage;
- (i) ~~non-frangible metal~~;
- (j) 'controlled waste' for the purposes of the *Environmental Protection (Controlled Waste) Regulations 2004*;
- (k) any object that is greater in length, width, or breadth than the corresponding dimension of the receptacle or that will not allow the lid of the receptacle to be tightly closed;
- (l) waste that is or is likely to become offensive or a nuisance, or give off an offensive or noxious odour, or to attract flies or cause fly breeding unless it is first wrapped in non-absorbent or impervious material or placed in a sealed impervious and leak-proof container; and
- (m) any other waste determined by the local government to be non-collectable waste.

Schedule 2 - Prescribed offences

Item No.	Clause No.	Description	Modified Penalty
1	<del>2.1(2)(a)2-1(2)(a)</del>	Failing to pay fee or charge	\$350
2	<del>2.1(2)(b)2-1(2)(b)</del>	Failing to ensure lawful use of receptacle	\$350
3	<del>2.2(1)2.2(1)</del>	Depositing non-collectable waste in a receptacle	\$350
4	<del>2.2(2)2.2(2)</del>	Depositing waste in another receptacle without consent	\$350
5	<del>2.3(1)2.3(1)</del>	Exceeding weight capacity of a general waste receptacle	\$350
6	<del>2.3(2)2.3(2) and (3)</del>	Depositing unauthorised waste in a general waste receptacle	\$350
7	<del>2.4(a)2.4(a)</del>	Depositing unauthorised waste in a recycling waste receptacle	\$350
8	<del>2.4(b)2.4(b) and (c)</del>	Exceeding weight capacity of a recycling waste receptacle	\$250
9	<del>2.5(a)2.5(a)</del>	Depositing unauthorised waste in an organic waste receptacle	\$350
10	<del>2.5(b)2.5(b) and (c)</del>	Exceeding weight capacity of an organic waste receptacle	\$350
11	<del>2.6(3)2.6(3)</del>	Failing to comply with a direction concerning placement or removal of a receptacle	\$250
12	<del>2.7(a)2.7(a)</del>	Failing to keep a receptacle in the required location	\$250
13	<del>2.7(b)2.7(b)</del>	Failing to place a receptacle for collection in a lawful position	\$250
14	<del>2.7(c)2.7(c)</del>	Failing to provide a sufficient number of receptacles	\$250
15	<del>2.7(d)2.7(d)</del>	Failing to notify of a lost, stolen, damaged or defective receptacle	\$50
16	<del>2.9(a)2.9(a)</del>	Damaging, destroying or interfering with a receptacle	\$400
17	<del>2.9(b)2.9(b)</del>	Removing a receptacle from premises	\$400
18	<del>2.102.10(1)</del>	Failing to comply with a term or condition of verge waste collection	\$400
19	<del>2.10(2)2.10(2)</del>	Removing waste for commercial purposes	\$350
20	2.10(3)	Disassembling or leaving in disarray waste deposited for collection	\$250
21	<del>3.1(a)3-1(a)</del>	Failing to provide a sufficient number of receptacles	\$250
22	<del>3.1(b)3-1(b)</del>	Failing to keep a receptacle clean and in a good condition and repair	\$250
23	<del>3.1(c)(i)3-1(c)(i)</del>	Failing to prevent fly breeding and vectors of disease in a receptacle	\$350
24	<del>3.1(c)(ii)3-1(c)(ii)</del>	Failing to prevent the emission of offensive odours from a receptacle	\$350

Formatted: Font: Font color: Black, English (Australia)

Formatted: Font: Font color: Black

Formatted: Font: Font color: Black

Formatted: Font: Font color: Black, English (Australia)

Formatted: Font: Font color: Black

Formatted: Font: Font color: Black, English (Australia)

Item No.	Clause No.	Description	Modified Penalty
25	<del>3.1(c)(iii)</del> 3-1(e)(iii)	Allowing a receptacle to cause a nuisance	\$350
26	<del>3.1(d)</del> 3-1(d)	Failing to comply with a direction to clean, disinfect or deodorise receptacle	\$300
27	<del>3.2(1)</del> 3-2(1)	Unauthorised removal of waste from premises	\$250
28	<del>3.2(2)</del> 3-2(2)	Removing waste from a receptacle without approval	\$250
29	<del>4.3(2)</del> 4-3(2)	Failing to comply with a sign or direction	\$500
30	<del>4.3(4)</del> 4-3(4)	Failing to comply with a direction to leave	\$500
31	<del>4.4(1)</del> 4-4(1)	Disposing waste without payment of fee or charge	\$500
32	<del>4.5(1)</del> 4-5(1)	Depositing waste contrary to sign or direction	\$500
33	<del>4.6(1)(a)</del> 4-6(1)(a)	<del>Removing waste without authority</del> Removing waste without authority in a waste facility	\$250
34	<del>4.6(1)(b)</del> 4-6(1)(b)	<del>Depositing toxic, poisonous or hazardous waste</del> Depositing toxic, poisonous or hazardous waste at a waste facility	\$500
35	<del>4.6(1)(c)</del> 4-6(1)(c)	<del>Lighting a fire</del> Lighting a fire in a waste facility	\$300
36	<del>4.6(1)(d)</del> 4-6(1)(d)	<del>Removing or interfering with any flora</del> Removing or interfering with any flora in a waste facility	\$300
37	<del>4.6(1)(e)</del> 4-6(1)(e)	<del>Interfering with any fauna without approval</del> Removing or interfering with any flora in a waste facility	\$300
38	<del>4.6(1)(f)</del> 4-6(1)(f)	Damaging, defacing or destroying any building, equipment, plant or property within a waste facility	\$500
39	<del>4.6(2)</del> 4-6(2)	Acting in an abusive or threatening manner	<del>\$300</del> \$300

- Formatted: Font: Font color: Black, English (Australia)
- Formatted: Font: Font color: Black, English (Australia)
- Formatted: Font: Font color: Black, English (Australia)
- Formatted: Font: Font color: Black
- Formatted: Font: Font color: Black, English (Australia)
- Formatted: Font: 10.5 pt, Not Bold
- Formatted: Font: Font color: Black, English (Australia)

Dated this \_\_\_\_\_ of \_\_\_\_\_ 2021

The Common Seal of the [insert Local Government name]     )  
was affixed by authority of a resolution     ),  
of the Council in the presence of:     )

\_\_\_\_\_  
[NAME]  
MAYOR / PRESIDENT

\_\_\_\_\_  
[NAME]  
CHIEF EXECUTIVE OFFICER

Consented to:

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER  
DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION

Dated this \_\_\_\_\_ of \_\_\_\_\_ 2021

|



## HEALTH LOCAL LAWS 2006

Clauses in Health Local Law 2006 to be repealed by Waste Management Local Law 2021

## PART 4 - WASTE FOOD AND REFUSE

### Division 1 - Liquid Refuse

#### **4.1.1— Interpretation**

4.1.1— In this division, unless the context otherwise requires—

"liquid refuse" includes swimming pool discharges, all washings from windows, vehicles and carpet cleaning, overflow, bleed off, condensate and drainage from air conditioning equipment including evaporative coolers and other liquid used for cooling purposes;

"liquid waste" means bathroom, kitchen, scullery and laundry wastes, the contents of septic tanks, all washings from animal and poultry pens and any other domestic or trade wastes that are discharged by means of a drain to a receptacle for drainage; and

"approved carrier" means a carrier approved by the local government.

#### **4.1.2— Deposit of Liquid Refuse**

4.1.2— A person shall not deposit or cause or permit to be deposited liquid refuse or liquid waste—

(a) on a street;

(b) in a stormwater disposal system; or

(c) on any land or place other than a place or depot duly authorised for that purpose.

#### **4.1.3— Disposal of Liquid Waste**

4.1.3

(1) The owner or occupier of premises shall—

(a) provide, one of the methods prescribed in this section, for the disposal of all liquid waste produced on the premises; and

(b) at all times maintain in good working order and condition any apparatus used for the disposal of liquid waste.

(2) Liquid waste shall be disposed of by one of the following methods—

(a) discharging it into the sewerage system of a licensed water service operator in a manner approved by the licensed water service operator;

(b) discharging it into an apparatus for the treatment of sewage and disposal of effluent and liquid waste approved by the Executive Director, Public Health or the local government;

(c) collection and disposal at an approved liquid waste disposal site in a manner approved by the Executive Director Public Health.

#### **4.1.4— Approval for Septic Tank Pumpouts and Removal of Liquid Waste**

4.1.4— A person shall not—

(a) unless he or she is an approved carrier;

(b) without the written approval of the local government; and

(c) except in accordance with any terms and conditions imposed by the local government or the Executive Director, Public Health in connection with the approval under paragraph (b), collect, remove or dispose of the contents of a septic tank, the pumpouts from holding tanks or an apparatus for the treatment of sewage and other liquid wastes.

#### **4.1.5— Application for Approval**

4.1.5

(1) A carrier may apply in writing to the local government for approval to collect, remove or

Shire of Broome Health Local Law 2006

- ~~dispose of the contents of a septic tank, the pumpouts from holding tanks or an apparatus for the treatment of sewage.(2) The local government may grant or refuse an application under this section subject to conditions relating to-~~
- ~~(a) the time and method of collection, removal or disposal of the contents; or~~
  - ~~(b) the route to be followed by a vehicle used in collection, removal or disposal of the contents; or~~
  - ~~(c) the type of liquid waste that can be collected.~~
- ~~(3) Any conditions imposed by the local government under this section shall be--~~
- ~~(a) specified in the written approval of the local government; and~~
  - ~~(b) in addition to any conditions imposed by the Executive Director of Public Health or conditions applying under any other law.~~
- ~~(4) The local government may from time to time vary conditions imposed by it under this section by giving written notice of the variation to the person to whom approval was given.~~

**4.1.6 Provision of Quarterly Reports**

- ~~4.1.6 The approved carrier may be required to provide Quarterly Reports to the local government containing accurate details of-~~
- ~~(a) the date of servicing the liquid waste system;~~
  - ~~(b) the address or location of the involved property; and~~
  - ~~(c) the type of system serviced.~~

*Division 2 - Disposal of Refuse*

**4.2.1 Interpretation**

- ~~4.2.1 In this division, unless the context otherwise requires-~~
- ~~"building line" has the meaning given to it in and for the purposes of the Local Government (Miscellaneous Provisions) Act 1960;~~
  - ~~"collection day" means the day of the week on which rubbish and refuse is collected and removed by the local government or its contractor;~~
  - ~~"commercial waste" means refuse and other rubbish generated by or originating from commercial or industrial premises and includes trade refuse;~~
  - ~~"domestic waste" means refuse and other rubbish generated by or emanating from residential premises and includes house refuse;~~
  - ~~"public place" includes a street, way or place which the public are allowed to use, whether the street, way or place is or is not on private property;~~
  - ~~"receptacle" means a polyethylene cart fitted with wheels, a handle and a lid and having a capacity of 120 litres or 240 litres, or other type of receptacle specified or approved by the local government;~~
  - ~~"refuse disposal site" means a waste treatment facility or depot licenced under Part V of the Environmental Protection Act 1986 to store, treat, reuse or dispose of rubbish or refuse;~~
  - ~~"rubbish or refuse" includes any filth, dirt, ashes, vegetation, garden refuse, waste material, waste food, sludge, offensive matter, cinders, wood or metal shavings and sawdust but does not include liquid waste or liquid refuse;~~
  - ~~"street" includes a highway and a thoroughfare which the public are allowed to use and includes every part of the highway or thoroughfare, and other things including bridges and culverts, appurtenant to it;~~
  - ~~"waste" means commercial or domestic waste or both as the context requires.~~

**4.2.2 Receptacles**

- ~~4.2.2 An owner or occupier of premises shall-~~
- ~~(a) maintain the receptacle provided by the Shire for the depositing of rubbish or refuse in a serviceable condition;~~
  - ~~(b) at all times keep the lid of the receptacle closed except when depositing rubbish or refuse or cleaning the receptacle;~~

Shire of Broome Health Local Law 2006

- ~~(c) except for collection time, keep the receptacle on the premises and located-~~
- ~~(i) behind the building line and so as not to be visible from a street or public place;~~
- ~~or~~
- ~~(ii) in such other position as is approved by the local government;~~
- ~~(d) on each collection day at or prior to 6.00am place the receptacle out in the street in a position, prescribed by the local government, where it is visible from the carriageway of the street or the right of way, but so that it does not obstruct any thoroughfare, land, footpath, cycleway or other carriageway and positioned with the handle facing away from the kerb line, or placed in such other position as is approved by the local government;~~
- ~~(e) return the receptacle on the day of collection by 7.00pm to comply with (c)(i) or (c)(ii).~~

**4.2.3 Exemption**

4.2.3

- ~~(1) An owner or occupier of premises may apply in writing to the local government for an exemption from compliance with the requirements of Section 4.2.2 (c) or (d).~~
- ~~(2) The local government may grant or refuse, with or without conditions, an application for exemption from compliance under this Section.~~
- ~~(3) An exemption granted under this Section shall state - (a) the premises to which the exemption applies;~~
- ~~(b) the period during which the exemption applies; and~~
- ~~(c) any conditions imposed by the local government.~~
- ~~(4) The local government may rescind the exemption or from time to time vary conditions imposed by it under this Section by giving written notice of the variation to the person to whom the exemption was given.~~

**4.2.4 Refuse From Building Sites**

4.2.4

- ~~(1) During all periods of construction on any building site:~~
- ~~(a) the builder shall provide and maintain on such site a rubbish disposal bin approved by the local government being either:-~~
- ~~(i) a bin of not less than 4 cubic metres in capacity; or~~
- ~~(ii) a bin of not less than 0.20 cubic meters in capacity in which case such bin shall have an effectively operating lid.~~
- ~~(b) The builder shall keep such site free of rubbish and offensive matter, whether temporary or otherwise.~~
- ~~(c) The builder shall maintain the street verge immediately adjacent to such site free of rubbish or offensive matter resulting from construction on the building site, whether temporary or otherwise.~~
- ~~(d) the builder shall on completion of construction immediately clear the site and the street verge immediately adjacent thereto of all rubbish and offensive matter and shall remove there from all or any rubbish disposal bins placed thereon by the builder.~~
- ~~(2) In this Section the word "rubbish" shall be deemed to include stones, bricks, lime, timber, iron, tiles, bags, plastics and any broken, used or discarded matter whatsoever, whether of the same kind or type or otherwise.~~
- ~~(3) In this Section the word "builder" shall include the person or persons or firm or corporation who shall be the holder of any building licence issued in respect of such building works by the local government and shall also include any person or persons or firm or corporation who shall be in effective control of such building site whether or not such person or persons or firm or corporation shall be the holder of any such licence.~~

## Shire of Broome Health Local Law 2006

**4.2.5 — Use of Receptacles**

4.2.5 — An owner or occupier of premises shall —

- ~~(a) not deposit or permit to be deposited in a receptacle — (i) more than 70 kilograms of rubbish or refuse;~~
- ~~(ii) — hot or burning ash;~~
  - ~~(iii) — oil, motor spirit or other flammable liquid;~~
  - ~~(iv) — liquid paint or other solvent;~~
  - ~~(v) — bricks, concrete, building rubble, asbestos, earth or other like substances;~~
  - ~~(vi) — drugs, dressings, bandages, swabs or blood samples unless placed in a sealed impervious and leak-proof container;~~
  - ~~(vii) — hospital, medical, veterinary, laboratory or pathological substances containing blood unless placed in a sealed impervious and leak-proof container;~~
  - ~~(viii) — syringes, needles, surgical hardware, broken glass, sharps or other sharp objects;~~
  - ~~(ix) — cytotoxics, radioactive substances and dangerous chemicals;~~
  - ~~(x) — sewage, manure, nightsoil, faeces or urine;~~
  - ~~(xi) — any object which is greater in length, width or breadth than the corresponding dimension of the receptacle or which will not allow the lid of the receptacle to be tightly closed;~~
  - ~~(xii) — rubbish or refuse which is or is likely to become offensive or a nuisance, or give off an offensive or noxious odour, or to attract flies or cause fly breeding unless it is first wrapped in non-absorbent or impervious material or placed in a sealed impervious container; or~~
  - ~~(xiii) — hazardous products including ammunition and flares;~~
- ~~(b) at all times keep the receptacle in a clean condition;~~
- ~~(c) whenever directed to do so by an Environmental Health Officer, thoroughly clean, disinfect, deodorise and apply a residual insecticide to the receptacle;~~
- ~~(d) take all reasonable steps to prevent —~~
  - ~~(i) — fly breeding and keep the receptacle free of flies, maggots, cockroaches, rodents and other vectors of disease; and~~
  - ~~(ii) — the emission of offensive and noxious odours from the receptacle; and~~
- ~~(e) ensure that the receptacle does not cause a nuisance to the occupiers of adjoining premises.~~

**4.2.6 — Damage to Receptacles**

4.2.6 — A person shall not —

- ~~(a) damage, destroy or interfere with a receptacle; or~~
- ~~(b) except as permitted by these Local Laws or as authorised by the local government, remove a receptacle from any premises.~~

**4.2.7 — Use of Other Containers**

4.2.7

- ~~(1) In the case of premises consisting of more than 3 dwellings, any premises used for commercial or industrial purposes or a food premises, the local government may authorise rubbish or refuse to be deposited in a container other than a receptacle.~~
- ~~(2) The owner or occupier of premises who is authorised under this Section to deposit rubbish or refuse in a container shall —~~
  - ~~(a) unless approved by the local government not deposit or permit to be deposited in the container anything specified in Section 4.2.4 (a) (ii) to (xiii);~~
  - ~~(b) take all reasonable steps to prevent fly breeding in, and the emission of offensive or noxious odours from the container;~~
  - ~~(c) whenever directed by an Environmental Health Officer to do so, thoroughly clean, disinfect, deodorise and apply a residual insecticide to the container;~~
  - ~~(d) cause the container to be located on the premises in an enclosure constructed and located as approved by the local government;~~

Shire of Broome Health Local Law 2006

- ~~(e) ensure that the container is not visible from the street but is readily accessible for the purposes of collection; and~~
- ~~(f) ensure that the container does not cause a nuisance to an occupier of adjoining premises. (3) An owner or occupier shall—~~
  - ~~(a) ensure that there are a sufficient number of containers provided to contain all rubbish and refuse which accumulates or may accumulate in or from the premises;~~
  - ~~(b) ensure that each container on the premises—~~
    - ~~(i) has a close fitting lid;~~
    - ~~(ii) is constructed of non-absorbent and non-corrosive material; and~~
    - ~~(iii) is clearly marked, for the use of, and is used only for, the temporary deposit of rubbish or refuse;~~
  - ~~(c) keep or cause to be kept each container thoroughly clean and in good condition and repair;~~
  - ~~(d) place any rubbish or refuse in, and only in, a container marked for that purpose;~~
  - ~~(e) keep the cover on each container except when it is necessary to place something in, or remove something from, it; and~~
  - ~~(f) ensure that each container is emptied at least weekly or as directed by the local government.~~

**4.2.8 Suitable Enclosure**

4.2.8

- ~~(1) An owner or occupier of premises—~~
  - ~~(a) consisting of more than three (3) dwellings; or~~
  - ~~(b) used for commercial or industrial purposes, or a food premises shall if required by the local government provide a suitable enclosure for the storage and cleaning of receptacles on the premises.~~
- ~~(2) An owner or occupier of premises required to provide a suitable enclosure under this Section shall keep the enclosure thoroughly clean and disinfected.~~
- ~~(3) For the purposes of this Section, a "suitable enclosure" means an enclosure—~~
  - ~~(a) of sufficient size to accommodate all receptacles used on the premises but in any event having a floor area not less than a size approved by the local government;~~
  - ~~(b) constructed of brick, concrete, corrugated compressed fibre cement sheet or other material of suitable thickness approved by the local government;~~
  - ~~(c) having walls not less than 1.8 metres in height and having an access way of not less than 1 metre in width and fitted with a self closing gate;~~
  - ~~(d) containing a smooth, non-slip and impervious floor—~~
    - ~~(i) of not less than 75 millimetres in thickness; and~~
    - ~~(ii) which is evenly graded to an approved liquid refuse disposal system;~~
  - ~~(e) which is easily accessible to allow for the removal of the receptacles;~~
  - ~~(f) provided with a ramp into the enclosure having a gradient no steeper than 1:8 unless otherwise approved by the local government; and~~
  - ~~(g) provided with a tap connected to an adequate supply of water.~~

**4.2.9 Deposit of Refuse**

4.2.9

- ~~(1) A person shall not deposit or cause or permit to be deposited any rubbish or refuse in or on any street or on any land other than a refuse disposal site.~~
- ~~(2) A person who deposits rubbish or refuse at a refuse site shall pay to the local government a fee as fixed from time to time by the local government under Section 6.16 of the Local Government Act 1995.~~

**4.2.10 Removal of Rubbish from Premises or Receptacle**

4.2.10

- ~~(1) A person shall not remove any rubbish or refuse from premises unless that person is—~~
  - ~~(a) the owner or occupier of the premises;~~
  - ~~(b) authorised to do so by the owner or occupier of the premises; or~~
  - ~~(c) authorised in writing to do so by the local government.~~

Shire of Broome Health Local Law 2006

- ~~(2) A person shall not, without the approval of the local government or the owner of a receptacle, remove any rubbish or refuse from the receptacle or other container provided for the use of the general public in a public place.~~
- ~~(3) Where the local government provides -~~
- ~~(a) a collection service for recyclable material, the occupier of premises shall comply with and observe the directions given by the local government in relation to that collection;~~
  - ~~(b) a collection for bulk material, the occupier of premises shall comply with and observe the directions given by the local government in relation to that collection.~~
- ~~(4) Where additional collection services are provided upon request by the occupier of premises, fees as prescribed by the local government shall be paid.~~

**4.2.11 Burning Rubbish or Refuse**

4.2.11

- (1) A person shall not -
- (a) without the approval of the local government set fire to, or cause to be set on fire, any rubbish or refuse either -
    - (i) in any incinerator; or
    - (ii) on the ground.
  - (2) Subject to subsection (4), where an approval of the local government has been issued within the Broome Townsite it shall be subject to the following conditions -
    - (a) the material does not include any plastic, rubber, food scraps, green garden cuttings and any other material which may become offensive when burnt;
    - (b) the material is of such quality, or of such nature, as to be unsuitable for removal by the local governments refuse collection services; and
    - (c) there is no other appropriate means of disposal.
  - (3) Subject to subsection (4), where an approval of the local government has been issued outside the Broome Townsite it shall be subject to the following conditions -
    - (a) the material does not include any plastic or rubber;
    - (b) the material does not become offensive when burnt;
    - (c) the material is of such quality, or of such a nature, as to be unsuitable for removal by the local government refuse collection service; and
    - (d) there is no other appropriate means of disposal.
  - (4) Subject to any other written law, the local government may grant approval to clear by burning fire breaks or vacant blocks of grass, straw, hay undergrowth, herbage and other similar vegetation.

**4.2.12 Rubbish Removal Vehicles**

- ~~4.2.12 A vehicle used by the local government or its contractor for the collection and transport of rubbish shall -~~
- ~~(a) be provided with a compartment in which all rubbish shall be deposited for removal, and of which the interior is constructed from or surfaced with impermeable material; and~~
  - ~~(b) have a cover over the compartment at all times when the vehicle is engaged in the transport of rubbish.~~

**4.2.13 Method of Removal of Rubbish**

- ~~4.2.13 A person engaged in the removal of rubbish from premises shall -~~
- ~~(a) convey all rubbish from the receptacles of the occupier of the premises and deposit the rubbish in the portion of the collection vehicle intended to hold the rubbish; and~~
  - ~~(b) replace the receptacle in the position it was lifted from.~~

**4.2.14 Rubbish Disposal Areas**

- ~~4.2.14 The Town Site of Broome is the prescribed area within which the provision of Section 112A of the Act shall operate and have effect.~~

Shire of Broome Health Local Law 2006

**4.2.15 Removal from Refuse Disposal Site**

4.2.15

- (1) ~~A person shall not remove any rubbish or refuse from a refuse disposal site without the written approval of the Council.~~
- (2) ~~A person who obtains approval from the Council shall comply with any conditions imposed by the Council and set out in the approval.~~

*Division 3 – Transport of Butchers' Waste*

**4.3.1 Interpretation**

4.3.1 ~~In this Division, unless the context otherwise requires –~~

~~"butchers' waste" includes food animal skeletons, rib cages and inedible products.~~

**4.3.2 Restriction of Vehicles**

4.3.2 ~~A person shall not use, for the transport of butchers' waste –~~

- ~~(a) a vehicle or container not approved by the local government; or~~
- ~~(b) a vehicle used for the transport of food or drugs; or~~
- ~~(c) anything intended to be used for the packing or handling of food or drugs.~~

**4.3.3 Transport of Butchers' Waste**

4.3.3

- (1) ~~A person shall not transport butchers' waste other than in –~~
  - ~~(a) a compartment complying with the following specifications –~~
    - ~~(i) all internal surfaces to be constructed of an approved, smooth, impervious material not less than 910 millimetres high;~~
    - ~~(ii) all joints to be sealed and made water-tight;~~
    - ~~(iii) the loading doors, if any, to be water-tight and kept closed at all times except when loading; and~~
    - ~~(iv) the top to be completely covered by a tarpaulin or other impervious material approved by the local government, carried over, and secured to the outside of the walls at least 300 millimetres from the top so as to keep the load out of sight of the public; or~~
  - ~~(b) a sealed container fitted with a lid which can be tightly closed.~~
- (2) ~~A person shall not transport any butchers' waste in a vehicle unless the vehicle and its fittings, including the compartment or container referred to in this Section, are –~~
  - ~~(a) maintained in good order and condition; and~~
  - ~~(b) thoroughly cleaned at the conclusion of each day's work.~~
- (3) ~~A person shall not load, transport, or unload butchers' waste in a manner that is or maybe offensive due to –~~
  - ~~(a) the sight of animal skeletons, bones, offal or waste matter; or~~
  - ~~(b) the odour of putrefaction, offal or waste matter; or~~
  - ~~(c) the presence of blood and particles of flesh or fat dropping onto the surface of the street pavement or ground.~~

### 9.3 PROSPERITY

#### 9.3.1 DRAFT ECONOMIC DEVELOPMENT STRATEGY FOR ENDORSEMENT FOR PUBLIC COMMENT

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	EDP013
<b>AUTHOR:</b>	Economic Development Coordinator
<b>CONTRIBUTOR/S:</b>	Manager Community and Economic Development
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

Strategic informing documents help provide information for the Strategic Community Plan.

The 'Economic Development Strategy 2021-2026 for the Shire of Broome' provides an overarching approach to economic development by the Shire for the next five years.

The draft Strategy is presented for Council's consideration.

This report recommends Council endorse the draft Strategy for a six-week public advertising and comment period, after which a final document will be presented to Council for endorsement.

#### BACKGROUND

The Shire's informing strategies feed into the Strategic Community Plan and Corporate Business Plan.

The draft 'Economic Development Strategy 2021-2026 for the Shire of Broome' (**the draft Strategy**) has been developed to support the Shire's role and contribution following the strategies outlined in the *Broome Growth Plan*.

RPS Group has been engaged by the Shire of Broome to lead the development of the Strategy in collaboration with the Shire's Economic Development team.

The lead consultant from RPS Group on this project comes with extensive regional economic development and strategic advisory experience across Western Australia and Queensland, including long-term engagement with major metropolitan and regional local governments, multiple Regional Development Commissions and State Government agencies and is well placed to guide and assist the development of this strategic informing document.

#### COMMENT

##### Content Overview

The draft Strategy is attached for review and endorsement for release for public comment (refer **Attachment 1**).

The draft Strategy provides detail on:

- a) The role of local government, and the Shire of Broome specifically, in economic development. This section also celebrates major Shire-led initiatives;
- b) Broome's economic profile;
- c) Broome's competitive advantages and challenges; and
- d) The Shire of Broome's economic development vision, desired outcomes, and programs.

The below table summarises the Shire's economic development vision, desired outcomes and programs, as outlined in the draft Strategy:

Vision	Broome – Economically Diverse, for everyone.
Desired Outcomes	More People More Investment More Businesses More Economic Diversity
Programs	Business and Industry Support Skills Development and Training Investment Attraction, Branding and Liveability Connectivity, Transport and Access

The economic development programs section of the Strategy celebrates current / recent actions and lists potential actions for further investigation over the next five years.

This section of the Strategy illustrates the multi-disciplinary approach to economic development and demonstrates how the Shire is comprehensively working towards meeting the vision and desired outcomes for the benefit of Broome's community and economy.

The list of potential actions for consideration and investigation have not yet been budgeted, fully scoped or prioritised.

This activity will occur during the 2021-2026 timeframe of the strategy.

Engagement

The Stakeholder Engagement Plan for this project was endorsed in July 2020.

Tier 1 Stakeholders were determined as having a primary regional economic development role. The organisations included in this list were presented as part of the project update at the August 2020 Council Workshop. The presentation was circulated to Council following the Workshop.

The engagement process to-date has involved targeted interviews and feedback on draft versions of the Strategy with regional economic development organisations (Tier 1 Stakeholders):

	<b>Position</b>
--	-----------------

<b>Organisation</b>	
Regional Development Australia Kimberley	<ul style="list-style-type: none"> <li>• Chair</li> <li>• Executive Officer</li> </ul>
Kimberley Development Commission	<ul style="list-style-type: none"> <li>• Director, Regional Planning and Projects Delivery</li> <li>• Director, Strategic Planning and Projects Delivery</li> </ul>
Nyamba Buru Yawuru	<ul style="list-style-type: none"> <li>• CEO</li> <li>• Deputy CEO</li> <li>• Business Development Manager</li> </ul>
Development WA	<ul style="list-style-type: none"> <li>• Manager Regional North</li> </ul>
West Kimberley Alliance	<ul style="list-style-type: none"> <li>• Chair</li> <li>• Executive Officer</li> </ul>
Broome International Airport	<ul style="list-style-type: none"> <li>• Commercial Officer</li> </ul>
Department of Primary Industries and Regional Development	<ul style="list-style-type: none"> <li>• Director Northern Agricultural Development</li> <li>• Manager Strategic Projects</li> <li>• Manager Strategic Projects (Fitzroy River Catchment economic development)</li> <li>• Senior Development Officer</li> </ul>
Broome Chamber of Commerce and Industry	<ul style="list-style-type: none"> <li>• President</li> </ul>
Kimberley Ports Authority	<ul style="list-style-type: none"> <li>• CEO</li> </ul>
Australia's North West Tourism	<ul style="list-style-type: none"> <li>• CEO</li> </ul>
Broome Visitor Centre	<ul style="list-style-type: none"> <li>• General Manager</li> </ul>

The one-on-one interviews occurred in August 2020 and sought to gain information and insights into the:

1. Drivers and challenges of the Broome economy;
2. Key opportunities and assets; and
3. Role and function of each stakeholder in the wider economic development approach.

The first draft of the Strategy was circulated on 29 September 2020 to the Shire's Executive Management Group, Management Coordination Group, and Tier 1 Stakeholders for feedback.

Following a request by Nyamba Buru Yawuru, the review period for the first draft was extended for one month.

Feedback closed on Friday 30 October 2020.

Engagement in this process was high with all external agencies providing constructive written or verbal feedback.

In addition, the first draft of the Strategy was circulated to the following supporting consultants for their consideration:

1. Hames Sharley – Review of Shire of Broome Local Planning Strategy and Scheme; and
2. Catalyse – Review of the Strategic Community Plan and Corporate Business Plan.

Officers have ensured as much alignment and cross-information between these significant bodies of work, which are under development simultaneously.

RPS and Officers have presented to Council providing project updates and seeking direct input at the following Workshop dates:

1. 11 August 2020;
2. 8 September 2020;
3. 1 December 2020; and
4. 9 February 2021.

Council attendance for the above workshops is listed below.

Council Workshop 11 August 2020:

1. Cr H Tracey
2. Cr N Wevers
3. Cr P Taylor

Council Workshop 8 September 2020:

1. Cr D Male
2. Cr F West
3. Cr N Wevers
4. Cr P Taylor
5. Cr C Mitchell

Council Workshop 1 December 2020:

1. Cr P Taylor
2. Cr P Matsumoto
3. Cr N Wevers
4. Cr F West

Council Workshop 9 February 2021:

1. Cr H Tracey
2. Cr D Male
3. Cr P Taylor
4. Cr N Wevers

5. Cr F West
6. Cr B Rudeforth

The changes agreed through this process have been incorporated in the attached draft Strategy.

The public comment period is an important next step in finalising the Strategy for the Shire of Broome.

## **CONSULTATION**

*Please see the engagement process undertaken to-date outlined in the Comment section of this report.*

Officers are seeking endorsement from Council to release the draft Strategy for public comment for a six-week period.

If endorsed, the public comment period will commence 27 February 2021 and close on 12 April 2021.

Officers will utilise the following methods to advertise this opportunity:

- Press Release;
- Shire website;
- Social media;
- Inclusion in the Shire News section in the Broome Advertiser;
- Promotion at Shire facilities;
- Encourage stakeholders to distribute to their networks;
- Direct email to Tier 2 Stakeholder which includes the Broome District's Aboriginal communities, broader State and Federal Government agencies, and other key stakeholders; and
- Offer of one-on-one meetings to provide further clarification if required.

Consideration of feedback will inform the finalisation of the Strategy.

It is planned to table the final document at the May 2021 Council Workshop and June 2021 Ordinary Meeting of Council.

## **STATUTORY ENVIRONMENT**

Nil.

## **POLICY IMPLICATIONS**

Community Engagement

## **FINANCIAL IMPLICATIONS**

Costs associated with advertising the draft Strategy for comment are anticipated to be minimal and will be included in other Shire advertising initiatives funded from operational accounts.

Estimated project variation costs of up to \$10,000 are expected with RPS to accommodate the following requirements:

1. Timeframe extension.
2. Content updates.
3. Additional revision batches.
4. Preparing a separate Executive Summary Brochure (4 – 8 pages) following Council endorsement of the Final Strategy.

The variation costs have been factored into the Quarter Two of the Shire of Broome's Finance and Costing Review.

**RISK**

The following table outlines the key risks identified with this project and the mitigation strategies proposed to address these risks in accordance with the Shire's Risk Management Policy.

Risk	Type	Rank	Mitigation
Concerns regarding the level of Councillor engagement	Reputational	Low	<p>Councillors have received updates on scope and progress via email correspondence and Workshop presentation since commencing the project in July 2020.</p> <p>Detailed feedback on the draft Strategy was sought at Council Workshops held 1 December 2020 and 9 February 2021 to inform the version recommended for public comment.</p> <p>If endorsed, Councillors will receive further updates and briefings during the six-week public comment period.</p> <p>This will enable the opportunity for the draft Strategy to be adjusted further prior to consideration for final adoption.</p>
Lack of community feedback on draft plan	Reputational	Low	<p>The organisations included in the Tier 1 Stakeholder list have considerable expertise in the economic and regional development fields.</p> <p>They represent State and Federal Governments, and areas of the private sector.</p> <p>The Tier 1 Stakeholders have positively and constructively contributed to the content of the draft Strategy presented to Council.</p>

			<p>Public consultation is being proposed for a six-week period.</p> <p>Community feedback will be taken into consideration when finalising the Strategy.</p>
Lack of staffing resources to deliver actions	Financial / Reputational	Medium	<p>This is a <i>strategy</i> document rather than a detailed Action / Implementation Plan.</p> <p>Officers have carefully considered the actions included in the draft Strategy from a practicality versus aspirational perspective.</p> <p>The actions included in the Economic Development Programs represent current or existing activities which have already been considered in approved budgets.</p> <p>The potential actions flagged for investigation in the Strategy recognise resources may require review if prioritised over the next five years.</p> <p>Many of the actions in the draft Strategy are included in the Strategic Community Plan and Corporate Business Plan endorsed in December 2020. These documents are informing the Long-Term Financial Plan.</p>
Concerns regarding the high number of Shire documents released for public comment	Reputational	Medium	<p>Officers are recommending the draft Strategy is released for a six-week period commencing 2 March 2021 and closing 12 April 2021.</p> <p>This is after the closing date for public comment on the draft Community Development Framework and informing strategies (31 December 2020).</p> <p>Other proposed informing strategies are intended to be released following the Economic Development Strategy public comment period.</p> <p>This staggered approach will provide adequate time for community consideration of the informing Strategy.</p>
		Medium	

Delays in releasing for public comment	Financial / Reputational		<p>Timeframe extensions to the project has resulted in a contract and cost variation for the Shire of Broome. There will be an additional financial risk for the Shire of Broome should there be a further delay to the proposed public comment period.</p> <p>Further delays will also pose a reputational risk for the Shire of Broome as Tier 1 Stakeholders were engaged in interviews in August 2020 and provided feedback on draft content in September and October 2020.</p>
--	--------------------------	--	---

**STRATEGIC IMPLICATIONS**

**Prosperity – Together, we will build a strong, diversified and growing economy with work opportunities for everyone:**

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

**Performance - We will deliver excellent governance, service and value, for everyone:**

Sustainable and integrated strategic and operational plans

Effective community engagement

**VOTING REQUIREMENTS**

*Simple Majority*

<p><u>REPORT RECOMMENDATION:</u></p> <p><i>That Council:</i></p> <ol style="list-style-type: none"> <li>1. <i>Endorses the draft 'Economic Development Strategy 2021-2026 for the Shire of Broome' to be released for a six-week public comment period from 2 March 2021 to 12 April 2021 to seek community feedback.</i></li> <li>2. <i>Requests the Chief Executive Officer to provide a report to Council on submissions received through public consultation and present the final 'Economic Development Strategy 2021-2026 for the Shire of Broome' to Council for adoption.</i></li> </ol>
--

**Attachments**

1. Attachment 1: DRAFT Economic Strategy 2021-2026 for the Shire of Broome



# Economic Development Strategy 2021-2026

FOR THE SHIRE OF BROOME



PREPARED BY  
RPS  
Mark Wallace  
Director - Strategy and Investment  
(Economics)  
Level 2/27-31 Troode St,  
West Perth WA 6005  
T (08) 9211 1111  
E mark.wallace@rpsgroup.com.au

PREPARED FOR  
Shire of Broome  
PO Box 44  
Broome WA 6725  
T (08) 9191 3456  
E shire@broome.wa.gov.au  
W www.broome.wa.gov.au

This report was prepared by RPS within the terms of RPS' engagement with its client and in direct response to a scope of services. This report is supplied for the sole and specific purpose for use by RPS' client. The report does not account for any changes relating to the subject matter of the report, or any legislative or regulatory changes that have occurred since the report was produced and that may affect the report. RPS does not accept any responsibility or liability for loss whatsoever to any third party caused by, related to or arising out of any use or reliance on the report.

## CONTENTS

<b>FOREWORD</b>	<b>X</b>	Trade and the Economy .....	X
President’s Foreword.....	x	Impacts of COVID19 on the Broome Economy.....	x
Chief Executive Officer Foreword.....	x	<b>BROOME’S COMPETITIVE ADVANTAGES AND CHALLENGES</b>	<b>X</b>
Special Thanks.....	x	Assessing Local Competitiveness .....	x
<b>EXECUTIVE SUMMARY</b>	<b>X</b>	Advantages and Challenges of the Broome Economy.....	x
<b>AN ECONOMIC DEVELOPMENT STRATEGY FOR BROOME</b>	<b>X</b>	Economic Assets & Drivers.....	x
What is Economic Development? .....	x	Economic Development Opportunities.....	x
Who is Responsible for Economic Development?.....	x	<b>ECONOMIC DEVELOPMENT VISION AND DESIRED OUTCOMES</b>	<b>X</b>
What is the Role of Local Government? ....	x	Foundation for Future Growth and Prosperity .....	x
Council as an Economic Driver and Catalyst.....	x	Economic Development Framework.....	x
Shire of Broome-Led Projects .....	x	Vision for the Broome Economy .....	x
Building on the Broome Growth Plan.....	x	Desired Outcomes.....	x
Alignment with Other Policies and Strategies .....	x	<b>SHIRE OF BROOME’S ECONOMIC DEVELOPMENT PROGRAMS</b>	<b>X</b>
Purpose and Structure of the Strategy .....	x	<b>IMPLEMENTATION AND MONITORING</b>	<b>X</b>
<b>BROOME’S ECONOMIC PROFILE</b>	<b>X</b>	Council-Led Projects .....	x
Headline Indicators.....	x	Partnering for Success.....	x
Place .....	x	Monitoring Progress and Measuring Outcomes.....	x
People .....	x	<b>REFERENCES</b>	<b>X</b>
Employment and Business.....	x		
Visitors.....	x		

## FIGURES

1. Role of Local Government in Economic Development.....	x
2. Broome Growth Plan Target Scenarios .x	
3. Broome Economic Development Strategy 2021-2026 Structure.....	x
4. Headline Economic Indicators – Broome (S) .....	x
5. Broome Context Map .....	x
6. Share of Population by Age, Broome (S) and Western Australia, 2018 .....	x
7. Unemployment Rate, Broome (S) and WA, 2015 to 2019 .....	x
8. Jobs, Broome LGA, 2006 to 2016.....	x
9. Share of Jobs by Industry, Broome LGA and WA, 2016 .....	x
10. Change in Jobs, Broome LGA, 2006-2016 x	
11. Registered Businesses per 1,000 Residents, Broome (S) and WA, June 2019 .....	x
12. Tourist/Visitors, by Type, Broome and Roebuck SA2s, 2010 to 2019 .....	x
13. Top 5 Countries of Residence of International Visitors, Broome (S) and Western Australia, 2019 .....	x
14. Gross Product per Person, Broome (S), Kimberley and Western Australia, 2019 ...	x
15. Job Impacts during COVID19, Shire of Broome, March to July 2020.....	x
16. Share of Job Impacts during COVID19, Main Industries, Shire of Broome, March to July 2020 .....	x
17. Phases of COVID19 Economic Impact ..	x
18. Porter’s Diamond Model of Regional Competitiveness.....	x
19. Advantages and Challenges for the Broome Economy .....	x
20. Economic Development Framework ....	x

## TABLES

1. Shire of Broome Council Economic Expenditure and Activity .....	x
2. Number and Share of Local Employing Businesses, Broome, Kimberley and WA .....	x
3. Industries with Gross Value Added >\$50m, Broome (S), 2019.....	x
4. Broome Competitiveness Assessment ....	x
5. Major Economic Assets, Shire of Broome.....	x

## FOREWORD

**President's Foreword - to be supplied**

## Chief Executive Officer Foreword - to be supplied

## Special Thanks

The Shire of Broome would like to thank the following organisations for their input and support in the development of this Strategy:

- Kimberley Development Commission
- Regional Development Australia Kimberley
- Broome Chamber of Commerce and Industry
- West Kimberley Alliance
- Nyamba Buru Yawuru
- Kimberley Ports Authority
- Broome International Airport
- Development WA
- Australia's North West Tourism
- Broome Visitor Centre

## EXECUTIVE SUMMARY

The Shire of Broome is committed to promoting, encouraging and facilitating the sustainable development of the Broome economy for the benefit of all residents. This Economic Development Strategy 2021-2026, builds upon the success of the Broome Growth Plan as well as the region's 3 Year COVID-19 Recovery Plan.

Broome is located in the south-west Kimberley in the far north of Western Australia. It covers approximately 56,000 square kilometres and boasts a coastline of 900 kilometres. The Shire is located 2,240km by road to the northeast of Perth (capital city of Western Australia) and is closer to Darwin (1,872km northeast) and Bali, Indonesia (1,319km). The Shire is located in the same timezone as East Asia with 1.5 billion people.

The Shire of Broome was home to 16,907 people in 2019 and current WA Government projections indicate the population will reach 18,591 by 2031. This is in line with recent historical growth rates, though is slower than the Broome Growth Plan's modelled population scenarios. Approximately 1/3 of Broome's population are Aboriginal people – with higher shares living outside of the town itself.

Major employing industries in the Shire of Broome include Health Care and Social Assistance, Education and Training, and Accommodation and Food Services (linked to Broome's role as a domestic and international tourism destination of choice).

The region has a large share of small businesses, though lacks medium sized businesses which represents a significant constraint for Broome to tackle local unemployment and generate meaningful employment opportunities for all residents.

Major economic assets in (or near) the Shire include:

- Cable Beach
- Broome International Airport
- Port of Broome
- Dampier Peninsula
- Chinatown Broome
- University of Notre Dame – Broome Campus
- North Regional TAFE – Broome
- Great Northern Highway
- Browse Basin
- Thunderbird Mineral Sands
- Ex-Waterbank Station
- La Grange and Skuthorpe Agriculture Areas
- Asian Renewable Energy Hub
- Roebuck Plains Station
- Kimberley Meat Company

Broome is evolving to become a dynamic, investment friendly location with its proactive leadership group focused on transforming the regional centre into a modern vibrant place to live whilst nurturing our natural environmental and cultural assets. It seeks to leverage the long-term trend of people coming to the North West for a job and staying for the lifestyle.

There is significant longer-term private investment planned in Broome for transformational infrastructure development (i.e. \$110 million for the Kimberley Marine Offloading Facility). This Strategy also highlights that in the immediate-term, funds have been committed for locally-led activity that will have regional contracting capability and community benefits.

The Shire of Broome has identified a series of Desired Outcomes for economic development activity in Broome. These include More People; More Investment; More Businesses; and More Economic Diversity.

Realising the Vision for the Broome economy and the associated Desired Outcomes will require a series of actions and initiatives by the Shire, delivered in partnership with other economic development stakeholders.

The Economic Development Framework in this Strategy includes the identification and establishment of core Economic Development Programs for the Shire. The four key Economic Development Programs include:

- Business and Industry Support
- Skills Development and Training
- Investment Attraction, Branding & Liveability
- Connectivity, Transport and Access

This Strategy is a flexible document designed to provide a framework for Council's economic development activity to respond to potential fluctuations in commodity markets and global trends.

Based on an assessment of the competitiveness of the Broome economy, the following vision statement is proposed for the Economic Development Strategy:

**Broome -  
economically  
diverse, for  
everyone.**

### Economic development programs



Business & Industry Support



Skills Development & Training



Investment Attraction, Branding & Liveability



Connectivity, Transport & Access



## AN ECONOMIC DEVELOPMENT STRATEGY FOR BROOME

### What is Economic Development?

“Economic development” is a phrase that characterises any activity, initiative, investment or policy that seeks to improve the economic and social wellbeing of people. This recognises that we all live in a community, not an economy, and that economic activity should make people’s life better.

Successful economic development activities seek to grow and enhance the capacity of a local economy to generate wealth and prosperity in the long-term to underpin improvements in the lives of residents.

The concept of economic development has evolved over time, shifting from a focus on headline economic growth and employment figures to more nuanced and meaningful objectives such as sustainability, wellbeing, quality of living, resilience, social cohesion and integration.

### Who is Responsible for Economic Development?

The economic development of Broome is a shared responsibility. It represents the collaborative and collective effort of key economic development stakeholders across all three levels of Government, Traditional Owners and other indigenous groups and communities, local and national businesses, major economic asset owners, investors, workers and residents.

Each organisation and person in Broome has an important role to play in realising positive economic development outcomes in the Shire. Every dollar spent, invested and earned in the Shire represents an opportunity to foster economic development and enhance quality of life.

### What is the Role of Local Government?

In recent years, local government has played an increasingly central role in the achievement of economic development objectives across Australia. Local Government has a distinct advantage over other levels of government in the implementation of economic development initiatives because of its closer connection to both businesses and households in the community.

The purpose of the Shire of Broome is to deliver affordable and quality Local Government services, for everyone.



## Council as an Economic Driver and Catalyst

Local Government not only plays an important role in setting the land use framework for economic and social development but often represents a major source of economic expenditure and activity in their own right.

In addition to this direct expenditure impacts, the Shire of Broome manages the Broome Library as well as the Broome Recreation and Aquatic Centre. Key indicators for these economic drivers are summarised below.

Despite the impact of COVID-19 on program and event delivery in 2019/20, both Broome Library and BRAC experienced an increase in attendance and activation, illustrating the critical role both facilities play in the social fabric of the Shire.

TABLE 1 SHIRE OF BROOME COUNCIL ECONOMIC EXPENDITURE AND ACTIVITY

Indicator	Value
Council Employees	178
Council Assets	51 assets with a fair value of \$488m
Council Operating Expenditure (2019/20)	\$32.3m
Council Operating Expenditure - Local Only (2019/20)	\$19.0m
Local Share of Council Operating Expenditure (2019/20)	55%
Council Capital Expenditure (2020/21 Budget)	\$40.6m
Economic Events and Tourism Development Grants (Avg 3 Years)	\$242,862
COVID-19 Community Support Grants (2020/21)	\$55,225
Tourism Administration Policy Grants (Avg 3 Years)	\$414,830
Shire Of Broome Sponsored Events	24
Shire of Broome Managed Events	22
Broome Civic Centre Events (2019/20)	52

Both Broome Library and BRAC experienced an increase in attendance and activation in 2019/20, illustrating the critical role both facilities play in the social fabric of the Shire.



## Shire of Broome-Led Projects

Broome is home to significant economic and social potential and Council has and will continue to play a central role in the attraction of funding, the facilitation of investment, and the implementation and delivery of key major projects across the Shire.

Key projects currently being progressed and delivered by the Shire of Broome are outlined below.

**Cable Beach Foreshore Redevelopment**  
Value: \$36.5 million  
Status: Seeking Funding



**Chinatown Revitalisation Stage 2**  
Value: \$18 million  
Status: Committed / Underway



**Regional Resource Recovery Park & Community Recycling Centre**  
Value: \$12.3 million  
Status: Seeking Funding



**Town Beach Project**  
Value: \$17 million  
Status: Completed



**Town Beach All-Access Fishing Jetty**  
Value: \$7.1 million  
Status: Committed / Underway



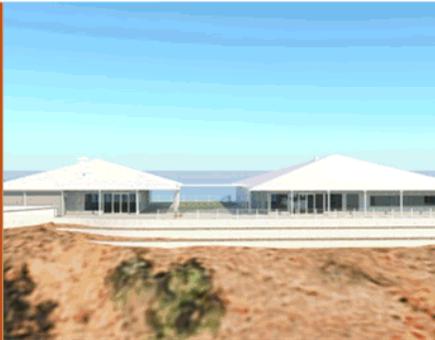
**Jetty to Jetty Trail**  
Value: \$0.6 million  
Status: Committed / Underway



**Broome Recreation & Aquatic Centre Renewal**  
Value: \$36.5 million  
Status: Stage 1 – Underway  
Stage 2 - Seeking Funding



**Broome Golf Course Clubhouse & Restaurant**  
Value: \$6.5 million  
Status: Committed / Underway



**Broome Surf Life Saving Club Refurbishment**  
Value: \$3.2 million  
Status: Committed / Underway



**Kimberley Regional Office 1 - 3**  
Value: \$8.5 million  
Status: Stage 1 – Completed  
Stage 2 - Seeking Funding



Economic Development Strategy 2021-2026 for the Shire of Broome

We fulfil the following roles and responsibilities to meet local needs:

- **Advocate:** We are a voice for the local community, promoting local community interests to others.
- **Facilitate:** We help to make it possible or easier for others to meet community needs.
- **Fund:** We fund organisations to deliver essential community services.
- **Partner:** We form strategic alliances with others in the interests of the community.
- **Provide:** We directly provide community infrastructure and services.
- **Regulate:** We ensure compliance with local laws.

The role of local government in economic development is also dependent on the other institutions present in the area. This strategy recognises that in many instances, the Shire of Broome is best placed to partner rather than lead initiatives with our key stakeholders who also have economic development roles.

This includes, but not limited to the following:

- Kimberley Development Commission: information and facilitation between State Government and communities across the Kimberley region.
- Regional Development Australia Kimberley: information and facilitation between Federal Government and communities across the Kimberley region.
- West Kimberley Alliance: advocacy to government and private sector on key developments in the West Kimberley region.
- Broome Chamber of Commerce and Industry: peak industry body for the business sector in Broome.
- Nyamba Buru Yawuru: this is Yawuru’s development and investment company and is charged with the responsibility to generate long term income for the Yawuru community. The not-for-profit company has interests in a range of areas including property development, pastoral and agricultural, construction and technologies.

### Actioning the Indigenous Land Use Agreement

The Shire of Broome, Nyamba Buru Yawuru and the other State Government signatories are jointly striving to action the intent of the Indigenous Land Use Agreement (ILUA) which was signed in 2010. It is unusual for a Local Government to be a signatory to an ILUA and it recognises that strategic partnerships play an integral role in Broome’s future development.

Nyamba Buru Yawuru is a significant landholder in the townsite of Broome. The Shire of Broome acknowledges that its office is on Yawuru country and its relationship with Yawuru people and Traditional Owner groups across the local government area is an asset.

In terms of economic opportunities, the joint ILUA and determined Native Title for Broome is a competitive advantage. It provides a degree of certainty for future development and investment. It also signals to business that there are established terms for joint management of conservation estates and marine parks.

Outside of the Broome townsite, Native Title has largely been determined across the Shire. This means that there is minimal uncertainty relating to ongoing claims with established Prescribed Body Corporates which hold Native Title acting on behalf of Traditional Owner groups across the Shire.

FIGURE 1 ROLE OF LOCAL GOVERNMENT IN ECONOMIC DEVELOPMENT



Credit: Cole Bennetts

## Building on the Broome Growth Plan

The Shire of Broome currently does not have a dedicated Economic Development Strategy. Instead, economic development objectives and goals have been a shared responsibility of the Shire and other stakeholders through the implementation of the Broome Growth Plan. The Growth Plan Partnership comprised of the Shire of Broome; Kimberley Development Commission; Yawuru Registered Native Title Body Corporate; Development WA (formally LandCorp); Department of Primary Industries and Regional Development; and Department of Planning, Lands and Heritage.

The Broome Growth Plan is a blueprint for the Shire's economic future and was compiled over several years from detailed research and wide-ranging consultation with key economic development stakeholders and the broader Broome community.

The Broome Growth Plan establishes scenarios for the Broome economy and community

including additional economic activity, employment and population growth.

To ensure that the implementation of the plan is relevant to the culture and context of Broome, four pathways were developed which enable maximum benefit to be obtained.

- Building small enterprise.
- Connecting to governance structures.
- Connecting initiatives and enablers.
- Infrastructure required.

The Broome Growth Plan has been a transformative strategy for the Shire. It continues to be used by Council to drive collaboration and buy-in by the State Government into the Broome economy and community and has helped to communicate a consistent message to State and Federal Government agencies on Broome's potential and funding priorities.



The Growth Plan established a series of aspirational models for the Broome economy covering population, jobs and economic growth to 2036.

These models illustrate the very different growth scenarios that might be achieved if Aboriginal labour force participation is attained at certain rates. True prosperity must cut across racial and income lines; if the Broome area is to grow, and the economy to expand, all must participate, and all must benefit. The risk of a two-track economy developing is a very real one.

Since the publication of the Growth Plan, demographic and economic activity in the Shire have slowed against historical trends.

Population growth has been flat (and declined marginally in recent years) while job growth has slowed significantly with unemployment rising. The result of this has been a declining trend in Gross Regional Product in the Shire in recent years (refer to **Broome's Economic Profile**). This overall trend does not reflect the growth in Aboriginal population in the area which continues to grow. Investment in the Aboriginal workforce represents an

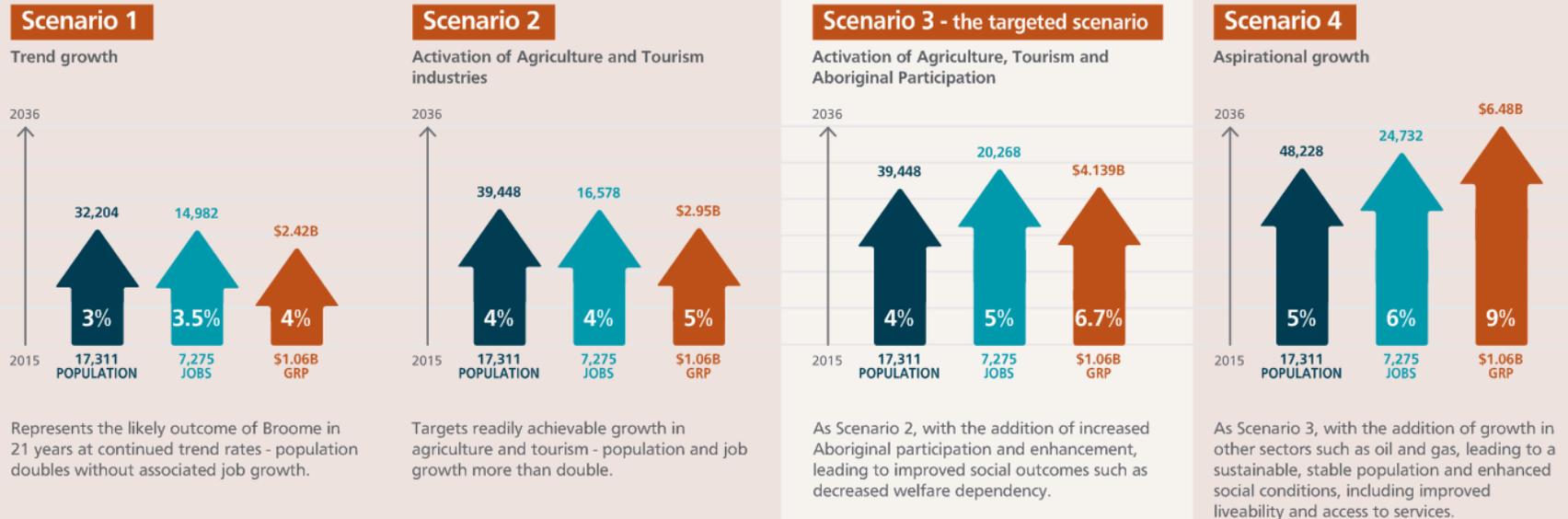
investment in the future of the local area as Aboriginal people are also far less likely to move away from the region.

Many objectives and aspirations of the Growth Plan have been realised or are progressing through the planning phases (refer to **Shire of Broome's Economic Development Programs**). Additionally, a sharp increase in tourism activity in 2019, along with private sector interest in horticulture, mining, and logistics projects represent major progress towards activating Broome's "trading economy" (refer to **Economic Development Opportunities**).

This Economic Development Strategy seeks to build upon this momentum and help to chart a path forward for the Broome economy to realise the aspirations of the Broome Growth Plan in the long-term.

Please note, this Strategy does not seek to replace the Broome Growth Plan. It focuses on identifying the Shire of Broome's unique role in implementation and to provide a 'status update' on the growth aspiration scenarios.

FIGURE 2 BROOME GROWTH PLAN TARGET SCENARIOS



Economic Development Strategy 2021-2026 for the Shire of Broome

## Alignment with Other Policies and Strategies

In addition to the Broome Growth Plan, this Economic Development Strategy draws on the lessons learnt and framework established by other key policies and strategies. These include:

### Western Australian Local Government Association's (WALGA) Local Economic Development Framework

A summary by WALGA detailing the economic development landscape and how local government can play a role in supporting economic outcomes at a community level.

### Kimberley Development Commission's 2036 and Beyond: A Regional Investment Blueprint for the Kimberley

The investment blueprint details a focused plan designed to guide and shape the Kimberley region. It states the increasing importance of the Kimberley region to both the state and national level, particularly in reference to the cultural and wilderness assets and natural resources.

### West Kimberley Alliance's (formally Broome Future) Unlocking the Door

This 2015 study investigates the feasibility of Broome as a commercial and logistics hub for the Kimberley. The report is the precursor to the Broome Growth Plan.

### Shire of Broome's Corporate Business Plan 2021 – 2025

This plan aims to align the community's visions and aspirations for the future of Broome, to the Shire's objectives. These objectives are measured by both quantifiable and non-quantifiable outcomes, using key performance measures.

### Shire of Broome's Strategic Community Plan 2021 – 2031

The Strategic Community Plan is the highest level of document in the integrated planning and reporting framework. It is designed to be a 'living' plan that guides the development of the Shire of Broome community for the next 10 years plus. It sets out four strategic themes (Social, Environment, Economic, and Civic Leadership) and details the desired outcomes to be achieved for each goal and the strategies to help realise these objectives. At the time of this Strategy, Council is embarking on a major review in 2020/21.

### Yawuru Corporate Group's Strategic Plan 2016 – 2020

Mission of the plan is to enable Yawuru people to be active participants in and beneficiaries of sustainable economic, cultural and social practices so that they can care for and enjoy their land, values and culture, while enhancing families and the community in which they live. The plan is to be incorporated through a set of strategies and goals and aims to identify and grow economic opportunities while building social, cultural and human resources. It is important to generate knowledge and understanding of Yawuru culture and incorporate their customary law, knowledge and values into a Western context.

### Yawuru Corporate Group's Yawuru Futures: Economic Sustainability and Investment – April 2018

This document provides a policy framework for the strategic direction of Nyamba Buru Yawuru economic development and investment. The objectives of their economic agenda are to ensure financial sustainability in the long term, and to transform the economic environment of Broome so that economic participation and benefit is maximised for Yawuru and for all Aboriginal people in the region.



While preparing this Economic Development Strategy, the Shire of Broome has commenced the following planning activity:

- Local Planning Strategy and Local Planning Scheme No 6 review
- Strategic Community Plan review
- Arts and Culture Strategy
- Youth Framework
- Community Safety Plan
- Waste Strategy

Collaboration across the Shire of Broome's disciplines is ensuring that this activity is informing and aligning to each other.

Key organisations and leaders in Broome collaborated to formulate the 3-Year Broome COVID-19 Recovery Plan to bring forward planned investment to stimulate the Broome economy as a response the impacts from the COVID-19 measures. The Shire of Broome partnered with Nyamba Buru Yawuru, West Kimberley Alliance, Broome Chamber of Commerce and Industry, and Cruise Broome to develop the plan. Input was also sought from other stakeholders including the Kimberley Development Commission, Regional Development Australia Kimberley, and Office of Northern Australia.

This process demonstrated the ability of Broome's institutional organisations to be unified in vision and purpose in their advocacy for co-investment in major projects identified to:

- Stimulate jobs and economic growth;
- Deliver regional benefits; and
- Assist in rebounding from COVID-19 impacts.

While the Economic Development Strategy is a Shire of Broome document, it will aim to further cement the relationships with the Shire's institutional peers as part of its implementation.



Credit: Kimberley Development Commission

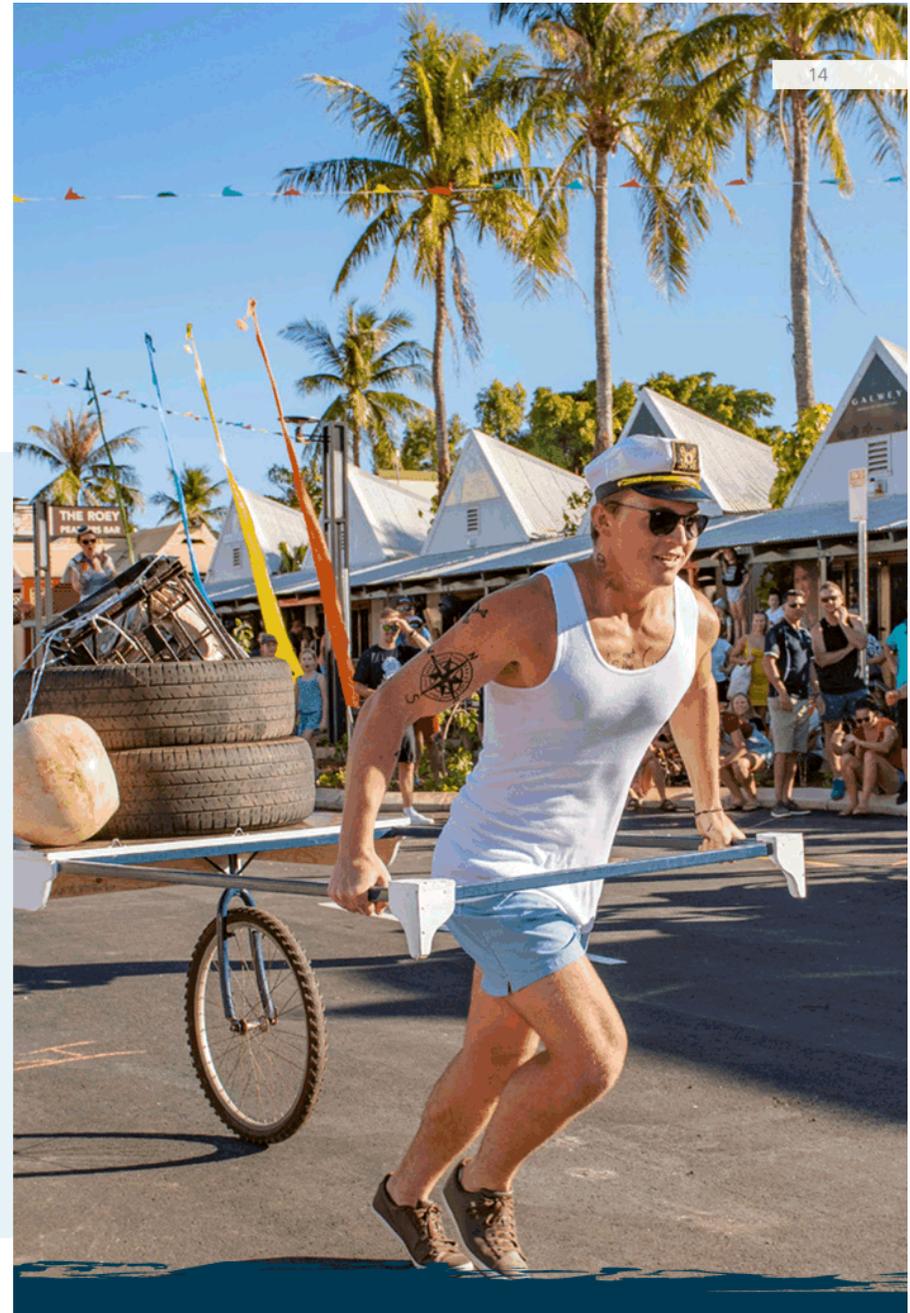
Economic Development Strategy 2021-2026 for the Shire of Broome

## Purpose and Structure of the Strategy

The Broome Economic Development Strategy 2021-2026 seeks to build upon the success and legacy of the recent economic development activity and cooperation in Broome. Providing an evidence base for decision making, it establishes a vision and framework for economic development priorities and activities by the Shire of Broome over the next 5 years.

The Strategy is comprised of the following key sections:

FIGURE 3 BROOME ECONOMIC DEVELOPMENT STRATEGY 2021-2026 STRUCTURE



## BROOME'S ECONOMIC PROFILE

This Strategy profiles key economic and social indicators and trends of the Broome economy. This provides information and justification for the Vision, Desired Outcomes and Economic Programs outlined in the Strategy, as well as evidence to inform and guide investment decision making by the Shire of other economic development stakeholders and investors.

The profile is broken into four broad categories:

- **Place** – spatial, geographical and environmental attributes of Broome and its relationship with the wider Kimberley region;
- **People** – population, demographic and socio-economic attributes of the people who call Broome home;
- **Employment and Business** – economic indicators and attributes including employment, business registrations, industry development and investment;
- **Visitors** – tourism visitation, assets and trends.
- **Trade and Economy** – regional exports, major industry trends and gross regional product.

### Headline Indicators

FIGURE 4 HEADLINE ECONOMIC INDICATORS – BROOME (S)



## Place

The Broome Local Government Area is located in the south-west Kimberley in the far north of Western Australia. It covers approximately 56,000 square kilometres and boasts a coastline of 900 kilometres. The Shire is located 2,240km by road to the northeast of Perth (capital city of Western Australia) and is closer to Darwin (1,872km northeast) and Bali, Indonesia (1,319km). The Shire is located in the same timezone as East Asia with 1.5 billion people.

The Shire is serviced by an international airport and port and the township of Broome is recognised as the strategic regional centre for the region. The township of Broome is located on a peninsula and so has the Indian Ocean to the east (the inlet of Roebuck Bay) and west.

Broome township is the service and trade hub of the region, servicing agricultural, pastoral, mining and oil and gas production in the Shire and Kimberley (including offshore). It also serves as the “gateway” for tourists and visitors to the Kimberley, a combination of drive in and fly in visitors. International visitors can also arrive via cruise ship, self drive and aircraft.

The area has a tropical climate, defined by a wet and a dry season. The wet season generally lasts from November until April, while the dry season runs from May until October. Its climate means the area enjoys warm coastal temperatures of high 20C to low 30C all year round, making it a popular destination for visitors from colder climates during the winter months.

The Kimberley Coast has the biggest tides in the southern hemisphere. The difference between high and low tides is up to around 10 metres.

Broome has extraordinary natural assets including Marine Parks and areas of reserve and joint management. There are five groups of Indigenous rangers across the region. This includes Bardi Jawi Rangers at One Arm Point, Nyul Nyul Rangers at Beagle Bay, Yawuru Country Managers, Karajarri Rangers and Nyikina Mangala Rangers in and around Broome. These three groups employ teams of Aboriginal people to work on country, and all provide a range of environmental services, across management of landscapes (fire, weeds, feral animals) and monitoring (sensitive species, impacts and so forth). In Broome, the management of the conservation estate is undertaken jointly with the Shire of Broome via a joint Park management council, a governance process that formed as an outcome of the signing of the ILUA.

The Shire of Broome has a complex land tenure tapestry made up of freehold, native title, Aboriginal heritage, Aboriginal Lands Trust reserve, pastoral lease, unallocated crown land, and environmental reserves to name a few. Sustainable economic opportunities through land tenure reform and flexibility remains a goal for communities and all levels of government.

FIGURE 5 BROOME CONTEXT MAP



## People

The Shire of Broome was home to 16,907 people in 2019 and current WA Government projections indicate the population will reach 18,591 by 2031. This is in line with recent historical growth rates, though is slower than the Broome Growth Plan’s modelled population scenarios. This reflects the fact that Broome’s population has experienced a marginal decline since 2013, after more rapid growth in the seven years prior.

The majority of the Shire’s population reside in the Broome townsite. Other population centres in the Shire include:

- Ardyaloon (One Arm Point / Bardi)
- Beagle Bay
- Bidiyadanga
- Djarindjin (Lombadina)

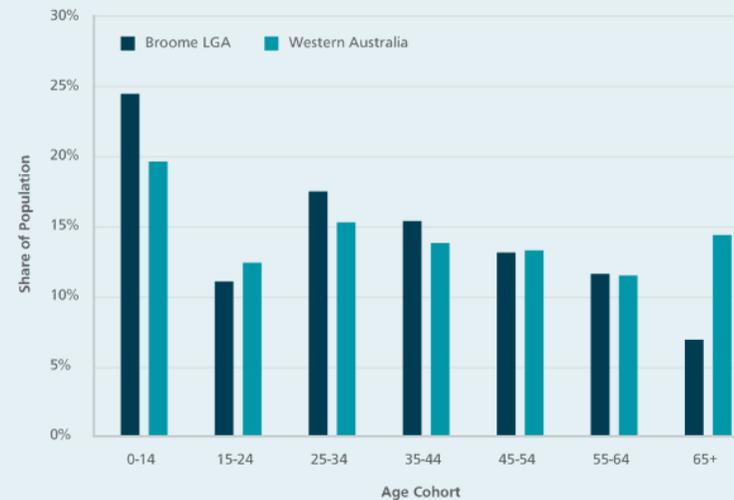
While the population of these communities fluctuate, it ranges from 300-400 people each in Ardyaloon, Beagle Bay and Djarindjin on the Dampier Peninsula to over 600

people in Bidiyadanga in the La Grange area. Non-seasonal access, services, facilities and commercial activity vary significantly in these communities.

However, the seasonal population of Broome can far exceed its residential population, as visitors and other non-residents come to the Shire to live, work and play on a temporary basis. Combining permanent residents and non-permanent visitors in a town gives an estimate of its “service” population – or the population that the town (and its facilities and infrastructure) must service each year. Accounting for tourism visitors, short-stay workers, business travellers, other workers and people from outer communities around the Kimberley and North West using Broome as a base, the service population of Broome can reach in excess of 20,000 people on any given day and sometimes as high as 30,000.

The Shire of Broome was home to **16,907** people in 2019 and current WA Government projections indicate the population will reach 18,591 by 2031.

FIGURE 6 SHARE OF POPULATION BY AGE, BROOME (S) AND WESTERN AUSTRALIA, 2018



The residential population of the Shire is younger than the rest of Western Australia, with 0-14 years accounting for almost one in four residents in 2018. This is in part driven by strong growth in the Aboriginal population of the Shire which trends younger than the non-Aboriginal residents.

In contrast, Broome has a significantly lower share of residents aged 65 and over and has a below average share of people aged 15-24. This is linked to the trend among households of sending older school age students away to Perth and other locations for secondary and tertiary schooling.

Economic Development Strategy 2021-2026 for the Shire of Broome

A defining attribute of Broome’s population is its rich multiculturalism, with almost one in three residents identifying as Aboriginal or Torres Strait Islander in 2016. This is significantly higher than Western Australia (3.9%) and Australia (3.3%) as a whole and illustrates the central and significant position of Aboriginal people in the character and culture of the Broome community and economy.

The socio-economic attributes of the Broome population are marginally below national averages, primarily owing to the Shire’s relative remoteness and lower access by households to economic resources. It also reflects the fact that Aboriginal people and households historically experience greater levels of socio-economic disadvantage.

Despite this, for those who are employed, personal wage and salary incomes are generally higher than the rest of Western Australia, with a median personal income of \$54,247 in 2016/17 – 5.4% higher than the State average. This is generally positive, but does raise concern regarding the level of income inequality in the Shire.

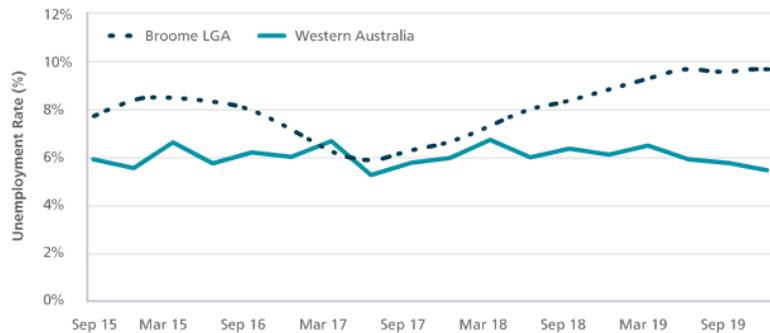
Higher incomes in part also reflect the higher cost of living in the Shire and wider Kimberley. Data from the WA Government indicate that prices in Broome were 13.6% higher than Perth in 2019, with the rest of the Kimberley region even higher at 15.6%. The higher prices reflect a combination of the relative distance of Broome to major capital city markets, as well as the comparatively small size of the local population.

Unemployment rates in the Broome Local Government Area (LGA) have been higher than the Western Australian average in recent years, rising to 9.7% in the December 2019 quarter (i.e. pre-COVID19), after being broadly in line with State averages (approximately 6%) as recently as 2017.

Engagement with stakeholders indicates that Aboriginal workers shoulder a higher burden of unemployment than headline figures, and are more likely to be unemployed, underemployed or not participating in the workforce.

Access to meaningful employment opportunities is a major priority for the town, with improved incomes across all households critical to addressing cost of living pressures.

FIGURE 7 UNEMPLOYMENT RATE, BROOME (S) AND WA, 2015 TO 2019



18

### Broome’s Native Title and Aboriginal Communities

A total of 84 Aboriginal communities are located within the Shire of Broome, of which 78 are classified as remote. Strong traditional ties to land have created a significant range of native title claims and determinations within the Shire, including, Bardi Jawi, Bindunbur, Birriman-gan, Jabirr / Ngumbari, Karajarri A and B, Nyikina, Ngurrara, Nyangumarta, Rubibi (Yawuru). Native title determinations still to be decided include Joombarn-buru and Mount Jowlaenga.

In February 2010, the Yawuru, the Government of Western Australia, the Shire and other relevant parties signed two Indigenous Land Use Agreements (ILUA). 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 ILUAs resolved compensation issues and clarified that native title continued to exist for the Yawuru people. The Shire of Broome was one of the first Local Governments in Australia to be a signatory to an ILUA.

A total of **84** Aboriginal communities are located within the Shire of Broome, of which 78 as classified as remote.

Credit: Nyamba Buru Yawuru

Economic Development Strategy 2021-2026 for the Shire of Broome

## Employment and Business

In 2016, the Broome LGA was home to almost 7,400 jobs, up from 7,050 in 2011 and 5,965 in 2006. Jobs growth has slowed between the last Census periods, which corresponds with the slowing of population growth during this time.

A review of the industry mix of employment reveals strengths in a number of sectors in the Broome economy, in particular those linked to tourism (Accommodation and Food Services, Transport, Postal and Warehousing and Retail) as well as population related sectors servicing Broome and the wider Kimberley (Health Care and Social Assistance, Education and Training and Public Administration and Safety).

However, there are significant gaps in professional services, finance and insurance, as well as significantly lower shares of Wholesale Trade, Manufacturing and Mining sector employment compared to WA as a whole.

FIGURE 8 JOBS, BROOME LGA, 2006 TO 2016

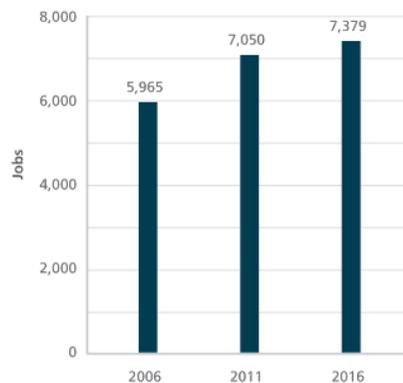
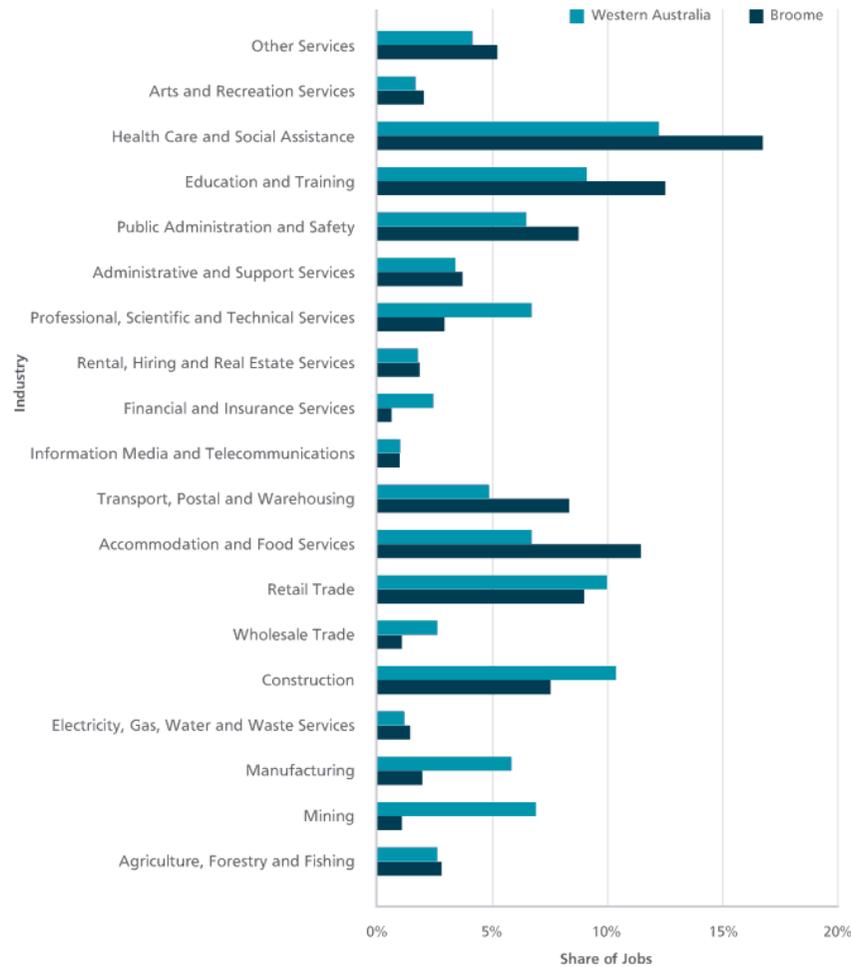


FIGURE 9 SHARE OF JOBS BY INDUSTRY, BROOME LGA AND WA, 2016





Employment growth in recent years has been primarily driven by Health Care and Social Assistance – which grew by 475 jobs between 2006 and 2016 or 70% over the decade. This saw Health Care and Social Assistance share of all jobs increase to 15.6% or more than one in every 8 jobs in the LGA.

Other strong growth sectors since 2006 include:

- Education and Training – up 64.7% to 870 jobs;
- Transport, Postal and Warehousing – up 36.9% to 523 jobs; and
- Accommodation and Food Services – up 18.8% to 745 jobs.

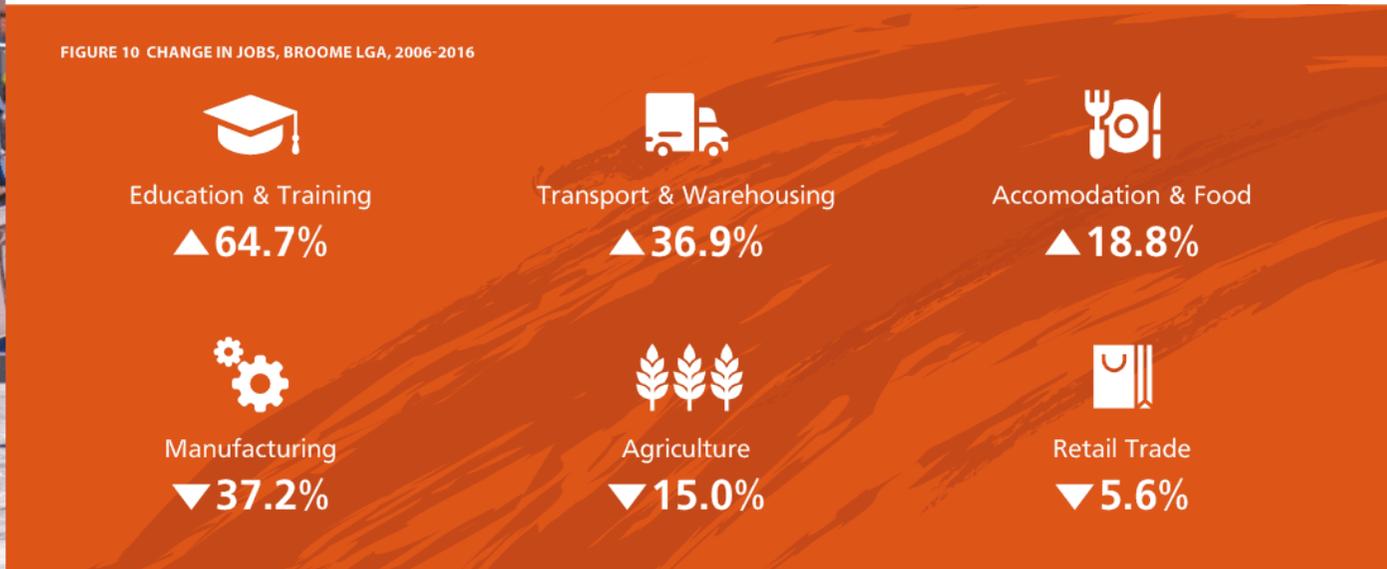
At the same time, several sectors saw declines in total employment including:

- Manufacturing – down 37.2% to 140 jobs;
- Agricultural, Forestry and Fishing – down 15% to 193 jobs;
- Retail trade – down 5.6% to 607 jobs.

Interestingly, the sectors that experienced the strongest growth over the 10 years to 2016 were also the same sectors that experienced the largest employment impact during COVID-19.

Rates of business registrations in Broome are slightly below the State average, with 76 registered business in Broome for every 1,000 residents, compared to 91 for Western Australia as a whole. While some of this difference can be attributed to the concentration of businesses in the Perth Metropolitan Area, it does highlight the potential for new business development in the Shire.

FIGURE 10 CHANGE IN JOBS, BROOME LGA, 2006-2016



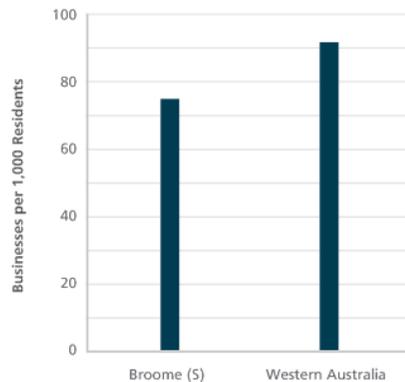
Broome, however, has a higher share of employing businesses, with only 54% of businesses classified as “non-employing” compared to 65% at State and national levels. A review of employing businesses confirms a higher share of businesses employing 5-19 workers (compared to the Kimberley and WA) but a below average share of businesses employing more than 20 workers. This deficit in medium size businesses presents a significant constraint for Broome to tackle its unemployment rate as it is medium and large businesses that account for the majority of employment growth in regional Australia. Attracting new higher employing businesses to the area is critical to generating long term job opportunities.

The largest number of businesses in Broome are in the Construction sector (269 businesses), followed by Real Estate, Rental and Hiring<sup>1</sup> (146), Retail Trade (109) and Professional Services (102).

TABLE 2 NUMBER AND SHARE OF LOCAL EMPLOYING BUSINESSES, BROOME, KIMBERLEY AND WA

No. of Employing Businesses	1-4 Employees	5-19 Employees	20-199 Employees	200+ Employees
Broome (S)	334	197	39	0
Kimberley	573	363	87	0
WA	54174	22249	6197	398
Share of Employing Businesses	1-4 Employees	5-19 Employees	20-199 Employees	200+ Employees
Broome (S)	58.6%	34.6%	6.8%	0.0%
Kimberley	56.0%	35.5%	8.5%	0.0%
WA	65.3%	26.8%	7.5%	0.5%

FIGURE 11 REGISTERED BUSINESSES PER 1,000 RESIDENTS, BROOME (S) AND WA, JUNE 2019



<sup>1</sup> Includes the hiring and leasing of motor vehicles, transport equipment, farm animal & bloodstock, video and other electronic media, heavy machinery, scaffolding and intangible assets (e.g. patents and trademarks)

Economic Development Strategy 2021-2026 for the Shire of Broome

## Agriculture in Broome

The principal agricultural activity of the region has been livestock production in a pastoral system based on leasehold land. Irrigated agriculture and horticulture enterprises are increasing as land tenure and water availability is determined.

The West Kimberley dry season between April and September is cooler than the wet season and substantially less humid, providing opportunities to produce a range of tropical and subtropical crops. This presents opportunities to access the region's groundwater to produce high quality fodder; with the potential for horticultural crop production being investigated and scaled up through recent private investments.

Several horticultural producers grow out-of-season produce in winter (dry season), increasing their ability to supply year-round produce into domestic markets. There has been a significant investment into irrigation to produce high quality fodder and irrigated pastures by the pastoral industry. This investment counters the variability of the summer rainfall (wet season) and pasture decline in the dry season.

Irrigators in the West Kimberley and Pilbara regions of Western Australia are taking advantage of niche cropping opportunities to produce high-value horticultural crops and better-quality pasture for cattle grazing.

Horticultural production in the West Kimberley and Pilbara takes advantage of the climatic conditions to meet market niches. Near Broome and in the La Grange area on about 600 hectares (ha) of irrigated land, horticulture production includes cucurbits, sweet corn, stringless beans, asparagus, grapes and tropical fruits such as mangoes.

Since 2000, there has been increased investment into irrigation on pastoral lands to produce fodder for cattle destined for domestic and export markets. Irrigated fodder production typically sees introduced pasture species irrigated for 12 months of the year by centre pivot irrigation systems. Over 4000ha was under irrigation across the Pilbara and West Kimberley in 2020.

The West Kimberley relies on groundwater rather than surface water.



## Visitors

Tourism has long been the mainstay of the Broome economy. The tropical, coastal setting makes Broome an attractive destination for interstate and international visitors, particularly during the winter months. The vibrant and active Indigenous cultures of the region also represent a significant drawcard for both national and international visitors. Vast majority of visitors express a desire to experience authentic Indigenous tourism product and this is arguably an under-exploited market at present.

Visitation levels in 2019 were a record for the Shire, reaching almost 450,000 visitors across day trip, intra and interstate and international visitors. Domestic overnight visitors from Perth and interstate locations such as Victoria and New South Wales, represent the largest market for Broome, though International visitor numbers are also significant, approaching 50,000 in 2019.

The international visitor profile of Broome differs significantly to that of Western Australia. Overall, Broome’s international market skews

heavily to European countries, including Germany, Switzerland, France and England/Scotland, with New Zealand visitors also featuring prominently. In contrast, international visitor profiles to Western Australia draw more heavily from Asian markets, including Singapore, Malaysia and China, though England remains the most common country of residents of tourists to the State.

This partly reflects the predominant role and focus of tourism bodies (e.g. Australia’s North West Tourism and Tourism WA) and industry segments (e.g. cruise ships and airport organisations) have played in recent years in direct international visitation to Broome. Working closely with Inbound Tour Operators and Wholesalers keen to promote an increased Broome and Kimberley product is resulting in increased international exposure. It also reflects trends of visitors from those countries to undertake more remote travel. For example, WA is promoted to specific markets (such as Germany) as home to the road trip which encourages self-drive through Broome and the Kimberley.

FIGURE 12 TOURIST/VISITORS, BY TYPE, BROOME AND ROEBUCK SA2S, 2010 TO 2019



FIGURE 13 TOP 5 COUNTRIES OF RESIDENCE OF INTERNATIONAL VISITORS, BROOME (5) AND WESTERN AUSTRALIA, 2019



## Trade and the Economy

Broome is both the strategic regional centre of the Kimberley and major access point for this region to national and international economies (through the Port of Broome and Broome International Airport). As such, Broome accounts for the largest shares of trade and economic activity in the Kimberley. Regional export estimates for Broome indicate the Shire “exports” approximately \$1.1b in goods and services outside its Local Government boundary, representing approximately half the export value of the Kimberley as a whole. Transport, manufacturing, construction, health care and professional and personal services all feature more prominently in Broome’s export profile compared to the Kimberley as region, which exports more Mining and Agriculture products.

This trade profile drives the Gross Value Added (GVA) statistic which is a measure of the productivity of a sector or industry. In 2019, twelve sectors/industries generated more than \$50m in GVA for the Broome economy, with the largest shares in the Real Estate, Rental and Hiring, Transport and Health Care sectors.

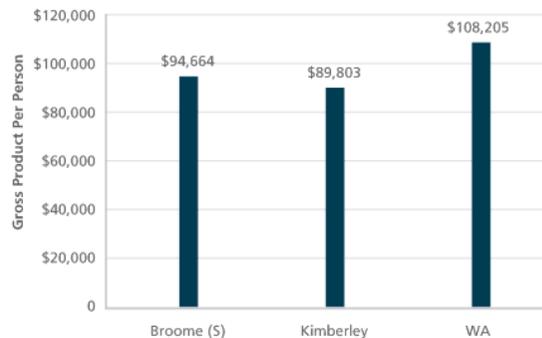
Note that the ABS industry classifications do not include a tourism sector. Instead tourism activity is spread principally across Accommodation and Food Services, Retail and Transport, Postal and Warehousing.

The impact of this economic activity was a Gross Regional Product (GRP) in Broome of \$1.54b in 2018/19 or approximately half the GRP of the Kimberley. On average, Broome has a marginally higher GRP per resident than the Kimberley as a whole, though the Kimberley has a higher GRP per worker. Both rates are below the State average (\$108,205 per resident) in 2019, reflecting the impact of mining income and export related activity on Gross State Product values. The GRP of the Shire of Broome has declined marginally in recent years, in line with declining population growth and slowing employment activity.

TABLE 3 INDUSTRIES WITH GROSS VALUE ADDED >\$50M, BROOME (S), 2019

Industry sector	Gross Value Added
Rental, Hiring & Real Estate Services	\$198,571,155
Transport, Postal & Warehousing	\$160,678,162
Health Care & Social Assistance	\$139,924,372
Education & Training	\$119,437,421
Construction	\$117,760,079
Public Administration & Safety	\$101,712,133
Accommodation & Food Services	\$78,629,650
Mining	\$76,308,523
Administrative & Support Services	\$67,108,943
Agriculture, Forestry & Fishing	\$60,388,935
Retail Trade	\$57,282,891
Other Services	\$52,633,649

FIGURE 14 GROSS PRODUCT PER PERSON, BROOME (S), KIMBERLEY AND WESTERN AUSTRALIA, 2019



## Impacts of COVID-19 on the Broome Economy

The COVID-19 pandemic has delivered a level of disruption to communities across Australia unprecedented in recent decades. Regions that are highly diversified and have a smaller exposure to visitation expenditure are likely to be more resilient.

Regional economies across northern Australia that are highly reliant on dry seasonal tourism have already been deeply impacted due to the timing of the travel restrictions and social gathering limits. The intervention by lending institutions and governments to support affected people and businesses is having a positive effect, however there is a growing concern of a potentially significant economic contraction when these and other measures eventually cease.

A review of recent data indicates that The District experienced a loss of over 300 jobs from mid-March to May 2020. This represents a jobs loss of 4.1%, which is less than WA and Australia as a whole. Since May, approximately 65 jobs were added back into the economy, taking the net impact to approximately 250 jobs lost or 3.2%.

FIGURE 15 JOB IMPACTS DURING COVID19, SHIRE OF BROOME, MARCH TO JULY 2020

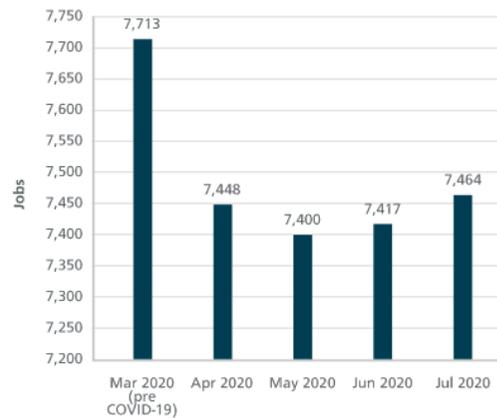
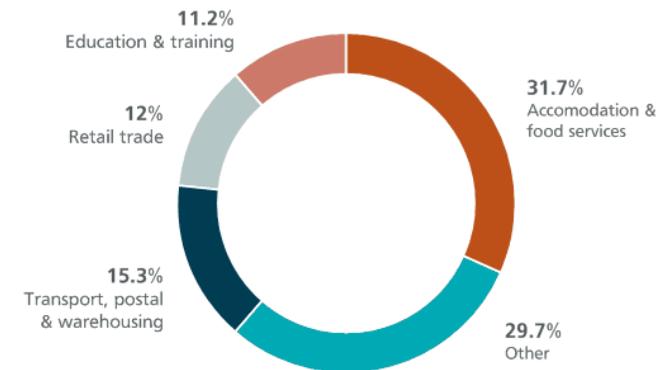


FIGURE 16 SHARE OF JOB IMPACTS DURING COVID19, MAIN INDUSTRIES, SHIRE OF BROOME, MARCH TO JULY 2020



The District experienced a loss of over **300** jobs from mid-March to May 2020.



The largest share of employment impacts in Broome has been on sectors linked directly to both transaction and trading restrictions. This includes Accommodation and Food Services, Transport and Retail Sectors. Education and Training is the main population servicing sector to be impacted by COVID-19 in Broome.

This aligns with the broad phases or stages of economic impact from COVID-19:

- **Business to Consumer “Transaction Impacts”** – impacts associated with restriction on business and customer engagement impacting the way and extent to which goods and services can be sold (i.e. economic lockdowns);
- **Business to Business “Trading” Impacts** – impacts associated with challenges and constraints placed on national and global supply chains as well as changes to the way employees work (i.e. working from home, telecommuting). Also reflects the secondary round impact on businesses that support those sectors initially impacted during Phase 1.
- **Visitor “Border” Impacts** – impacts on sectors that rely on the free movement of people across State boundaries, intrastate boundaries and international borders.

Business investment, underpinned by business confidence, is critical to the growth of the economy. National predictions are that investment may not improve until 2022 and beyond, necessitating governments at all levels to take up the investment mantle and underwrite projects and programs that deliver jobs and provide a foundation for further growth.

COVID-19, like many economic shocks, has highlighted important lessons and realisations for the wider Broome economy. It has highlighted:

- Broome’s visitor economy relies upon intrastate, interstate, and international travellers so spreading risk across all sectors is imperative due to border closures;
- the shortfalls or risk areas in business models across a range of sectors (particularly cash flow associated with seasonal peaks/lows);
- essential nature of key transport infrastructure (including but not limited to Broome International Airport);
- the comparatively small size of Broome’s domestic economy; and
- the role of international and interstate labour in supporting tourism, mining and agricultural production in the region.

Most significantly, COVID-19, advocacy for protection of at risk remote communities, and the preparation of the Recovery Plan, illustrated the benefits of working in partnership with other organisations to achieve real, and tangible outcomes for the community and the economy. This includes, but far from limited to:

- Direct influence of State and Federal Government decisions regarding border restrictions and staged reopening.
- Relatively low number and managed isolation of COVID-19 positive cases.
- Significant State Government investment in infrastructure and programs for Broome and the Kimberley in the COVID-19 recovery phase.
- Promising signs of extended tourism expenditure into the 2020 shoulder and traditionally lower earning wet season.

**The largest share of employment impacts in Broome has been on sectors linked directly to both transaction and trading restrictions.**

FIGURE 17 PHASES OF COVID19 ECONOMIC IMPACT





## 9.4 PERFORMANCE

### 9.4.1 ANNUAL ELECTORS MEETING - 4 FEBRUARY 2021

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	AME02
<b>AUTHOR:</b>	Senior Administration and Governance Officer
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

The purpose of this report is to present to Council the Minutes of the Annual Electors Meeting held 4 February 2021 and to seek Council consideration of Elector Motions made at this meeting.

#### BACKGROUND

Pursuant to section 5.27 of the *Local Government Act 1995*, the Shire held their Annual Electors Meeting on Thursday, 04 February 2021. Sixteen (16) Electors were in attendance and Minutes from the meeting can be sourced from the Shire website:

<https://www.broome.wa.gov.au/Council/Council-Meetings-and-Minutes>.

The Shire President's Report and the Annual Report for the previous financial year, 1 July 2019 to 30 June 2020, was received as per Regulation 15 of the *Local Government (Administration) Regulations 1996*.

During General Business a number of Elector Motions were raised. Shire officers have investigated each of these motions and have provided Council with recommendations for consideration as detailed below.

#### COMMENT

##### ELECTOR MOTION 1: JAN LEWIS

#### **ELECTOR MOTION 1:**

**Minute No. /0221/001**

**Moved: Jan Lewis**

**Seconded: Brendan Renkin**

***That the Shire of Broome brings forward the review of the Shire's weed management plan scheduled for 2023-24 to the 2021-22 financial year and adds a fully costed and best practice implementation strategy to the updated plan.***

**CARRIED**

#### COMMENT – MANAGER WORKS

The Shire of Broome's Corporate Business Plan 2021 – 2025 details a number of priorities to assist with caring for our natural, cultural and built heritage. Under Outcome 5 – Responsible management of natural resource; Action 5.2.5 highlights the facilitation of a review of the

Weed Management Strategy. This action is timed for completion in the 2022/23 financial year. The Shire of Broome is currently developing the Weed Management Strategy which is in a draft form. Officers believe that the review of this document in the 2022/23 financial year is appropriately timed based on its finalisation in the 2020/21 financial year.

## CONSULTATION

A community consultation plan will be developed for this review in line with the Shire's Community Engagement Policy.

### OFFICERS RECOMMENDATION:

*That Council:*

1. *Notes the Elector Motion; and*
2. *Requests the Chief Executive Officer proceed with the review of the Weed Management Strategy in the 2022/23 financial year as detailed in the Corporate Business Plan 2021 – 2025.*

## ELECTOR MOTION 2: ANDREW CHAMBERS

### **ELECTOR MOTION 2:**

**Minute No. /0221/002**

**Moved: Andrew Chambers**

**Seconded: Gaye Wotherspoon**

***That this Shire commit to working with State and Federal Agencies to develop plans for the expansion of our hospital facilities to include more beds, clinic facilities for specialist services currently not available or only by visiting specialists most importantly in geriatric care, paediatrics, tropical/poverty diseases and mental health.***

**CARRIED**

## COMMENT – MANAGER COMMUNITY AND ECONOMIC DEVELOPMENT

This motion seeks Council's commitment to partner with the State and Federal governments on planning for expansion of the town's hospital facilities. A similar theme was raised throughout the engagement to develop the Shire's Strategic Community Plan 2021 – 2031 (SCP) and Corporate Business Plan 2021 – 2025 (CBP).

In finalising and subsequently endorsing the plan, Council considered the Shire as best placed to *advocate* in relation for future improvements to the hospital. This role is defined within the SCP and CBP as:

**Advocate** - *We are a voice for the local community, promoting local interests in relation to health and safety, youth services, marine facilities, responsible development and more.*

The hospital expansion is therefore referenced as per below:

### **Shire of Broome Strategic Community Plan 2021 – 2031**

**Outcome 3:** *A healthy, active community*

**Objective 3.1:** *Improve access to health facilities, services and programs to achieve good general and mental health in the community.*

### **Corporate Business Plan 2021 - 2025**

**Action 3.1.2:** *Advocate for hospital facilities and services to address long-term health needs.*

Given these plans and the Shire's role on this matter having previously been endorsed by Council, it is recommended that the status quo remains.

**OFFICERS RECOMMENDATION:**

*That Council:*

1. *Notes the Elector Motion;*
2. *Continues to advocate for improved access to health facilities, services and programs to achieve good general and mental health in the community; and*
3. *Continues to advocate for hospital facilities and services to address long-term health needs.*

**ELECTOR MOTION 3: ANDREW CHAMBERS**

**ELECTOR MOTION 3:**

**Minute No. /0221/003**

**Moved: Andrew Chambers**

**Seconded: Michael Leake**

***That this Shire commit to working with State and Federal Agencies to develop plans for building public access, affordable aged care residential facilities within this Shire that are culturally appropriate for our ethnically diverse population.***

***That this Shire utilise its capacity and expertise to develop an ongoing and financially sustainable management structure to ensure that the facilities remain open and accessible and not be run "for profit".***

***That this Shire develops employment and training plans that fully engage local residents in permanent careers within the industry and our local facilities.***

**CARRIED**

**COMMENT – MANAGER COMMUNITY AND ECONOMIC DEVELOPMENT**

Following similar feedback received through community engagement to develop the Shire's Strategic Community Plan 2021 – 2031 (SCP) and Corporate Business Plan 2021 – 2025 (CBP), Council considered the Shire as best placed to advocate in relation to aged care facilities in the district.

This role is defined within the SCP and CBP as:

**Advocate** - *We are a voice for the local community, promoting local interests in relation to health and safety, youth services, marine facilities, responsible development and more.*

The matter referred to in the motion is therefore referenced as per below:

**Shire of Broome Strategic Community Plan 2021 – 2031**

**Outcome 2:** *Everyone has a place to call home*

**Objective 2.1:** *Promote access to safe, affordable accommodation to meet all needs, including itinerants, homeless people, those at risk, youth and the elderly.*

**Corporate Business Plan 2021 - 2025**

**Action 2.1.3:** *Advocate for housing diversity to meet community needs (retirement village, aged care facilities, accommodation for seasonal workers, etc.)*

Given these plans and the Shire's role on this matter having previously been endorsed by Council, it is recommended that the status quo remains.

**OFFICERS RECOMMENDATION:**

*That Council:*

1. *Notes the Elector Motion;*
2. *Continues to advocate for housing diversity to meet community needs (e.g. retirement village, aged care facilities, accommodation for seasonal workers etc.); and*
3. *Continues to advocate for the promotion of access to safe, affordable accommodation to meet all needs, including itinerants, homeless people, those at risk, youth and the elderly.*

**ELECTOR MOTION 4: ANDREW CHAMBERS**

**ELECTOR MOTION 4:**

**Minute No. /0221/004**

**Moved: Andrew Chambers**

**Seconded: Brendan Renkin**

***That the Shire develop an integrated and inclusive development plan, 2021-2026, in consultation with the Dampier Ward Communities, State and Federal Agencies, utilising dedicated Federal Grant Funding, that sees those communities develop amenities and lift standards of public health and service to levels town residents take for granted and that visiting tourists expect.***

***That Federal funds received specifically for the purpose, over that five-year period, be dedicated solely toward budgets to enact these plans and that the Shire work with these communities in applying for and managing (if needed or requested) project funding and delivery.***

***That the Shire use its existing departmental management, HR, payroll expertise, infrastructure and capital equipment acquisition abilities to extend existing town-based services out into the Dampier Ward Communities, to provide the administrative and training capabilities required to develop and support community based, permanent, employment and training opportunities to deliver these services and developments.***

**CARRIED**

**COMMENT – DIRECTOR CORPORATE SERVICES**

**State Government Service Provision**

The State Government is responsible for the delivery of essential and municipal services to Aboriginal Communities including those on the Dampier Peninsula. This includes services such as housing, health and medical, education, childcare, family and human services, water (including wastewater), power, roads, pathways, streetlights, drainage, public open space infrastructure and waste management.

The Government of Western Australia announced regional services reform in May 2015 to improve the lives of Aboriginal people in regional and remote Western Australia. The reform aims to bring about long-term, systemic change. In July 2016, the State Government

committed in the Regional Services Reform Roadmap to progressively bring basic services in remote Aboriginal communities up to minimum standards.

The Regional Services Reform Unit was established to drive the reform and in July 2017 it became part of the Department of Communities. The Regional Services Reform Unit receives funding from State Government service delivery agencies and the Royalties for Regions program.

Aboriginal families and communities are integral to the success of regional services reform. The interests and priorities of Aboriginal people are being represented by Aboriginal advisors on regional groups in the Pilbara and Kimberley set up to guide the work of the reform. District leadership groups are implementing change at a local level.

Ardayaloon, Beagle Bay, Bidyadanga, Djarindjin and Lombadina have been identified to participate in the Essential and Municipal Services Upgrade Program. Council should note that there are currently 61 "Remote – Permanent" and 18 "Remote Seasonal" Aboriginal communities identified within the Shire of Broome. According to 2016 census statistics the Shire has a population of 16,222 with 28.2% (4,574) identifying as Aboriginal. The townsite of Broome has a population of 13,984 with 21.4% (or 2,997) identifying as Aboriginal.

In October 2020, the State Government allocated \$750M through the 2020-21 Budget to build the resilience and capacity of Aboriginal communities and individuals. The funding is split over three key policy areas: building strong communities, improving health and wellbeing and delivering social and economic opportunities.

Initiatives contained within these policy areas relevant to the Shire of Broome include:

Building stronger communities:

- \$193 million to deliver essential services in remote Aboriginal communities, including repairs and maintenance for Aboriginal housing, tenancy support, and delivery of essential and municipal services, following the withdrawal of Commonwealth funding;
- \$25 million for targeted maintenance of social housing in remote Aboriginal communities, as part of a broader \$80 million provided to maintain regional social housing and subsidised housing for regional government workers;
- \$12.9 million towards the response to 'Closing the Gap', as a result of the withdrawal of Commonwealth funding;
- \$38.9 million to deliver improved water and wastewater services in remote communities and town-based communities, including Ardayaloon, Djarindjin, Lombadina and Beagle Bay;
- \$18.5 million over four years to support Aboriginal Short Stay Accommodation services in Derby, Broome and Kalgoorlie. These three facilities provide accommodation for Aboriginal people for up to 28 days while they access health or other government services in these regional hub towns.

Improving health and wellbeing:

- \$3.9 million will be spent over two years on the Syphilis Prevention and Control Program in the Kimberley, Pilbara and the Goldfields. This includes the recruitment of additional Aboriginal team members to work within syphilis prevention;
- \$19.8 million to be spent on mental health initiatives to improve the wellbeing of Aboriginal people, including \$9.8 million for Aboriginal Suicide Prevention Plans and \$10 million under the Commitment to Aboriginal Youth Wellbeing package;

- \$6.8 million in 2020-21 to fund the Aboriginal Community Connectors program to help improve community safety and reduce community consequences of alcohol and drug related at risk behaviours;
- \$9.2 million over four years for ambulance services in the Kimberley, including three paid paramedics at Derby, Fitzroy Crossing and Halls Creek and six new ambulances for the Kimberley; and
- \$11.5 million over four years to support adult dental services, support for people affected by lymphoedema, and improving employment of Aboriginal and Torres Strait Islander people in the aged-care sector.

#### Delivering social and economic opportunities:

- As part of the Kimberley Juvenile Justice Strategy, an additional \$6.2 million will be spent over the next four years to improve youth justice outcomes in the Kimberley, including \$1.2 million in 2020-21 to deliver a work pilot skills program for juveniles in Broome and Kununurra;
- \$1.3 million will be spent over 2020-21 to 2022-23 to establish an Empowered Youth Leadership Network in the Kimberley;
- \$310,000 to support Aboriginal people to participate in elections, with the employment of a dedicated community liaison officer and casual regional community liaison officers to engage with Aboriginal communities in order to enhance the effectiveness of election services being delivered; and
- The Green Jobs Plan will not only protect WA's natural environment and promote growth in conservation jobs across the State, it will also support Aboriginal employment on country and provide significant opportunities for young people and unskilled workers.

The Commonwealth and State governments facilitate the delivery of human services including health care and education, with various programs supporting individual and community requirements. These are delivered through federal and State programs such as the federal Community Development Program

### **Local Government Responsibilities**

The Shire is not responsible for essential and municipal service delivery in Aboriginal communities within the district and as such no funds have been received by the Shire specifically for that purpose.

Tenure in Aboriginal communities generally lies with the Aboriginal Land Trust and is non-rateable. This means that the Shire in effect receives no revenue to deliver services to Aboriginal communities within the district from either rates, fees and charges or Federal / State funding.

Additionally, in most cases the Shire has no control of lands within Aboriginal Communities under the *Local Government Act 1995*. The fact that communities are located on Aboriginal Land Trust land restricts the capacity of Shires to operate facilities or maintain infrastructure or roads without first obtaining a leasehold interest or licence in relation to the land in question. Without addressing these land tenure constraints the delivery of municipal and essential services by local government would be problematic.

While not responsible for municipal and essential services the Shire of Broome does deliver a range of services to Aboriginal communities on the Dampier Peninsula under its powers and responsibilities within the *Local Government Act 1995*. These services include:

- Regulatory environmental health risk mitigation activities:
  - registration and inspection of food businesses

- registration and inspection of accommodation and camping facilities
- public building inspections
- regulating public health requirements for public events
- wastewater treatment system approvals
- inspection of water quality in public pools and
- mosquito and pest control.
- Ranger Services (delivered on a request basis):
  - animal management
  - illegal camping and
  - bushfire mitigation.
- Road Maintenance
  - The Shire has several roads still vested with it which are maintained under the rural road regime. It should be noted that Cape Leveque Road is to be vested in the Main Roads Department of WA as of July 2021
  - Road maintenance and renewal including patrol grading, delineation marking, shoulder maintenance, and road patching
  - Non regulatory signage maintenance and renewal
  - Weed management
  - Drainage maintenance and renewal and
  - Verge maintenance.
- Waste Management
  - The Shire is in the process of completing a Waste Management Plan in consultation with the local communities and stakeholders. This is due for review prior to release and hopes to provide local initiatives to waste management. Currently waste bins are provided for public use on Cape Leveque Road, approximately 12km from the Broome Highway.
- Building approvals and compliance (in terms of the *Building Act 2011* and *Building Regulations 2012*).
- Statutory and Strategic Planning services to the aboriginal communities (in terms of the *Planning & Development Act 2005*).
- Library outreach services including postal loans and Children's Book Week activities are provided throughout the district.
- Advocacy and support in preparation of funding applications for sport and recreation infrastructure projects
- Administration of KidSport funding applications for eligible juniors to cover club registration fees in structured junior sport.
- Community and economic funding rounds administered by the Shire are able to be accessed by applicants throughout the district.

Representatives of the Dampier Ward communities are also encouraged to nominate to sit on the Local Emergency Management Committee and Bush Fire Advisory Committee to assist in the strategic direction of emergency management activities in the Shire of Broome.

The Shire has recognised the impact the recent sealing of Cape Leveque Road will have on Peninsula communities from an economic development perspective and has included a new objective to advocate for increased business support services:

**Corporate Business Plan 2021 - 2025**

**Outcome 9:** *A strong, diverse and inclusive economy where all can participate*

**Objective 9.3:** *Activate the Dampier Peninsula*

**Action 2.1.3:** *Advocate to State and Federal government to provide increased business support services to Dampier Peninsula communities (e.g. financial / legal advice, grant writing, business case development, innovation support and networking)*

In addition, numerous objectives and actions within the Shire's Corporate Business Plan reference the advocacy of State and Federal government agencies for improvements in service delivery more generally:

Additionally the following Actions are included in Council's Corporate Business Plan:

**Corporate Business Plan 2021 - 2025**

**Outcome 3:** *A healthy active community*

**Objective 3.2:** *Improve access to sport, leisure and recreation facilities, services and programs.*

**Action 3.2.1:** *Advocate for funding to improve sporting infrastructure in Aboriginal Communities within the Shire.*

**Corporate Business Plan 2021 - 2025**

**Outcome 5:** *Responsible management of natural resources*

**Objective 5.2:** *Manage and conserve the natural environment, lands and water.*

**Action 5.2.2:** *Advocate that State government improves drinking water quality and water source protection in Aboriginal communities.*

**Corporate Business Plan 2021 - 2025**

**Outcome 6:** *Responsible growth and development with respect for Broome's natural and built heritage*

**Objective 6.1:** *Promote sensible and sustainable growth and development.*

**Action 6.1.4:** *Advocate the State Government to facilitate land tenure solutions including resolving native title.*

## **Funding**

There is a misconception that a portion of funding received through Financial Assistance Grant's (FAG's) is tied specifically to the delivery of services to Aboriginal people within the community. This is not the case; Financial Assistance Grant funding is untied with no conditions placed on how the funds should be spent.

No specific funding is received for this purpose and as such any costs associated with servicing Aboriginal communities would be borne through municipal funds (rates and/or fees and charges). This increase in cost would effectively be borne by ratepayers and residents of the Shire.

Interestingly case studies on the transition of municipal and essential services from the Northern Territory Government to local government indicate that "*Shires generally struggle to find the resources to provide an adequate range and standard of services to the meet*

*the needs of local communities*"<sup>1</sup>. While the transition of service delivery from Commonwealth / State to Local Government has been enacted, "delivery" issues in Aboriginal communities continue in large part due to funding limitations and an inability to raise revenue through land rating or fees and charges.

## **Summary**

Delivery of essential and municipal services in Aboriginal communities is currently in train through the State led Regional Services Reform Unit.

Officers recommend that Council acknowledge the Elector Motion, noting that the delivery and funding of essential and municipal services in Aboriginal communities is the responsibility of the State Government via the Regional Services Reform Unit.

Officers also recommend that Council invite the Regional Services Reform Unit to provide an update on the Municipal and Essential Services Reform Roadmap at a future Council Workshop, with information to be provided to electors.

## **CONSULTATION**

Department of Local Government Sport and Cultural Industries

## **FINANCIAL IMPLICATIONS**

Should the officer recommendation be supported there will be no financial impact.

If the Elector Motion is supported there would be significant expenses associated with developing and implementing the proposed "*integrated and inclusive development plan[s]*". A complete review of the Shire's strategic and financial planning documents including operational service delivery and rating objectives would be required.

As no specific funding is received for this purpose, any costs associated with this activity would be borne through a direct increase in rates and/or fees and charges. All costs associated with this approach would effectively be borne by ratepayers and residents of the Shire.

## **RISK**

There is significant risk associated with supporting the Elector Motion.

The delivery of municipal and essential services to Aboriginal communities is the responsibility of the State. As such Council has no legislative powers to undertake the delivery of such services and receives no funding to do so.

Council is also limited in its ability to deliver services having no legislated power over land on which Aboriginal communities are located.

This lack of power to deliver services and undertake operations on lands on which Aboriginal communities are located would make the practical delivery of the services proposed extremely difficult.

---

<sup>1</sup> [Local Government Service Delivery to Indigenous Communities – Review of service delivery models and approaches in various jurisdictions](#). Australian Centre of Excellence for Local Government, May 2012

Encroaching on the delivery of municipal and essential services in Aboriginal communities would also have reputational and relationship impacts with the State and the various State agencies tasked with current service delivery.

**OFFICERS RECOMMENDATION:**

*That Council:*

1. *Notes the Elector Motion;*
2. *Acknowledges the delivery and funding of essential and municipal services in Aboriginal communities is the responsibility of the State Government (not Local Government); and*
3. *Requests the Chief Executive Officer invite the Regional Services Reform Unit to provide an update on the Municipal and Essential Services Reform Roadmap at a future Council Workshop, with information provided to be made available to electors where possible.*

**ELECTOR MOTION 5: MICHAEL LEAKE**

**ELECTOR MOTION FIVE (5):**

**Minute No. /0221/005**

**Moved: Michael Leake**

**Seconded: Nik Wevers**

***That the Shire work collaboratively with the Broome Squash Club to revisit the ongoing planning for the development of suitable community space at BRAC, including the development of extra squash courts, to meet the needs of many parts of the community, especially junior sports and school participants.***

**CARRIED**

**COMMENT – MANAGER SPORT & RECREATION**

The investment into sport and recreation infrastructure by the Shire of Broome is guided by the Shire's Sport and Recreation Plan (2019 – 2029). The most recent version of this plan was adopted at the February Ordinary Meeting of Council in 2019. The Sport and Recreation Plan is due to be reviewed in the 2021/22 financial year. This is an action identified in the Shire's Corporate Business Plan (3.2.2).

A key element of the development of the existing plan, and a key part of the review, will be to engage with sporting clubs that operate out of the Shire's facilities, including the Broome Squash Club.

An additional action within the Shire's Corporate Business Plan is to provide a gym and fitness facility at the Broome Recreation Aquatic Centre (3.2.8). It is anticipated that with the most suitable location for this facility to be placed on site, the planning of future squash courts will also need to be considered.

The growth and performance of the Broome Squash Club is acknowledged, and the club should be congratulated on the commitment to their sport and their members.

**CONSULTATION**

During the development of the current sport and recreation plan, every sporting club in Broome was given the opportunity to meet with the consultant and discuss their needs and

any specific club issues. 22 clubs chose to take part and provided their input into their formulation of the plan prior to being presented to Council. The Broome Squash Club was involved in this consultation.

It is intended that the clubs will again be consulted during the review of the sport and recreation plan as per Corporate Business Plan item 3.2.2.

## **RISK**

If a review of the sport and recreation plan is not undertaken prior to commitment to significant infrastructure projects, the key priorities will not be clearly identified for Council consideration or for support of funding applications from State and Federal Government. Several key items from the current sport and recreation plan have been achieved and it is timely to reset and ensure that identified trends and infrastructure requirements are still current.

### OFFICERS RECOMMENDATION:

*That Council:*

1. *Notes the Elector Motion; and*
2. *Requests the Chief Executive Officer, as part of a future review of the Shire's Sport and Recreation Plan, work collaboratively with the Broome Squash Club, and other Broome sporting clubs, to revisit the ongoing planning for the development of suitable community space at the Broome Recreation and Aquatic Centre, including the possible development of additional squash courts, to meet the needs of many parts of the community, especially junior sports and school participants.*

## **ELECTOR MOTION 6: MICHAEL LEAKE**

### **ELECTOR MOTION SIX (6):**

**Minute No. /0221/006**

**Moved: Michael Leake**

**Seconded: Jan Lewis**

***That the Council provides a detailed report back to the ratepayers of Broome regarding the Shire's dealings and relationships with Broome Futures Ltd (BFL/West Kimberley Alliance) including at least the following - funding and results, appointment terms and time frame, governance, accountability back to the council and benefits to the rate payers and other points that provide transparency and accountability.***

**CARRIED**

## **COMMENT – MANAGER COMMUNITY AND DEVELOPMENT**

The Shire of Broome is seeking an acquittal report from West Kimberley Alliance (WKA) for the funding provided by Council. This will document outcomes and outputs achieved, lessons learnt, and provide audited financials related to the funding provided.

Once the acquittal is assessed by the Shire of Broome, officers will prepare a report for Council consideration detailing the Shire's engagement with WKA.

The Shire encourages members of the public to contact WKA directly if further information regarding the West Kimberley's strategic vision, constitution or operations is required.

## RISK

Regular public questions and freedom of information requests have been submitted over the past 12 months seeking further information on the Shire of Broome's engagement with the WKA.

There is risk the number of hours of Officer time allocated to responding to public questions and freedom of information requests will continue to increase if no action is taken.

The Shire of Broome has authority to release Shire owned documents to the public. It does not have authority to release documents owned by the WKA.

### OFFICERS RECOMMENDATION:

That Council:

1. Notes the Elector Motion;
2. Requests the Chief Executive Officer to again seek the acquittal report from West Kimberley Alliance documenting the outcomes and outputs achieved from funding provided by the Shire of Broome.
3. Requests the Chief Executive Officer to prepare a report for Council's consideration for public release detailing the Shire of Broome's engagement with the West Kimberley Alliance following the review of the acquittal report.
4. Encourages members of the public to contact West Kimberley Alliance directly if further information regarding the West Kimberley Alliance's strategic vision or constitution is required.

## STATUTORY ENVIRONMENT

### **Local Government Act 1995**

#### **Subdivision 4 — Electors' meetings**

##### **5.26. Term used: electors**

In this Subdivision —

**electors** include ratepayers.

##### **5.27. Electors' general meetings**

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.

[Section 5.27 modified: SL 2020/57 <sup>1M</sup>.]

## STRATEGIC IMPLICATIONS

**Performance - We will deliver excellent governance, service and value, for everyone:**

Sustainable and integrated strategic and operational plans

Effective community engagement

**VOTING REQUIREMENTS**

*Simple Majority*

OFFICERS RECOMMENDATION: Elector Motion 1

That Council:

1. Notes the Elector Motion; and
2. Requests the Chief Executive Officer proceed with the review of the Weed Management Strategy in the 2022/23 financial year as detailed in the Corporate Business Plan 2021 – 2025.

OFFICERS RECOMMENDATION: Elector Motion 2

That Council:

1. Notes the Elector Motion;
2. Continues to advocate for improved access to health facilities, services and programs to achieve good general and mental health in the community; and
3. Continues to advocate for hospital facilities and services to address long-term health needs.

OFFICERS RECOMMENDATION: Elector Motion 3

That Council:

1. Notes the Elector Motion;
2. Continues to advocate for housing diversity to meet community needs (e.g. retirement village, aged care facilities, accommodation for seasonal workers etc.);
3. Continues to advocate for the promotion of access to safe, affordable accommodation to meet all needs, including itinerants, homeless people, those at risk, youth and the elderly.

OFFICERS RECOMMENDATION: Elector Motion 4

That Council:

1. Notes the Elector Motion;
2. Acknowledges the delivery and funding of essential and municipal services in Aboriginal communities is the responsibility of the State Government (not Local Government); and
3. Requests the Chief Executive Officer invite the Regional Services Reform Unit to provide an update on the Municipal and Essential Services Reform Roadmap at a future Council Workshop, with information provided to be made available to electors where possible.

OFFICERS RECOMMENDATION: Elector Motion 5

That Council:

1. Notes the Elector Motion; and
2. Requests the Chief Executive Officer, as part of a future review of the Shire's Sport and Recreation Plan, work collaboratively with the Broome Squash Club, and other Broome sporting clubs, to revisit the ongoing planning for the development of suitable community space at the Broome Recreation and Aquatic Centre, including the possible development of additional squash courts, to meet the needs of many parts of the community, especially junior sports and school participants.

OFFICERS RECOMMENDATION: - Elector Motion 6

That Council:

1. Notes the Elector Motion;
2. Requests the Chief Executive Officer to again seek the acquittal report from West Kimberley Alliance documenting the outcomes and outputs achieved from funding provided by the Shire of Broome;
3. Requests the Chief Executive Officer to prepare a report for Council's consideration for public release detailing the Shire of Broome's engagement with the West Kimberley Alliance following the review of the acquittal report; and
4. Encourages members of the public to contact West Kimberley Alliance directly if further information regarding the West Kimberley Alliance's strategic vision or constitution is required.

**Attachments**

1. Annual Electors Meeting Minutes - 4 February 2020



# **UNCONFIRMED MINUTES**

**OF THE**

**ANNUAL ELECTORS MEETING**

**4 FEBRUARY 2021**

## NOTICE OF MEETING

Dear Council Member,

The next Annual Electors Meeting will be held on Thursday, 4 February 2021 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 5:00 PM.

Due to Covid and the current capacity restrictions within public venues, the Shire asks that any members of the public planning on attending pre-register. Registrations can be made through the Shire website via the following link:

<https://www.broome.wa.gov.au/Council/Council-Meetings-and-Minutes/Annual-Electors-Meeting>.

Regards,



S MASTROLEMBO  
Chief Executive Officer

25/01/2021

### 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  
ANNUAL ELECTORS MEETING  
THURSDAY 4 FEBRUARY 2021  
INDEX – MINUTES**

1.	OFFICIAL OPENING .....	4
2.	ATTENDANCE AND APOLOGIES .....	4
3.	SHIRE PRESIDENT REPORT.....	5
4.	ANNUAL REPORT.....	5
	GENERAL BUSINESS.....	6
6.	MEETING CLOSURE .....	17

<b>1. OFFICIAL OPENING</b>
----------------------------

*The Chair outlined the process for the Annual Electors Meeting and welcomed members and electors and declared the meeting open at 5:00 PM.*

<b>2. ATTENDANCE AND APOLOGIES</b>
------------------------------------

**ATTENDANCE**

<b>Members:</b>	Cr H Tracey	Shire President (via e-Meeting, Regulation 14C)
	Cr D Male	Deputy Shire President (Chair)
	Cr P Matsumoto	
	Cr C Mitchell	
	Cr B Rudeforth	(via e-Meeting, Regulation 14C)
	Cr F West	
	Cr N Wevers	
<b>Apologies:</b>	Cr P Taylor	
	Cr E Foy	(Arrived at 5:07 PM)
<b>Leave of Absence:</b>	Nil	
<b>Officers:</b>	Mr S Mastrolembro	Chief Executive Officer (via e-Meeting, Regulation 14C)
	Mr J Watt	Director Corporate Services
	Mr N Cain	Director Development and Community (via e-Meeting, Regulation 14C)
	Mr A Graffen	Director Infrastructure
	Mr D Kennedy	Manager Governance, Strategy and Risk
	Mr A Santiago	Manager Finance
	Ms L Levi	Senior Administration and Governance Officer
	Mr J Carpenter	Senior Procurement and Risk Officer
	Ms K Cookson	Team Leader Customer Service (via e-Meeting, Regulation 14C)
	Ms S Reynolds	Customer Service Officer
<b>Media</b>	Matt Bamford	ABC
	Sam Jones	Broome Advertiser
<b>Public Gallery</b>	Tessa Jones	Elector
	Thomas Oliver	Elector
	Julia Mikhlik	Elector
	Andrew Chambers	Elector
	Gaye Wotherspoon	Elector
	Jan Lewis	Elector
	Gayle Keys	Elector
	Geoff Williams	Elector
	Dylan Storer	Elector
	Debra Thomson	Elector

Neil Thomson	Elector
Susan Bradley	Elector
Jennifer Jones	Elector
Michael Leake	Elector
Brendan Renkin	Elector
Geoff Haerewa	Observer
Diana Oliver	Elector

### 3. SHIRE PRESIDENT REPORT

The Shire President Report is contained on page 8 of the Shire's Annual Report 2019 - 2020.

*The Chair read aloud the Shire President Report.*

#### **RESOLUTION:**

**Minute No. /0221/001**

**Moved: Cr N Wevers**

**Seconded: Cr C Mitchell**

***That the 2019 - 2020 Shire President's report be received.***

**CARRIED UNANIMOUSLY 7/0**

### 4. ANNUAL REPORT

#### **Annual Report 2019 - 2020**

The Shire of Broome Annual Report for the financial year 2019/20 is available on the Shire of Broome website via this link: <https://www.broome.wa.gov.au/Council/Council-Meetings-and-Minutes/Minutes-and-Agendas>.

#### **Supplementary Information**

Minutes from the 2018/19 Annual Electors Meeting held 12 December 2019, are available via this link: [Minutes – Annual Electors Meeting](#). These minutes were received by Council at the Ordinary Council Meeting held 27 February 2020.

#### **RESOLUTION:**

**Minute No. /0221/002**

**Moved: Cr D Male**

**Seconded: Cr C Mitchell**

***That the Shire of Broome Annual Report for the financial year ended 30 June 2020 be received.***

**CARRIED UNANIMOUSLY 7/0**

**GENERAL BUSINESS**

Cr E Foy entered the Chambers 5:07 PM

**Elector Motions**

Jan Lewis submitted an Elector Motion prior to the meeting:

**ELECTOR MOTION 1:**

Minute No. /0221/003

Moved: Jan Lewis

Seconded: Brendan Renkin

*That the Shire of Broome brings forward the review of the Shire's weed management plan scheduled for 2023-24 to the 2021-22 financial year and adds a fully costed and best practice implementation strategy to the updated plan.*

CARRIED

Andrew Chambers submitted Elector motions prior to the meeting:

**ELECTOR MOTION 2:**

Minute No. /0221/004

Moved: Andrew Chambers

Seconded: Gaye Wotherspoon

*That this Shire commit to working with State and Federal Agencies to develop plans for the expansion of our hospital facilities to include more beds, clinic facilities for specialist services currently not available or only by visiting specialists most importantly in geriatric care, paediatrics, tropical/poverty diseases and mental health.*

CARRIED

**ELECTOR MOTION 3:**

Minute No. /0221/005

Moved: Andrew Chambers

Seconded: Michael Leake

*That this Shire commit to working with State and Federal Agencies to develop plans for building public access, affordable aged care residential facilities within this Shire that are culturally appropriate for our ethnically diverse population.*

*That this Shire utilise its capacity and expertise to develop an ongoing and financially sustainable management structure to ensure that the facilities remain open and accessible and not be run "for profit".*

*That this Shire develops employment and training plans that fully engage local residents in permanent careers within the industry and our local facilities.*

CARRIED

**ELECTOR MOTION 4:**

Minute No. /0221/006

<b>Moved: Andrew Chambers</b>	<b>Seconded: Brendan Renkin</b>
<i>That the Shire develop an integrated and inclusive development plan, 2021-2026, in consultation with the Dampier Ward Communities, State and Federal Agencies, utilising dedicated Federal Grant Funding, that sees those communities develop amenities and lift standards of public health and service to levels town residents take for granted and that visiting tourists expect.</i>	
<i>That Federal funds received specifically for the purpose, over that five year period, be dedicated solely toward budgets to enact these plans and that the Shire work with these communities in applying for and managing (if needed or requested) project funding and delivery.</i>	
<i>That the Shire use its existing departmental management, HR, payroll expertise, infrastructure and capital equipment acquisition abilities to extend existing town based services out into the Dampier Ward Communities, to provide the administrative and training capabilities required to develop and support community based, permanent, employment and training opportunities to deliver these services and developments.</i>	
<b>CARRIED</b>	

Michael Leake submitted the following Elector Motions prior to the meeting:

<b><u>ELECTOR MOTION FIVE5:</u></b>	
	Minute No. /0221/007
<b>Moved: Michael Leake</b>	<b>Seconded: Nik Wevers</b>
<i>That the Shire work collaboratively with the Broome Squash Club to revisit the ongoing planning for the development of suitable community space at BRAC, including the development of extra squash courts, to meet the needs of many parts of the community, especially junior sports and school participants.</i>	
<b>CARRIED</b>	

<b><u>ELECTOR MOTION SIX 6:</u></b>	
	Minute No. /0221/008
<b>Moved: Michael Leake</b>	<b>Seconded: Jan Lewis</b>
<i>That the Council provides a detailed report back to the ratepayers of Broome regarding the Shire's dealings and relationships with Broome Futures Ltd (BFL/West Kimberley Alliance) including at least the following - funding and results, appointment terms and time frame, governance, accountability back to the council and benefits to the rate payers and other points that provide transparency and accountability.</i>	
<b>CARRIED</b>	

#### Public Questions

Questions were received from Gaye Wotherspoon prior to the meeting:

Question One (1)

Can Broome Shire explain how it came to the conclusion that Coconut Well should be considered an option for a new Kimberley Waste facility, when five years ago it was deemed by Hydrogeologist Tony Laws that it would appear that any proposal to site a Waste Facility in any ground water recharge area around Broome is fraught with risk?

**Response prepared by Sam Mastrolembo, Chief Executive Officer and read aloud by Andrew Graffen, Director Infrastructure:**

With the end of life imminent at our existing Landfill Facility at Buckley's Rd, the Shire has been planning for the development of a new Regional Resource Recovery Park (RRRP) which is an essential piece of community waste infrastructure. A site selection process has been ongoing for this facility for over nine years.

Site options within a 60km radius of the Broome townsite have been explored and considered over this period, with Council most recently endorsing two preferred sites for detailed site investigation (including fatal flaw analysis).

The Tony Laws Report you have referred to was tabled by a community member as part of a previous community submission process on site selection back in 2015. This Report was not endorsed by Council. It must also be clarified that the said Report was tabled in reference to an alternate site than the one currently under consideration. It was also written without the benefit of on ground detailed site-specific information. Our Waste Consultancy team and Peer Review consultants are acutely aware of the concerns raised in this report.

Over the past 14 months, detailed site investigations have been underway on the two site locations (Site D2 and Site G1). This has included desktop and intrusive investigations of cultural monitoring, geotechnical, hydrological, hydrogeological, ecological (flora and fauna) along with design works and detailed financial assessments for both sites. The culmination of extensive studies informs a Site Comparison Report that evaluates the strengths, weaknesses and points of difference between the two development options and Sites.

The Site Comparison Report was endorsed by Council at the December 2020 Ordinary Meeting of Council for the purposes of commencing community consultation. The Site Comparison Report in its entirety will be released to the community on 15 February 2021. A number of targeted information sessions, displays, websites and FAQ sheets will also be utilised to engage further with the community. I would encourage you to meet with staff at this time and engage through this process.

On a final note, Shire officers, consultants and Council are aware of the challenges and risks with this project. There are a number of approval processes that remain outstanding once a preferred site is determined. In the interim, we are keen to hear the community's thoughts and feedback on the Site Comparison Report and encourage your involvement.

#### **Question Two (2)**

When is Broome Shire releasing details of the two proposed Waste facility sites to Broome residents for public comment? and what is the timeline for responses?

**Response prepared by Sam Mastrolembo, Chief Executive Officer and read aloud by Andrew Graffen, Director Infrastructure:**

As endorsed by Council at the December 2020 Ordinary Meeting of Council, information will be available to the Broome Community on Monday 15 February 2021 as part of the commencement of an engagement process related to building community understanding of the RRRP. A 6 week submission period has been endorsed and a number of engagement activities which will include workshops, public displays, surveys and media coverage will occur over this time.

**Gaye Wotherspoon asked an additional question:**

**Question Three (3)**

Why is it that Broome Councillors have been told not to discuss the RRRP with Broome residents?

**Answer provided by the Chair, Desiree Male:**

The RRRP information is confidential until the community engagement process begins on the 15 February 2021. Once the community engagement process has begun Shire Councillors will be happy to discuss the project with you.

**Jan Lewis submitted the following questions prior to the meeting:**

**Question One (1)**

Is it correct that only 1 person (1 FTE) is employed to spray weeds in the Shire of Broome, with the occasional assistance of contractors?

**Response provided by Andrew Graffen, Director Infrastructure:**

The statement contained within your question is not correct.

The Shire of Broome currently delivers a long-term integrated weed management program which involves biological, chemical and physical control measures. The Shire of Broome has a dedicated Weed Officer however the integrated weed management program is delivered by a large number of staff across our Parks and Gardens and Works teams. This work is supplemented through the engagement of specialised contractors to support delivery of chemical control measures.

**Question Two (2)**

How does the Shire justify this level of staffing when it is obvious to anyone looking that the weed burden in drains, on footpath edges, and on crown land within the Shire is expanding exponentially?

**Response is provided by Andrew Graffen, Director Infrastructure:**

The Shire of Broome annually produces a zero-based resource budget for its operational areas. The allocation of labour through this process is based on annual priorities and projects. As per the previous question the allocation to the integrated weed management program is spread across a large number of staff and positions.

It is acknowledged that the number and diversity of weeds within the region is on the rise and additional resource allocation to weed management is proposed for the 2021/22 financial year.

The Shire has also developed a draft Weed Management Strategy with the aim to provide a framework for cooperative weed management that will guide efforts throughout the Shire of Broome. The draft strategy highlights the following objectives:

- Preventing introduction and spread of weeds
- Reviewing progress in Weed Management and devising methods for ongoing control
- Reviewing responsibilities of Stakeholders in Weed Management
- Increasing Public Awareness and Education

This document is anticipated to be finalised this financial year.

**Andrew Chambers submitted questions prior to the meeting:**

**Question One (1)**

Has the Shire any process in place to implement a transition to a low carbon emission organisation that leads by example and assists this community with pro-active initiatives that assist residents to manage and afford that transition?

**Response provided by Andrew Graffen, Director Infrastructure:**

This issue is addressed in the Shire's new Strategic Community Plan (SCP) and Corporate Business Plan (CBP). In the SCP, under the 'Place' Aspiration, Outcome 5 is the 'Responsible management of natural resources', containing the following objectives:

- 5.1 Mitigate climate change and natural disaster risks
- 5.2 Manage and conserve the natural environment, lands and water
- 5.3 Adopt and encourage sustainable practices.

Linked Strategies include the 'State of Environment Report 2015' and the 'Declaration on Climate Change'.

The Corporate Business Plan includes several Actions developed to facilitate Outcome 5.3 'Adopt and encourage sustainable practices'. These include:

- The development of a Renewable Energy Roadmap;
- Advocacy for increased options around availability of renewable energy from the power grid;
- Investigation of solar power opportunities; and
- The inclusion of electric vehicles within Council's 10-year plant replacement program.

It must be noted that Council has a responsibility to ensure that there is a balance between leading on technological adaptation and the costs involved in doing so.

The Shire of Broome has been proactive and has implemented a significant number of initiatives to reduce its carbon emissions while advocating strongly for opportunities for community members to transition. At Ordinary Council Meeting 29 October 2020, Council endorsed becoming a signatory of the WALGA Climate Change Declaration making a commitment to developing locally appropriate mitigation and adaptation strategies.

**Question Two (2)**

In light of the recent non-attendance by NBY at the Community Safety Forum what steps are being taken by The Shire to positively engage with the peak body of the local Native Title Holder group to engage positively in the resolution of major problems driving the ongoing crime wave led by the alienated youth of this community?

**Response prepared by Nathan Cain, Director Development and Community and read aloud by James Watt, Director Corporate Services:**

The Shire has invited NBY to form part of a response group with other panel agencies from the Community Safety Forum. NBY and the Shire meet regularly where this topic, and others, are discussed.

A collaborative, whole of community approach is required to address and respond to crime prevention and safety. The Shire is committed to working alongside all stakeholders to find resolutions.

### **Question Three (3)**

Further to this when will the Shire be making any announcements about initiatives arising in response to the concerns and suggestions put forward at the Community Safety Forum?

**Response prepared by Nathan Cain, Director Development and Community and read aloud by James Watt, Director Corporate Services:**

It is unlikely there will be one single announcement regarding initiatives.

Initiatives such as Operation Heatshield form part of the response as do initiatives contained within the draft Community Safety Plan 2021 - 2025.

The Shire has also recently made available several ultraviolet pens for marking personal property as well as providing a limited supply of free bicycle / scooter alarms.

A response group workshop is scheduled at the end of February to discuss juvenile justice matters.

Shire officers continue to work through the questions received as part of the Community Safety Forum. The Q and A section on the Shire website will be updated regularly.

### **Question Four (4)**

Can Shire officers answer when the much needed safety and signage work will take place on the Cape Leveque Rd turn-off?

**Response provided by Andrew Graffen, Director Infrastructure:**

Following the completion of the \$65 million Broome Cape Leveque Road upgrade project late in 2020 the Australian and Western Australian Governments have allocated additional funding to the road.

An additional \$15 million has been allocated towards reconstructing the first 13.6 kilometres of the old narrow seal on the Broome Cape Leveque Road as well as upgrading the Broome Highway intersection.

As part of these works a formalised tourist information bay is designed and will be constructed 500m from the intersection. This bay includes delivery of a signage project by Main Roads WA.

It is anticipated that these works commence post wet season and be completed in 2021.

**Question One (5)**

Can the Shire please clarify its role in the proposed Broome Boating Facility?

**Response provided by Andrew Graffen, Director Development and Community:**

In 2017 the WA State Government committed \$1 million towards developing a Business Case and technical investigations for a safe boating facility. The Department of Transport has been responsible for leading this project.

*The Shire of Broome Strategic Community Plan 2021 – 2031 states that the Shire will:*

- *Advocate for the Department of Transport to build the Broome Boating Facility at Entrance Point*

*To date the Shire has been responsible for:*

- *Coordinating the Broome Boating Facility Advisory Group*
- *Undertaking the Broome Boating Facility Community Consultation*

*The Shire has also agreed to facilitate concept designs for the Broome Boating Facility greenspace areas, interpretation and artworks.*

*The Shire will continue to work closely with the Department of Transport throughout all stages of the project to ensure successful delivery.*

*The coordination and finalisation of the Business Case sits with the Department of Transport. A final version has been received by the Shire. Advice confirms the document is confidential at this time and due for further refinement in the coming months.*

The Shire would like to thank the WA State Government for its commitment to the project thus far and note the Premier's Election promise of \$35 million would play a sizeable role in helping make the facility a reality.

The Shire will continue to advocate for the project to be fully funded to allow the vision of this facility to be realised.

**Michael Leake asked the following question:**

**Question One (1)**

I have seen designs of other Council Chambers where the Councillors face the public gallery and do not have to turn around to see members of the public. I would like to know, can Council review the current layout of the Council chambers so that all Councillors are facing towards rate payers, so the public has a better view of the Councillors while they are deliberating over Council items?

**Response provided by James Watt, Director Corporate Services:**

We have started to investigate options but are constrained by the size and shape of the current room. We are working on improvements and if you have ideas on how the

Chambers would perform better from the public's perspective we would be interested in discussing them with you.

**Brendan Renkin asked the following question:**

**Question One (1)**

The annual report refers to the community scorecard. In that scorecard only 35% of residents agreed that rates provided value for money, 9 points below the State average and 28 points below the best rated Shire in the State. Does the Shire have an explanation for why 65% of residents think that rates aren't value for money? Does the Shire plan to do anything different to address this?

**The Chair took the question on notice and a response will be provided at the next Ordinary Meeting of Council.**

**The following question was asked by Susan Bradley:**

**Question One (1)**

Is there any future plans to move the pearling statues from Hamersley Street to Carnarvon Street back to the centre of the town?

**The Chair provided the following response:**

We recognise that their current location is not ideal, and we are looking at options of where we can move the statue. It can be difficult to determine where the best place for the statues should be by looking at them on plans. We are waiting for the upgrade to be completed so we can do a site visit, get a full understanding of how the area will look completed and determine the best place for them.

**Brendan Renkin asked the following question:**

**Question One (1)**

Why are staff attending the meetings of the Broome Futures when it's a private board and what are they doing there?

**The Chair took the question on notice and a response will be provided at the next Ordinary Meeting of Council.**

**Susan Bradley asked the following question:**

**Question One (1)**

Does the Council have any power or influence on the land at Kennedy Hill?

**The Chair responded to the question:**

The land is owned by Aboriginal Land Trust (ALT). The land is in the process of being transferred back to Yawuru.

**Andrew Graffen, Director Infrastructure,** explained that Development WA is currently working with Nyamba Buru Yawuru to develop a precinct plan for the area.

**Question Two (2)**

Is Council responsible for cleaning up that area?

**Question responded to by Andrew Graffen, Director Infrastructure:**

The Shire is not responsible for cleaning up the area, but we are constantly communicating with ALT in an effort to keep the land clean and tidy.

**The following questions were received from Andrew Chambers prior to the meeting and answered administratively. Due to time constraints he was unable to ask his questions at the meeting.**

**Question (1)**

Can the Shire please provide details of annual expenditure over the last five years directly related to the recruitment, transition, housing, employment, training and termination costs for Shire administrative roles?

**Response provided by Sam Mastrolembro, Chief Executive Officer:**

I will address this question together with the following question.

**Question (2)**

Can the Shire please provide details of annual expenditure over the last five years for local employment, training and apprenticeship programs?

**Response provided by Sam Mastrolembro, Chief Executive Officer:**

Please find below, a table providing the information requested:

	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020
<b>Recruitment</b>	\$93 571	\$143 647	\$73 108	\$121 903	\$56 893
<b>Transition</b>	\$16,672	\$27,755	\$17,026	\$18,729	\$12,230
<b>Housing</b>	\$114,854	\$77,883	\$103,248	\$125,749	\$45,521
<b>Employment</b>	\$15,390,414	\$14,380,525	\$14,897,478	\$14,982,068	\$15,688,504
<b>Training</b>	\$282 454	\$207 753	\$258 818	\$205 426	\$145 058
<b>Termination</b>	-	-	-	-	\$5,000
<b>Apprenticeship programs</b>	-	-	-	\$49,910	\$148,722

**Question (3)**

Can the CEO please explain why this Shire is experiencing high levels of turn-over among senior staff appointees, the most recent being the departure of the Director Development and Community?

**Response provided by Sam Mastrolembro, Chief Executive Officer:**

We have had unfortunate turnover in the position of Director Development and Community, accounting for more than half of the turnover in Director positions since this time. When reviewing Director turnover overall, the general trend is downward since 2016. The most recent departures have cited family reasons and opportunities for career development and/or more attractive salary packages for the move.

Overall turnover is currently running at approximately 35% across the organisation. This is unfortunately on a par with other Local Governments in the Kimberley.

The Kimberley is not alone in this issue as around 18% of WA Rural and Regional Remote councils experience turnover rates of greater than 20%.

**Question Four (4)**

Is the Shire able to provide any updates on the proposed Floating Jetty Facility and the planning for traffic management if this project and the Broome Boat Facility proceed in 2021 (or at some point)?

**Response provided by Andrew Graffen, Director Infrastructure Services:**

The 'Floating Jetty Facility' is being funded by Kimberley Marine Support Base (**KMSB**) Pty Ltd and will be located within the Kimberley Ports Authority (**KPA**) controlled land and waters. As such the final road alignments will be agreed between KPA and KMSB to best suit the requirements of the facility.

The Shire has been involved in discussions with both KMSB and KPA as part of the development of the business case for the Broome Boating Facility. Through this engagement the Shire has received commitment from the KPA that recreational access to Entrance Point will be maintained.

**Question Five (5)**

Has this Shire listened to the significant objections raised by the residents of Coconut Wells (and others) and reconsidered the site location to one that is not so environmentally hazardous, not located off a major tourist route on a poorly maintained road?

**Response provided by Sam Mastrolemba, Chief Executive Officer:**

As outlined previous this evening a Site Comparison Report on two preferred sites has been endorsed by Council for the purpose of community engagement. Council will in due course make a decision on the site selection with regard for community feedback.

However I can confirm that the Shire of Broome is working with the Dampier Peninsula communities and have coordinated the development of a Draft Dampier Peninsula Waste Management Plan on behalf of the State Government to consider the very issues you have raised.

**Question Six (6)**

Can the Shire please detail the amount received annually from Federal funding over the last five years (Local Government (Financial Assistance) Act 1995) specifically for the improvement of Aboriginal social circumstances and their advancement (National Principles Relating to the Allocation of Grants (v) Aboriginal peoples and Torres Strait

Islanders. Financial assistance shall be allocated to councils in a way which recognises the needs of Aboriginal peoples and Torres Strait Islanders within their boundaries.) and show where that funding has been allocated?

*Note: (The amount received in 2020-21 for factor Aboriginality was \$973,322, for Social Disadvantage was \$569 833 - Total \$1 543 165. This is an annual allocation )*

**Response provided by James Watt, Director Corporate Services:**

No Financial Assistance Grant funds have been received by the Shire specifically for the improvement of Aboriginal social circumstances and their advancement over the past 5 years.

Local Government Financial Assistance Grants are funded by the Commonwealth Government and distributed among 137 local governments in Western Australia each year.

These grants are the State's entitlement for financial assistance from the Commonwealth Government, paid in equal quarterly instalments for a financial year.

The distribution of Financial Assistance Grants is for local government purposes and aims to achieve equitable levels of services across all local governments.

The funding provided to local governments is allocated on the basis of horizontal equalisation to ensure that each local government in the State is able to function at a standard not lower than the average standard of other local governments.

Importantly, Financial Assistance Grant funding is untied. There are no conditions placed on how the funds should be spent.

The WA Grant Commission uses a "balanced budget" approach to calculate General Purpose Grants. The commission calculates the equalisation requirement of each local government by assessing the revenue raising capacity and expenditure need of each local government. Five categories (called standards) are used to calculate revenue raising ability and six categories are used to establish expenditure needs.

The equalisation requirement is the difference between the assessed expenditure need and the assessed revenue raising capacity of each local government.

The grants commission has developed a range of 12 cost adjustors (including location, population dispersion, socio-economic disadvantage, climate and as per the question, aboriginality). These cost adjustors are used to recognise the additional costs a local government faces due to its physical or demographic characteristics. This "adjusted" expenditure figure is used to calculate the final equalisation requirement.

The Shire does not receive the level of funding for the cost adjustors as quoted in the question. As mentioned, those figures are developed by the commission to estimate the additional costs a local government faces due to its physical or demographic characteristics. These cost adjustors are added to the total expenditure which is assessed against revenue and averaged over a six-year period to derive the final equalisation requirement.

The Shire of Broome has received the following allocations since 2016-17:

2016-17: \$1.936M

2017-18: \$1.837M

2018-19: \$1.9M  
2019-20: \$1.829M  
2020-21: \$1.842M

**Question Seven (7)**

Can the Shire Representatives please detail the annual contribution made by ratepayers toward hosting The Shinju Matsuri Festival and detail DIRECT community employment and contract income for the 2020 Shinju Matsuri Festival?

Can you also confirm that despite a trend of growth in expenditure direct returns, in terms of local paid employment and opportunity within the arts and allied industries, are reducing?

**Response provided by Nathan Cain, Director Development and Community:**

Council, at the Special Meeting of Council on 2 July 2020, approved funding of \$130,000 ex GST in 2020-2021 to Shinju Matsuri Inc. for the 2020 Shinju Matsuri Festival.

It was a condition of funding for Shinju Matsuri Inc. to provide Council with a report on the proportion and amount of the \$130,000 paid to Broome personnel and businesses.

The Shire of Broome has received a preliminary report and is working with Shinju Matsuri to seek further details and information.

**6. MEETING CLOSURE**

***There being no further business the Chair declared the meeting closed at 5:51 PM.***

These minutes were confirmed at a meeting held (DD Month Year),  
and signed below by the Presiding Person, at the meeting these minutes were confirmed.

Signed: .....

**9.4.2 LOCAL GOVERNMENT ELECTIONS 2021**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	GOE04
<b>AUTHOR:</b>	Manager Governance, Strategy and Risk
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report recommends that Council appoint the Western Australian Electoral Commission (**WAEC**) to conduct the 2021 Ordinary Election on behalf of the Shire and that the election be an 'In-Person' election.

**BACKGROUND**

The next local government ordinary election is scheduled to be held on Saturday 16 October 2021. There will be three (3) positions in the Broome Ward and one (1) position in the Dampier Ward contested.

The Chief Executive Officer of a local authority is responsible for the conduct of local government elections unless arrangements are made in accordance with section 4.20 of the *Local Government Act 1995* to appoint another person. This appointment must occur at least 80 days prior to election day.

Section 4.61(1) of the *Local Government Act 1995* provides for an election to be conducted as a:

**postal election** which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or

**voting in person election** which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

Postal voting legislation currently prohibits early polling. This limits the ability to provide pre-polling opportunities in the Dampier Ward in particular and for that reason has not been considered for the 2021 Ordinary Election.

The WAEC has conducted the in-person elections on behalf of the Shire since 2009. Voter turnout for the last six Shire of Broome in-person elections is as follows:

Ward	2009	2011	2013	2015	2017	2019
Broome	33.4%	44.0%	34.4%	26.3%	24.5%	27.2%
Dampier	22.2%	25.5%	27.4%	21.6%	-	-

**COMMENT**

The WAEC have provided a cost estimate of \$38,000 including GST to conduct the 2021 election (Attachment 1). This is based on the appointment of a local Returning Officer (**RO**).

At the last election in 2019, Council requested that the WAEC appoint an external to Broome RO to eliminate any perception of political or personal influence. This provided increased assurance to the candidates and the community that the election was undertaken in an open and transparent manner.

The use of an external RO will increase the estimated cost of the election by \$6,000 including GST. Based on the success of this in 2019 it is recommended that this continue for the 2021 election.

To confirm the WAEC engagement for the 2021 election a resolution of Council by absolute majority is required under section 4.20(4) of the Act.

**Local Government Act Review Final Report 2020**

The report contained two specific recommendations of note that have relevance to this item. Whilst not expected to be legislated prior to the October 2021 election it provides a strong indication of where electoral legislation may be headed.

**Recommendation 23. All local government elections should be overseen by the Western Australian Electoral Commissioner.**

The Shire has a well-established relationship with the WAEC and supports this continuance.

**Recommendation 25(a) Postal voting be required, with lodgement of these votes to be allowed in person on and before election day.**

This recommendation if legislated, will overcome the current postal voting limitation on not being able to conduct in-person pre-polling prior to election day. Postal voting would be a genuine alternative if this were to come into effect, mitigating the major concerns over the postal system that have been raised in the past.

**CONSULTATION**

Western Australian Electoral Commission.

**STATUTORY ENVIRONMENT****4.20. CEO to be returning officer unless other arrangements made**

- (1) *Subject to this section the CEO is the returning officer of a local government for each election.*
- (2) *A local government may, having first obtained the written agreement of the person concerned and the written approval of the Electoral Commissioner, appoint\* a person other than the CEO to be the returning officer of the local government for —*
  - (a) *an election; or*
  - (b) *all elections held while the appointment of the person subsists.*

*\* Absolute majority required.*

- (3) *An appointment under subsection (2) —*
  - (a) *is to specify the term of the person's appointment; and*

(b) has no effect if it is made after the 80th day before an election day.

- (4) A local government may, having first obtained the written agreement of the Electoral Commissioner, declare\* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.

\* Absolute majority required.

#### **4.61. Choice of methods of conducting election**

- (1) The election can be conducted as a —  
**postal election** which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or  
**voting in person election** which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

- (2) The local government may decide\* to conduct the election as a postal election.

\* Absolute majority required.

#### **POLICY IMPLICATIONS**

Election Caretaker Policy

#### **FINANCIAL IMPLICATIONS**

The amount of \$44,000 (incl. GST) will be allocated in the 2021/22 municipal budget (GL 20404), subject to Council endorsement.

#### **RISK**

Utilising the WAEC resources and expertise reduces the risk of non-compliance and ensures a high level of impartiality and transparency.

#### **STRATEGIC IMPLICATIONS**

**Performance - We will deliver excellent governance, service and value, for everyone.**

Deliver best practice governance and risk management.

#### **VOTING REQUIREMENTS**

*Absolute Majority*

#### REPORT RECOMMENDATION:

That Council:

1. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2021 Ordinary Election together with any other elections or polls which may also be required;

2. *Determines the Shire of Broome 2021 Ordinary Election be conducted as a voting In- Person election as defined in section 4.61(1) of the Local Government Act 1995; and*
3. *Requests the Chief Executive Officer to make appropriate allocations for election expenses in the 2021/22 budget.*

### **Attachments**

1. WAEC 2021 Ordinary Election Cost Estimate.



WESTERN AUSTRALIAN  
Electoral Commission

LGE 028

Mr Sam Mastrolembo  
Chief Executive Officer  
Shire of Broome  
PO Box 44  
BROOME WA 6725



Doc No: I201224-181243  
File(s): GOE04

Date: 24 DEC 2020

Disposal: D

Dear Mr Mastrolembo

### Local Government Ordinary Election: 2021

The next local government ordinary elections will be held on 16 October 2021. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2021/2022 budget preparations.

The estimated cost for a 2021 voting in person election is \$38,000 inc GST which has been based on the following assumptions:

- 8,700 electors
- response rate of approximately 30%
- 4 vacancies
- count to be conducted at the offices of the Shire of Broome
- appointment of a local Returning Officer.

Costs not incorporated in this estimate include:

- non-statutory advertising (i.e. additional advertisements in community newspapers and promotional advertising)
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

The Commission is required by the *Local Government Act 1995* to conduct local government elections on a full cost recovery basis. Of note the prices quoted are estimates only and may vary depending on a range of factors including the hire of labour arrangements or votes cast. The basis for charges is all materials at cost and a margin on Commission staff time only. Should a significant change in this figure become evident prior to or during the election you will be advised as early as possible.

164468

Level 2, 111 St Georges Terrace PERTH WA 6000  
GPO Box F316 PERTH WA 6841

T | (08) 9214 0400  
F | (08) 9226 0577

E | waec@waec.wa.gov.au  
W | www.elections.wa.gov.au



The current procedure required by the *Local Government Act 1995* is that my written agreement has to be obtained before the vote is taken. To facilitate the process, you can take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2021 for the Shire of Broome in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required.

In order to have the 2021 voting in person election, your council will now need to pass the following motion by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2021 ordinary election together with any other elections or polls which may also be required.

I look forward to conducting this election for the Shire of Broome in anticipation of an affirmative vote by Council. If you have any further queries please contact Phil Richards Manager, Election Events on 9214 0400.

Yours sincerely



Robert Kennedy  
**ELECTORAL COMMISSIONER**

15 December 2020

### 9.4.3 MODEL CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	ADC06
<b>AUTHOR:</b>	Manager Governance, Strategy and Risk
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

This report updates Council on recent legislative changes with regards to the Code of Conduct and Chief Executive Officer (CEO) Employment Standards.

It also recommends Council approve a standard complaints form for dealing with alleged Division 3 (Behaviour) breaches of the Model Code of Conduct, and further recommends that the Director Corporate Services and the Manager Governance, Strategy and Risk be authorised to receive complaints and withdrawals of complaints under Division 3 (Behaviour).

#### BACKGROUND

On 27 June 2019 the *Local Government Legislation Amendment Act 2019* was passed by Parliament.

The Amendment Act addresses the following key areas, within the *Local Government Act (1995)*:

- elected member training
- the treatment of gifts
- a new code of conduct
- changes to the Standards Panel
- best practice standards for CEO recruitment, performance review and early termination; and
- greater transparency through more information being made more easily accessible online.

The reforms that have already come into operation through new regulations include:

- a new gift framework
- universal training for council members
- online induction course for prospective local candidates
- changes to the Standards Panel; and
- greater transparency and easier access to information (partly in place).

On 3 February 2021 regulations took effect, implementing the remaining parts of the Amendment Act as follows:

- Model Code of Conduct (MCC)
- Model CEO Standards and
- Employee Code of Conduct Regulations.

The Department of Local Government Sport and Cultural Industries (DLGSC) has acknowledged that the regulations will take time to operationalise with an expectation that local governments complete this within three months from the date the regulations took effect, by 3 May 2021.

This agenda item will focus on the two specific actions recommended to be completed within 3 weeks of the regulations taking effect. This relates to approving a form for complaints to be lodged under the MCC and secondly to authorise 1 or more persons to receive complaints and withdrawal of complaints under clause 11(3) of the MCC.

An outline of the other actions that will need to be completed by 3 May 2021 will also be provided.

## **COMMENT**

### ***Model Code of Conduct; Division 3 (Behaviour)***

Previously, each local government had their own code of conduct to manage behaviour.

The new MCC replaces the individual codes and applies to all members and candidates. A separate code of conduct will be developed for employees including the CEO.

The new MCC provides for a high-level process to deal with complaints to ensure a more consistent approach across the sector. The intent of the MCC is to address behaviour through education rather than sanctions.

If a council member does not comply with any action required following a substantiated breach of Division 3 (Behaviour) of the MCC, the matter may be referred to the Standards Panel as an alleged contravention of Division 4 (Rules of Conduct). The Standards Panel has the authority to make binding decisions to resolve minor breaches.

### **Form for Complaint Lodgement**

The DLGSC has provided a template that local governments can use to receive complaints. This form has been customised for the Shire of Broome and requires Council approval under Clause 11(2)(a) of the MCC. The form is provided at Attachment 1.

### **Authorisation of 1 or more persons to receive complaints and withdrawals**

Clause 11(3) of the MCC requires Council to authorise 1 or more persons to receive complaints and withdrawal of complaints related specifically to Division 3 (Behaviour) of the MCC.

This can be the same person as the Complaints Officer under section 5.120 of the *Local Government Act 1995*, which in the case of the Shire of Broome, is currently the CEO.

The purpose of the Complaints Officer under section 5.120 is effectively 'just a mailbox' to receive minor breach complaints arising from Division 4 (Rules of Conduct), clauses 16-23 of the MCC and forwarding them to the Standards Panel for assessment.

The person or persons authorised under Clause 11(3) of the MCC will be required to deal with the complaint in accordance with the Complaints Handling Policy and Procedures that need to be developed and adopted by Council.

Advice received from the Governance Team at WALGA suggested that it may be prudent to not have the CEO receive complaints under Clause 11(3) of the MCC. The CEO is effectively the only employee directly appointed by Council. Handling behavioural complaints could unnecessarily compromise the vital working relationship the CEO maintains with the elected members and there is a risk that this could create the perception of bias and a conflict of interest.

The alternative options are to engage an external party or to authorise one or more employees considered to have the experience and qualifications to handle a complaint, particularly recognising the requirement for procedural fairness and natural justice.

Given the current time constraints it is recommended that the Director of Corporate Services and the Manager Governance, Strategy and Risk be initially authorised under Clause 11(3) to receive complaints and withdrawals under Division 3 of the MCC. This authorisation can be reviewed by Council at anytime and particularly during the development of a Complaint Handling Policy and Procedure.

### **Future Actions required by 3 May 2021**

- **Council adoption of the Model Code of Conduct:** Local governments can incorporate any additional behaviour requirements in Division 3 (Behaviour) that are not represented in the MCC. Any changes must be consistent with the MCC. To adopt the MCC and any amendments requires a resolution passed by absolute majority. The adopted code must then be published on the Shire's official website.
- **Complaints handling policy and/or procedure:** Both the DLGSC and WALGA recommend that these be developed as a matter of priority to ensure consistency in how complaints are managed in the future. The DLGSC has directed local governments to the Ombudsman WA's website for resources in relation to effective complaints management.
- **CEO standards for the recruitment, selection, performance review and termination:** Local Governments are required to adopt standards that incorporate the model standards. The regulations now require the position of CEO to be advertised if a period of 10 or more years has elapsed since a recruitment process has been carried out.
- **Policy for Temporary Employment or Appointment of CEO.** Section 5.39C of the *Local Government Act 1995*, now requires local governments to adopt a policy in relation to the employment of a **person** in the position of CEO for a term not exceeding 1 year and the appointment of an **employee** to act in the position of CEO for a term not exceeding 1 year. WALGA are advocating to the DLGSC to have them develop and provide a template policy in the near future.
- **Employee Code of Conduct:** The DLGSC has confirmed that Local Governments are not required to implement a new Employee Code of Conduct immediately. Rather, existing Employee Codes of Conduct should be reviewed, and a new Employee Code of Conduct prepared and implemented as soon as practicable. WALGA have indicated that they will produce a template Employee Code of Conduct for Employees, and the Public Sector Commission has produced some resources in this area.

## **CONSULTATION**

WALGA Governance Team.  
DLGSC

## **STATUTORY ENVIRONMENT**

**Local Government (Model Code of Conduct) Regulations 2021****Schedule 1** Model Code of Conduct**Division 3** Behaviour**Clause 11** **Complaint about alleged breach**

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this division.
- (2) A complaint must be made –
- (a) in writing in the form approved by the local government; and
  - (b) to a person authorised under subclause (3); and
  - (c) within 1 month after with occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawal of complaints.

**POLICY IMPLICATIONS**

The Model Code of Conduct requires a council member to comply with all policies, procedures and resolutions of the local government.

Policies of specific reference to the Model Code of Conduct are:

- Elected Member Communications and Social Media Policy
- Elected Member Continuing Professional Development Policy
- Election Caretaker Policy
- Formal Communication – Elected Members and Staff

Policies of specific reference to the new CEO Standards and that will require amendment are:

- Appointment of Acting Chief Executive Officer Policy; and
- Senior Employee Policy.

**FINANCIAL IMPLICATIONS**

Nil initially.

If Council, choose to appoint an external complaint handling resource in the future, or where external mediation may be required to resolve a complaint, additional financial implications will be incurred.

**RISK**

Minimal risk. This item ensures that Council meets compliance with the new legislative requirements.

**STRATEGIC IMPLICATIONS**

**Performance - We will deliver excellent governance, service and value, for everyone.**

Deliver best practice governance and risk management.

**VOTING REQUIREMENTS**

*Simple Majority*

**REPORT RECOMMENDATION:**

*That Council:*

- 1. Approves the Shire of Broome Complaint About Alleged Breach Form in accordance with Division 3 of the Local Government (Model Code of Conduct) Regulations 2021-Clause 11(2)(a) as attached; and*
- 2. Authorises the Director Corporate Services and the Manager Governance, Strategy and Risk to receive complaints and withdrawals of complaints in accordance with Division 3 of the Local Government (Model Code of Conduct) Regulations 2021 – Clause 11(3).*

**Attachments**

1. Shire of Broome - Division 3 Code of Conduct Complaint Form
2. Shire of Broome Model Code of Conduct Feb 2021



### Complaint About Alleged Breach Form - Code of conduct for council members, committee members and candidates

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

- NOTE:** A complaint about an alleged breach must be made —
- (a) in writing in the form approved by the local government
  - (b) to an authorised person
  - (c) within one month after the occurrence of the alleged breach.

Name of person who is making the complaint:
Name: _____ <div style="display: flex; justify-content: space-around;"><span>Given Name(s)</span><span>Family Name</span></div>

Contact details of person making the complaint:
Address: _____
Email: _____
Contact number: _____

Name of the local government concerned:
<b>Shire of Broome</b>

Name of council member, committee member, candidate alleged to have committed the breach:

**State the full details of the alleged breach. Attach any supporting evidence to your complaint form.**

**Date of alleged breach:**

\_\_\_\_\_ / \_\_\_\_\_ / 20\_\_\_\_

**SIGNED:**

**Complainant's signature:** .....

**Date of signing:** \_\_\_\_\_ / \_\_\_\_\_ / 20\_\_\_\_

**Received by Authorised Officer**

**Authorised Officer's Name:** .....

**Authorised Officer's Signature:** .....

**Date received:** \_\_\_\_\_ / \_\_\_\_\_ / 20\_\_\_\_

**NOTE TO PERSON MAKING THE COMPLAINT:**

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

Signed complaint form is to be forwarded to:  
Complaints Officer  
Shire of Broome  
PO Box 44  
Broome WA 6725 or emailed to:  
[shire@broome.wa.gov.au](mailto:shire@broome.wa.gov.au)























**9.4.4 MONTHLY PAYMENT LISTING DECEMBER 2020**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Finance Officer - Creditors
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report recommends that Council receives the list of payments made under delegated authority, as per the attachment to this report, for December 2020.

**BACKGROUND**

The Chief Executive Officer (CEO) has delegated authority to make payments from the Municipal and Trust funds as per the budget allocations.

**COMMENT**

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 December 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.

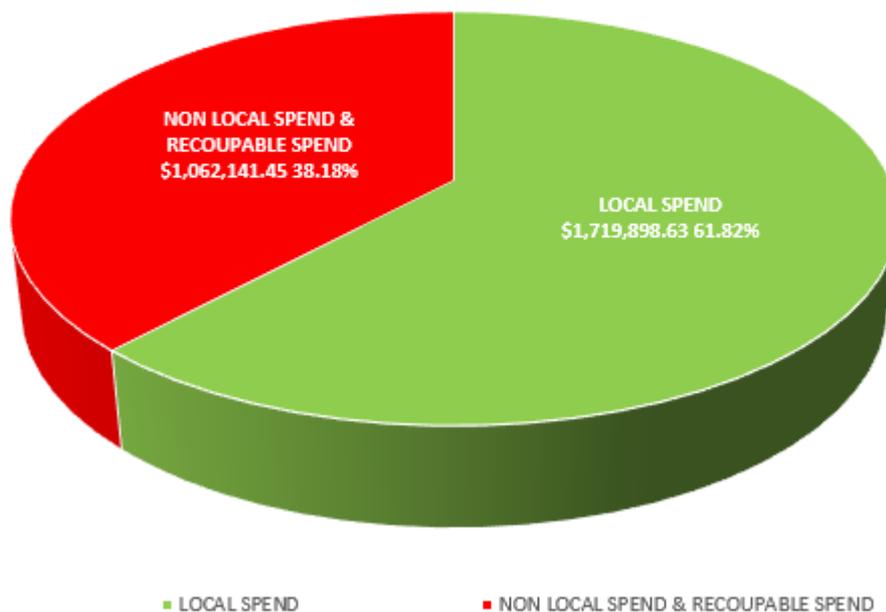
**POLICY IMPLICATIONS**

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 - DECEMBER 2020**



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for during December 2020 after \$1,833,385.13 in personnel payments, \$836,904.58 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**

**Performance - We will deliver excellent governance, service and value, for everyone.:**

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*

**RECOMMENDATION:**

*That Council:*

1. *Receives the list of payments made from the Municipal and Trust Accounts in December 2020 totalling \$5,452,329.79 (Attachment 1) as per the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996 covering:*
  - a) *EFT Vouchers EFT58568 - EFT59016 totalling \$4,939,495.61;*
  - b) *Municipal Cheque Vouchers 57665 - 57666 totalling \$1309.53;*
  - c) *Trust Cheque Vouchers 0.00 – 0.00 totalling \$0.00 and*
  - d) *Credit Card Payments and Municipal Direct Debits DD28784.1 – DD28917.1 totalling \$511,524.65.*
2. *Notes the local spend of \$1,719,898.63. included in the amount above, equating to 61.82% of total payments excluding personnel, utilities and other external sole supplier costs.*

**Attachments**

1. Monthly Payment Listing December 2020

Item 9.4.4 - MONTHLY PAYMENT LISTING DECEMBER 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 - December 2020						
MUNICIPAL & TRUST ELECTRONIC TRANSFER - December 2020						
EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT58568	01/12/2020	AUSRECORD PTY LTD	Labels- Records	\$ 44.00	MFS	
EFT58569	01/12/2020	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Kiosk Stock- BRAC	\$ 1,720.50	MFS	1720.50
EFT58570	01/12/2020	BK SIGNS (HALLIDAY ENTERPRISES PTY	White Stickers- Chinatown	\$ 88.00	MFS	88.00
EFT58571	01/12/2020	BOC LIMITED	Gas Cylinder Hire- BRAC	\$ 39.82	MFS	
EFT58572	01/12/2020	BROOME TOYOTA	12 Months Service P17319 (REGO 1GVX028)- Shire Office	\$ 348.27	MFS	348.27
EFT58573	01/12/2020	CATALYSE RESEARCH & STRATEGY	Surveys (RFQ 20-16)- Marketing	\$ 29,871.60	MFS	
EFT58574	01/12/2020	BRAC	Balloons & Milk- BRAC	\$ 47.60	MFS	47.60
EFT58575	01/12/2020	DEPARTMENT OF TRANSPORT (VEHICLE SEARCH FEES)	Disclosure of Information Fees- Fines Enforcement Registry	\$ 47.60	MFS	
EFT58576	01/12/2020	DFP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Labour Hire- Works	\$ 7,708.76	MFS	7708.76
EFT58577	01/12/2020	COUNCILLOR	Fuel Dampier Peninsula Trip- Councillor	\$ 153.00	MFS	153.00
EFT58578	01/12/2020	GENERAL TECHNICAL PTY LTD	Software Service- Marketing	\$ 286.00	MFS	
EFT58579	01/12/2020	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Consumables- Workshop	\$ 447.80	MFS	
EFT58580	01/12/2020	HARVEY NORMAN AV/IT SUPERSTORE BROOME	Phone Equipment- IT	\$ 24.95	MFS	24.95
EFT58581	01/12/2020	HOLDFAST FLUID POWER NW PTY LTD	Various Couplings- Bobcat Skid Steer Loader T595	\$ 479.13	MFS	
EFT58582	01/12/2020	HORIZON POWER (ELECTRICITY	Electricity Charges- Frederick St Lookout	\$ 229.77	MFS	
EFT58583	01/12/2020	BRAC	Umpiring Fees- BRAC	\$ 25.00	MFS	25.00
EFT58584	01/12/2020	KIMBERLEY FUEL & OIL SERVICES	Filter Kit- Workshop	\$ 206.25	MFS	206.25
EFT58585	01/12/2020	MCLEODS BARRISTERS & SOLICITORS	Legal Services- Engineering	\$ 1,831.71	MFS	
EFT58586	01/12/2020	MCMULLEN NOLAN GROUP PTY LTD	Deposited Plan- MotorPlex Grounds	\$ 2,324.30	MFS	
EFT58587	01/12/2020	OPTIC SECURITY GROUP- NORWEST	Security- Admin	\$ 528.00	MFS	528.00
EFT58588	01/12/2020	ROEBUCK BAY HOTEL	Catering- Training Depot	\$ 218.00	MFS	218.00
EFT58589	01/12/2020	SEAT ADVISOR PTY LTD	Ticket sales- Civic Centre	\$ 1,190.26	MFS	
EFT58590	01/12/2020	STANTONS INTERNATIONAL	Accountant Consultant Fees (RFT 20-08)- Chinatown	\$ 1,962.40	MFS	
EFT58591	01/12/2020	ENVIRONMENTAL HEALTH OFFICER	Training Food & Transport- Emergency Management Meeting	\$ 208.27	MFS	208.27
EFT58592	01/12/2020	SUNNY SIGN COMPANY PTY LTD	Handrail Maintenance Stickers- Works	\$ 715.00	MFS	
EFT58593	01/12/2020	TACKLE WORLD	Cargo Pants Uniform- Depot	\$ 1,335.00	MFS	1335.00
EFT58594	01/12/2020	TALIS CONSULTANTS	Consultant Services (RFQ 18-44)- WANDRRA Restoration	\$ 877.25	MFS	
EFT58595	01/12/2020	THE ESPLANADE HOTEL PORT HEDLAND	Travel Accommodation- WMF	\$ 410.00	MFS	
EFT58596	01/12/2020	TOTALLY WORKWEAR	Safety Glasses- Depot	\$ 69.90	MFS	69.90
EFT58597	01/12/2020	VIDEOGUYS AUSTRALIA PTY LTD	Replacement Headsets AV - Civic Centre	\$ 857.50	MFS	
EFT58598	01/12/2020	VIVA ENERGY AUSTRALIA	Fuel Cards- Various	\$ 463.15	MFS	
EFT58599	01/12/2020	IWA LIBRARY SUPPLIES	Library Consumables- Library	\$ 91.85	MFS	
EFT58600	01/12/2020	WEST COAST ON HOLD	Monthly Messages- Marketing	\$ 69.00	MFS	
EFT58601	01/12/2020	WOOLWORTHS GROUP LIMITED (96000235)	Catering- Depot	\$ 60.00	MFS	
EFT58602	01/12/2020	BRUCE RUDEFORTH	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT58603	01/12/2020	CHRISTOPHER RALPH MITCHELL	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT58604	01/12/2020	DESIREE MAGDOLNA MALE	Monthly Councillor Sitting Fee and Allowances	\$ 2,737.67	MFS	2737.67
EFT58605	01/12/2020	ELSTA REGINA FOY	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT58606	01/12/2020	FIONA LEIGH WEST	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT58607	01/12/2020	HAROLD NORMAN TRACEY	Monthly Councillor Sitting Fee and Allowances	\$ 6,202.16	MFS	6202.16
EFT58608	01/12/2020	NIK WEVERS	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT58609	01/12/2020	PETER JOHN TAYLOR	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT58610	01/12/2020	PHILLIP FRANCIS MATSUMOTO	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT58611	03/12/2020	SALARY & WAGES	Payroll S&W	\$ 700.00	MFS	
EFT58612	03/12/2020	SALARY & WAGES	Payroll S&W	\$ 114,421.83	MFS	
EFT58613	03/12/2020	SALARY & WAGES	Payroll S&W	\$ 170.00	MFS	
EFT58614	03/12/2020	SALARY & WAGES	Payroll S&W	\$ 15,431.45	MFS	
EFT58615	03/12/2020	SALARY & WAGES	Payroll S&W	\$ 978.20	MFS	
EFT58616	03/12/2020	SALARY & WAGES	Payroll S&W	\$ 740.00	MFS	
EFT58617	03/12/2020	SALARY & WAGES	Payroll S&W	\$ 620.00	MFS	
EFT58618	03/12/2020	SALARY & WAGES	Payroll S&W	\$ 307.85	MFS	
EFT58619	03/12/2020	SALARY & WAGES	Payroll S&W	\$ 19.40	MFS	
EFT58620	03/12/2020	SALARY & WAGES	Payroll S&W	\$ 349,138.00	MFS	
EFT58621	04/12/2020	ALLPEST (BROOME PEST CONTROL)	Termite Inspection- Civic Centre	\$ 444.25	MFS	444.25
EFT58622	04/12/2020	AURORA ENVIRONMENTAL (PERTH) PTY LTD	Risk Assessment Reporting- WMF	\$ 3,586.00	MFS	3586.00
EFT58623	04/12/2020	AVERY AIRCONDITIONING PTY LTD	Airconditioning Maintenance- Barker St	\$ 958.50	MFS	958.50
EFT58624	04/12/2020	BROOME JUNIOR & SENIOR MOTOCROSS CLUB	Duplicate Payment Refund- Events	\$ 82.50	MFS	82.50

Item 9.4.4 - MONTHLY PAYMENT LISTING DECEMBER 2020

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT58625	04/12/2020	BROOME NORTH PRIMARY SCHOOL PARENTS & CITIZENS ASSOCIATION INC	Bond Refund- Civic Centre	\$ 1,000.00	MFS	1000.00
EFT58626	04/12/2020	BROOME PROGRESSIVE SUPPLIES	Milk Supply- Admin	\$ 33.11	MFS	33.11
EFT58627	04/12/2020	CULTURE CLUB	Reimbursement- Culture Club	\$ 151.15	MFS	151.15
EFT58628	04/12/2020	CSBP	Compost Test Trial- WMF	\$ 340.40	MFS	
EFT58629	04/12/2020	DIJUKI MALA	Djuki Mala Performance (22.11.20)- Civic Centre	\$ 16,060.00	MFS	
EFT58630	04/12/2020	EDERRA AESTHETIC	Activation Grant Store Opening- Chinatown	\$ 550.00	MFS	550.00
EFT58631	04/12/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Consumables October- Various Locations	\$ 9,655.34	MFS	9655.34
EFT58632	04/12/2020	JP EMPLOYEE RELATIONS CONSULTING	Employee Relations Services- HR	\$ 8,800.00	MFS	
EFT58633	04/12/2020	LHM FABRICATION & FENCING	Security fencing (RFQ 20-67)- Broome Civic Centre	\$ 68,673.00	MFS	68673.00
EFT58634	04/12/2020	M P ROGERS & ASSOCIATES PTY LTD	Engineering Consultant Fees- Town Beach Jetty	\$ 1,250.32	MFS	
EFT58635	04/12/2020	MANAGED SYSTEM SERVICES	Promax Cloud Backup Annual Renewal- IT	\$ 18,267.48	MFS	
EFT58636	04/12/2020	NORTHERN RURAL SUPPLIES PTY LTD	Chemicals- P&G	\$ 2,954.32	MFS	2954.32
EFT58637	04/12/2020	ON THE LANE LIFESTYLE BOUTIQUE	Activation Grant Christmas- Chinatown	\$ 550.00	MFS	550.00
EFT58638	04/12/2020	ROYAL LIFE SAVING SOCIETY - WA	Lifeguard requalification- BRAC	\$ 3,422.00	MFS	
EFT58639	04/12/2020	STREETER & MALE PTY LTD	Tools- Depot	\$ 211.00	MFS	211.00
EFT58640	04/12/2020	CIVIC CENTRE	Relief Bar Staff Djuki Mala- Civic Centre	\$ 220.00	MFS	220.00
EFT58641	04/12/2020	SWAN MARINE CONSTRUCTION (SMC MARINE PTY LTD)	Supply and Installation of Jetty (RFT20-03) Progress Claim 1- Town Beach	\$ 116,167.48	MFS	
EFT58642	04/12/2020	TALIS CONSULTANTS	Consultants- New Refuse Site	\$ 274,894.46	MFS	
EFT58643	04/12/2020	WA HINO	Hino Parts- Workshop	\$ 1,340.14	MFS	
EFT58644	08/12/2020	COLES SUPERMARKETS - CHINATOWN, S324	Kiosk Stock Djuka Mala- Civic Centre	\$ 1,992.50	MFS	1992.50
EFT58645	08/12/2020	2TSustainAbility Pty Ltd	Consultants- Chinatown Project Mgmt	\$ 12,246.40	MFS	
EFT58646	08/12/2020	A PLUS EVENTS & HIRE	Party lights- Christmas party	\$ 352.00	MFS	352.00
EFT58647	08/12/2020	ACOR CONSULTANTS (WA) PTY LIMITED	Consultancy Services- Chinatown	\$ 33,970.75	MFS	
EFT58648	08/12/2020	ALLPEST (BROOME PEST CONTROL)	Pest inspection- Haynes Oval Pavilion	\$ 285.00	MFS	285.00
EFT58649	08/12/2020	AVERY AIRCONDITIONING PTY LTD	Replacement of Disposable Filters- KRO2	\$ 6,997.67	MFS	6997.67
EFT58650	08/12/2020	BIBLIOTHECA AUSTRALIA PTY LTD	RFID tags- Library	\$ 592.90	MFS	
EFT58651	08/12/2020	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Ice Cream Stock- BRAC	\$ 601.81	MFS	601.81
EFT58652	08/12/2020	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Beach Warning Sign- Reddell beach	\$ 1,754.50	MFS	1754.50
EFT58653	08/12/2020	BOC LIMITED	Medical Oxygen- BRAC	\$ 149.51	MFS	
EFT58654	08/12/2020	BP AUSTRALIA PTY LTD - FUEL	Bulk Fuel- Depot	\$ 10,426.75	MFS	
EFT58655	08/12/2020	BROOME CLARK POOLS & SPAS BROOME	Mats- BRAC	\$ 173.90	MFS	173.90
EFT58656	08/12/2020	BROOME DIESEL & HYDRAULIC SERVICE	Service- Isuzu Light Truck	\$ 1,178.30	MFS	1178.30
EFT58657	08/12/2020	BROOME DOCTORS PRACTICE PTY LTD	Medical- Recruitment Expenses	\$ 214.50	MFS	214.50
EFT58658	08/12/2020	BROOME FREIGHTLINES ( CTI ONTRAQ )	Freight- Health & Rangers	\$ 69.59	MFS	
EFT58659	08/12/2020	BROOME PROGRESSIVE SUPPLIES	Water- Depot	\$ 277.64	MFS	277.64
EFT58660	08/12/2020	BT EQUIPMENT PTY LTD	Fuel Pump Equipment- Depot	\$ 3,083.36	MFS	
EFT58661	08/12/2020	DIJUKI MALA	Djuki Mala Performance Royalties (20.11.20)- Civic Centre	\$ 2,430.09	MFS	
EFT58662	08/12/2020	ELLYN HARTVIGSEN (SUBLIME GRAPHIC DESIGN)	Design poster- Youth Development Programme	\$ 90.00	MFS	90.00
EFT58663	08/12/2020	EQUAL ACCESS GROUP PTY LTD T/A: EQUAL ACCESS	Bollards- Depot	\$ 720.00	MFS	
EFT58664	08/12/2020	FIRE & SAFETY SERVICES	Monthly Fire Equipment Testing (RFQ20-58)- Civic Centre	\$ 990.05	MFS	990.05
EFT58665	08/12/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning Services- Various	\$ 11,495.98	MFS	11495.98
EFT58666	08/12/2020	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight Charges- Various	\$ 213.77	MFS	
EFT58667	08/12/2020	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Cando Scan Tool Subscription- Depot	\$ 13,769.80	MFS	
EFT58668	08/12/2020	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- SES Building	\$ 712.72	MFS	
EFT58669	08/12/2020	INFOCOUNCIL PTY LTD	Agenda Template Changes- IT	\$ 1,265.00	MFS	
EFT58670	08/12/2020	INTERNATIONAL LIVESTOCK EXPORT	Compost- Chinatown Landscaping	\$ 6,600.00	MFS	
EFT58671	08/12/2020	JAYE SMOKER ( UNBOUND SOUND )	Equipment Hire- Sports Awards	\$ 475.00	MFS	475.00
EFT58672	08/12/2020	KIMBERLEY BOOKSHOP	Book- Library	\$ 22.99	MFS	22.99
EFT58673	08/12/2020	KIMBERLEY FUEL & OIL SERVICES	Gear Oil- Depot	\$ 440.92	MFS	440.92
EFT58674	08/12/2020	LIFT 'N' RIG PTY LTD	Equipment Hire- Depot	\$ 400.40	MFS	
EFT58675	08/12/2020	MAGABALA BOOKS ABORIGINAL CORPORATION	Books- Library	\$ 104.97	MFS	104.97
EFT58676	08/12/2020	MAGIQ SOFTWARE PTY LTD	Software- IT	\$ 464.75	MFS	

Item 9.4.4 - MONTHLY PAYMENT LISTING DECEMBER 2020

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT58677	08/12/2020	MCCORRY BROWN EARTHMOVING PTY LTD	Machinery Hire- WMF	\$ 2,510.75	MFS	2510.75
EFT58678	08/12/2020	MCCOY SUEZETTE ( PARADISE LINENS)	Instore Grant Activation- Chinatown Christmas Trails	\$ 550.00	MFS	550.00
EFT58679	08/12/2020	MCINTOSH & SON	Various Parts- Case 590ST Backhoe Loader	\$ 2,306.08	MFS	
EFT58680	08/12/2020	OHM ELECTRONICS	Radio Equipment- Depot	\$ 830.28	MFS	830.28
EFT58681	08/12/2020	OPTEON PROPERTY GROUP PTY LTD	Rental Valuation- Property & Leasing	\$ 1,980.00	MFS	
EFT58682	08/12/2020	PREMIER WORKPLACE SOLUTIONS	Speed Humps- BRAC	\$ 3,522.20	MFS	
EFT58683	08/12/2020	BRAC	Swimming Lesson Refund- BRAC	\$ 150.00	MFS	150.00
EFT58684	08/12/2020	RELIANSYS	Compliance System Annual Access Fee- Governance	\$ 14,289.00	MFS	
EFT58685	08/12/2020	REMOTE MECHANICAL CONTRACTING	Removal of Vehicles- Rangers	\$ 8,890.29	MFS	8890.29
EFT58686	08/12/2020	RENDEZVOUS HOTEL PERTH SCARBOROUGH	Accommodation- Conference	\$ 178.00	MFS	
EFT58687	08/12/2020	ST JOHN AMBULANCE AUSTRALIA (WA) INC	First Aid Station- Christmas Trails	\$ 1,100.00	MFS	
EFT58688	08/12/2020	STREETER & MALE PTY LTD	Wheel Pneumatic- Library	\$ 62.32	MFS	62.32
EFT58689	08/12/2020	TAPPED PLUMBING & GAS PTY LTD	Repair Leak- WMF	\$ 132.00	MFS	132.00
EFT58690	08/12/2020	TNT AUSTRALIA PTY LTD T/AS TNT EXPRESS	Freight- Health	\$ 399.90	MFS	
EFT58691	08/12/2020	TOTALLY WORKWEAR	Truckers Cap- Depot	\$ 1,734.00	MFS	1734.00
EFT58692	08/12/2020	TYREPOWER BROOME	Tyre- Tipping Trailer	\$ 100.00	MFS	100.00
EFT58693	08/12/2020	U.L.K. PRODUCTIONS ( THE PLASTER ARTISTS)	MC/Host- Chinatown Christmas Trails	\$ 286.00	MFS	286.00
EFT58694	08/12/2020	VENDORPANEL PTY LTD	Subscription- IT	\$ 15,125.00	MFS	
EFT58695	08/12/2020	VORGE PTY LTD	Goggles- BRAC	\$ 1,240.75	MFS	
EFT58696	08/12/2020	WATER CORPORATION	Water Consumption During Build- SES Fire Station	\$ 177.78	MFS	
EFT58697	08/12/2020	WEST AUSTRALIAN NEWSPAPERS	Advertising- Marketing	\$ 2,472.00	MFS	
EFT58698	08/12/2020	WESTERN IRRIGATION PTY LTD	Modem Reprogramming- China Town	\$ 495.00	MFS	
EFT58699	08/12/2020	WREN OIL	Collection and Recycling Waste Engine Oil- WMF	\$ 407.00	MFS	
EFT58700	08/12/2020	YOGAMON (MONIQUE ELLIS)	Yoga- BRAC	\$ 330.00	MFS	330.00
EFT58701	09/12/2020	BUNNINGS BROOME	Fence Panels- BRAC	\$ 2,918.71	MFS	2918.71
EFT58702	14/12/2020	ABBY MURRAY PHOTOGRAPHY	Photography Services- Governance	\$ 450.00	MFS	450.00
EFT58703	14/12/2020	ADVANCED ELECTRICAL EQUIPMENT PTY LTD	Replacement Light Bulbs- Haas St Office	\$ 143.00	MFS	
EFT58704	14/12/2020	ALLPEST (BROOME PEST CONTROL)	Pest Inspection- Admin Office	\$ 1,291.50	MFS	1291.50
EFT58705	14/12/2020	ALVIN SANTIAGO	Reimbursement Expenses- Finance	\$ 1,117.00	MFS	1117.00
EFT58706	14/12/2020	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Ice Cream Stock- BRAC	\$ 1,645.03	MFS	1645.03
EFT58707	14/12/2020	BP AUSTRALIA PTY LTD - FUEL	Bulk Fuel- Depot	\$ 12,718.86	MFS	
EFT58708	14/12/2020	BROOME CHAMBER OF COMMERCE & INDUSTRY (INC) - BCCI	Membership- Chamber of Commerce	\$ 1,760.00	MFS	1760.00
EFT58709	14/12/2020	BROOME DIESEL & HYDRAULIC SERVICE	Repairs- Water Cart	\$ 1,012.00	MFS	1012.00
EFT58710	14/12/2020	BROOME DOCTORS PRACTICE PTY LTD	Staff Medical- HR	\$ 335.50	MFS	335.50
EFT58711	14/12/2020	BROOME TOYOTA	Key Replacement/Programming (P11418)- Workshop	\$ 517.09	MFS	517.09
EFT58712	14/12/2020	CS LEGAL	Debt Recovery- Finance	\$ 600.00	MFS	
EFT58713	14/12/2020	DATAFUEL FINANCIAL SYSTEMS PTY LTD	Upgrade of Data- IT	\$ 330.00	MFS	
EFT58714	14/12/2020	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	Annual License Fee- WMF	\$ 2,030.00	MFS	
EFT58715	14/12/2020	DEWA'S MOBILE KITCHEN	Catering- Civic Centre	\$ 125.50	MFS	125.50
EFT58716	14/12/2020	DPP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Labour Hire- Rangers	\$ 9,416.27	MFS	9416.27
EFT58717	14/12/2020	ELLYN HARTVIGSEN (SUBLIME GRAPHIC DESIGN)	Design Graphics- Lifesaving Posters	\$ 1,102.50	MFS	1102.50
EFT58718	14/12/2020	EVENTPRO SOFTWARE	Monthly Licencing- Eventpro Civic Centre	\$ 1,394.59	MFS	
EFT58719	14/12/2020	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Antennas- Hino FG	\$ 100.45	MFS	100.45
EFT58720	14/12/2020	FIRE & SAFETY SERVICES	Fire Equipment Inspection (RFQ20-58)- Museum	\$ 19.80	MFS	19.80
EFT58721	14/12/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning- Various	\$ 7,106.51	MFS	7106.51
EFT58722	14/12/2020	FREEDOM FAIRIES	Entertainment- Chinatown Christmas Trails	\$ 1,617.00	MFS	
EFT58723	14/12/2020	G. BISHOPS TRANSPORT SERVICES PTY LTD	Kubota Parts- P&G	\$ 184.82	MFS	
EFT58724	14/12/2020	GITTCRETE	Shade Slabs for Pump Track- BRAC	\$ 9,414.90	MFS	9414.90
EFT58725	14/12/2020	HAMES SHARLEY	Consultant Services- Strategic Planning	\$ 17,270.00	MFS	
EFT58726	14/12/2020	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- BRAC	\$ 25,208.81	MFS	
EFT58727	14/12/2020	IT VISION USER GROUP	Membership Subscription 2020/2021	\$ 748.00		
EFT58728	14/12/2020	KIMBERLEY BOOKSHOP	Books- Library	\$ 131.34	MFS	131.34
EFT58729	14/12/2020	KIMBERLEY CAMPING & OUTBACK SUPPLIES	Protective Clothing & Equipment- Depot	\$ 144.25	MFS	144.25
EFT58730	14/12/2020	KIMBERLEY FUEL & OIL SERVICES	205L Engine Coolant- Workshop	\$ 1,015.23	MFS	1015.23
EFT58731	14/12/2020	KIMBERLEY SIGNS & DESIGNS	Plaques- BRAC	\$ 789.80	MFS	789.80
EFT58732	14/12/2020	KIMBERLEY TRAILER PARTS	Trailer Parts- Workshop	\$ 160.00	MFS	160.00

Item 9.4.4 - MONTHLY PAYMENT LISTING DECEMBER 2020

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT58733	14/12/2020	LGIS	Motor Vehicle Insurance Adjustment- Governance	\$ 4,161.14	MFS	
EFT58734	14/12/2020	LUCY O'GRADY	Christmas Carols Roaming Performance- Chinatown Christmas Trails 2020	\$ 200.00	MFS	
EFT58735	14/12/2020	MINT INVESTMENTS PTY LTD (MINT DESIGNS)	Shade Structure (RFQ20-50)- Town Beach	\$ 44,246.67	MFS	44246.67
EFT58736	14/12/2020	NORTHERN RURAL SUPPLIES PTY LTD	Swing Gate- Works	\$ 254.10	MFS	254.10
EFT58737	14/12/2020	NUTRIEN AG SOLUTIONS	Sprinkler Gear Drive- Depot	\$ 1,043.24	MFS	1043.24
EFT58738	14/12/2020	OAKS HOTELS & RESORTS - BROOME	Accommodation- IT	\$ 640.00	MFS	640.00
EFT58739	14/12/2020	POINT HEALTH PTY LTD	Aqualyte sachet- Depot	\$ 1,716.00	MFS	
EFT58740	14/12/2020	POOL WISDOM	Chemicals- BRAC	\$ 394.80	MFS	394.80
EFT58741	14/12/2020	POWERVAC PTY LTD	Drain Hose- BRAC	\$ 70.20	MFS	
EFT58742	14/12/2020	REEN AUTO ELECTRICS	Repairs- WMF water cart	\$ 858.00	MFS	858.00
EFT58743	14/12/2020	ROADLINE CIVIL CONTRACTORS	Traffic Management Services- Frederick Street	\$ 1,320.00	MFS	1320.00
EFT58744	14/12/2020	ROEBUCK BAY HOTEL	Kiosk Stock- Civic Centre	\$ 1,737.13	MFS	1737.13
EFT58745	14/12/2020	ROEBUCK TREE SERVICE	Pruning and Defruiting- Staff Housing	\$ 737.00	MFS	737.00
EFT58746	14/12/2020	ROSMECH SALES & SERVICE PTY LTD	Road Sweeper Parts- Workshop	\$ 1,927.64	MFS	
EFT58747	14/12/2020	SAI GLOBAL LIMITED (SUBSCRIPTIONS)	Subscription- Infrastructure	\$ 257.69	MFS	
EFT58748	14/12/2020	THEATRE KIMBERLEY INC	Bond Refund- Civic Centre	\$ 780.00	MFS	780.00
EFT58749	14/12/2020	TOMOKO YAMADA	Public Art Project- Chinatown	\$ 1,000.00	MFS	1000.00
EFT58750	14/12/2020	TONON LEGAL PTY LTD (T/A DANIELA TONON LEGAL	Legal Advice- Planning Appeals	\$ 742.50	MFS	
EFT58751	14/12/2020	TOTALLY WORKWEAR	Uniforms- HR	\$ 864.10	MFS	864.10
EFT58752	14/12/2020	WA HINO	Parts- Hino 2628	\$ 1,152.21	MFS	
EFT58753	14/12/2020	WESTBOOKS	Book Stock- Library	\$ 415.49	MFS	
EFT58754	14/12/2020	WESTERN AUSTRALIAN GENEALOGICAL SOCIETY INC OPERATING AS FAMILYHISTORYWA	Subscriptions- Library	\$ 100.00	MFS	
EFT58755	17/12/2020	SALARY & WAGES	Payroll S&W	\$ 700.00	MFS	
EFT58756	17/12/2020	SALARY & WAGES	Payroll S&W	\$ 121,792.53	MFS	
EFT58757	17/12/2020	SALARY & WAGES	Payroll S&W	\$ 170.00	MFS	
EFT58758	17/12/2020	SALARY & WAGES	Payroll S&W	\$ 15,431.45	MFS	
EFT58759	17/12/2020	SALARY & WAGES	Payroll S&W	\$ 978.20	MFS	
EFT58760	17/12/2020	SALARY & WAGES	Payroll S&W	\$ 680.00	MFS	
EFT58761	17/12/2020	SALARY & WAGES	Payroll S&W	\$ 640.00	MFS	
EFT58762	17/12/2020	SALARY & WAGES	Payroll S&W	\$ 307.85	MFS	
EFT58763	17/12/2020	SALARY & WAGES	Payroll S&W	\$ 19.40	MFS	
EFT58764	17/12/2020	SALARY & WAGES	Payroll S&W	\$ 370,774.00	MFS	
EFT58765	18/12/2020	AARLI BAR (WENDLAND EVENTS P/L)	Catering- Performance Based Rewards	\$ 127.50	MFS	127.50
EFT58766	18/12/2020	BRAC	Netball Umpiring- BRAC	\$ 400.00	MFS	400.00
EFT58767	18/12/2020	ABBY MURRAY PHOTOGRAPHY	Photography Djuki Mala Workshop- Civic Centre	\$ 150.00	MFS	150.00
EFT58768	18/12/2020	AGENT SALES & SERVICES PTY LTD	Syringe Tips- Health	\$ 75.90	MFS	
EFT58769	18/12/2020	ALLPEST (BROOME PEST CONTROL)	Pest Inspection- Lockup Carnarvon St	\$ 71.25	MFS	71.25
EFT58770	18/12/2020	BRAC	Netball Umpiring- BRAC	\$ 275.00	MFS	275.00
EFT58771	18/12/2020	BRAC	Netball Umpiring- BRAC	\$ 50.00	MFS	50.00
EFT58772	18/12/2020	AQUA INSPIRATION	Aqua Instructor- BRAC	\$ 495.00	MFS	495.00
EFT58773	18/12/2020	ATEA CONSULTING	Executive & Administration Support- Kimberley Zone & Regional Group	\$ 69,506.26	MFS	69506.26
EFT58774	18/12/2020	AUSTRALIA POST	Postage- Administration	\$ 3,807.65	MFS	
EFT58775	18/12/2020	BEST KIMBERLEY COMPUTING	Copier Costs- Admin	\$ 750.05	MFS	750.05
EFT58776	18/12/2020	BJ DAVIES PLUMBING	Leak Repairs- Surf Club	\$ 542.30	MFS	542.30
EFT58777	18/12/2020	BLUE TONGUE GARAGE DOORS	Storage Units Roller- Property	\$ 1,584.00	MFS	1584.00
EFT58778	18/12/2020	BROOME CLEANAWAY	General Waste- KRO Offices	\$ 7,235.14	MFS	7235.14
EFT58779	18/12/2020	BROOME FLORIST (STEPHEN ALLSOP T/AS)	Floral wreath- Remembrance day	\$ 100.00	MFS	100.00
EFT58780	18/12/2020	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Chainsaw Repairs- Depot	\$ 280.00	MFS	280.00
EFT58781	18/12/2020	BROOME SURF LIFE SAVING CLUB INC	Venue Shire- Shire Staff Christmas Party	\$ 2,150.00	MFS	2150.00
EFT58782	18/12/2020	BUSHY'S PIZZA	Pizza Staff Christmas Party- Shire	\$ 690.00	MFS	690.00
EFT58783	18/12/2020	BRAC	Umpiring Netball- BRAC	\$ 100.00	MFS	100.00
EFT58784	18/12/2020	CIVIC CENTRE	Sound Technician- Civic Centre	\$ 900.00	MFS	900.00
EFT58785	18/12/2020	COATES HIRE OPERATIONS PTY LTD	Lighting Tower Hire- Town Beach Markets	\$ 215.32	MFS	215.32
EFT58786	18/12/2020	COLIN WILKINSON DEVELOPMENTS PTY LTD	Construction (RFQ20-05)- Broome Golf Club	\$ 687,459.53	MFS	687459.53
EFT58787	18/12/2020	CONVIC PTY LTD (SKATEPARK DESIGN)	Skatepark (RFQ19-102)- BRAC	\$ 3,850.00	MFS	
EFT58788	18/12/2020	CS LEGAL	Debt Collection- Finance	\$ 3,319.40	MFS	
EFT58789	18/12/2020	DAVID GRAY & CO PTY LTD	Key- Depot	\$ 234.91	MFS	
EFT58790	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 450.00	MFS	450.00
EFT58791	18/12/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning Services- Various	\$ 39,911.88	MFS	39911.88

Item 9.4.4 - MONTHLY PAYMENT LISTING DECEMBER 2020

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT58792	18/12/2020	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Depot	\$ 660.97	MFS	
EFT58793	18/12/2020	GITTCRETE	Shade Slabs for Pump Track- BRAC	\$ 3,807.54	MFS	3807.54
EFT58794	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 375.00	MFS	375.00
EFT58795	18/12/2020	GOOD EARTH GARDEN PRODUCTS PTY LTD	Potting Mix- Nursery	\$ 1,716.00	MFS	
EFT58796	18/12/2020	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Works	\$ 90,644.21	MFS	
EFT58797	18/12/2020	ILLION AUSTRALIA PTY LTD	Software Setup Fee- Rates	\$ 5,500.00	MFS	
EFT58798	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 225.00	MFS	225.00
EFT58799	18/12/2020	JAYE SMOKER ( UNBOUND SOUND )	Staging and AV Carnarvon St- Chinatown Christmas Trails 2020	\$ 5,558.00	MFS	5558.00
EFT58800	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 125.00	MFS	
EFT58801	18/12/2020	KELLY CLIFTON (CLIFTON COLLECTIVE BROOME)	Instore Activation- Chinatown	\$ 550.00	MFS	550.00
EFT58802	18/12/2020	KIMBERLEY FUEL & OIL SERVICES	Filter- Workshop	\$ 393.02	MFS	393.02
EFT58803	18/12/2020	KIMBERLEY TRAILER PARTS	Trailer Parts- Depot	\$ 135.00	MFS	135.00
EFT58804	18/12/2020	KO CONTRACTING	Line Marking Bus Bays- Sanderling Dr	\$ 1,202.30	MFS	1202.30
EFT58805	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 300.00	MFS	
EFT58806	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 150.00	MFS	150.00
EFT58807	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 125.00	MFS	125.00
EFT58808	18/12/2020	MARKETFORCE	Advertise Lease Disposal- Town Beach Cafe	\$ 1,867.05	MFS	
EFT58809	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 25.00	MFS	25.00
EFT58810	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 175.00	MFS	
EFT58811	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 175.00	MFS	175.00
EFT58812	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 125.00	MFS	125.00
EFT58813	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 225.00	MFS	225.00
EFT58814	18/12/2020	BRAC	Umpiring Mixed Netball- BRAC	\$ 225.00	MFS	
EFT58815	18/12/2020	TOULA MARINIS (PHAT TOULA'S FOOD COLLABORATION)	Catering- BRAC	\$ 240.00	MFS	240.00
EFT58816	18/12/2020	TROPPO SOUND	Equipment Hire- Town Beach	\$ 2,475.00	MFS	2475.00
EFT58817	18/12/2020	ABLE ELECTRICAL (WA) PTY LTD	Electrical Services (RFQ20-48)- Town Beach Redevelopment	\$ 109,846.00	MFS	109846.00
EFT58818	18/12/2020	ARTISTRALIA	Screening Rights to Sherlock Gnomes - Civic Centre	\$ 275.00	MFS	
EFT58819	18/12/2020	ASB MARKETING PROMOTIONAL PRODUCTS	Polo shirts- Rangers	\$ 93.50	MFS	
EFT58820	18/12/2020	AUSTRALIAN TAXATION OFFICE - FBT	November BAS 2020	\$ 164,879.00	MFS	
EFT58821	18/12/2020	BROOME MOTORS	Service- Isuzu DMax	\$ 1,815.31	MFS	1815.31
EFT58822	18/12/2020	COGGO PTY LTD	Group Fitness Instructor- BRAC	\$ 1,020.00	MFS	1020.00
EFT58823	18/12/2020	ELGAS LTD	Gas 15kg Forklift- Depot	\$ 73.77	MFS	
EFT58824	18/12/2020	FIRE & SAFETY SERVICES	Fire Equipment Servicing (RFQ20-58)- Engineering	\$ 309.84	MFS	309.84
EFT58825	18/12/2020	HOLDFAST FLUID POWER NW PTY LTD	Backhoe Loader Parts- Workshop	\$ 492.69	MFS	
EFT58826	18/12/2020	MCINTOSH & SON	Cylinder Assembly- Backhoe Loader	\$ 1,018.15	MFS	
EFT58827	18/12/2020	MCLEODS BARRISTERS & SOLICITORS	Lease Town Beach Cafe- Property	\$ 876.32	MFS	
EFT58828	18/12/2020	MOORE AUSTRALIA AUDIT (WA)	Audit Services- Kimberley Zone	\$ 4,455.00	MFS	
EFT58829	18/12/2020	NETSTAR AUSTRALIA	Subscription- Workshop	\$ 4,170.32	MFS	
EFT58830	18/12/2020	NORTHERN RURAL SUPPLIES PTY LTD	Star Pickets- Depot	\$ 850.00	MFS	850.00
EFT58831	18/12/2020	NYAMBA BURU YAWURU LTD	Cultural Awareness Training- HR	\$ 10,000.00	MFS	10000.00
EFT58832	18/12/2020	OFFICE NATIONAL BROOME	Repair to Shredder- Administration	\$ 383.50	MFS	383.50
EFT58833	18/12/2020	POOL WISDOM	Chemicals- BRAC	\$ 554.60	MFS	554.60
EFT58834	18/12/2020	RAMM SOFTWARE PTY LTD	System Training- Engineering	\$ 2,722.50	MFS	
EFT58835	18/12/2020	ROYAL LIFE SAVING SOCIETY - WA	Lifeguard Training- BRAC	\$ 299.00	MFS	
EFT58836	18/12/2020	RPS AAP CONSULTING PTY LTD	Economic Development Strategy 2020 (RFQ20-45)- Community	\$ 3,300.00	MFS	
EFT58837	18/12/2020	SECUREX SECURITY PTY LTD	Alarm System Upgrade- Civic Centre	\$ 5,432.40	MFS	
EFT58838	18/12/2020	SPORTSPOWER BROOME	Gift Vouchers- BRAC	\$ 550.00	MFS	550.00
EFT58839	18/12/2020	STOTT & HOARE BUSINESS COMPUTERS	Computer Equipment- IT	\$ 385.00	MFS	
EFT58840	18/12/2020	STREETER & MALE PTY LTD	Trimmer Line- Depot	\$ 505.40	MFS	505.40
EFT58841	18/12/2020	TELSTRA	Data Charges- Various	\$ 331.26	MFS	
EFT58842	18/12/2020	THEATRE KIMBERLEY INC	Event Entertainment- Christmas Trails	\$ 550.00	MFS	550.00
EFT58843	18/12/2020	TOTALLY WORKWEAR	Work boots- Protective Clothing	\$ 692.00	MFS	692.00
EFT58844	18/12/2020	VIVA ENERGY AUSTRALIA	Fuel Cards- Various	\$ 129.60	MFS	
EFT58845	18/12/2020	WATERCHOICE (AUJT) PTY LTD	Monthly rental Water Filtration System- Library	\$ 65.00	MFS	
EFT58846	18/12/2020	WESTRAC	Oil Cap- Cat Dozer	\$ 20.11	MFS	
EFT58847	21/12/2020	A PLUS EVENTS & HIRE	Furniture Hire- Christmas Trails	\$ 1,854.60	MFS	1854.60
EFT58848	21/12/2020	ABLE ELECTRICAL (WA) PTY LTD	Fault Find Pool Flood Lights- BRAC	\$ 110.00	MFS	110.00
EFT58849	21/12/2020	ADVANCED ELECTRICAL EQUIPMENT PTY LTD	Light bulbs- Admin Office	\$ 71.50	MFS	
EFT58850	21/12/2020	ALLPEST (BROOME PEST CONTROL)	Pest inspection- Cable Beach Ablutions	\$ 213.75	MFS	213.75
EFT58851	21/12/2020	AUSTRALIAN INSTITUTE OF MANAGEMENT WA	Management Training- HR	\$ 10,800.52	MFS	
EFT58852	21/12/2020	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs- Civic Centre	\$ 5,057.89	MFS	5057.89
EFT58853	21/12/2020	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Ice Cream Stock- BRAC	\$ 2,099.21	MFS	2099.21

Item 9.4.4 - MONTHLY PAYMENT LISTING DECEMBER 2020

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT58854	21/12/2020	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Graphics - Library	\$ 185.90	MFS	185.90
EFT58855	21/12/2020	BROOME BOLT SUPPLIES WA PTY LTD	Tools Accessories- Depot	\$ 163.63	MFS	163.63
EFT58856	21/12/2020	BROOME CLARK POOLS & SPAS BROOME	Pool Chemicals- Staff Housing	\$ 197.11	MFS	197.11
EFT58857	21/12/2020	BROOME CLEANAWAY	Nursery Skip Bin- Nursery	\$ 127.61	MFS	127.61
EFT58858	21/12/2020	BROOME DIESEL & HYDRAULIC SERVICE	Fuel Tank- Workshop	\$ 1,861.20	MFS	1861.20
EFT58859	21/12/2020	BROOME PLUMBING & GAS	Plumbing Repairs- P&G	\$ 1,005.00	MFS	1005.00
EFT58860	21/12/2020	BROOME PROGRESSIVE SUPPLIES	Water- Depot	\$ 284.56	MFS	284.56
EFT58861	21/12/2020	BROOME TOWING & SALVAGE	Vehicle Towing- Rangers	\$ 396.00	MFS	396.00
EFT58862	21/12/2020	BROOME TOYOTA	Repairs- Holden Colorado	\$ 2,444.17	MFS	2444.17
EFT58863	21/12/2020	BROOME VETERINARY HOSPITAL	Pound Fees- Rangers	\$ 4,575.75	MFS	4575.75
EFT58864	21/12/2020	BROOMECRETE	Supply of Terracotta- BRAC Pump Track	\$ 5,369.32	MFS	5369.32
EFT58865	21/12/2020	CENTURION TRANSPORT	Freight- P&G	\$ 1,165.39	MFS	
EFT58866	21/12/2020	CJD EQUIPMENT PTY LTD	Parts- Volvo Wheel Loader	\$ 1,303.28	MFS	
EFT58867	21/12/2020	COCA COLA AMATIL (HOLDINGS) LTD	Consumables- BRAC	\$ 3,045.31	MFS	
EFT58868	21/12/2020	HUTCHINSON REAL ESTATE	Rent- Staff Housing	\$ 3,489.88	MFS	3489.88
EFT58869	21/12/2020	JACKY CHENG	Public Art Consultant (fry 20-21)- Chinatown	\$ 2,200.00	MFS	2200.00
EFT58870	21/12/2020	KOLORS PTY LTD (PINDAN PRINTING)	Printing- Christmas Trails	\$ 2,686.20	MFS	2686.20
EFT58871	21/12/2020	LHM FABRICATION & FENCING	Fencing at Water Park- Town Beach	\$ 880.00	MFS	880.00
EFT58872	21/12/2020	MANAGED SYSTEM SERVICES	ICT Managed Services- IT	\$ 13,443.10	MFS	
EFT58873	21/12/2020	MARKET CREATIONS	Printing- Governance	\$ 1,210.00	MFS	
EFT58874	21/12/2020	MBS ENVIRONMENTAL	Drain Clearing Permit Consultancy Services (RFQ20-30)- Streeters Jetty and Chinatown	\$ 732.88	MFS	
EFT58875	21/12/2020	MCCORRY BROWN EARTHMOVING PTY LTD	Water Truck Hire- Works	\$ 15,293.85	MFS	15293.85
EFT58876	21/12/2020	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Survey- Broome cemetery	\$ 855.80	MFS	
EFT58877	21/12/2020	MG TYRES	Loader Tyre Repair- Waste Facility Operations	\$ 345.00	MFS	345.00
EFT58878	21/12/2020	NORTH WEST COAST SECURITY	Security Services- Admin	\$ 60.50	MFS	60.50
EFT58879	21/12/2020	OFFICE NATIONAL BROOME	Diaries- Depot	\$ 2,341.59	MFS	2341.59
EFT58880	21/12/2020	OPENCITIES PTY LTD	Software- IT	\$ 12,973.97	MFS	
EFT58881	21/12/2020	OPTIC SECURITY GROUP- NORWEST	Alarm Maintenance- Depot	\$ 264.00	MFS	264.00
EFT58882	21/12/2020	PND CONTRACTING PTY LTD	Reticulation Repairs- Shelduck Ave	\$ 158.40	MFS	158.40
EFT58883	21/12/2020	PRD NATIONWIDE *STRATA PAYMENTS ONLY*	Levies Staff Housing- 8/83 Walcott Grande	\$ 1,781.25	MFS	1781.25
EFT58884	21/12/2020	PRITCHARD FRANCIS CONSULTING PTY LTD	Consultant Fees- Broome Golf Club	\$ 5,511.00	MFS	
EFT58885	21/12/2020	ROEBUCK TREE SERVICE	Clean Coconut Palms- P&G	\$ 2,354.00	MFS	2354.00
EFT58886	21/12/2020	ROYAL LIFE SAVING SOCIETY - WA	Tiana Jones Resuscitation Award- BRAC	\$ 19.80	MFS	
EFT58887	21/12/2020	SEAT ADVISOR PTY LTD	Ticket Sale Commission- Civic Centre	\$ 585.31	MFS	
EFT58888	21/12/2020	SECUREPAY PTY LTD	Web Payments- Civic Centre	\$ 103.36	MFS	
EFT58889	21/12/2020	SOUTHERN CROSS AUSTEREO (SCA)	Radio Advertising- Marketing	\$ 2,398.00	MFS	2398.00
EFT58890	21/12/2020	STRATAGREEN (FORMERLY GREENWAY ENTERPRISES)	Equipment- Nursery	\$ 398.97	MFS	
EFT58891	21/12/2020	STREETER & MALE PTY LTD	Newspapers- Library	\$ 139.90	MFS	139.90
EFT58892	21/12/2020	SUNNY SIGN COMPANY PTY LTD	Traffic Management Signs- Depot	\$ 1,480.60	MFS	
EFT58893	21/12/2020	T - QUIP	Mower Parts- Workshop	\$ 1,225.55	MFS	
EFT58894	21/12/2020	TAPPED PLUMBING & GAS PTY LTD	Toilet Maintenance- Civic Centre	\$ 110.00	MFS	110.00
EFT58895	21/12/2020	TERRY PATTERSON BUILDER (DEVERE CORPORATION PTY LTD )	Pool Tile Repairs- BRAC	\$ 2,090.00	MFS	2090.00
EFT58896	21/12/2020	TOTALLY WORKWEAR	Safety Gloves- Depot	\$ 597.50	MFS	597.50
EFT58897	21/12/2020	TRUCK CENTRE (WA) PTY LTD	Parts- Nissan 8T tipper truck	\$ 372.06	MFS	
EFT58898	21/12/2020	BRAC	Swimming Lesson Refund- BRAC	\$ 135.00	MFS	135.00
EFT58899	21/12/2020	WESTERN IRRIGATION PTY LTD	Supply Modem- Dampier Tce	\$ 1,567.50	MFS	
EFT58900	21/12/2020	ZIPFORM PTY LTD	Installment Notices- Rates	\$ 4,667.28	MFS	
EFT58901	22/12/2020	ASHBURNER FRANCIS	Electrical Contract Administration- Golf Club	\$ 4,180.00	MFS	
EFT58902	22/12/2020	SALARY & WAGES	Payroll S&W	\$ 122,145.55	MFS	
EFT58903	22/12/2020	BITUMEN SEALING SERVICES PTY LTD (USE KARRATHA ASPHALT)	Asphalt Supplies- Depot	\$ 1,700.60	MFS	
EFT58904	22/12/2020	BLUE TONGUE GARAGE DOORS	Service Roller Doors- BRAC	\$ 3,267.00	MFS	3267.00
EFT58905	22/12/2020	BP AUSTRALIA PTY LTD - FUJEL	Fuel- DEPOT	\$ 13,242.37	MFS	
EFT58906	22/12/2020	BROOME DIESEL & HYDRAULIC SERVICE	Vehicle Parts- WMF	\$ 580.50	MFS	580.50
EFT58907	22/12/2020	BROOME MOTORS	Repairs BM29323- BRAC Vehicle	\$ 575.39	MFS	575.39
EFT58908	22/12/2020	BROOME PROGRESSIVE SUPPLIES	Kiosk Stock- BRAC	\$ 559.44	MFS	559.44
EFT58909	22/12/2020	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Blower- P&G	\$ 474.00	MFS	474.00
EFT58910	22/12/2020	BROOME SENIOR HIGH SCHOOL	Bond Refund- Civic Centre	\$ 500.00	MFS	500.00
EFT58911	22/12/2020	BROOME TOYOTA	6 Month Service- Toyota Hilux	\$ 674.02	MFS	674.02
EFT58912	22/12/2020	BROOMECRETE	Concrete & sandstone- Chinatown	\$ 730.68	MFS	730.68
EFT58913	22/12/2020	BT EQUIPMENT PTY LTD	Parts- Compactor Bomag	\$ 1,232.29	MFS	
EFT58914	22/12/2020	CABLE BEACH ELECTRICAL SERVICE	Pump Repair- P&G	\$ 1,496.00	MFS	1496.00

Item 9.4.4 - MONTHLY PAYMENT LISTING DECEMBER 2020

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT58915	22/12/2020	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME )	Tyers- Various Works Vehicles	\$ 8,331.86	MFS	8331.86
EFT58916	22/12/2020	CJD EQUIPMENT PTY LTD	Vacuum switch- Volvo loader	\$ 150.29	MFS	
EFT58917	22/12/2020	COGGO PTY LTD	Group Fitness- BRAC	\$ 240.00	MFS	240.00
EFT58918	22/12/2020	COLIN WILKINSON DEVELOPMENTS PTY LTD	Construction Golf Club (RFQ20-05)- Infrastructure	\$ 109,823.98	MFS	109823.98
EFT58919	22/12/2020	DC DATA COMMS	CCTV Repairs- Anne St	\$ 1,100.00	MFS	1100.00
EFT58920	22/12/2020	DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	2020/21 ESL Quarter 2- Rates	\$ 337,713.52	MFS	
EFT58921	22/12/2020	DIRECTCOMMS PTY LTD	SMS Services- Library	\$ 54.13	MFS	
EFT58922	22/12/2020	DORMA AUTOMATICS PTY LTD	Security Access Remote Control- Library	\$ 2,754.68	MFS	
EFT58923	22/12/2020	ELLE FONG	Umpiring Mixed Netball- BRAC	\$ 100.00	MFS	100.00
EFT58924	22/12/2020	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Various Equipment- Workshop	\$ 2,097.90	MFS	2097.90
EFT58925	22/12/2020	FIRE & SAFETY SERVICES	Fire Equipment Servicing (RFQ 20-58)- Civic Centre	\$ 652.71	MFS	652.71
EFT58926	22/12/2020	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning Ibis Way- Property	\$ 618.07	MFS	618.07
EFT58927	22/12/2020	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Depot	\$ 228.30	MFS	
EFT58928	22/12/2020	GO GO MEDIA	Monthly Music Licence- BRAC	\$ 198.00	MFS	
EFT58929	22/12/2020	GOOD EARTH GARDEN PRODUCTS PTY LTD	Nursery Supplies- Nursery	\$ 2,365.00	MFS	
EFT58930	22/12/2020	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Marine Battery- BRAC	\$ 209.00	MFS	
EFT58931	22/12/2020	GREEN MANGO CAFÉ (LAL CHAND PTY LTD)	Catering- Office of the CEO	\$ 172.00	MFS	172.00
EFT58932	22/12/2020	HAMES SHARLEY	Consultant Fees- Local Strategic Planning	\$ 35,852.30	MFS	
EFT58933	22/12/2020	HANS JURG WENGER	Floorball Umpiring- BRAC	\$ 650.00	MFS	650.00
EFT58934	22/12/2020	HEAD OFFICE LANDGATE	Subscription Renewal- Landgate	\$ 2,532.60	MFS	
EFT58935	22/12/2020	HOLDFAST FLUID POWER NW PTY LTD	Parts- Bobcat	\$ 1,344.98	MFS	
EFT58936	22/12/2020	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Infrastructure	\$ 8,363.53	MFS	
EFT58937	22/12/2020	INFOSURETY PTY LTD T/A INFOTRUST	Symantec Email safeguard & Advanced Threat Protection- IT	\$ 93.46	MFS	
EFT58938	22/12/2020	INTELLIHR SYSTEMS PTY LTD	Software Implementation Fee- HR	\$ 13,860.00	MFS	
EFT58939	22/12/2020	IT VISION	Software Upgrades- IT	\$ 5,973.00	MFS	
EFT58940	22/12/2020	J BLACKWOOD & SON T/AS BLACKWOODS	Water pumps- P&G	\$ 1,502.05	MFS	1502.05
EFT58941	22/12/2020	KENNARDS HIRE	Equipment Hire- Depot	\$ 631.00	MFS	631.00
EFT58942	22/12/2020	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Stihl Chaps- P&G	\$ 517.06	MFS	517.06
EFT58943	22/12/2020	LAIRD TRAN STUDIO	Architectural Services- Golf Club	\$ 26,749.78	MFS	26749.78
EFT58944	22/12/2020	M P ROGERS & ASSOCIATES PTY LTD	Technical Support for TB Jetty- Infrastructure	\$ 3,004.65	MFS	
EFT58945	22/12/2020	MARKETFORCE	Floor Replacement Advertising- BRAC	\$ 724.37	MFS	
EFT58946	22/12/2020	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Landfill Survey- WMF	\$ 2,970.00	MFS	
EFT58947	22/12/2020	MINETRANS PTY LTD	Seat Belt- Hino 3 Way Side Tipper	\$ 417.82	MFS	
EFT58948	22/12/2020	NORTH WEST COAST SECURITY	Security- Admin Office	\$ 121.00	MFS	121.00
EFT58949	22/12/2020	PRITCHARD FRANCIS CONSULTING PTY LTD	Cart Track and Seal- Golf Club	\$ 1,589.50	MFS	
EFT58950	22/12/2020	REMOTE MECHANICAL CONTRACTING	Vehicle Removal- Rangers	\$ 11,880.00	MFS	11880.00
EFT58951	22/12/2020	THINK WATER BROOME	Consumables- WMF	\$ 34.44	MFS	34.44
EFT58952	22/12/2020	TIM FRANKLIN ENGINEERING	Drafting Mechanical Drawings- Administration	\$ 17,536.79	MFS	
EFT58953	22/12/2020	TOTALLY WORKWEAR	Hats Uniform- Rangers	\$ 72.00	MFS	72.00
EFT58954	22/12/2020	BROOME FIRST NATIONAL REAL ESTATE	Staff rent- January 2021	\$ 17,239.98	MFS	17239.98
EFT58955	22/12/2020	KATHRYN KIMBER & GRANT ASTLES	Staff rent- January 2021	\$ 2,824.40	MFS	2824.40
EFT58956	22/12/2020	MCCOSH ANNE (RED EMPORER BED & BREAKFAST)	Staff rent- January 2021	\$ 1,213.33	MFS	1213.33
EFT58957	22/12/2020	PRD NATIONWIDE	Staff rent- January 2021	\$ 9,837.53	MFS	9837.53
EFT58958	22/12/2020	RAY WHITE BROOME	Staff rent- January 2021	\$ 7,126.18	MFS	7126.18
EFT58959	22/12/2020	REALMARK BROOME	Staff rent- January 2021	\$ 3,910.70	MFS	3910.70
EFT58960	22/12/2020	VICKI ELIZABETH COBBY	Staff rent- January 2021	\$ 3,466.66	MFS	3466.66
EFT58961	23/12/2020	ALLPEST (BROOME PEST CONTROL)	Pest inspection- BRAC	\$ 760.00	MFS	760.00
EFT58962	23/12/2020	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Signs- Cygnet Park	\$ 140.80	MFS	140.80
EFT58963	23/12/2020	BROOME CHILLER & FREEZER HIRE	Christmas Party Chiller Hire- Shire Staff	\$ 198.00	MFS	198.00
EFT58964	23/12/2020	BROOME DIESEL & HYDRAULIC SERVICE	Isuzu Truck Service- P&G	\$ 1,012.15	MFS	1012.15
EFT58965	23/12/2020	BROOMECONCRETE	Concrete Drainage- Works	\$ 298.10	MFS	298.10
EFT58966	23/12/2020	COAST & COUNTRY ELECTRICS	Electrical Repair- BRAC	\$ 589.33	MFS	589.33
EFT58967	23/12/2020	CS LEGAL	Legal Fees Debt Collection- Corporate Services	\$ 198.00	MFS	
EFT58968	23/12/2020	DORMA AUTOMATICS PTY LTD	Automatic Door Maintenance- KRO	\$ 352.00	MFS	

Item 9.4.4 - MONTHLY PAYMENT LISTING DECEMBER 2020

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT58969	23/12/2020	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Equipment- Isuzu D-Max Dual Cab	\$ 617.40	MFS	617.40
EFT58970	23/12/2020	HARBY ENTERPRISES PTY LTD T/A HARBY STUDIOS	Consultancy Stage Two- Chinatown	\$ 5,397.51	MFS	
EFT58971	23/12/2020	HERBERT SMITH FREEHILLS	Legal Services Lease- Golf Club	\$ 7,991.72	MFS	
EFT58972	23/12/2020	HOLDFAST FLUID POWER NW PTY LTD	Hydraulic Hose Repair- Mower	\$ 103.16	MFS	
EFT58973	23/12/2020	J BLACKWOOD & SON T/AS BLACKWOODS	Repellent- Depot	\$ 306.50	MFS	306.50
EFT58974	23/12/2020	KENNARDS HIRE	Hire- Plate Compactor	\$ 850.00	MFS	850.00
EFT58975	23/12/2020	KIMBERLEY AUTO CARE	Cleaning- Toyota Prado	\$ 550.00	MFS	550.00
EFT58976	23/12/2020	KIMBERLEY CAMPING & OUTBACK SUPPLIES	PPE- Depot	\$ 4,701.02	MFS	4701.02
EFT58977	23/12/2020	KIMBERLEY CONTRACTING	Posi shell Landfill (RFT 19/11)- WMF	\$ 31,438.00	MFS	31438.00
EFT58978	23/12/2020	KIMBERLEY GOLD PURE DRINKING WATER	Drinking Water- Waste Management	\$ 306.00	MFS	306.00
EFT58979	23/12/2020	KIMBERLEY KERBS	Kerbing- Blackman street	\$ 10,982.40	MFS	10982.40
EFT58980	23/12/2020	KIMBERLEY WASHROOM SERVICES	Supply & Service Sanitary Units- Engineering	\$ 1,001.00	MFS	1001.00
EFT58981	23/12/2020	NORTH WEST LOCKSMITHS	BiLock Padlocks & Keys- Broome Visitor Centre	\$ 861.00	MFS	861.00
EFT58982	23/12/2020	NORTH WEST STRATA SERVICES	Levies Staff Housing- Ibis Way	\$ 2,692.50	MFS	2692.50
EFT58983	23/12/2020	NORTH WEST STRATA SERVICES	Staff Housing Levies- Tanami Drive	\$ 4,128.00	MFS	4128.00
EFT58984	23/12/2020	NORTHERN RURAL SUPPLIES PTY LTD	Zeus Insecticide- Depot	\$ 41.67	MFS	41.67
EFT58985	23/12/2020	NUTRIEN AG SOLUTIONS	Various parts- Depot	\$ 3,192.21	MFS	3192.21
EFT58986	23/12/2020	OASIS EATERY	Catering- P&G	\$ 50.00	MFS	50.00
EFT58987	23/12/2020	OPTIC SECURITY GROUP- NORWEST	AV Cabling Maintenance- Admin	\$ 4,576.87	MFS	4576.87
EFT58988	23/12/2020	POOL WISDOM	Chemicals- BRAC	\$ 1,213.60	MFS	1213.60
EFT58989	23/12/2020	PRINTING IDEAS	Cable Beach Foreshore Booklets- Office CEO	\$ 337.15	MFS	337.15
EFT58990	23/12/2020	RESOLUTE SECURITY SERVICES	Security Services- Various	\$ 11,689.28	MFS	
EFT58991	23/12/2020	TIALE FAMILY TRUST (BROOME ACADEMY OF MUSIC)	Community Carols- Chinatown	\$ 11,680.00	MFS	11680.00
EFT58992	23/12/2020	TOTALLY WORKWEAR	Safety Gloves- Depot	\$ 833.85	MFS	833.85
EFT58993	23/12/2020	WESTBOOKS	Books- Library	\$ 206.41	MFS	
EFT58994	23/12/2020	WURTH AUSTRALIA PTY LTD	Graffiti Remover- Depot	\$ 1,450.27	MFS	
EFT58995	23/12/2020	ABBY MURRAY PHOTOGRAPHY	Headshots- Councillors	\$ 250.00	MFS	250.00
EFT58996	23/12/2020	COATES HIRE OPERATIONS PTY LTD	Toilet Hire Staff Christmas Party- Corporate Services	\$ 856.46	MFS	856.46
EFT58997	23/12/2020	COLIN WILKINSON DEVELOPMENTS PTY LTD	Retention Payment- Golf Club	\$ 122,414.83	MFS	122414.83
EFT58998	23/12/2020	HART SPORT	Dodgeball Pack- BRAC	\$ 300.00	MFS	
EFT58999	23/12/2020	KIMBERLEY ABORIGINAL MEDICAL SERVICES LTD	Covid-19 Community Support Grants Program	\$ 4,950.00	MFS	4950.00
EFT59000	23/12/2020	KIMBERLEY CAMPING & OUTBACK SUPPLIES	Columbia Pants- Protective Clothing	\$ 510.00	MFS	510.00
EFT59001	23/12/2020	KIMBERLEY FUEL & OIL SERVICES	Filters- JD Grader	\$ 150.35	MFS	150.35
EFT59002	23/12/2020	MARKETFORCE	Notice of Adoption Advertising - Governance	\$ 422.68	MFS	
EFT59003	23/12/2020	SLATER & GARTRELL SPORTS	Floor Ball Sticks- BRAC	\$ 982.30	MFS	
EFT59004	23/12/2020	DEPARTMENT OF MINES, INDUSTRY AND SAFETY - BUILDING & ENERGY (PREVIOUSLY BUILDING COMMISSION)	October BSL- Building	\$ 11,458.46	MFS	
EFT59005	23/12/2020	SHIRE OF BROOME	November BSL- Building	\$ 315.00	MFS	315.00
EFT59006	24/12/2020	SALARY & WAGES	Payroll S&W	\$ 700.00	MFS	
EFT59007	24/12/2020	SALARY & WAGES	Payroll S&W	\$ 111,673.56	MFS	
EFT59008	24/12/2020	SALARY & WAGES	Payroll S&W	\$ 170.00	MFS	
EFT59009	24/12/2020	SALARY & WAGES	Payroll S&W	\$ 14,670.45	MFS	
EFT59010	24/12/2020	SALARY & WAGES	Payroll S&W	\$ 978.20	MFS	
EFT59011	24/12/2020	SALARY & WAGES	Payroll S&W	\$ 680.00	MFS	
EFT59012	24/12/2020	SALARY & WAGES	Payroll S&W	\$ 660.00	MFS	
EFT59013	24/12/2020	SALARY & WAGES	Payroll S&W	\$ 307.85	MFS	
EFT59014	24/12/2020	SALARY & WAGES	Payroll S&W	\$ 19.40	MFS	
EFT59015	24/12/2020	SALARY & WAGES	Payroll S&W	\$ 344,525.00	MFS	
EFT59016	24/12/2020	WATER CORPORATION	SUGAR GLIDER AV DIJUGUN LOT 3156 - Water Use and Service Charge Account	\$ 87,865.81	MFS	
<b>MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:</b>				<b>\$4,939,495.61</b>		<b>\$ 1,712,546.90</b>

MUNICIPAL CHEQUES - November2020						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
57665	10/12/2020	SHIRE OF BROOME	Petty Cash- Admin	\$ 625.81	MFS	\$ 625.81
57666	16/12/2020	SHIRE OF BROOME	Petty Cash- Admin	\$ 683.72	MFS	\$ 683.72
<b>MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:</b>				<b>\$1,309.53</b>		<b>\$ 1,309.53</b>

Item 9.4.4 - MONTHLY PAYMENT LISTING DECEMBER 2020

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
TRUST CHEQUES - November2020						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
TRUST CHEQUES TOTAL:				\$0.00	MFS	0.00

MUNICIPAL DIRECT DEBIT/CREDIT CARD PAYMENTS - November2020						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
DD28784.1	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 43,191.82	MFS	
DD28784.2	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 171.69	MFS	
DD28784.3	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 640.81	MFS	
DD28784.4	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 446.78	MFS	
DD28784.5	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 4,921.37	MFS	
DD28784.6	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 246.96	MFS	
DD28784.7	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 218.75	MFS	
DD28784.8	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 309.41	MFS	
DD28784.9	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,191.04	MFS	
DD28816.1	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 44,576.82	MFS	
DD28816.2	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 633.75	MFS	
DD28816.3	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 446.78	MFS	
DD28816.4	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 5,742.71	MFS	
DD28816.5	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 290.40	MFS	
DD28816.6	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 337.75	MFS	
DD28816.7	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,171.61	MFS	
DD28816.8	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 425.74	MFS	
DD28816.9	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,328.03	MFS	
DD28856.1	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 45,005.09	MFS	
DD28856.2	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 52.57	MFS	
DD28856.3	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 630.29	MFS	
DD28856.4	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 446.78	MFS	
DD28856.5	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 247.98	MFS	
DD28856.6	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 3,367.41	MFS	
DD28856.7	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 351.12	MFS	
DD28856.8	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,103.60	MFS	
DD28856.9	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 370.23	MFS	
DD28869.1	29/12/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 193 Fixed Component - Civic Centre Redevelopment Loan	\$ 260,997.67	MFS	
DD28784.10	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 370.23	MFS	
DD28784.11	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,765.67	MFS	
DD28784.12	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 3,209.61	MFS	
DD28784.13	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 931.81	MFS	
DD28784.14	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 637.65	MFS	
DD28784.15	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 635.04	MFS	
DD28784.16	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 279.32	MFS	
DD28784.17	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,293.53	MFS	
DD28784.18	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 681.37	MFS	
DD28784.19	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 345.15	MFS	
DD28784.20	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 46.52	MFS	
DD28784.21	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,069.58	MFS	
DD28784.22	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 255.93	MFS	
DD28784.23	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 776.22	MFS	
DD28784.24	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 651.09	MFS	
DD28784.25	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 276.63	MFS	
DD28784.26	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 819.88	MFS	
DD28784.27	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 741.10	MFS	
DD28784.28	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 345.35	MFS	
DD28784.29	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 2,308.20	MFS	
DD28784.30	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 7,461.74	MFS	
DD28784.31	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,992.84	MFS	
DD28784.32	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 705.37	MFS	
DD28784.33	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 480.60	MFS	
DD28784.34	01/12/2020	SUPERANNUATION	Superannuation contributions	\$ 994.74	MFS	
DD28816.10	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 931.81	MFS	
DD28816.11	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 619.45	MFS	
DD28816.12	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 3,209.61	MFS	
DD28816.13	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 635.04	MFS	
DD28816.14	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 337.34	MFS	
DD28816.15	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,293.53	MFS	
DD28816.16	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 679.26	MFS	
DD28816.17	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 345.15	MFS	
DD28816.18	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 28.06	MFS	
DD28816.19	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,069.58	MFS	
DD28816.20	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 776.22	MFS	
DD28816.21	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 357.47	MFS	
DD28816.22	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 585.34	MFS	
DD28816.23	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 299.18	MFS	
DD28816.24	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 783.34	MFS	
DD28816.25	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 741.10	MFS	

**Item 9.4.4 - MONTHLY PAYMENT LISTING DECEMBER 2020**

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
DD28816.26	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 363.52	MFS	
DD28816.27	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 2,329.94	MFS	
DD28816.28	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 7,311.07	MFS	
DD28816.29	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 2,082.86	MFS	
DD28816.30	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 704.82	MFS	
DD28816.31	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 465.79	MFS	
DD28816.32	15/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,123.76	MFS	
DD28856.10	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,260.26	MFS	
DD28856.11	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 931.81	MFS	
DD28856.12	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 3,278.23	MFS	
DD28856.13	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 619.45	MFS	
DD28856.14	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 635.04	MFS	
DD28856.15	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 298.66	MFS	
DD28856.16	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,293.53	MFS	
DD28856.17	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 679.26	MFS	
DD28856.18	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 637.91	MFS	
DD28856.19	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 83.85	MFS	
DD28856.20	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 1,290.34	MFS	
DD28856.21	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 353.23	MFS	
DD28856.22	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 776.22	MFS	
DD28856.23	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 583.16	MFS	
DD28856.24	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 775.65	MFS	
DD28856.25	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 741.10	MFS	
DD28856.26	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 342.98	MFS	
DD28856.27	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 2,268.99	MFS	
DD28856.28	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 2,175.59	MFS	
DD28856.29	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 7,637.24	MFS	
DD28856.30	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 704.82	MFS	
DD28856.31	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 480.60	MFS	
DD28856.32	29/12/2020	SUPERANNUATION	Superannuation contributions	\$ 971.34	MFS	
DD28890.1	24/12/2020	AUSTRALIA POST	Staff Gift Cards- Christmas Party (Credit Card Payment 24.12.20)	\$ 817.85	MFS	
DD28890.2	24/12/2020	BWS LIQUOR (WOOLWORTHS GROUP)	Refund Alcohol- Staff Christmas Party (Credit Card Payment 24.12.20)	\$ 2,357.00	MFS	817.85
DD28890.3	24/12/2020	MARITIME PROJECTS DEPARTMENT OF TRANSPORT	Jetty Licence Renewal- Catalina's (Credit Card Payment 24.12.20)	\$ 42.20	MFS	2357.00
DD28892.1	24/12/2020	LANDSCOPE	Landscape Magazine Subscription- Library (Credit Card Payment 24.12.20)	\$ 33.00	MFS	
DD28892.2	24/12/2020	JIB HI-FI GROUP PTY LTD	DVD's- Library (Credit Card Payment 24.12.20)	\$ 260.59	MFS	
DD28892.3	24/12/2020	ISUBSCRIBE	Magazines- Library (Credit Card Payment 24.12.20)	\$ 780.49	MFS	
DD28892.4	24/12/2020	FACEBOOK	Facebook Advertising- Civic Centre (Credit Card Payment 24.12.20)	\$ 60.00	MFS	
DD28892.5	24/12/2020	DEPARTMENT OF LOCAL GOVERNMENT, SPORT & CULTURAL INDUSTRIES - RGL	Occasional Liquor Licence- Civic Centre (Credit Card Payment 24.12.20)	\$ 114.50	MFS	
DD28893.1	24/12/2020	AUSTRALIA POST	Service Awards Employees- HR (Credit Card Payments 24/12/2020)	\$ 2,441.65	MFS	2441.65
DD28893.2	24/12/2020	SQUARESPACE INC	Broome Website- Chinatown (Credit Card Payment 24/12/2020)	\$ 35.96	MFS	
DD28893.3	24/12/2020	KIMBERLEY MEDICAL GROUP PTY LTD	Medical Report W.Doherty- HR (Credit Card Payment 24/12/20)	\$ 165.00	MFS	165.00
DD28893.4	24/12/2020	BROOME CHAMBER OF COMMERCE & INDUSTRY (INC) - BCCI	Christmas Committee Reward- HR (Credit Card Payment 24/12/2020)	\$ 128.70	MFS	128.70
DD28893.5	24/12/2020	JOHN FAIRFAX GROUP PTY LIMITED	Digital Subscription WA Today- Marketing (Credit Card Payment 24/12/2020)	\$ 15.08	MFS	
DD28893.6	26/12/2020	SUBWAY BROOME	Catering Contract Management Training- HR (Credit Card Payment 24/12/20)	\$ 132.00	MFS	132.00
DD28917.1	03/12/2020	FINES ENFORCEMENT REGISTRY	Lodgement Fee Unpaid Infringements FER- Rangers	\$ 308.00	MFS	
				<b>\$511,524.65</b>		<b>6042.20</b>

<b>MUNICIPAL ELECTRONIC TRANSFER TOTAL</b>	<b>\$4,939,495.61</b>	<b>1712546.90</b>
<b>MUNICIPAL CHEQUES TOTAL</b>	<b>\$1,309.53</b>	<b>1309.53</b>
<b>TRUST CHEQUE TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>
<b>MUNICIPAL DIRECT DEBIT/ CREDIT</b>	<b>\$511,524.65</b>	<b>6042.20</b>
<b>TOTAL PAYMENTS December 2020</b>	<b>\$5,452,329.79</b>	<b>\$ 1,719,898.63</b>

Key for Delegation of Authority:  
 CEO- Chief Executive Officer  
 MFS- Manager Financial Services  
 DCS- Director Corporate Services

**9.4.5 MONTHLY PAYMENT LISTING JANUARY 2021**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Finance Officer - Creditors
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report recommends that Council receives the list of payments made under delegated authority, as per the attachment to this report, for January 2021.

**BACKGROUND**

The Chief Executive Officer (CEO) has delegated authority to make payments from the Municipal and Trust funds as per the budget allocations.

**COMMENT**

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 January 2021.

**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.

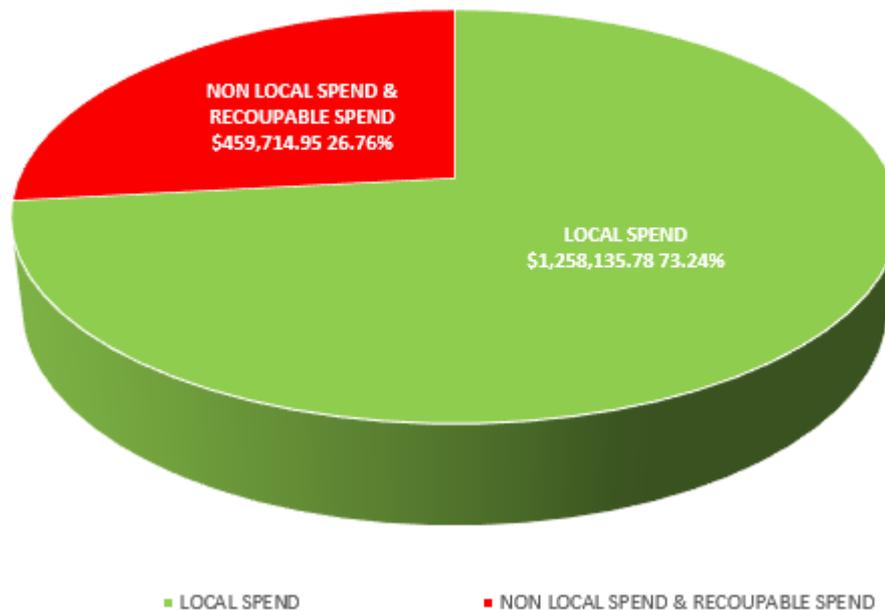
**POLICY IMPLICATIONS**

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 - JANUARY 2021**



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for January 2021 after \$1,179,936.17 in personnel payments, \$2,265,432.50 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**

**Performance Aspiration – we will deliver excellent governance, service and value, for everyone:**

Excellence in organisational performance and service delivery.

**VOTING REQUIREMENTS**

*Simple Majority*

**RECOMMENDATION:**

*That Council:*

1. *Receives the list of payments made from the Municipal and Trust Accounts in January 2021 totalling in \$5,163,219.40 (Attachment 1) per the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996 covering:*
  - a) *EFT Vouchers EFT59017 – EFT59416 totalling \$4,974,917.81;*
  - b) *Municipal Cheque Vouchers 57667 - 57669 totalling \$600.00*
  - c) *Trust Cheque Vouchers 000 - 000 totalling \$0.00; and*
  - d) *Credit Card Payments and Municipal Direct Debits DD28921.1 – DD28982.32 totalling \$187,701.59.*
2. *Notes the local spend of \$1,258,135.78 included in the amount above, equating to 73.24%. of total payments excluding personnel, utility and other external sole supplier costs*

**Attachments**

1. MONTHLY PAYMENT LISTING JANUARY 2021

Item 9.4.5 - MONTHLY PAYMENT LISTING JANUARY 2021

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 - January 2021						
MUNICIPAL & TRUST ELECTRONIC TRANSFER - January 2021						
EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT59017	05/01/2021	BRUCE RUDEFORTH	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT59018	05/01/2021	CHRISTOPHER RALPH MITCHELL	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT59019	05/01/2021	DESIREE MAGDOLNA MALE	Monthly Councillor Sitting Fee and Allowances	\$ 2,737.67	MFS	2737.67
EFT59020	05/01/2021	ELSTA REGINA FOY	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT59021	05/01/2021	FIONA LEIGH WEST	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT59022	05/01/2021	HAROLD NORMAN TRACEY	Monthly Councillor Sitting Fee and Allowances	\$ 6,202.16	MFS	6202.16
EFT59023	05/01/2021	NIK WEVERS	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT59024	05/01/2021	PETER JOHN TAYLOR	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT59025	05/01/2021	PHILLIP FRANCIS MATSUMOTO	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	1747.75
EFT59026	06/01/2021	ABBY MURRAY PHOTOGRAPHY	Photography- Christmas Carols Event	\$ 250.00	MFS	250.00
EFT59027	06/01/2021	BROOME ALL WORKS	iPAD Stand Repairs- Library	\$ 269.50	MFS	269.50
EFT59028	06/01/2021	BROOME CLEANAWAY	Waste Removal (RFQ 20/53)- KRO	\$ 1,470.46	MFS	1470.46
EFT59029	06/01/2021	BROOME GOLF CLUB	Community Support Grants (Covid19)- Community	\$ 2,035.00	MFS	2035.00
EFT59030	06/01/2021	BROOME SPORTS ASSOCIATION	Bond Refund- Civic Centre	\$ 501.00	MFS	501.00
EFT59031	06/01/2021	CHRISTOPHER RALPH MITCHELL	Reimbursement of Flights & Accommodation- Councillor	\$ 514.20	MFS	514.20
EFT59032	06/01/2021	DARREN KENNEDY	CPA & Governance Institute Professional Memberships 20/21- Governance	\$ 1,375.00	MFS	1375.00
EFT59033	06/01/2021	DAVID ROBERT COOK	Reimbursement Items Woolworths- Depot	\$ 184.89	MFS	184.89
EFT59034	06/01/2021	ELLYN HARTVIGSEN (SUBLIME GRAPHIC DESIGN)	Graphic Design Asset Management Plan- Infrastructure	\$ 2,070.00	MFS	2070.00
EFT59035	06/01/2021	ELOY JULIAN CARDENAS	Music Performance- Chinatown Christmas Trails 2020	\$ 450.00	MFS	450.00
EFT59036	06/01/2021	EMERALD LEAHY KERR	WWC Reimbursement- BRAC	\$ 87.00	MFS	
EFT59037	06/01/2021	FRANKIE PAUL SHOVELLER	Bond Refund- Civic Centre	\$ 880.00	MFS	880.00
EFT59038	06/01/2021	GOOD EARTH GARDEN PRODUCTS PTY LTD	Potting Mix- P&G	\$ 2,365.00	MFS	
EFT59039	06/01/2021	KELLY CLIFTON (CLIFTON COLLECTIVE BROOME)	In Store Activation Grant- Chinatown	\$ 550.00	MFS	550.00
EFT59040	06/01/2021	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Pole Pruners & Chainsaws- P&G	\$ 15,495.65	MFS	15495.65
EFT59041	06/01/2021	MARKETFORCE	Advertising of Scheme Amendment No.12- Marketing	\$ 658.33	MFS	
EFT59042	06/01/2021	OCEANWIDE PTY LTD	Winner of the Rates Incentive Prize- Rates	\$ 2,500.00	MFS	
EFT59043	06/01/2021	SALVATORE CONSTANTINO MASTROLEMBO	Reimbursement CEO Contract- Office of the CEO	\$ 3,998.49	MFS	3998.49
EFT59044	08/01/2021	A PLUS EVENTS & HIRE	Table Cloth Hire- Community Safety Forum	\$ 66.00	MFS	66.00
EFT59045	08/01/2021	AARLI BAR (WENDLAND EVENTS P/L)	Christmas Party Catering- Shire Staff	\$ 4,400.00	MFS	4400.00
EFT59046	08/01/2021	ACOR CONSULTANTS (WA) PTY LIMITED	Engineering Consultancy Services (RFQ 20-62)- Chinatown	\$ 38,386.71	MFS	
EFT59047	08/01/2021	ACURIX NETWORKS PTY LTD	Network Services- Library	\$ 436.70	MFS	
EFT59048	08/01/2021	ALLPEST (BROOME PEST CONTROL)	Pest Inspection- Staff housing	\$ 713.25	MFS	713.25
EFT59049	08/01/2021	ASK WASTE MANAGEMENT PTY LTD	Dampier Peninsular Waste Management Plan- WMF	\$ 9,366.50	MFS	
EFT59050	08/01/2021	AVERY AIRCONDITIONING PTY LTD	Repairs- KRO	\$ 1,085.22	MFS	1085.22
EFT59051	08/01/2021	BEST IT & BUSINESS SOLUTIONS PTY LTD	Printer Copy Charges- IT	\$ 1,893.47	MFS	1893.47
EFT59052	08/01/2021	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Stock Kiosk- BRAC	\$ 1,481.59	MFS	1481.59
EFT59053	08/01/2021	BOC LIMITED	CO2 Gas- Depot	\$ 243.53	MFS	
EFT59054	08/01/2021	BP AUSTRALIA PTY LTD - FUEL	Fuel- DEPOT	\$ 9,022.76	MFS	
EFT59055	08/01/2021	BRENNAN AND ASSOCIATES WORKPLACE INVESTIGATIONS SERVICES PTY LTD	Internal Investigation- People & Culture	\$ 6,300.00	MFS	
EFT59056	08/01/2021	BRETT BARNETT	Photography- Community Safety Forum	\$ 500.00	MFS	500.00
EFT59057	08/01/2021	BROOME CLEANAWAY	Empty Recycling Bins- WMF	\$ 9,544.26	MFS	9544.26
EFT59058	08/01/2021	BROOME DIESEL & HYDRAULIC SERVICE	Grease Kits- Depot	\$ 273.65	MFS	273.65
EFT59059	08/01/2021	BROOME DOCTORS PRACTICE PTY LTD	Medical- Rangers	\$ 110.00	MFS	110.00
EFT59060	08/01/2021	BROOME PROGRESSIVE SUPPLIES	Cleaning Products- Workshop	\$ 417.76	MFS	417.76
EFT59061	08/01/2021	BROOME SMALL ENGINE SERVICES	High Water Pressure Cleaner Repair- Works	\$ 780.11	MFS	780.11
EFT59062	08/01/2021	BROOME WINDSCREENS / NOVUS AUTO GLASS	Window Bobcat- P&G	\$ 257.00	MFS	257.00
EFT59063	08/01/2021	CHAS CLARKSON	Christmas Decorations 2020- Chinatown	\$ 14,348.60	MFS	
EFT59064	08/01/2021	CLARITY COMMUNICATIONS	Clarity Subscription for 2020/21- Marketing	\$ 101.86	MFS	
EFT59065	08/01/2021	CLARK EQUIPMENT SALES PTY LTD	Part Seal Door Bobcat Loader- P&G	\$ 204.18	MFS	
EFT59066	08/01/2021	COATES HIRE OPERATIONS PTY LTD	Hire Lights Staff Christmas Party- Corporate Services	\$ 107.66	MFS	107.66
EFT59067	08/01/2021	CUTTING EDGES REPLACEMENT PARTS PTY LTD	Parts Volvo Wheel Loader- Works	\$ 740.39	MFS	

Item 9.4.5 - MONTHLY PAYMENT LISTING JANUARY 2021

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT59068	08/01/2021	DFP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Temporary Staff- Finance	\$ 4,720.59	MFS	4720.59
EFT59069	08/01/2021	ELGAS LTD	Gas Replacement Forklift- P&G	\$ 73.77	MFS	
EFT59070	08/01/2021	FERAL FILMS	Videography - Community Safety Forum	\$ 605.00	MFS	605.00
EFT59071	08/01/2021	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Airconditioning Check and Report Hino 500- Works	\$ 389.50	MFS	389.50
EFT59072	08/01/2021	FIRE & SAFETY SERVICES	Fire Protection Equipment- BRAC	\$ 20,648.10	MFS	20648.10
EFT59073	08/01/2021	FUEL TRANS AUSTRALIA PTY LTD T/A RECHARGE PETROLEUM (BP BROOME CENTRAL)	Fuel- BRAC	\$ 38.67	MFS	38.67
EFT59074	08/01/2021	GOOD EARTH GARDEN PRODUCTS PTY LTD	Bulk Bags Potting Mix- P&G	\$ 1,287.00	MFS	
EFT59075	08/01/2021	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Battery Charger- BRAC	\$ 231.61	MFS	
EFT59076	08/01/2021	HARMONY HORTICULTURE	Weed Spraying Drains- P&G	\$ 3,740.00	MFS	3740.00
EFT59077	08/01/2021	HOLDFAST FLUID POWER NW PTY LTD	Bobcat- P&G	\$ 657.37	MFS	
EFT59078	08/01/2021	INLAND STUDIO	Signage- Town Beach	\$ 150.00	MFS	150.00
EFT59079	08/01/2021	KARRATHA ASPHALT	Sealing Works Wagtail & Blackman- Works	\$ 2,501.73	MFS	
EFT59080	08/01/2021	KIMBERLEY BOOKSHOP	Purchase Books- Library	\$ 130.50	MFS	130.50
EFT59081	08/01/2021	KIMBERLEY QUARRY PTY LTD	Shire Road Base (RFT 19/05)- Depot	\$ 9,542.56	MFS	
EFT59082	08/01/2021	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Chainsaws- P&G	\$ 676.40	MFS	676.40
EFT59083	08/01/2021	KO CONTRACTING	Road Line Renewal Sanderling & Reid- Works	\$ 7,122.50	MFS	7122.50
EFT59084	08/01/2021	KOMATSU AUSTRALIA PTY LTD	Ignition Barrell for Komatsu Loader- WMF	\$ 208.79	MFS	
EFT59085	08/01/2021	LEISURE MANAGEMENT SERVICES (LINKS MODULAR SOLUTIONS)	Active Carrot Booking System Annual Licensing Fee- BRAC	\$ 5,615.50	MFS	
EFT59086	08/01/2021	MAGIQ SOFTWARE PTY LTD	Software Maintenance- Corporate Services	\$ 464.75	MFS	
EFT59087	08/01/2021	MARK DONNES	Work Boots- Depot	\$ 195.00	MFS	
EFT59088	08/01/2021	MARKETFORCE	Shire Branded Recruitment Postings- Marketing	\$ 7,551.50	MFS	
EFT59089	08/01/2021	MARSH PTY LTD	Incident Investigation Masterclass- People & Culture	\$ 2,271.50	MFS	
EFT59090	08/01/2021	MCCORRY BROWN EARTHMOVING PTY LTD	Concrete Crushing (RFT19/07)- WMF	\$ 56,455.80	MFS	56455.80
EFT59091	08/01/2021	NORTHERN RURAL SUPPLIES PTY LTD	Fertiliser- P&G	\$ 12,849.25	MFS	12849.25
EFT59092	08/01/2021	OFFICE NATIONAL BROOME	Escalator- HR	\$ 1,132.87	MFS	1132.87
EFT59093	08/01/2021	POOL WISDOM	Pool Chemicals- BRAC	\$ 1,245.44	MFS	1245.44
EFT59094	08/01/2021	RAMM SOFTWARE PTY LTD	Provide Training (RFT 19/14)- IT	\$ 1,089.00	MFS	
EFT59095	08/01/2021	ROSMECH SALES & SERVICE PTY LTD	Road Sweeper Repairs- Depot	\$ 379.52	MFS	
EFT59096	08/01/2021	STIRLING SKILLS TRAINING	Bar Managers Qualifications- Civic Centre	\$ 310.00	MFS	
EFT59097	08/01/2021	TELSTRA	Phone and Data Charges- Councillors	\$ 45.00	MFS	
EFT59098	11/01/2021	ALLPEST (BROOME PEST CONTROL)	Termite Inspection- Property	\$ 104.50	MFS	104.50
EFT59099	11/01/2021	ANALYTICAL REFERENCE LABORATORY (WA) PTY LTD ( ARL )	Asbestos Samples- Health	\$ 2,475.00	MFS	
EFT59100	11/01/2021	AVERY AIRCONDITIONING PTY LTD	Replace Airconditioning Bar Area- Civic Centre	\$ 5,094.68	MFS	5094.68
EFT59101	11/01/2021	BROOME DIESEL & HYDRAULIC SERVICE	Air Filter Hook Lift Truck- WMF	\$ 32.90	MFS	32.90
EFT59102	11/01/2021	BROOME SMALL ENGINE SERVICES	Throttle Cable- Works	\$ 20.23	MFS	20.23
EFT59103	11/01/2021	COATES HIRE OPERATIONS PTY LTD	Hire Lighting Tower Christmas Carols Event- Civic Centre	\$ 107.66	MFS	107.66
EFT59104	11/01/2021	DARWIN PLANT WHOLESALERS	Plants- Nursery	\$ 11,898.15	MFS	
EFT59105	11/01/2021	DFP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Temporary Staff- Depot	\$ 6,325.33	MFS	6325.33
EFT59106	11/01/2021	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning (RFT 17-02)- Various Locations	\$ 45,431.03	MFS	45431.03
EFT59107	11/01/2021	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Works	\$ 38.46	MFS	
EFT59108	11/01/2021	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Infrastructure	\$ 540.46	MFS	
EFT59109	11/01/2021	INCREDIBLE EDIBLE BROOME	Support Grants Program (Covid-19)- Community	\$ 5,005.00	MFS	5005.00
EFT59110	11/01/2021	KARRATHA ASPHALT	Frederick Street Sealing- Works	\$ 4,400.00	MFS	
EFT59111	11/01/2021	KIMBERLEY FUEL & OIL SERVICES	Oil- Depot	\$ 1,872.77	MFS	1872.77
EFT59112	11/01/2021	KIMBERLEY GOLD PURE DRINKING WATER	Water- Administration Office	\$ 119.00	MFS	119.00
EFT59113	11/01/2021	KIMBERLEY WASHROOM SERVICES	Supply & Service Sanitary Disposal- Various Locations	\$ 805.00	MFS	805.00
EFT59114	11/01/2021	MCINTOSH & SON	Parts Backhoe Loader- Works	\$ 940.04	MFS	
EFT59115	11/01/2021	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Survey Cemetery- Engineering	\$ 917.40	MFS	
EFT59116	11/01/2021	MG TYRES	Tyres Retic 2- P&G	\$ 598.00	MFS	598.00
EFT59117	11/01/2021	NIRRUMBUK ABORIGINAL CORPORATION	Wages- Chinatown Stage Two Project	\$ 8,562.60	MFS	8562.60
EFT59118	11/01/2021	NORTH WEST COAST SECURITY	Security Cash Runs- Shire Administration	\$ 60.50	MFS	60.50
EFT59119	11/01/2021	NORTH WEST LOCKSMITHS	Key Cabinet- Property	\$ 389.00	MFS	389.00
EFT59120	11/01/2021	NUTRIEN AG SOLUTIONS	Maintenance Haynes Oval- P&G	\$ 4,466.73	MFS	4466.73
EFT59121	11/01/2021	OFFICE NATIONAL BROOME	Copy Paper Printers- IT	\$ 512.85	MFS	512.85
EFT59122	11/01/2021	POOL WISDOM	Chemicals- Town Beach Water Park	\$ 394.80	MFS	394.80
EFT59123	11/01/2021	ROADLINE CIVIL CONTRACTORS	Preliminaries- McDaniel Road Reconstruction	\$ 236,085.83	MFS	236085.83
EFT59124	11/01/2021	ROYAL LIFE SAVING SOCIETY - WA	Aquatic training- BRAC	\$ 59.40	MFS	

Item 9.4.5 - MONTHLY PAYMENT LISTING JANUARY 2021

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT59125	11/01/2021	SAI GLOBAL LIMITED (SUBSCRIPTIONS)	Building Codes & Ref Stds Online Renewal- Building	\$ 2,731.30	MFS	
EFT59126	11/01/2021	SECUREX SECURITY PTY LTD	Security Card Maintenance- Administration Office	\$ 330.00	MFS	
EFT59127	11/01/2021	SLATER & GARTRELL SPORTS	Badminton Shuttles- BRAC	\$ 1,179.20	MFS	
EFT59128	11/01/2021	SPORTS STAR TROPHIES	Trophies Netball- BRAC	\$ 700.95	MFS	
EFT59129	11/01/2021	ST JOHN AMBULANCE AUSTRALIA (WA) INC	Gloves- BRAC	\$ 93.00	MFS	
EFT59130	11/01/2021	STOTT & HOARE BUSINESS COMPUTERS	Microsoft Wireless Desktop- IT	\$ 352.00	MFS	
EFT59131	11/01/2021	STREETER & MALE PTY LTD	Makita Vacuum Skin- Property	\$ 312.03	MFS	312.03
EFT59132	11/01/2021	SUNNY SIGN COMPANY PTY LTD	Roadwork Signage- Works	\$ 1,540.00	MFS	
EFT59133	11/01/2021	T - QUIP	4 x Link ASM (Dog Bone) for Toro Cylinder Mower - P2620 PART TOP16-9759	\$ 491.80	MFS	
EFT59134	11/01/2021	TAPPED PLUMBING & GAS PTY LTD	Leak Repairs- Surf Club	\$ 1,512.50	MFS	1512.50
EFT59135	11/01/2021	TENDERSPOT MEAT COMPANY	Meat- Depot	\$ 311.50	MFS	311.50
EFT59136	11/01/2021	TOTALLY WORKWEAR	Uniform- People & Culture	\$ 1,040.70	MFS	1040.70
EFT59137	11/01/2021	TROPICAL UPHOLSTERY	Audio Mix Cover Fitness Program- BRAC	\$ 82.50	MFS	82.50
EFT59138	11/01/2021	VORGE PTY LTD	Goggles Kiosk Stock- BRAC	\$ 933.90	MFS	
EFT59139	11/01/2021	WA HIND	Parts Hino Hooklift- WMF	\$ 1,814.67	MFS	
EFT59140	11/01/2021	WATERCHOICE (AUST) PTY LTD	Water Filtration Systems Rental- Library	\$ 65.00	MFS	
EFT59141	11/01/2021	WEST COAST ON HOLD	Telephone on Hold Message- IT	\$ 69.00	MFS	
EFT59142	12/01/2021	BUNNINGS BROOME	Various Tools- P&G	\$ 3,162.41	MFS	3162.41
EFT59143	13/01/2021	ZE VR ESCAPE	VR Escape- Christmas Trails	\$ 300.00	MFS	300.00
EFT59144	13/01/2021	A & M MEDICAL SERVICES PTY LTD	First aid Equipment Service- BRAC	\$ 579.59	MFS	
EFT59145	13/01/2021	ABBY MURRAY PHOTOGRAPHY	Artwork Images- Chinatown	\$ 150.00	MFS	150.00
EFT59146	13/01/2021	ACOR CONSULTANTS (WA) PTY LIMITED	Engineering, Design & Consultancy (RFQ19-95)- Chinatown Stage Two	\$ 67,955.80	MFS	
EFT59147	13/01/2021	ALLPEST (BROOME PEST CONTROL)	Termite Inspection- Broome Enterprise Centre	\$ 304.00	MFS	304.00
EFT59148	13/01/2021	AQUA INSPIRATION	Aqua Program- BRAC	\$ 110.00	MFS	110.00
EFT59149	13/01/2021	AUSTRALIA POST	Postage- Shire Administration	\$ 232.59	MFS	
EFT59150	13/01/2021	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs- KRO1	\$ 4,605.33	MFS	4605.33
EFT59151	13/01/2021	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Kiosk Consumables- BRAC	\$ 1,242.76	MFS	1242.76
EFT59152	13/01/2021	BILINGURR TRANSIT	Transport Christmas Party 2020- Shire Administration	\$ 280.00	MFS	280.00
EFT59153	13/01/2021	BOAB UAS PTY LTD	Videography- Chinatown Stage One	\$ 1,446.50	MFS	1446.50
EFT59154	13/01/2021	BOARD (AUSTRALIA) PTY. LTD	BOARD Software Licence- IT	\$ 2,756.60	MFS	
EFT59155	13/01/2021	BOUNCIN' IN BROOME	Water Slide Hire- Shire Christmas Party	\$ 350.00	MFS	350.00
EFT59156	13/01/2021	BROOME CLEANAWAY	General Recycling Waste Collection (RFT 14/01)- Various	\$ 71,842.06	MFS	71842.06
EFT59157	13/01/2021	BROOME DIESEL & HYDRAULIC SERVICE	Vehicle Service Isuzu- Works	\$ 1,000.60	MFS	1000.60
EFT59158	13/01/2021	BROOME HISTORICAL SOCIETY & MUSEUM	Images for Public Art Interpretation Trail- Chinatown	\$ 387.00	MFS	387.00
EFT59159	13/01/2021	BROOME PERFORMING ARTS CO. INC	Christmas Trails Performances- Chinatown	\$ 330.00	MFS	330.00
EFT59160	13/01/2021	BROOME PROGRESSIVE SUPPLIES	Kiosk Stock- BRAC	\$ 586.37	MFS	586.37
EFT59161	13/01/2021	BWS LIQUOUR (WOOLWORTHS GROUP)	Alcohol Djuki Mala- Civic Centre	\$ 1,577.80	MFS	1577.80
EFT59162	13/01/2021	CLANCY MCDOWELL COMMUNICATION & MEDIA	Coordination of Public Art- Chinatown Stage 2	\$ 3,960.00	MFS	3960.00
EFT59163	13/01/2021	COATES HIRE OPERATIONS PTY LTD	Portable Toilets Hire- Christmas Trails Chinatown	\$ 1,728.68	MFS	1728.68
EFT59164	13/01/2021	DPP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Community Projects Officer Temporary Staff- Development & Community	\$ 7,800.59	MFS	7800.59
EFT59165	13/01/2021	ENVIRONS KIMBERLEY (SKIPA)	Native Local Seed- Broome Golf Club	\$ 825.00	MFS	825.00
EFT59166	13/01/2021	EVENTPRO SOFTWARE	EventPro Licensing- IT	\$ 1,394.59	MFS	
EFT59167	13/01/2021	FIRE & SAFETY SERVICES	Replacement & Upgrade of Fire Protection Equipment- Depot	\$ 1,623.06	MFS	1623.06
EFT59168	13/01/2021	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Quarterly Cleaning- Shire Administration & Library	\$ 3,132.25	MFS	3132.25
EFT59169	13/01/2021	G. BISHOPS TRANSPORT SERVICES PTY LTD	Signage Freight- Works	\$ 256.30	MFS	
EFT59170	13/01/2021	HAMES SHARLEY	Local Planning Strategy and Scheme Review (RFQ 20-03)- Planning	\$ 26,244.53	MFS	
EFT59171	13/01/2021	HARVEY NORMAN AV/IT SUPERSTORE BROOME	Laptop- Councillor	\$ 1,169.00	MFS	1169.00
EFT59172	13/01/2021	HENRY SKEEN BAND	Performance Christmas Trails - Chinatown	\$ 100.00	MFS	100.00
EFT59173	13/01/2021	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Chinatown	\$ 390.84	MFS	
EFT59174	13/01/2021	J BLACKWOOD & SON T/AS BLACKWOODS	Safety Equipment- Depot	\$ 963.07	MFS	963.07
EFT59175	13/01/2021	KIMBERLEY CONTRACTING	Daily Cover Landfill (RFT 19-11)- WMF	\$ 32,395.00	MFS	32395.00
EFT59176	13/01/2021	KIMBERLEY FUEL & OIL SERVICES	Removal Waste Oil- Depot	\$ 1,073.70	MFS	1073.70
EFT59177	13/01/2021	KIMBERLEY KERBS	Kerbing Maintenance- Cable Beach	\$ 10,102.40	MFS	10102.40
EFT59178	13/01/2021	KIMBERLEY LAND COUNCIL	Kimberley Land Council Bond Refund- Civic Centre	\$ 500.00	MFS	500.00
EFT59179	13/01/2021	KIMBERLEY SIGNS & DESIGNS	Entrance Fee's and Charges Sign - BRAC	\$ 137.50	MFS	137.50
EFT59180	13/01/2021	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Buffing Pads- Depot	\$ 82.11	MFS	82.11

Item 9.4.5 - MONTHLY PAYMENT LISTING JANUARY 2021

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT59181	13/01/2021	KOLORS PTY LTD (PINDAN PRINTING)	Carols Book- Community	\$ 1,188.00	MFS	1188.00
EFT59182	13/01/2021	MARKET CREATIONS	Annual Report Design- Governance	\$ 963.00	MFS	
EFT59183	13/01/2021	MARKETFORCE	Notice Local Government Tenders- Marketing	\$ 1,013.56	MFS	
EFT59184	13/01/2021	NORTH WEST TRIM & SHADE	Removal of Shade Sails- Assorted Locations	\$ 6,050.00	MFS	6050.00
EFT59185	13/01/2021	NORTHERN LANDSCAPES WA	Inspection and Clearing Bore- G1 RRRRP Project	\$ 825.00	MFS	825.00
EFT59186	13/01/2021	OFFICE NATIONAL BROOME	Stationary- Administration	\$ 528.50	MFS	528.50
EFT59187	13/01/2021	OPTIC SECURITY GROUP- NORWEST	Swipe Cards- Library	\$ 1,356.74	MFS	1356.74
EFT59188	13/01/2021	ORACLE CORPORATION AUSTRALIA PTY LIMITED	Software Licence- Chinatown Project	\$ 2,013.00	MFS	
EFT59189	13/01/2021	PCYC - BROOME	Funding Late Night Ball Program- Community	\$ 500.00	MFS	500.00
EFT59190	13/01/2021	RESOLUTE SECURITY SERVICES	Security Services- Various Locations	\$ 9,122.75	MFS	
EFT59191	13/01/2021	ROADLINE CIVIL CONTRACTORS	Authorised Variations (RFQ20-04)- McDaniel Road	\$ 118,044.81	MFS	118044.81
EFT59192	13/01/2021	ROBERTS DAY PTY LTD	Consultant- McMahon Estate Developments	\$ 35,303.40	MFS	
EFT59193	13/01/2021	STIRLING SKILLS TRAINING	Bond Refund- Civic Centre	\$ 500.00	MFS	
EFT59194	13/01/2021	STREETER & MALE PTY LTD	Lifetime Essential Blow Mould Chairs- Depot	\$ 1,587.30	MFS	1587.30
EFT59195	13/01/2021	SUSAN DEBRA LODGE	Refund- Rates	\$ 69.93	MFS	
EFT59196	13/01/2021	TELSTRA	Telephone Charges- IT	\$ 5,467.14	MFS	
EFT59197	13/01/2021	THINK WATER BROOME	Assorted Materials- P&G	\$ 16,994.12	MFS	16994.12
EFT59198	13/01/2021	TNT AUSTRALIA PTY LTD T/AS TNT EXPRESS	Freight- Various	\$ 295.79	MFS	
EFT59199	13/01/2021	WEST AUSTRALIAN NEWSPAPERS	Advertising- Marketing	\$ 4,377.00	MFS	
EFT59200	14/01/2021	SALARY & WAGES	Payroll S&W	\$ 14,370.45	MFS	
EFT59201	14/01/2021	SALARY & WAGES	Payroll S&W	\$ 1,004.10	MFS	
EFT59202	14/01/2021	SALARY & WAGES	Payroll S&W	\$ 680.00	MFS	
EFT59203	14/01/2021	SALARY & WAGES	Payroll S&W	\$ 640.00	MFS	
EFT59204	14/01/2021	SALARY & WAGES	Payroll S&W	\$ 307.85	MFS	
EFT59205	14/01/2021	SALARY & WAGES	Payroll S&W	\$ 19.40	MFS	
EFT59206	14/01/2021	SALARY & WAGES	Payroll S&W	\$ 700.00	MFS	
EFT59207	14/01/2021	SALARY & WAGES	Payroll S&W	\$ 123,279.43	MFS	
EFT59208	14/01/2021	SALARY & WAGES	Payroll S&W	\$ 170.00	MFS	
EFT59209	14/01/2021	SALARY & WAGES	Payroll S&W	\$ 362,698.00	MFS	
EFT59210	15/01/2021	2SustainAbility Pty Ltd	HSEMP Audit 1/5- Chinatown	\$ 6,968.80	MFS	
EFT59211	15/01/2021	BOC LIMITED	Oxygen Industrial O2 Gas- Fleet	\$ 49.93	MFS	
EFT59212	15/01/2021	BROOME DIESEL & HYDRAULIC SERVICE	Service and Repair Isuzu 1EK5727- P&G	\$ 2,963.20	MFS	2963.20
EFT59213	15/01/2021	BROOME PERFORMING ARTS CO. INC	BPAC's Toy Story Bond Refund- Civic Centre	\$ 354.00	MFS	354.00
EFT59215	15/01/2021	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning Weekly & Quarterly Medland- BRAC	\$ 968.00	MFS	968.00
EFT59216	15/01/2021	GEORGIU GROUP PTY LTD	Construction Short & Napier (RFT 20-08)- Chinatown	\$ 755,864.38	MFS	
EFT59217	15/01/2021	HORIZON POWER (ELECTRICITY USAGE)	Electricity- Administration	\$ 56,264.73	MFS	
EFT59218	15/01/2021	INFOCOUNCIL PTY LTD	Training Minutes Meetings- HR	\$ 379.50	MFS	
EFT59219	15/01/2021	JOSH BYRNE & ASSOCIATES	Public Art Tram- Chinatown	\$ 4,136.00	MFS	
EFT59221	15/01/2021	NORWEST MONUMENTAL	Stainless Steel Plaques- Golf Club	\$ 965.80	MFS	965.80
EFT59222	15/01/2021	NYAMBA BURU YAWURJU LTD	Welcome to Country- Town Beach	\$ 678.70	MFS	678.70
EFT59223	15/01/2021	OFFICE NATIONAL BROOME	Chair- Shire Administration	\$ 1,831.00	MFS	1831.00
EFT59225	15/01/2021	PERFEKT PTY LTD	Hitachi Maintenance Renewal- IT	\$ 12,706.68	MFS	
EFT59226	15/01/2021	SECURITE	Endpoint Protection- IT	\$ 3,116.85	MFS	
EFT59227	15/01/2021	SOUNDPACK SOLUTIONS	CD Cases & Disks- Library	\$ 379.78	MFS	
EFT59228	15/01/2021	STREETER & MALE PTY LTD	Hose Connector- P&G	\$ 8.36	MFS	8.36
EFT59229	15/01/2021	TELSTRA	Phone Charges- Rangers	\$ 206.20	MFS	
EFT59230	15/01/2021	TOTALLY WORKWEAR	Safety Glasses- Depot	\$ 60.00	MFS	60.00
EFT59231	15/01/2021	WA POLICE HEADQUARTERS (COMMISSIONER OF POLICE GRANTS TEAM)	Late Night Ball Program- Community Development	\$ 4,338.40	MFS	
EFT59232	15/01/2021	WESTBOOKS	Books Adult Fiction- Library	\$ 579.45	MFS	
EFT59233	15/01/2021	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	Training- People & Culture	\$ 5,668.95	MFS	
EFT59234	15/01/2021	WOOLWORTHS GROUP LIMITED (96000235)	Morning Tea Christmas Decorations- Shire Administration	\$ 130.00	MFS	
EFT59235	18/01/2021	AFGR1 EQUIPMENT AUSTRALIA PTY LTD	Filter Replacements JD Mowers- P&G	\$ 1,057.50	MFS	
EFT59236	18/01/2021	ARTISTRIA	Copyrights Screening Sherlock Homes- Civic Centre	\$ 275.00	MFS	
EFT59237	18/01/2021	AUSTRALIAN TAXATION OFFICE - FBT	December BAS 2020- Finance	\$ 363,917.00	MFS	
EFT59238	18/01/2021	BRETT BARNETT	Photography for the Town Beach Opening- Office of the CEO	\$ 400.00	MFS	400.00
EFT59239	18/01/2021	BROOME PROGRESSIVE SUPPLIES	Consumables- Civic Centre	\$ 28.68	MFS	28.68
EFT59240	18/01/2021	GEORGIU GROUP PTY LTD	Construction Works Short & Napier Terrace- Chinatown	\$ 695,898.60	MFS	
EFT59241	18/01/2021	HARVEY NORMAN AV/IT SUPERSTORE BROOME	Function Room Microwave- Shire Administration	\$ 275.00	MFS	275.00
EFT59242	18/01/2021	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- 2568 Streetlights	\$ 70,793.45	MFS	
EFT59243	18/01/2021	MCCORRY BROWN EARTHMOVING PTY LTD	Intersection Upgrades (RFT 20-08)- Gus Winkel Drive	\$ 147,702.45	MFS	147702.45

Item 9.4.5 - MONTHLY PAYMENT LISTING JANUARY 2021

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT59244	18/01/2021	NORTHERN RURAL SUPPLIES PTY LTD	Termiticide- P&G	\$ 2,324.16	MFS	2324.16
EFT59245	18/01/2021	OFFICE OF THE AUDITOR GENERAL	Audit Fee 19/20- Finance	\$ 64,900.00	MFS	
EFT59246	18/01/2021	POLMAC TRAILERS	Electric Brakes Trailer- P&G	\$ 220.00	MFS	
EFT59247	18/01/2021	POOL WISDOM	Pool Chemicals- BRAC	\$ 1,966.91	MFS	1966.91
EFT59248	18/01/2021	RAECO	Race Books- Library	\$ 91.81	MFS	
EFT59249	18/01/2021	RESOLUTE SECURITY SERVICES	Security Djuki Mala- Civic Centre	\$ 2,491.50	MFS	
EFT59250	18/01/2021	SOMMER JADE SMITH	Refund- Rates	\$ 817.52	MFS	817.52
EFT59251	18/01/2021	SUSAN GAI BRADLEY	Refund- Rates	\$ 167.19	MFS	167.19
EFT59252	18/01/2021	VANDERFIELD PTY LTD	John Deere Tractor Loader Attachment- P&G	\$ 5,626.21	MFS	
EFT59253	19/01/2021	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Service Kit JD Mower- P&G	\$ 5,197.79	MFS	
EFT59254	19/01/2021	APPLE PTY LTD	IPAD- P&G	\$ 656.70	MFS	
EFT59255	19/01/2021	ASHBURNER FRANCIS	Electrical Works- Broome Golf Club	\$ 2,310.00	MFS	
EFT59256	19/01/2021	AVERY AIRCONDITIONING PTY LTD	Air Conditioner Repairs- Shire Admin	\$ 286.00	MFS	286.00
EFT59257	19/01/2021	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Kiosk Consumables- BRAC	\$ 1,690.56	MFS	1690.56
EFT59258	19/01/2021	BROOME CIRCLE	COVID Sponsorship Program- Community	\$ 2,750.00	MFS	2750.00
EFT59259	19/01/2021	BROOME FIRST NATIONAL REAL ESTATE	Rent- Staff	\$ 3,356.67	MFS	3356.67
EFT59260	19/01/2021	BROOME MOTORS	Service & Repairs Isuzu D-Max- Works	\$ 1,847.36	MFS	1847.36
EFT59261	19/01/2021	BROOME PHARMACY	First Aid- Depot	\$ 435.00	MFS	435.00
EFT59262	19/01/2021	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Blower Parts- P&G	\$ 1,235.00	MFS	1235.00
EFT59263	19/01/2021	BROOME YOUTH & FAMILIES HUB	Ad Hoc Sponsorship- Community	\$ 1,100.00	MFS	1100.00
EFT59264	19/01/2021	BROOMECRETE	Concrete Chinatown- P&G	\$ 214.50	MFS	214.50
EFT59265	19/01/2021	BUDGET CAR & TRUCK RENTAL	4WD Car Hire- P&G	\$ 2,320.56	MFS	
EFT59266	19/01/2021	CBCA WA BRANCH (INC) CHILDRENS BOOK COUNCIL OF AUSTRALIA	Renewal Annual Institutional Membership- Library	\$ 75.00	MFS	
EFT59267	19/01/2021	CD SOFT	Raspberry Pi Robotics For Coding Club- Library	\$ 69.24	MFS	
EFT59268	19/01/2021	CHAS CLARKSON	LEDs lights- Chinatown	\$ 7,133.80	MFS	
EFT59269	19/01/2021	DC DATA COMMS	CCTV System- WMF	\$ 2,079.04	MFS	2079.04
EFT59270	19/01/2021	DFP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Temporary Staff- Rangers	\$ 3,449.50	MFS	3449.50
EFT59271	19/01/2021	ELGAS LTD	Gas Replacement Forklift- Depot	\$ 74.75	MFS	
EFT59272	19/01/2021	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Carpet Cleaning- Shire Admin & Library	\$ 7,465.70	MFS	7465.70
EFT59273	19/01/2021	FUEL TRANS AUSTRALIA PTY LTD T/A RECHARGE PETROLEUM (BP BROOME CENTRAL)	Fuel Servicing Small Plants- Depot	\$ 575.67	MFS	575.67
EFT59274	19/01/2021	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Depot	\$ 284.17	MFS	
EFT59275	19/01/2021	HEAD OFFICE LANDGATE	GRV Interim Schedules- Finance	\$ 183.40	MFS	
EFT59276	19/01/2021	HOLDFAST FLUID POWER NW PTY LTD	Road Sweeper Hose Repair- Works	\$ 331.23	MFS	
EFT59277	19/01/2021	JAYE SMOKER ( UNBOUND SOUND )	Production Services Safety Forum- Civic Centre	\$ 413.00	MFS	413.00
EFT59278	19/01/2021	KARRATHA ASPHALT	Primer & Reseal Road (RFQ 19-06)- Golf Club	\$ 23,121.00	MFS	
EFT59279	19/01/2021	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	RHS Durawall Bobcat- P&G	\$ 99.67	MFS	99.67
EFT59280	19/01/2021	KULLARRI BUILDING PTY LTD	Drainage & Grating Support Works- Golf Club	\$ 14,316.37	MFS	14316.37
EFT59281	19/01/2021	L.P AIRCONDITIONING INSTALLATION	Supply & Install Air conditioners- Library	\$ 10,900.00	MFS	10900.00
EFT59282	19/01/2021	MANTRA FRANGIPANI (ACCOR)	Refund of Double Payment- Health	\$ 320.00	MFS	320.00
EFT59283	19/01/2021	MARKETFORCE	Employment Notice- Marketing	\$ 1,212.90	MFS	
EFT59284	19/01/2021	MG TYRES	Tyre Tubes- Depot	\$ 192.00	MFS	192.00
EFT59285	19/01/2021	NORTH WEST COAST SECURITY	Cash Runs Security- Shire Administration	\$ 60.50	MFS	60.50
EFT59286	19/01/2021	OPTIC SECURITY GROUP- NORWEST	Smoke Detector Fault Medland- BRAC	\$ 284.65	MFS	284.65
EFT59287	19/01/2021	PEARL COAST PALMS	Tree Lopping- Carnarvon Street	\$ 3,408.00	MFS	3408.00
EFT59288	19/01/2021	PROMINENT & FLUID CONTROLS PTY LTD	Liquid End Service Kit- BRAC	\$ 843.04	MFS	
EFT59289	19/01/2021	ROEBUCK BAY HOTEL	Wedding Alcohol- Civic Centre	\$ 1,552.77	MFS	1552.77
EFT59290	19/01/2021	ROYAL LIFE SAVING SOCIETY - WA	Water Wristbands- BRAC	\$ 385.00	MFS	
EFT59291	19/01/2021	SECUREX SECURITY PTY LTD	Investigate Alarm Fault- Library	\$ 237.60	MFS	
EFT59292	19/01/2021	SURFMET PTY LTD T/A KIMBERLEY SOILS LABORATORY	Soils Testing Mangala Track- P&G	\$ 2,112.00	MFS	
EFT59293	19/01/2021	TERRY PATTERSON BUILDER (DEVERE CORPORATION PTY LTD )	Repair Leaking Window- BRAC	\$ 120.00	MFS	120.00
EFT59294	19/01/2021	TOMOKO YAMADA	Japanese Themed Public Art- Chinatown Revitalisation	\$ 1,000.00	MFS	1000.00
EFT59295	19/01/2021	TOTALLY WORKWEAR	Uniforms- Finance	\$ 457.70	MFS	457.70
EFT59296	19/01/2021	VIVA ENERGY AUSTRALIA	Fuel Toyota Prado 1GCB245- Director Infrastructure	\$ 171.54	MFS	
EFT59297	19/01/2021	WESTBOOKS	Junior Books- Library	\$ 387.41	MFS	
EFT59298	19/01/2021	WESTERN DIAGNOSTIC PATHOLOGY	Employee Testing Drug & Alcohol- People & Culture	\$ 831.00	MFS	
EFT59299	19/01/2021	WILHELMINA BELL	Refund- Rates	\$ 817.52	MFS	817.52
EFT59300	19/01/2021	COLES SUPERMARKETS - CHINATOWN, S324	Meeting Supplies- Depot	\$ 1,763.04	MFS	1763.04

Item 9.4.5 - MONTHLY PAYMENT LISTING JANUARY 2021

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT59301	21/01/2021	ADVANCED ELECTRICAL EQUIPMENT PTY LTD	Appliance Tester Vehicle & Plant Equipment- Works	\$ 4,064.50	MFS	
EFT59302	21/01/2021	ALL ACCESS ALL AREAS TRAINING PTY LTD	Approved Bar Managers Course- Civic Centre	\$ 310.00	MFS	
EFT59303	21/01/2021	ALLPEST (BROOME PEST CONTROL)	Ant Pest Control- KRO1	\$ 195.00	MFS	195.00
EFT59304	21/01/2021	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Chips Kiosk- BRAC	\$ 387.70	MFS	387.70
EFT59305	21/01/2021	BP AUSTRALIA PTY LTD - FUJEL	Fuel Diesel- Depot	\$ 9,245.36	MFS	
EFT59306	21/01/2021	BROOME BOLT SUPPLIES WA PTY LTD	Laser Level- DEPOT	\$ 1,644.23	MFS	1644.23
EFT59307	21/01/2021	BROOME CLEANAWAY	Weekly Bin Emptying- Administration & Library	\$ 1,344.29	MFS	1344.29
EFT59308	21/01/2021	BROOME MOTORS	Parts Isuzu D-MAX- Works	\$ 691.96	MFS	691.96
EFT59309	21/01/2021	BROOME PLUMBING & GAS	Installation New Water Fountain- Town Beach	\$ 3,841.00	MFS	3841.00
EFT59310	21/01/2021	BROOME PROGRESSIVE SUPPLIES	Kiosk Stock- BRAC	\$ 606.58	MFS	606.58
EFT59311	21/01/2021	BROOME TOYOTA	Service and Investigation Holden Colorado- P&G	\$ 1,236.64	MFS	1236.64
EFT59312	21/01/2021	BROOME VETERINARY HOSPITAL	Pound Fees- Rangers	\$ 5,086.90	MFS	5086.90
EFT59313	21/01/2021	BROOMECRETE	Concrete with Fibermesh for Pump Track- BRAC	\$ 6,625.30	MFS	6625.30
EFT59314	21/01/2021	BT EQUIPMENT PTY LTD	Corner Tip- WMF	\$ 1,201.60	MFS	
EFT59315	21/01/2021	CABLE BEACH ELECTRICAL SERVICE	Boab Tree Lights- Chinatown	\$ 132.00	MFS	132.00
EFT59316	21/01/2021	CABLE BEACH TYRE SERVICE PTY LTD ( GOODYEAR AUTOCARE BROOME )	Tyres- Rangers	\$ 578.00	MFS	578.00
EFT59317	21/01/2021	CENTURION TRANSPORT	Freight Transport- Nursery	\$ 1,645.51	MFS	
EFT59318	21/01/2021	COAST & COUNTRY ELECTRICS	Electrical Work to Shade Shelters (RFQ 20-61)- Chinatown	\$ 62,385.03	MFS	62385.03
EFT59319	21/01/2021	COCA COLA AMATIL (HOLDINGS) LTD	Stock Kiosk- BRAC	\$ 941.22	MFS	
EFT59320	21/01/2021	CS LEGAL	Debt Recovery Rates- Finance	\$ 132.00	MFS	
EFT59321	21/01/2021	DFP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Temporary Staff- Finance	\$ 956.25	MFS	956.25
EFT59322	21/01/2021	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	LED Light Tractor- P&G	\$ 1,731.40	MFS	1731.40
EFT59323	21/01/2021	FIRE & SAFETY SERVICES	Fire Protection Equipment- Civic Centre	\$ 3,158.87	MFS	3158.87
EFT59324	21/01/2021	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Sewage Clean Up- KRO2	\$ 181.50	MFS	181.50
EFT59325	21/01/2021	GO GO MEDIA	Monthly In Store Radio Service- BRAC	\$ 198.00	MFS	
EFT59326	21/01/2021	HARMONY HORTICULTURE	Drainage Weed Spray- P&G	\$ 5,060.00	MFS	5060.00
EFT59327	21/01/2021	HARVEY NORMAN AV/IT SUPERSTORE BROOME	2 x Laptops- IT	\$ 4,216.00	MFS	4216.00
EFT59328	21/01/2021	HEAD OFFICE LANDGATE	GRV Charges Rates- Finance	\$ 1,742.34	MFS	
EFT59329	21/01/2021	HERBERT SMITH FREEHILLS	Lease Preparation- KRO1	\$ 4,194.63	MFS	
EFT59330	21/01/2021	JOSH BYRNE & ASSOCIATES	Design Revision Cemetery (RFQ 19-79)- Town Beach	\$ 1,617.00	MFS	
EFT59331	21/01/2021	KARRATHA ASPHALT	Patching Blackman Street Repairs- Works	\$ 528.00	MFS	
EFT59332	21/01/2021	KBR KELLOGG BROWN & ROOT PTY LTD	Drainage Fredrick Street Upgrade- Works	\$ 2,250.00	MFS	
EFT59333	21/01/2021	KENNARDS HIRE	Message Board Hire- Infrastructure	\$ 3,012.00	MFS	3012.00
EFT59334	21/01/2021	KIMBERLEY CAMPING & OUTBACK SUPPLIES	Uniform- P&G	\$ 1,381.85	MFS	1381.85
EFT59335	21/01/2021	KIMBERLEY GOLD PURE DRINKING WATER	15L Water- WMF	\$ 374.00	MFS	374.00
EFT59336	21/01/2021	LIONS CANCER INSTITUTE	Sponsorship (COVID-19)- Community	\$ 2,000.00	MFS	
EFT59337	21/01/2021	MANAGED SYSTEM SERVICES	Managed Services- IT	\$ 10,299.52	MFS	
EFT59338	21/01/2021	MBS ENVIRONMENTAL	Consultancy Services Drain Clearing- Streeters Jetty and Chinatown	\$ 676.51	MFS	
EFT59339	21/01/2021	MCCORRY BROWN EARTHMOVING PTY LTD	Pindan Dirt Crab Creek Road (RFT 20-09)- Works	\$ 68,866.60	MFS	68866.60
EFT59340	21/01/2021	MCLEODS BARRISTERS & SOLICITORS	Legal Advice Seawall & Retaining Wall- Planning	\$ 2,282.09	MFS	
EFT59341	21/01/2021	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Detailed Surveying- Streeters Jetty	\$ 8,250.00	MFS	
EFT59342	21/01/2021	MG TYRES	Tyres & Fitting Forklift- Works	\$ 728.00	MFS	728.00
EFT59343	21/01/2021	OFFICE NATIONAL BROOME	Stationary- Admin	\$ 220.95	MFS	220.95
EFT59344	21/01/2021	POOL WISDOM	Pool Chemicals- BRAC	\$ 1,560.18	MFS	1560.18
EFT59345	21/01/2021	RESOLUTE SECURITY SERVICES	Security Services- Various	\$ 9,512.36	MFS	
EFT59346	21/01/2021	12D SOLUTIONS PTY LTD	Software Annual Maintenance- IT	\$ 2,310.00	MFS	
EFT59347	21/01/2021	ACURIX NETWORKS PTY LTD	Monitoring, Licensing, Support- Library	\$ 436.70	MFS	
EFT59348	21/01/2021	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs- Civic Centre	\$ 3,198.14	MFS	3198.14
EFT59349	21/01/2021	BROOME CLARK POOLS & SPAS BROOME	Pool Servicing- Staff Housing	\$ 207.31	MFS	207.31
EFT59350	21/01/2021	BROOME CLEANAWAY	Weekly Emptying of Skip Bins- BRAC	\$ 859.98	MFS	859.98
EFT59351	21/01/2021	BROOMECRETE	Concrete- BRAC	\$ 5,573.44	MFS	5573.44
EFT59352	21/01/2021	DFP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Temporary Staff- Finance	\$ 4,486.48	MFS	4486.48
EFT59353	21/01/2021	HARVEY NORMAN AV/IT SUPERSTORE BROOME	Apple Sub Cable- BRAC	\$ 116.00	MFS	116.00
EFT59354	21/01/2021	INFOSURETY PTY LTD T/A INFOTRUST	Veritas Enterprise Vault Subscription- IT	\$ 110.98	MFS	
EFT59355	21/01/2021	INTELLIHR SYSTEMS PTY LTD	Subscriptions- People & Culture	\$ 2,904.00	MFS	

Item 9.4.5 - MONTHLY PAYMENT LISTING JANUARY 2021

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT59356	21/01/2021	J BLACKWOOD & SON T/AS BLACKWOODS	Repellent, Mortein & Gumboots- Depot	\$ 1,520.72	MFS	1520.72
EFT59357	21/01/2021	KENNARDS HIRE	Message Board- Engineering Chinatown Project	\$ 2,689.00	MFS	2689.00
EFT59358	21/01/2021	KIMBERLEY CAMPING & OUTBACK SUPPLIES	Uniform- Depot	\$ 931.20	MFS	931.20
EFT59359	21/01/2021	KIMBERLEY QUARRY PTY LTD	Supply of Road Base Material (RFT 19/05)- WMF	\$ 89,240.76	MFS	
EFT59360	21/01/2021	KISS REFRIGERATION	Airconditioning Repairs- BRAC	\$ 606.10	MFS	606.10
EFT59361	21/01/2021	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Landfill- WMF	\$ 1,268.30	MFS	
EFT59362	21/01/2021	NEXON ASIA PACIFIC PTY LTD	Monthly Phone Charges- IT	\$ 19,120.75	MFS	
EFT59363	21/01/2021	OBJECTIVE CORPORATION LIMITED	Annual Software Subscription Trapeze Desktop- IT	\$ 2,010.69	MFS	
EFT59364	21/01/2021	OFFICE NATIONAL BROOME	Stationary- P&G	\$ 1,624.89	MFS	1624.89
EFT59365	21/01/2021	POOL WISDOM	Chemicals Pool- BRAC	\$ 2,525.60	MFS	2525.60
EFT59366	21/01/2021	RESOLUTE SECURITY SERVICES	Security Guards- Civic Centre	\$ 2,838.00	MFS	
EFT59367	21/01/2021	SECUREPAY PTY LTD	Booking Fees- Civic Centre	\$ 1.91	MFS	
EFT59368	21/01/2021	SIGMA CHEMICALS	Pool Cleaning Equipment- BRAC	\$ 5,362.50	MFS	
EFT59369	21/01/2021	SOUTHERN CROSS AUSTEREO (SCA)	Advertising Campaign 12 Months- Marketing	\$ 2,200.00	MFS	2200.00
EFT59370	21/01/2021	SPINIFEX HOTEL	Accommodation Bronze Medallion Training- BRAC	\$ 100.00	MFS	
EFT59371	21/01/2021	SPORTSPOWER BROOME	Netball Bibs- BRAC	\$ 96.00	MFS	96.00
EFT59372	21/01/2021	STOTT & HOARE BUSINESS COMPUTERS	Plantronics Headphones- IT	\$ 1,276.00	MFS	
EFT59373	21/01/2021	STRATAGREEN (FORMERLY GREENWAY ENTERPRISES)	Mower Mate- P&G	\$ 499.40	MFS	
EFT59374	21/01/2021	STREETER & MALE PTY LTD	West Australian Newspapers- Library	\$ 152.90	MFS	152.90
EFT59375	21/01/2021	SUNNY SIGN COMPANY PTY LTD	Speedhump Sign- Works	\$ 491.70	MFS	
EFT59376	21/01/2021	THINK WATER BROOME	Materials Assorted Locations- P&G	\$ 11,825.21	MFS	11825.21
EFT59377	21/01/2021	THREAT PROTECT	Quarterly Alarm Monitoring Services- Civic Centre	\$ 1,061.50	MFS	
EFT59378	21/01/2021	TNT AUSTRALIA PTY LTD T/AS TNT EXPRESS	Pathwest Freight- Health	\$ 1,012.04	MFS	
EFT59379	21/01/2021	VANDERFIELD PTY LTD	Louwer John Deere Tractor- P&G	\$ 179.53	MFS	
EFT59380	21/01/2021	VIVA ENERGY AUSTRALIA	Fuel Toyota Prado DSL Wagon GX 2019- Director Development & Community	\$ 1,119.65	MFS	
EFT59381	21/01/2021	WATERCHOICE (AUST) PTY LTD	Water Filtration Systems Rental- BRAC & Shire	\$ 1,137.60	MFS	
EFT59382	21/01/2021	WEST AUSTRALIAN NEWSPAPERS	Broome Advertiser Bi-Weekly Shire News- Governance	\$ 4,322.00	MFS	
EFT59383	21/01/2021	WESTERN IRRIGATION PTY LTD	Materials- P&G	\$ 8,872.60	MFS	
EFT59384	21/01/2021	CENTURION TRANSPORT	Freight- Nursery	\$ 2,005.03	MFS	
EFT59385	22/01/2021	WATER CORPORATION	Water Usage- Various	\$ 61,568.21	MFS	
EFT59386	25/01/2021	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs- KRO	\$ 115.50	MFS	115.50
EFT59387	25/01/2021	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Ice Creams Kiosk- BRAC	\$ 2,073.91	MFS	2073.91
EFT59388	25/01/2021	BROOME DIESEL & HYDRAULIC SERVICE	Parts Loader- WMF	\$ 212.90	MFS	212.90
EFT59389	25/01/2021	BROOME PROGRESSIVE SUPPLIES	Consumables- Administration	\$ 125.09	MFS	125.09
EFT59390	25/01/2021	BROOME TOYOTA	Vehicle Parts- Rangers	\$ 422.99	MFS	422.99
EFT59391	25/01/2021	BUDGET CAR & TRUCK RENTAL	4WD Vehicle Hire- Works	\$ 2,320.56	MFS	
EFT59392	25/01/2021	CABLE BEACH TYRE SERVICE PTY LTD ( GOODYEAR AUTOCARE BROOME )	Tyres & Fitting Prime Mover- Works	\$ 4,338.50	MFS	4338.50
EFT59393	25/01/2021	CLARK EQUIPMENT SALES PTY LTD	Parts Bobcats- Works & P&G	\$ 1,347.91	MFS	
EFT59394	25/01/2021	DEPARTMENT OF TRANSPORT (VEHICLE SEARCH FEES)	Disclosure of Information- Rangers	\$ 6.80	MFS	
EFT59395	25/01/2021	DPP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Temporary Staff- Ranger	\$ 4,122.12	MFS	4122.12
EFT59396	25/01/2021	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Repairs Kubota Tractor- P&G	\$ 661.35	MFS	661.35
EFT59397	25/01/2021	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Carpet Cleaning- Library	\$ 280.50	MFS	280.50
EFT59398	25/01/2021	FREEDOM FAIRIES	School Holiday Program- BRAC	\$ 1,479.50	MFS	
EFT59399	25/01/2021	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Various	\$ 7,965.68	MFS	
EFT59400	25/01/2021	KIMBERLEY ARTS NETWORK INC	Kimberley Art Network Bond Refund- Civic Centre	\$ 1,000.00	MFS	1000.00
EFT59401	25/01/2021	KIMBERLEY CAMPING & OUTBACK SUPPLIES	Uniform- Depot	\$ 574.50	MFS	574.50
EFT59402	25/01/2021	M P ROGERS & ASSOCIATES PTY LTD	Consultancy Streeters Jetty Reconstruction- Infrastructure	\$ 8,702.41	MFS	
EFT59403	25/01/2021	MANDALAY TECHNOLOGIES PTY LTD	Training Mandalay- WMF	\$ 385.00	MFS	
EFT59404	25/01/2021	ROYAL LIFE SAVING SOCIETY - WA	Water Supplies Equipment- BRAC	\$ 462.00	MFS	
EFT59405	25/01/2021	SECUREX SECURITY PTY LTD	Employee Security Card Access- HR	\$ 198.00	MFS	
EFT59406	25/01/2021	TAS TAFE	TAFE Fees Surveying- Building	\$ 1,602.00	MFS	
EFT59407	28/01/2021	SALARY & WAGES	Payroll S&W	\$ 700.00	MFS	
EFT59408	28/01/2021	SALARY & WAGES	Payroll S&W	\$ 122,565.37	MFS	
EFT59409	28/01/2021	SALARY & WAGES	Payroll S&W	\$ 170.00	MFS	
EFT59410	28/01/2021	SALARY & WAGES	Payroll S&W	\$ 17,351.32	MFS	
EFT59411	28/01/2021	SALARY & WAGES	Payroll S&W	\$ 1,004.10	MFS	
EFT59412	28/01/2021	SALARY & WAGES	Payroll S&W	\$ 680.00	MFS	
EFT59413	28/01/2021	SALARY & WAGES	Payroll S&W	\$ 660.00	MFS	

Item 9.4.5 - MONTHLY PAYMENT LISTING JANUARY 2021

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT59414	28/01/2021	SALARY & WAGES	Payroll S&W	\$ 470.98	MFS	
EFT59415	28/01/2021	SALARY & WAGES	Payroll S&W	\$ 19.40	MFS	
EFT59416	28/01/2021	SALARY & WAGES	Payroll S&W	\$ 366,146.00	MFS	
<b>MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:</b>				<b>\$4,974,917.81</b>		<b>\$ 1,254,785.91</b>

MUNICIPAL CHEQUES - January 2021						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
57667	12/01/2021	DEPARTMENT OF TRANSPORT - LICENSING	Shire of Broome Plates- Administration	\$ 200.00	MFS	\$ 200.00
57668	20/01/2021	DEPARTMENT OF TRANSPORT - LICENSING	Shire of Broome Plates- Administration	\$ 200.00	MFS	\$ 200.00
57669	22/01/2021	DEPARTMENT OF TRANSPORT - LICENSING	Shire of Broome Plates- Administration	\$ 200.00	MFS	\$ 200.00
<b>MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:</b>				<b>\$600.00</b>		<b>\$ 600.00</b>

TRUST CHEQUES - January 2021						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
					MFS	
<b>TRUST CHEQUES TOTAL:</b>				<b>\$0.00</b>		<b>0.00</b>

MUNICIPAL DIRECT DEBIT/CREDIT CARD PAYMENTS - January 2021						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
DD28921.1	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 46,658.39	MFS	
DD28921.2	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 630.29	MFS	
DD28921.3	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 446.78	MFS	
DD28921.4	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 246.96	MFS	
DD28921.5	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 3,456.63	MFS	
DD28921.6	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 344.61	MFS	
DD28921.7	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 1,106.38	MFS	
DD28921.8	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 370.23	MFS	
DD28921.9	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 1,326.19	MFS	
DD28978.1	25/01/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan Guarantee Fee- WATC	\$ 15,335.86	MFS	
DD28982.1	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 46,084.91	MFS	
DD28982.2	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 630.29	MFS	
DD28982.3	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 446.78	MFS	
DD28982.4	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 246.96	MFS	
DD28982.5	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 3,540.52	MFS	
DD28982.6	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 444.49	MFS	
DD28982.7	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 1,101.62	MFS	
DD28982.8	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 370.23	MFS	
DD28982.9	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 1,324.14	MFS	
DD29024.1	25/01/2021	DEPARTMENT OF TRANSPORT - LICENSING	Trailer Registration- P&G (Credit Card Payment 25.01.21)	\$ 21.35	MFS	
DD29025.1	25/01/2021	DEPARTMENT OF COMMUNITIES	Annual Fee School Holiday Program- BRAC (Credit Card Payment 25.01.2021)	\$ 316.00	MFS	
DD29025.2	25/01/2021	JB HI-FI GROUP PTY LTD	DVDs- Library (Credit Card Payment 25.01.2021)	\$ 72.93	MFS	
DD29025.3	25/01/2021	DEPARTMENT OF LOCAL GOVERNMENT, SPORT & CULTURAL INDUSTRIES - RGL	Annual Liquor Licence Fee- BRAC (Credit Card Payment 25.01.2021)	\$ 612.00	MFS	
DD29025.4	25/01/2021	FACEBOOK	Facebook Advertising- Civic Centre (Credit Card Payment 25.01.21)	\$ 70.00	MFS	
DD29025.6	25/01/2021	BROOME COMMONWEALTH BANK OF AUSTRALIA	Unauthorised Account Transaction in Dispute (Credit Card Payment 25.01.2021)	\$ 40.20	MFS	40.20
DD29026.1	25/01/2021	BROOME CHAMBER OF COMMERCE & INDUSTRY (INC) - BCCI	Women's Leadership Forum- Office of the CEO (Credit Card Payment 25.01.2021)	\$ 2,655.00	MFS	2655.00
DD29026.2	25/01/2021	JOHN FAIRFAX GROUP PTY LIMITED	Digital Subscription WA Today- Office CEO (Credit Card Payment 25.01.2021)	\$ 15.08	MFS	
DD29026.3	25/01/2021	SQUARESPACE INC	Monthly Fee Squarespace- Office CEO (Credit Card Payment 25.01.2021)	\$ 34.46	MFS	
DD29026.4	25/01/2021	THE BOAB TREE (GARDON NOMINEES PTY LTD)	Gift New Australian Citizens- Office CEO (Credit Card Payment 25.01.2021)	\$ 38.00	MFS	38.00
DD29026.5	25/01/2021	RED DOT STORES	Australia Day Decorations- Office CEO (Credit Card Payment 25.01.2021)	\$ 80.00	MFS	
DD29027.1	25/01/2021	JB HI-FI GROUP PTY LTD	DVDs- Library (Credit Card Payment 25.01.21)	\$ 75.91	MFS	

**Item 9.4.5 - MONTHLY PAYMENT LISTING JANUARY 2021**

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
DD29027.2	25/01/2021	DEPARTMENT OF MINES, INDUSTRY AND SAFETY - BUILDING & ENERGY (PREVIOUSLY BUILDING COMMISSION)	Registration Building Surveyor- Planning (Credit Card Payment 25.01.21)	\$ 728.00	MFS	
DD29027.3	25/01/2021	QANTAS AIRWAYS LTD	Flights Training- Rangers (Credit Card Payment 25.01.21)	\$ 251.70	MFS	
DD29027.4	22/01/2021	QANTAS AIRWAYS LTD	Flights Training- Rangers (Credit Card Payment 25.01.21)	\$ 609.96	MFS	
DD29027.5	25/01/2021	VIRGIN AUSTRALIA	Flights Training- Rangers (Credit Card Payment 25.01.21)	\$ 267.71	MFS	
DD29027.6	25/01/2021	BROOME COMMONWEALTH BANK OF AUSTRALIA	Annual Fee Charge- (Credit Card Payment 25.01.21)	\$ 16.67	MFS	16.67
DD29030.1	25/01/2021	GODADDY	SSL Doman- IT (Credit Card Payment 25.01.21)	\$ 120.99	MFS	
DD29036.1	25/01/2021	FACEBOOK	Facebook Advertising- Civic Centre (Credit Card Payment 25.01.2021)	\$ 40.00	MFS	
DD28921.10	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 931.81	MFS	
DD28921.11	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 620.99	MFS	
DD28921.12	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 3,243.90	MFS	
DD28921.13	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 635.04	MFS	
DD28921.14	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 326.61	MFS	
DD28921.15	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 1,293.53	MFS	
DD28921.16	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 679.26	MFS	
DD28921.17	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 697.64	MFS	
DD28921.18	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 1,511.10	MFS	
DD28921.19	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 776.22	MFS	
DD28921.20	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 231.06	MFS	
DD28921.21	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 512.67	MFS	
DD28921.22	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 783.34	MFS	
DD28921.23	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 741.10	MFS	
DD28921.24	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 346.10	MFS	
DD28921.25	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 155.03	MFS	
DD28921.26	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 2,369.72	MFS	
DD28921.27	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 2,055.95	MFS	
DD28921.28	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 8,231.52	MFS	
DD28921.29	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 704.82	MFS	
DD28921.30	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 480.60	MFS	
DD28921.31	12/01/2021	SUPERANUATION	Superannuation contributions	\$ 884.32	MFS	
DD28982.10	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 931.81	MFS	
DD28982.11	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 656.86	MFS	
DD28982.12	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 3,392.04	MFS	
DD28982.13	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 635.04	MFS	
DD28982.14	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 355.62	MFS	
DD28982.15	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 1,293.53	MFS	
DD28982.16	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 679.26	MFS	
DD28982.17	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 429.82	MFS	
DD28982.18	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 51.35	MFS	
DD28982.19	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 1,565.85	MFS	
DD28982.20	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 776.22	MFS	
DD28982.21	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 753.33	MFS	
DD28982.22	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 783.34	MFS	
DD28982.23	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 440.23	MFS	
DD28982.24	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 741.10	MFS	
DD28982.25	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 619.60	MFS	
DD28982.26	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 526.52	MFS	
DD28982.27	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 2,361.62	MFS	
DD28982.28	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 1,992.84	MFS	
DD28982.29	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 8,229.51	MFS	
DD28982.30	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 704.82	MFS	
DD28982.31	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 480.60	MFS	
DD28982.32	26/01/2021	SUPERANUATION	Superannuation contributions	\$ 910.13	MFS	
				<b>\$187,701.59</b>		2749.87

<b>MUNICIPAL ELECTRONIC TRANSFER TOTAL</b>	<b>\$4,974,917.81</b>	<b>1254785.91</b>
<b>MUNICIPAL CHEQUES TOTAL</b>	<b>\$600.00</b>	<b>600.00</b>
<b>TRUST CHEQUE TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>
<b>MUNICIPAL DIRECT DEBIT/ CREDIT</b>	<b>\$187,701.59</b>	<b>2749.87</b>
<b>TOTAL PAYMENTS January 2021</b>	<b>\$5,163,219.40</b>	<b>\$ 1,258,135.78</b>

Key for Delegation of Authority:  
 CEO- Chief Executive Officer  
 MFS- Manager Financial Services  
 DCS- Director Corporate Services

**9.4.6 MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT DECEMBER 2020**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Senior Finance Officer
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

Council is required by legislation to consider and adopt the Monthly Statement of Financial Activity Report for the period ended 31 December 2020, as required by Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996 (FMR)*.

**BACKGROUND**Previous Considerations

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

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

Disclosure and supply of appropriate explanations for variances presented in the Statement of Financial Activity, is mandatory under FMR 34(2)(b).

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 2020/21 Annual Budget was adopted at the Ordinary Meeting of Council on 25 June 2020.

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

Budget Year elapsed	50.41%
Total Rates Raised Revenue	100% (of which 78.06% has been collected)
Total Other Operating Revenue	50%
Total Operating Expenditure	45%
Total Capital Revenue	68%
Total Capital Expenditure	31%
Total Sale of Assets Revenue	16%

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 2020/21 Annual Budget presented at the Ordinary Meeting of Council on 25 June 2020, Council adopted a balanced budget to 30 June 2021.

## **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**

### **Performance - We will deliver excellent governance, service and value, for everyone:**

An organisational culture that strives for service excellence

Responsible resource allocation

## **VOTING REQUIREMENTS**

*Simple Majority*

RECOMMENDATION:

*That Council adopts the Monthly Financial Activity Statement Report for the period ended 31 December 2020.*

## **Attachments**

1. MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT DECEMBER 2020

**SHIRE OF BROOME**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 December 2020**

LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

**TABLE OF CONTENTS**

	<u>Pages</u>
Compilation Report	2
Monthly Summary Information	3
Statement of Financial Activity by Program	6
Statement of Financial Activity By Nature or Type	8
Statement of Capital Acquisitions and Capital Funding	10
Statement of Budget Amendments	12
Note 2      Explanation of Material Variances	14
Note 3      Net Current Funding Position	15
Note 4      Cash and Investments	16
Note 5      Budget Amendments	17
Note 6      Receivables	20
Note 7      Cash Backed Reserves	21
Note 8      Capital Disposals	22
Note 9      Rating Information	23
Note 10     Information on Borrowings	24
Note 11     Trust	25
Note 12     Details of Capital Acquisitions	26
Appendix A   Supplementary Notes to the Monthly Report	30

## Shire of Broome

### Compilation Report

For the Period Ended 31 December 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

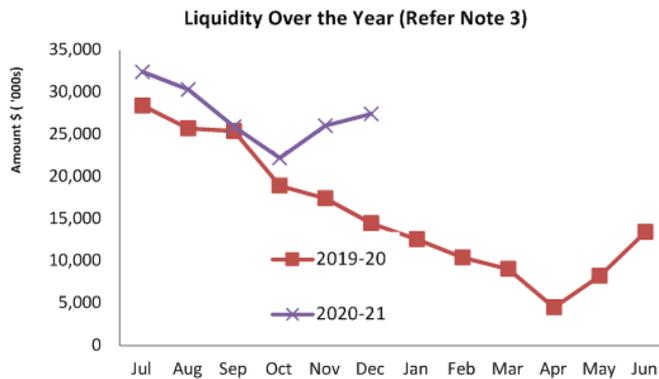
Is presented on page 6 and shows a surplus as at 31 December 2020 of \$27,459,690.

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 Schneider  
Reviewed by: A Santiago  
Date prepared: 21/01/2021

**Shire of Broome**  
 Monthly Summary Information  
 For the Period Ended 31 December 2020

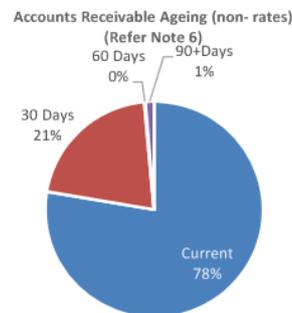
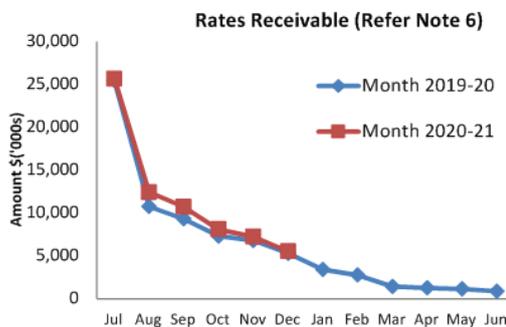


**Cash and Cash Equivalents as at period end**

Unrestricted	\$ 15,667,760
Restricted	<u>\$ 31,444,684</u>
	<u>\$ 47,112,444</u>

**Receivables**

Rates	\$ 5,295,043
Other	<u>\$ 9,135,567</u>
	<u>\$ 14,430,610</u>



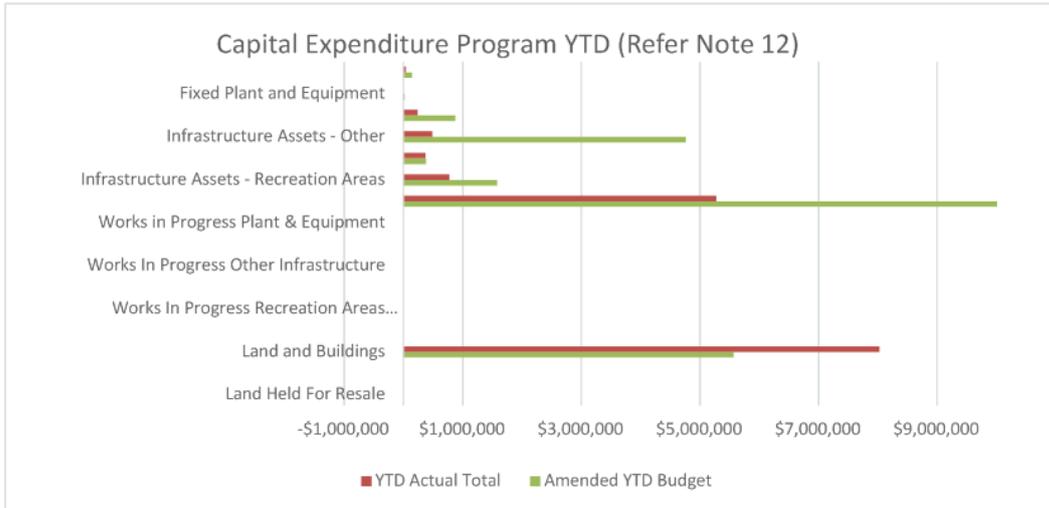
**Comments**

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 \$18.984M 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.

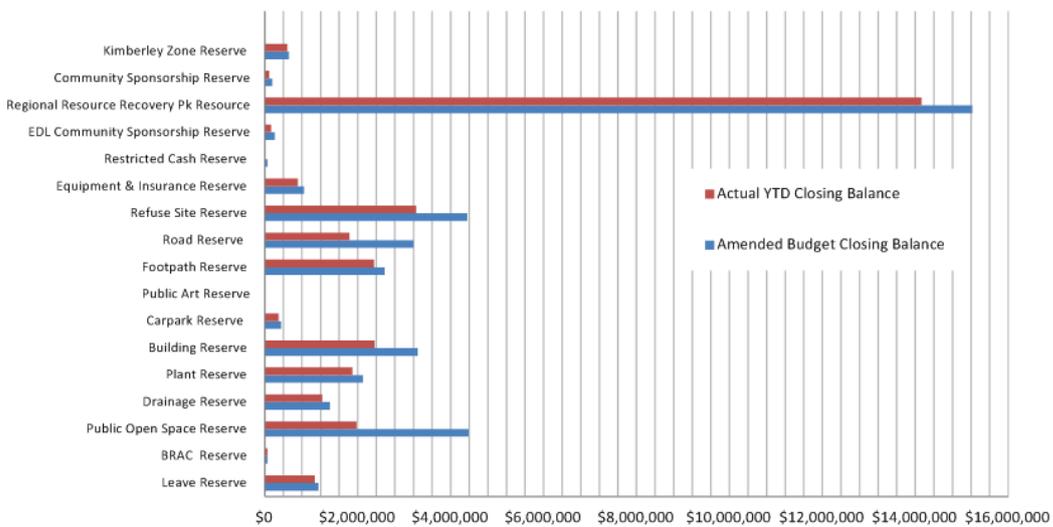
2. Rates were raised in July with payment due 35 days after issuing. Total Rates raised for the year was \$23.26M with total outstanding rates YTD at \$5.3M.

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 December 2020



**Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)**



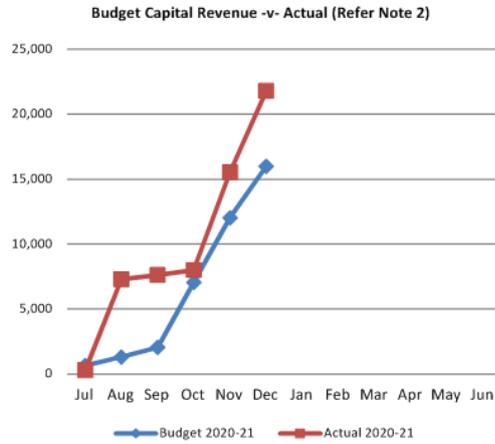
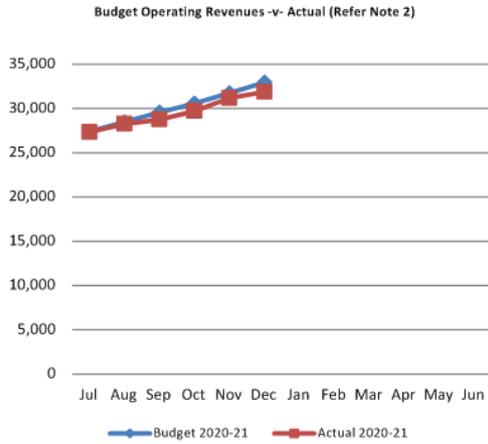
**Comments**

\*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.

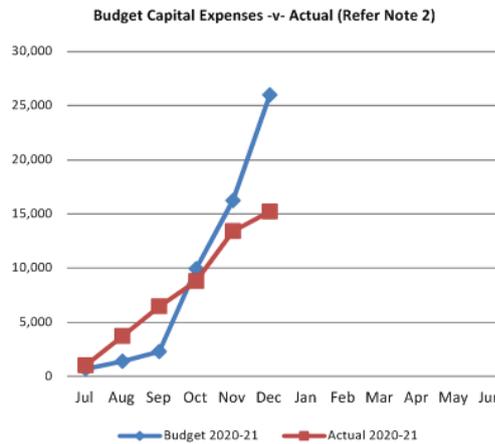
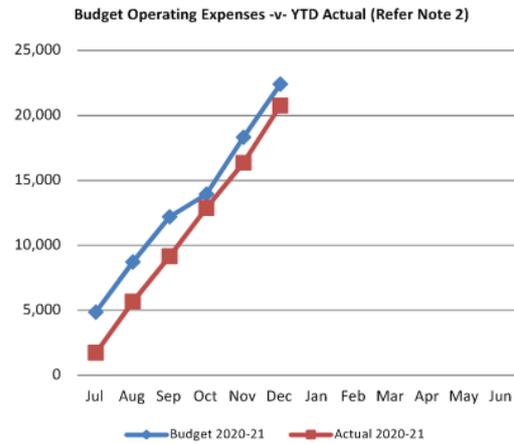
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Broome**  
 Monthly Summary Information  
 For the Period Ended 31 December 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 December 2020**

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Operating Revenues</b>		\$	\$	\$		\$	%	
Governance		355,533	218,750	243,362		24,612	11.25%	▲
General Purpose Funding - Rates	9	23,241,041	23,202,183	23,320,183		118,000	0.51%	
General Purpose Funding - Other		922,048	461,024	456,887		(4,137)	(0.90%)	
Law, Order and Public Safety		115,033	57,522	108,020		50,498	87.79%	▲
Health		184,684	92,334	129,105		36,771	39.82%	▲
Education and Welfare		33,716	16,854	33,716		16,862	100.05%	▲
Housing		1,926,356	963,174	349,197		(613,977)	(63.75%)	▼
Community Amenities		6,855,954	4,402,758	4,377,008		(25,750)	(0.58%)	
Recreation and Culture		1,354,083	924,958	611,578		(313,380)	(33.88%)	▼
Transport		1,555,973	777,978	474,270		(303,708)	(39.04%)	▼
Economic Services		1,684,016	563,401	567,017		3,616	0.64%	
Other Property and Services		2,656,344	1,291,146	1,229,988		(61,158)	(4.74%)	
<b>Total Operating Revenue</b>		<b>40,884,782</b>	<b>32,972,082</b>	<b>31,900,331</b>	<b>78%</b>	<b>(1,071,751)</b>		
<b>Operating Expense</b>								
Governance		(2,616,893)	(1,338,436)	(1,210,189)		128,247	9.58%	
General Purpose Funding		(392,836)	(196,416)	(214,578)		(18,162)	(9.25%)	
Law, Order and Public Safety		(1,255,143)	(636,665)	(583,563)		53,102	8.34%	
Health		(616,829)	(308,236)	(374,587)		(66,351)	(21.53%)	▼
Education and Welfare		(533,490)	(269,691)	(244,328)		25,363	9.40%	
Housing		(1,994,704)	(1,000,262)	(396,120)		604,142	60.40%	▲
Community Amenities		(11,118,164)	(4,795,873)	(4,867,219)		(71,346)	(1.49%)	
Recreation and Culture		(12,584,366)	(6,394,098)	(6,495,513)		(101,415)	(1.59%)	
Transport		(9,859,073)	(4,929,805)	(4,418,530)		511,275	10.37%	▲
Economic Services		(2,461,906)	(984,024)	(886,402)		97,622	9.92%	
Other Property and Services		(2,941,914)	(1,541,659)	(1,055,353)		486,306	31.54%	▲
<b>Total Operating Expenditure</b>		<b>(46,375,318)</b>	<b>(22,395,165)</b>	<b>(20,746,382)</b>	<b>45%</b>	<b>1,648,783</b>		
<b>Funding Balance Adjustments</b>								
Add back Depreciation		11,653,092	5,826,548	6,026,523		199,975	(3.43%)	
Adjust (Profit)/Loss on Asset Disposal	8	339,548	47,148	3,236		(43,912)	93.14%	
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
<b>Net Cash from Operations</b>		<b>6,502,104</b>	<b>16,450,613</b>	<b>17,183,708</b>		<b>733,095</b>		
<b>Capital Revenues</b>								
<b>Grants, Subsidies and Contributions</b>		32,098,762	15,801,397	21,715,597		5,914,200	(37.43%)	
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		675,243	337,620	0		(337,620)	100.00%	
Health		0	0	0		0		
Education and Welfare		0	0	0		0		
Housing		0	0	0		0		
Community Amenities		6,000	3,000	(124,069)		(127,069)	4235.63%	
Recreation and Culture		15,038,123	7,271,100	6,711,505		(559,595)	7.70%	
Transport		3,834,271	1,917,115	3,665,036		1,747,921	(91.17%)	
Economic Services		12,545,125	6,272,562	11,463,125		5,190,563	(82.75%)	
Other Property and Services		0	0	0		0		
Proceeds from Disposal of Assets	8	330,591	175,290	52,773	16%	(122,517)	69.89%	
<b>Total Capital Revenues</b>		<b>32,429,353</b>	<b>15,976,687</b>	<b>21,768,370</b>	<b>68%</b>	<b>5,791,683</b>		

**SHIRE OF BROOME**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 December 2020**

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Capital Expenses</b>								
Land Held for Resale	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(10,915,704)	(5,569,822)	(8,026,504)		(2,456,682)	(44.11%)	▼
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	(22,116,578)	(12,641,362)	(5,279,243)		7,362,119	58.24%	▲
Infrastructure Assets - Recreation Areas	12	(3,166,396)	(1,583,174)	(773,574)		809,600	51.14%	▲
Infrastructure Assets - Drainage	12	(758,234)	(379,092)	(372,858)		6,234	1.64%	▲
Infrastructure Assets - Other	12	(9,828,229)	(4,760,608)	(489,325)		4,271,283	89.72%	▲
Mobile Plant and Equipment	12	(1,749,705)	(874,850)	(237,240)		637,610	72.88%	▲
Fixed Plant and Equipment	12	(40,500)	(20,250)	0		20,250	100.00%	▲
Furniture and Equipment	12	(288,205)	(144,102)	(43,507)		100,595	69.81%	▲
Total Capital Expenditure		(48,863,551)	(25,973,260)	(15,222,251)	31%	10,751,009		
<b>Net Cash from Capital Activities</b>		<b>(16,434,198)</b>	<b>(9,996,573)</b>	<b>6,546,119</b>		<b>16,542,692</b>		
<b>Financing</b>								
Proceeds from New Debentures		5,135,000	(16,948)	(42,904)		(25,956)	(153.15%)	▼
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		0	0	0		0		
Transfer from Reserves	7	5,223,344	1,194,606	0		(1,194,606)	100.00%	
Advances to Community Groups		(1,250,000)	0	0		0		
Repayment of Debentures	10	(875,554)	(383,969)	(380,334)		3,635	0.95%	
Transfer to Reserves	7	(2,839,685)	(903,699)	(35,291)		868,408	96.09%	▲
<b>Net Cash from Financing Activities</b>		<b>5,393,105</b>	<b>(110,010)</b>	<b>(458,529)</b>		<b>(348,519)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(4,538,989)</b>	<b>6,344,030</b>	<b>23,271,298</b>		<b>16,927,268</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>4,188,392</b>	<b>4,188,392</b>	<b>4,188,392</b>		<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(350,597)</b>	<b>10,532,422</b>	<b>27,459,690</b>		<b>16,927,268</b>		

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 December 2020**

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Operating Revenues</b>		\$	\$	\$		\$	%	
Rates	9	23,163,321	23,163,321	23,256,338		93,017	0.40%	
Operating Grants, Subsidies and Contributions		3,041,142	1,809,464	1,638,927		(170,537)	(9.42%)	
Fees and Charges		12,365,760	6,877,675	6,303,326		(574,349)	(8.35%)	
Service Charges		0	0	0		0		
Interest Earnings		1,104,174	552,090	93,857		(458,233)	(83.00%)	▼
Other Revenue		1,109,075	554,520	607,083		52,563	9.48%	
Profit on Disposal of Assets	8	101,309	15,012	800		(14,212)	(94.67%)	▼
<b>Total Operating Revenue</b>		<b>40,884,781</b>	<b>32,972,082</b>	<b>31,900,332</b>	<b>78%</b>	<b>(1,071,750)</b>		
<b>Operating Expense</b>								
Employee Costs		(15,909,799)	(7,999,497)	(7,755,800)		243,697	(3.05%)	
Materials and Contracts		(12,622,290)	(6,106,390)	(4,379,081)		1,727,309	(28.29%)	
Utility Charges		(1,976,368)	(988,182)	(1,015,521)		(27,339)	2.77%	
Depreciation on Non-Current Assets		(11,653,092)	(5,826,548)	(6,026,523)		(199,975)	3.43%	
Interest Expenses		(165,706)	(82,853)	(46,425)		36,428	(43.97%)	
Insurance Expenses		(661,758)	(661,758)	(740,581)		(78,823)	11.91%	
Other Expenditure		(2,945,447)	(667,774)	(778,417)		(110,643)	16.57%	
Loss on Disposal of Assets	8	(440,857)	(62,160)	(4,035)		58,125	(93.51%)	
<b>Total Operating Expenditure</b>		<b>(46,375,317)</b>	<b>(22,395,162)</b>	<b>(20,746,383)</b>	<b>45%</b>	<b>1,648,779</b>		
<b>Funding Balance Adjustments</b>								
Add back Depreciation		11,653,092	5,826,548	6,026,523		199,975	3.43%	
Adjust (Profit)/Loss on Asset Disposal	8	339,548	47,148	3,236		(43,912)	(93.14%)	▼
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
<b>Net Cash from Operations</b>		<b>6,502,104</b>	<b>16,450,616</b>	<b>17,183,708</b>		<b>733,092</b>		
<b>Capital Revenues</b>								
Grants, Subsidies and Contributions		32,098,761	15,801,397	21,715,597		5,914,200	37.43%	▲
Proceeds from Disposal of Assets		330,591	175,290	52,773	16%	(122,517)	(69.89%)	▼
<b>Total Capital Revenues</b>		<b>32,429,352</b>	<b>15,976,687</b>	<b>21,768,370</b>	<b>68%</b>	<b>5,791,683</b>		

SHIRE OF BROOME  
STATEMENT OF FINANCIAL ACTIVITY  
(By Nature or Type)  
For the Period Ended 31 December 2020

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Capital Expenses</b>								
Land Held for Resale	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(10,915,704)	(5,569,822)	(8,026,504)		(2,456,682)	44.11%	
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	(22,116,578)	(12,641,362)	(5,279,243)		7,362,119	(58.24%)	
Infrastructure Assets - Recreation Areas	12	(3,166,396)	(1,583,174)	(773,574)		809,600	(51.14%)	
Infrastructure Assets - Drainage	28	(758,234)	(379,092)	(372,858)		6,234	(1.64%)	
Infrastructure Assets - Other	12	(9,828,229)	(4,760,608)	(489,325)		4,271,283	(89.72%)	
Fixed Plant and Equipment	12	(40,500)	(20,250)	0		20,250	(100.00%)	
Furniture and Equipment	12	(288,205)	(144,102)	(43,507)		100,595	(69.81%)	
<b>Total Capital Expenditure</b>		<b>(48,863,551)</b>	<b>(25,973,260)</b>	<b>(15,222,251)</b>	<b>31%</b>	<b>10,751,009</b>		
<b>Net Cash from Capital Activities</b>		<b>(16,434,199)</b>	<b>(9,996,573)</b>	<b>6,546,119</b>		<b>16,542,692</b>		
<b>Financing</b>								
Proceeds from New Debentures		5,135,000	(16,948)	(42,904)		(25,956)	153.15%	
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		0	0	0		0		
Transfer from Reserves	7	5,223,344	1,194,606	0		(1,194,606)	(100.00%)	▼
Advances to Community Groups		(1,250,000)	0	0		0		
Repayment of Debentures	10	(875,554)	(383,969)	(380,334)		3,635	(0.95%)	
Transfer to Reserves	7	(2,839,685)	(903,699)	(35,291)		868,408	(96.09%)	
<b>Net Cash from Financing Activities</b>		<b>5,393,105</b>	<b>(110,010)</b>	<b>(458,529)</b>		<b>(348,519)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(4,538,990)</b>	<b>6,344,033</b>	<b>23,271,298</b>		<b>16,927,265</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>4,188,392</b>	<b>4,188,392</b>	<b>4,188,392</b>		<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(350,598)</b>	<b>10,532,425</b>	<b>27,459,690</b>		<b>16,927,265</b>		

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 December 2020

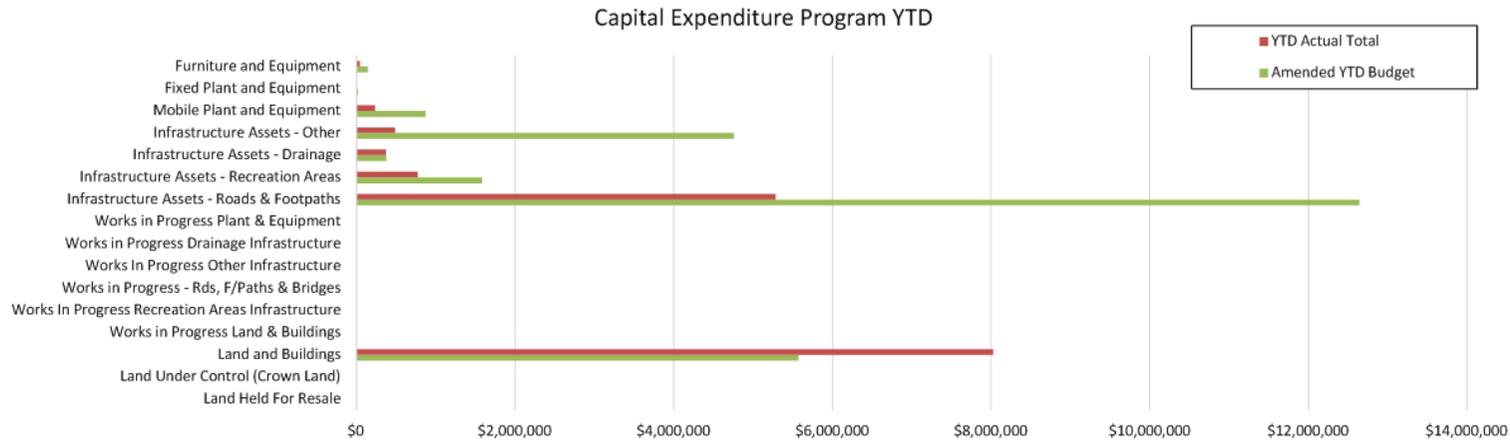
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land Held For Resale	12	0	0	0	0	0	0
Land Under Control (Crown Land)	12	0	0	0	0	0	0
Land and Buildings	12	3,083,569	4,942,935	8,026,504	5,569,822	10,915,704	2,456,682
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	5,049,959	229,284	5,279,243	12,641,362	22,116,578	(7,362,119)
Infrastructure Assets - Recreation Areas	12	756,146	17,428	773,574	1,583,174	3,166,396	(809,600)
Infrastructure Assets - Drainage	12	372,858	0	372,858	379,092	758,234	(6,234)
Infrastructure Assets - Other	12	454,301	35,024	489,325	4,760,608	9,828,229	(4,271,283)
Mobile Plant and Equipment	12	7,564	229,676	237,240	874,850	1,749,705	(637,610)
Fixed Plant and Equipment	12	0	0	0	20,250	40,500	(20,250)
Furniture and Equipment	12	43,507	0	43,507	144,102	288,205	(100,595)
<b>Capital Expenditure Totals</b>		<b>9,767,904</b>	<b>5,454,347</b>	<b>15,222,251</b>	<b>25,973,260</b>	<b>48,863,551</b>	<b>(10,751,009)</b>

**Funded By:**

Capital Grants and Contributions	21,715,597	15,801,397	32,098,761	5,914,200
Borrowings	(42,904)	(16,948)	5,135,000	(25,956)
Other (Disposals & C/Fwd)	52,773	175,290	330,591	(122,517)
Total Own Source Funding - Cash Backed Reserves	0	1,194,606	(5,223,344)	(1,194,606)
Own Source Funding - Operations	(6,503,215)	8,818,915	16,522,543	(15,322,130)
<b>Capital Funding Total</b>	<b>15,222,251</b>	<b>25,973,260</b>	<b>48,863,551</b>	<b>(10,751,009)</b>

**SHIRE OF BROOME**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
**For the Period Ended 31 December 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)
----------------------	------	-----------------------------------	--	-----------------------------------	------------------------------	--------------------------	-----------------------



**SHIRE OF BROOME**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 December 2020**

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
<b>Operating Revenues</b>	\$	\$	\$
Governance	264,694	90,839	355,533
General Purpose Funding - Rates	23,599,821	(358,780)	23,241,041
General Purpose Funding - Other	922,048	0	922,048
Law, Order and Public Safety	115,033	0	115,033
Health	187,984	(3,300)	184,684
Education and Welfare	20,000	13,716	33,716
Housing	1,926,356	0	1,926,356
Community Amenities	6,871,348	(15,394)	6,855,954
Recreation and Culture	1,371,080	(16,997)	1,354,083
Transport	742,132	813,840	1,555,972
Economic Services	869,000	815,017	1,684,017
Other Property and Services	2,599,518	56,826	2,656,344
<b>Total Operating Revenue</b>	<b>39,489,015</b>	<b>1,395,767</b>	<b>40,884,782</b>
<b>Operating Expense</b>			
Governance	(2,642,893)	26,000	(2,616,893)
General Purpose Funding	(466,775)	73,939	(392,836)
Law, Order and Public Safety	(1,189,168)	(65,975)	(1,255,143)
Health	(616,829)	0	(616,829)
Education and Welfare	(533,490)	0	(533,490)
Housing	(1,965,704)	(29,000)	(1,994,704)
Community Amenities	(10,162,860)	(955,305)	(11,118,165)
Recreation and Culture	(12,479,499)	(104,865)	(12,584,364)
Transport	(10,263,074)	404,000	(9,859,074)
Economic Services	(2,667,906)	206,000	(2,461,906)
Other Property and Services	(2,750,131)	(191,783)	(2,941,914)
<b>Total Operating Expenditure</b>	<b>(45,738,329)</b>	<b>(636,989)</b>	<b>(46,375,318)</b>
<b>Funding Balance Adjustments</b>			
Add back Depreciation	11,653,092	0	11,653,092
Adjust (Profit)/Loss on Asset Disposal	343,548	(4,000)	339,548
Adjust Provisions and Accruals	0	0	0
<b>Net Cash from Operations</b>	<b>5,747,326</b>	<b>754,778</b>	<b>6,502,104</b>
<b>Capital Revenues</b>			
Grants, Subsidies and Contributions	30,737,197	1,361,564	32,098,761
Proceeds from Disposal of Assets	328,500	2,091	330,591
Proceeds from Sale of Investments	0		0
<b>Total Capital Revenues</b>	<b>31,065,697</b>	<b>1,363,655</b>	<b>32,429,352</b>
<b>Capital Expenses</b>			
Land Held for Resale	0	0	0
Land Under Control (Crown Land)	0	0	0
Land and Buildings	(9,469,652)	(1,446,051)	(10,915,703)
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 Plant & Equipment	0	0	0
Infrastructure Assets - Roads & Footpaths	(15,853,105)	(6,263,474)	(22,116,579)
Infrastructure Assets - Recreation Areas	(2,864,945)	(301,452)	(3,166,397)
Infrastructure Assets - Drainage	0	(758,234)	(758,234)
Infrastructure Assets - Other	(10,309,212)	480,983	(9,828,229)
Mobile Plant and Equipment	(1,918,000)	168,295	(1,749,705)

SHIRE OF BROOME  
STATEMENT OF BUDGET AMENDMENTS  
(Statutory Reporting Program)  
For the Period Ended 31 December 2020

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
Fixed Plant and Equipment	(20,500)	(20,000)	(40,500)
Furniture and Equipment	(237,925)	(50,280)	(288,205)
<b>Total Capital Expenditure</b>	<b>(40,673,339)</b>	<b>(8,190,213)</b>	<b>(48,863,552)</b>
<b>Net Cash from Capital Activities</b>	<b>(9,607,642)</b>	<b>(6,826,558)</b>	<b>(16,434,200)</b>
<b>Financing</b>			
Proceeds from New Debentures	3,335,000	1,800,000	5,135,000
Proceeds from Advances	0	0	0
Self-Supporting Loan Principal	0	0	0
Transfer from Reserves	2,714,010	2,509,334	5,223,344
Purchase of Investments	0	0	0
Advances to Community Groups	(1,250,000)	0	(1,250,000)
Repayment of Debentures	(875,554)	0	(875,554)
Transfer to Reserves	(2,289,685)	(550,000)	(2,839,685)
<b>Net Cash from Financing Activities</b>	<b>1,633,770</b>	<b>3,759,334</b>	<b>5,393,104</b>
<b>Net Operations, Capital and Financing</b>	<b>(2,226,546)</b>	<b>(2,312,446)</b>	<b>(4,538,992)</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>2,226,546</b>	<b>1,961,846</b>	<b>4,188,392</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>(350,600)</b>	<b>(350,600)</b>

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 December 2020

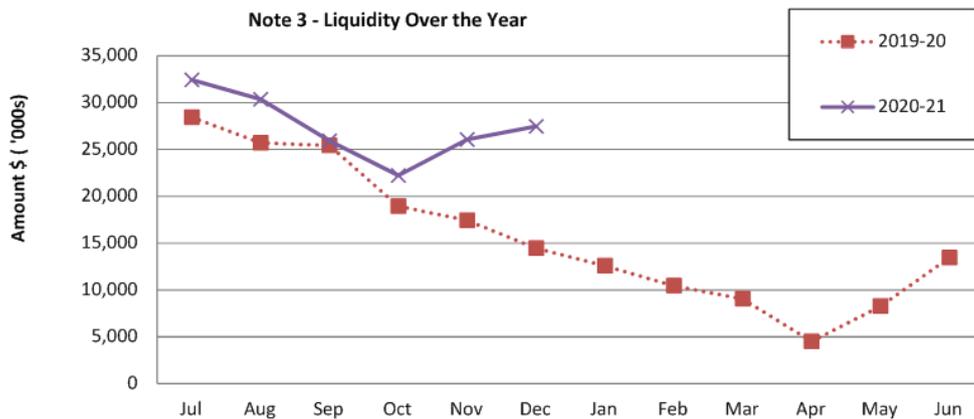
**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	24,612	11.25%	▲	Timing	Kimberly Zone received 3/4 Contributions
General Purpose Funding - Rates	118,000	0.51%			
General Purpose Funding - Other	(4,137)	(0.90%)			
Law, Order and Public Safety	50,498	87.79%	▲	Permanent	Implementation new Fines system to allow for action being taken to chase up outstanding revenue from Fines.
Health	36,771	39.82%	▲	Timing	Annual Food Licence Fees Raised in August
Education and Welfare	16,862	100.05%	▲	Timing	WAPOL Grant monies deemed earned - Contract Liability
Housing	(613,977)	(63.75%)	▼	Permanent	Lower level of staff salary sacrificed housing than budget
Community Amenities	(25,750)	(0.58%)			BRAC entry fees lower than budget for Aquatic/Swimming lessons/ Group fitness. Offset by Civic Centre takings being above budget with grants received and venue hire from recent program.
Recreation and Culture	(313,380)	(33.88%)	▼	Permanent	Carry over income for Natural Disaster - Cape Leveque Rd TC
Transport	(303,708)	(39.04%)	▼	Timing	Kelvin damage not yet received.
Economic Services	3,616	0.64%			
Other Property and Services	(61,158)	(4.74%)			
<b>Operating Expense</b>					
Governance	128,247	9.58%			
General Purpose Funding	(18,162)	(9.25%)			
Law, Order and Public Safety	53,102	8.34%			
Health	(66,351)	(21.53%)	▼	Permanent	Works vehicle being used by Rangers with allocated plant costs and Health salaries over due to high leave payout on employees final payment.
Education and Welfare	25,363	9.40%			
Housing	604,142	60.40%	▲	Permanent	Lower level of staff salary sacrificed housing than budget
Community Amenities	(71,346)	(1.49%)			
Recreation and Culture	(101,415)	(1.59%)			
Transport	511,275	10.37%	▲	Timing	Salaries and Plant allocation for road maintenance works
Economic Services	97,622	9.92%		Timing	Salary savings from vacancies.
Other Property and Services	486,306	31.54%	▲	Permanent	Higher than budgeted Engineering Overhead recoup and vacancies in Corporate Services without relief staff to backfill.
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	5,914,200	(37.43%)		Timing	Unearned Grants at 30 June 2020 taken up as earned in 20/21
Proceeds from Disposal of Assets	(122,517)	69.89%		Timing	Disposals waiting auction
<b>Capital Expenses</b>					
Land Held for Resale	0				
Land Under Control (Crown Land)	0				
Land and Buildings	(2,456,682)	(44.11%)	▼	Timing	Take up Broome Motocross, Broome Golf Club commenced Carry over budget not yet processed for 19/20 Projects SES Building & BRAC Court.
Infrastructure Assets - Roads & Footpaths	7,362,119	58.24%	▲	Timing	Chinatown Stage 2 roadworks commenced Oct - project works on track.
Infrastructure Assets - Recreation Areas	809,600	51.14%	▲	Timing	Nipper Roe Lighting - design finalised & about to go to tender.
Infrastructure Assets - Drainage	6,234	1.64%			
Infrastructure Assets - Other	4,271,283	89.72%	▲	Timing	Town Beach Jetty project - contract has been awarded and works on site start in January.
Mobile Plant and Equipment	637,610	72.88%	▲	Timing	Timing on various plant replacement items
Fixed Plant and Equipment	20,250	100.00%	▲	Timing	Reticulation Control System - not yet started.
Furniture and Equipment	100,595	(8.37%)			
<b>Financing</b>					
Proceeds from New Debentures	(25,956)	(153.15%)	▼		BGC self supporting loan drawdown delayed until end of year
Proceeds from Advances	0				
Self-Supporting Loan Principal	0				
Transfer from Reserves	(1,194,606)	100.00%		Timing	Reserve transfers happen at EOFY
Advances to Community Groups	0				
Loan Principal	3,635	0.95%			
Transfer to Reserves	868,408	96.09%	▲	Timing	Reserve transfers happen at EOFY

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the Period Ended 31 December 2020

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 Dec 2020	30 Jun 2020	YTD 31 Dec 2019
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	15,667,760	11,704,705	11,638,425
Cash Restricted	4	31,444,684	31,872,958	35,281,533
Receivables - Rates	6	5,295,043	876,141	3,268,003
Receivables - Rates Other		212,382	(22,334)	133,662
Receivables - Debtors	6	9,013,701	4,939,275	1,105,394
Receivables - Other		180,765	434,555	50,592
Sundry Provisions & Accruals		96,557	684,314	105,369
Inventories		47,835	44,407	51,511
		61,958,727	50,534,021	51,634,489
<b>Less: Current Liabilities</b>				
Payables		(3,844,916)	(14,350,499)	(3,076,195)
Provisions		(1,321,360)	(1,764,463)	(906,031)
		(5,166,276)	(16,114,962)	(3,982,226)
Less: Cash Reserves	7	(31,908,250)	(31,872,958)	(35,281,533)
Rounding and Timing Adjustment		2,575,488		
<b>Net Current Funding Position</b>		<b>27,459,690</b>	<b>2,546,101</b>	<b>12,370,730</b>



**Comments - Net Current Funding Position**

The budget was adopted at the OMC 25 June 2020. It was presented to Council with a predicted carried forward surplus of \$2,226,546.

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).

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2020**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Bank Account	0.15%	4,551,336			4,551,336	CommBank	At Call
Business Online Saver	0.40%	25,134			25,134	CommBank	At Call
BRAC Bank Account	0.10%	109,235			109,235	CommBank	At Call
BPAY Bank Account	0.00%	0			0	CommBank	At Call
Reserve Bank Account	0.40%		35,291		35,291	CommBank	At Call
Trust Bank Account	0.00%			217,263	217,263	CommBank	At Call
ESCROW - Trust	0.00%		3,373,279		3,373,279	Perpetual	At Call
Cash On Hand	Nil	4,400			4,400	N/A	On Hand
<b>(b) Term Deposits</b>							
Term Deposit	0.55%		0		0		
Term Deposit	0.75%		28,036,114		28,036,114	BANKWEST	15-Jan-21
Term Deposit	0.70%	3,000,000			3,000,000	BANKWEST	06-Jan-21
Term Deposit	0.75%	3,000,000			3,000,000	BANKWEST	08-Feb-21
Term Deposit	0.70%	6,008,801			6,008,801	BANKWEST	17-Jan-21
<b>Total</b>		<b>16,698,906</b>	<b>31,444,684*</b>	<b>217,263‡</b>	<b>48,360,854</b>		
<b>Adjustments</b>							
Payment Timing Adjustments**		1,031,146					
Reserve transfer from EOFY							
Audit Adjustment		(463,565)	463,565				
<b>Total</b>		<b>16,131,325</b>	<b>31,908,250</b>				

**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 December 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
		<b>Budget Adoption</b>		Opening Surplus				0
		<b>Permanent Changes</b>						0
		Opening surplus adjustment				0		0
		Budgeted EOY Surplus/(Deficit)					0	0
		<b>General Purpose Funding</b>						
0030146		Interest - Rates Instalments - Op Inc - Rates	OMC 20/11/20 - FACR1	Operating Income			(150,000)	(150,000)
0030147		Rates Admin Instalment Charge - Op Inc - Rates	OMC 20/11/20 - FACR1	Operating Income			(60,780)	(210,780)
0030201		Rates Non Payment Int - Op Inc - Rates	OMC 20/11/20 - FACR1	Operating Income			(148,000)	(358,780)
0032250		General Expenditure - Op Exp - Rates	OMC 20/11/20 - FACR1	Operating Expenditure		73,939		(284,841)
		<b>Governance</b>						
0023050		Grant Op - Youth Coordinating Committee Op Inc - Other Governance	OMC 20/11/20 - FACR1	Operating Income		81,968		(202,873)
0022172		Community Sponsorship Program - Op Exp - Other Governance	OMC 20/11/20 - FACR1	Operating Expenditure			(30,000)	(232,873)
0023040		Youth Development Programme & Working Group - Op Exp - Other Governance	OMC 20/11/20 - FACR1	Operating Expenditure			(16,000)	(248,873)
0022172		Community Sponsorship Program - Op Exp - Other Governance	OMC 20/11/20 - FACR1	Operating Expenditure			(40,000)	(288,873)
0024010		Conferences Travel & Accom Op Exp - Members	OMC 20/11/20 - FACR1	Operating Expenditure		22,000		(266,873)
0022172		Community Sponsorship Program - Op Exp - Other Governance	OMC 10/12/20 - Carryovers	Operating Expenditure		80,000		(186,873)
22173		EDL sponsorship programme Reserve Funded - Op Exp - Other Governance	OMC 10/12/20 - Carryovers	Operating Expenditure		10,000		(176,873)
23596		Transfer From Community Sponsorship Reserve Cap Inc - Other Gov	OMC 10/12/20 - Carryovers	Capital Income			(80,000)	(256,873)
23593		Transfer From EDL Sponsorship Reserve - Cap Inc - Other Gov	OMC 10/12/20 - Carryovers	Capital Income			(10,000)	(266,873)
23050		Grant Op - Youth Coordinating Committee Op Inc - Other Governance	OMC 10/12/20 - Carryovers	Operating Income		8,871		(258,002)
		<b>Law, Order and Public Safety</b>						
0053010	53010	Ranger Salaries - Gen & Beach - R & B Op	OMC 20/11/20 - FACR1	Operating Expenditure			(24,800)	(282,802)
0053015		Relief Staff Exp - Op Exp - Ranger Operations	OMC 20/11/20 - FACR1	Operating Expenditure			(25,000)	(307,802)
0052850		Proceeds on Asset Sale Cap Inc - Emerg & Rang Serv	OMC 20/11/20 - FACR1	Capital Income			(13,000)	(320,802)
0053033		Security Beach Patrols - Op Exp - Ranger Operations	OMC 20/11/20 - FACR1	Operating Expenditure			(6,000)	(326,802)
53172		VBBF Building New Const - Cap Exp - Volunteer Bush Fire Brigade	OMC 10/12/20 - Carryovers	Capital Expenditure			(64,049)	(390,851)
53390		Capital Grant Funding For Plant/Equip/ Buildings - Cap Inc - Volunteer Bush Fire Brigade	OMC 10/12/20 - Carryovers	Capital Income		121,649		(269,202)
53238		Surf Club Building Renewal (Inc Plant & Furniture) Cap Exp-Law	OMC 10/12/20 - Carryovers	Capital Expenditure			(15,000)	(284,202)
53273		Orl & PS Cable Beach Foreshore Restore	OMC 10/12/20 - Carryovers	Operating Expenditure			(10,175)	(294,377)
		<b>Health</b>						
0074413		Commercial Pool Inspection Fees - Op Inc - Preventive - Inspection/Admin	OMC 20/11/20 - FACR1	Operating Income			(6,000)	(300,377)
0075391		Grants and Contributions Rec'd Op Inc - Prev Svcs - Pest Control	OMC 20/11/20 - FACR1	Operating Income		2,700		(297,677)
		<b>Education and Welfare</b>						
0082675		Grants For Community Programs - Op Inc - Community Services	OMC 20/11/20 - FACR1	Operating Income			(20,000)	(317,677)
82675		Grants For Community Programs - Op Inc - Community Services	OMC 10/12/20 - Carryovers	Operating Income		8,716		(308,961)
82670		Grant Income - Comm Services	OMC 10/12/20 - Carryovers	Operating Income		25,000		(283,961)
		<b>Housing</b>						
0096102		Staff Housing - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(29,000)	(312,961)
		<b>Community Amenities</b>						
0105546	105550	Project - Broome Townsite Coastal Hazard Risk Mgt & Adaptation Plan Consult - Op Exp - Prot of Envrn Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(317,961)
0106030	106055	Consultancy - Op Exp - Development Services	OMC 20/11/20 - FACR1	Operating Expenditure			(155,000)	(472,961)
0106106	106107	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Operating Expenditure		140,000		(332,961)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(65,000)	(397,961)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(35,000)	(432,961)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(65,000)	(497,961)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(126,750)	(624,711)
0107071	107024	Town Beach Ablutions (New) - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(30,000)	(654,711)
0108001		New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	OMC 20/11/20 - FACR1	Operating Expenditure			(186,704)	(841,415)
0101995		Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC 20/11/20 - FACR1	Capital Income		186,704		(654,711)
0104482		Headworks Contribution - Non Op Inc - Urban Stormwater Drainage	OMC 20/11/20 - FACR1	Capital Income		6,000		(648,711)
0101480		Refuse & Recycling Bin Sales - Op Inc - Sanitation Gen Refuse	OMC 20/11/20 - FACR1	Operating Income			(27,106)	(675,817)
0101525		Transfer From Refuse Site Reserve - Sanitation Gen Refuse	OMC 20/11/20 - FACR1	Capital Income		27,106		(648,711)
0101080	101082	WMF - Planned Maint & Minor Works - Op Exp	OMC 10/12/20 - Carryovers	Operating Expenditure			(26,439)	(675,150)
0104800	104920	Broome Townsite Drains Renewal - Cap Infra Exp - Urb Stwater Short St-Paspaley Camarvon Street New Drainage Const - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(20,000)	(695,150)
0104270	104299	Frederick (KBR Report) - Infra Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(154,830)	(849,980)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(291,654)	(1,141,634)
0106030	106055	Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC 10/12/20 - Carryovers	Operating Expenditure		22,145		(1,119,489)
101525		Transfer From Refuse Site Reserve - Sanitation Gen Refuse	OMC 10/12/20 - Carryovers	Capital Income			(223,561)	(1,343,050)
101510		Vehicle & Mob Plant Renewal(Replacement) Cap Exp - Sanit Gen Refuse	OMC 10/12/20 - Carryovers	Capital Expenditure		250,000		(1,093,050)
107034		Broome Cemetery Survey & Other - Op Exp - Other Comm Amen	OMC 10/12/20 - Carryovers	Operating Expenditure			(12,349)	(1,105,399)
108001		New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	OMC 10/12/20 - Carryovers	Operating Expenditure			(701,958)	(1,807,357)
0101995		Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC 10/12/20 - Carryovers	Capital Income		701,958		(1,105,399)
106482		Grant Income - Op Inc - Town Planning/Regional Devel	OMC 10/12/20 - Carryovers	Operating Income		11,712		(1,093,687)
		<b>Recreation and Culture</b>						
111989		Transfer to POS Reserve - Cap Exp - Parks & Ovals	OMC 23/9/20	Capital Expenditure			(500,000)	(1,593,687)
0117010	117011	Aquatic Building & Pool General Maint Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(1,598,687)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(28,873)	(1,627,560)
0113000	113043	Town Beach - P&G Maint	OMC 20/11/20 - FACR1	Operating Expenditure			(40,000)	(1,667,560)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(6,000)	(1,673,560)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(3,000)	(1,676,560)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(35,000)	(1,681,560)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(68,250)	(1,749,810)
0113000	113581	Matsumoto Courts - P&G Maint	OMC 20/11/20 - FACR1	Operating Expenditure			(2,000)	(1,751,810)
117455	117456	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	OMC 20/11/20 - FACR1	Capital Expenditure		996,580		(755,230)
0117450	117452	BRAC Oval Upgrade of Infra - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(996,580)	(1,751,810)

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 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
0113550	113560	Cemetery Reserve New Infra Const - Cap Exp - Parks & Ovals	OMC 20/11/20 - FACR1	Capital Expenditure			(5,000)	(1,756,810)
0111021	111021	Lotteries House - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		20,073		(1,736,737)
0111021	111021	Lotteries House - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(25,000)	(1,761,737)
0117294		Grant Income - Non-Op Inc - BRAC Dry	OMC 20/11/20 - FACR1	Capital Income		28,873		(1,732,864)
1140201		Salary - Op Exp - Swim Areas & Beach Life Guard	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(1,737,864)
1140211		General Operating Exp - Swim Areas & Beach Life Guard	OMC 20/11/20 - FACR1	Operating Expenditure		5,000		(1,732,864)
0117156		Program Annual Events - Op Exp - BRAC Dry	OMC 20/11/20 - FACR1	Operating Expenditure			(4,000)	(1,736,864)
0116540		Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	OMC 20/11/20 - FACR1	Operating Income			(35,000)	(1,771,864)
0115010		Salary - Op Exp - Libraries	OMC 20/11/20 - FACR1	Operating Expenditure			(8,735)	(1,780,599)
0115011		Superannuation Employee Expense - Libraries	OMC 20/11/20 - FACR1	Operating Expenditure			(830)	(1,781,429)
0113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 20/11/20 - FACR1	Capital Income			(4,482,497)	(6,263,926)
0113361		Broome Golf Clubhouse Redevelopment - Non Op Grant	OMC 20/11/20 - FACR1	Capital Income		4,482,497		(1,781,429)
1181405		Town Beach Redevelopment - Greenspace & Waterpark - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(40,397)	(1,821,826)
1181409		Town Beach Development - Jetty Project - Other Infra New - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure		1,035,310		(786,516)
1181407		Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure		70,148		(716,368)
1181420	YBRA001	Youth Bike Recreation Area - New Construction - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(301,664)	(1,018,032)
0117455	117456	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	OMC 10/12/20 - Carryovers	Capital Expenditure		12,641		(1,005,391)
0113027	113029	Skatepark New Infs Const - Cap Exp - Other Rec & Sport	OMC 10/12/20 - Carryovers	Capital Expenditure			(19,180)	(1,024,571)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(512,347)	(1,536,918)
0117450	117452	BRAC Oval Upgrade of Infra - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(18,000)	(1,554,918)
0116125	116126	Broome Entry Statement Signage New Const - Cap Exp - Other Cult	OMC 10/12/20 - Carryovers	Capital Expenditure			(11,245)	(1,566,163)
112071		Broome Golf Club Building Renewal - Cap Exp - Other Recreation & Sports	OMC 10/12/20 - Carryovers	Capital Expenditure			(583,860)	(2,150,023)
0112397		Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp -Swim Areas & Beaches	OMC 10/12/20 - Carryovers	Capital Expenditure			(8,750)	(2,158,773)
112500		Proceeds From Sale of Assets Swim Areas & Bchs	OMC 10/12/20 - Carryovers	Capital Income		5,000		(2,153,773)
112296		Loss on Sale of Assets - Swimming Areas & Beaches	OMC 10/12/20 - Carryovers	Operating Expenditure			(8,000)	(2,161,773)
113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 10/12/20 - Carryovers	Capital Income		744,130		(1,417,643)
113489		Transfer From POS Reserve - Other Rec & S	OMC 10/12/20 - Carryovers	Capital Income		922,857		(494,786)
113371		Royalties For Regions Loc Govt Non Op Grant - Op Inc - Other Recreation & Sport	OMC 10/12/20 - Carryovers	Capital Income		256,904		(237,882)
113371		Royalties For Regions Loc Govt Non Op Grant - Op Inc - Other Recreation & Sport	OMC 10/12/20 - Carryovers	Capital Income			(2,381,592)	(2,619,474)
113603		Reticulation Control System New Exp - Cap Exp Parks & Ovals	OMC 10/12/20 - Carryovers	Capital Expenditure			(20,000)	(2,639,474)
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	OMC 10/12/20 - Carryovers	Operating Expenditure			(3,032)	(2,642,506)
115480		Grant Program Income - Op Inc - Library Expense in 115280)	OMC 10/12/20 - Carryovers	Operating Income		9,153		(2,633,353)
116201		Museum Building Renewal - Cap Exp - Other Cult	OMC 10/12/20 - Carryovers	Capital Expenditure			(15,315)	(2,648,668)
116085		Arts, Culture and Heritage Strategy - Op Exp - Other Culture	OMC 10/12/20 - Carryovers	Operating Expenditure			(24,250)	(2,672,918)
117294		Grant Income - Non Op Inc - BRAC Dry	OMC 10/12/20 - Carryovers	Capital Income			(12,439)	(2,685,357)
117294		Grant Income - Non Op Inc - BRAC Dry	OMC 10/12/20 - Carryovers	Capital Income		453,249		(2,232,108)
116483		Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	OMC 10/12/20 - Carryovers	Operating Income		48,850		(2,183,258)
116483		Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	OMC 10/12/20 - Carryovers	Operating Income			(40,000)	(2,223,258)
116495		Performance Production Expenses - Broome Civic - Op Exp	OMC 10/12/20 - Carryovers	Operating Expenditure			(34,091)	(2,257,349)
		<b>Transport</b>						
0121000	121560	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(11,500)	(2,268,849)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only -No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		71,000		(2,197,849)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only -No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		38,000		(2,159,849)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only -No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		100,000		(2,059,849)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only -No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		195,000		(1,864,849)
0121100	RU226	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(114,414)	(1,979,263)
0125140	125277	Broome North Footpath New Const - Capex	OMC 20/11/20 - FACR1	Capital Expenditure			(87,000)	(2,066,263)
0121510	121510	Chinatown Landscaping Upgrade of Infra by P & G - Cap	OMC 20/11/20 - FACR1	Capital Expenditure			(75,000)	(2,141,263)
0121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd	OMC 20/11/20 - FACR1	Operating Income		26,000		(2,115,263)
0121783		Developer Contributions - Roadworks	OMC 20/11/20 - FACR1	Capital Income		11,500		(2,103,763)
0121771		Black Spot State Non Op Grant	OMC 20/11/20 - FACR1	Capital Income		114,414		(1,989,349)
0125960		Transfer From Footpath Reserve - Footpath Construction	OMC 20/11/20 - FACR1	Capital Income		87,000		(1,902,349)
1223481	FFUP001	Various FootPath Upgrade - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(46,337)	(1,948,686)
0121000	121560	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(998,391)	(2,947,077)
0125300	125291	Footpath Old Broome Road - One Mile Access/Sandpiper/Short St	OMC 10/12/20 - Carryovers	Capital Expenditure			(25,626)	(2,972,703)
0125140	125290	Old Broome Estate Subdivision - Whole Estate - Various Paths	OMC 10/12/20 - Carryovers	Capital Expenditure			(11,931)	(2,984,634)
0121100	RU555	Old Broome Road/ Gus Winckel Road Upgrade - Capex	OMC 10/12/20 - Carryovers	Capital Expenditure		44,174		(2,940,460)
0121100	RU226	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(400,000)	(3,340,460)
0113561	RU666	Federal Black Spot - Herbert / Saville Roundabout - NEW. Capex Dep't Premier & Cabint Natural Disaster Grant - Cape Leveque Rd	OMC 10/12/20 - Carryovers	Capital Expenditure			(485,099)	(3,825,559)
120906		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 10/12/20 - Carryovers	Operating Income		787,840		(3,037,719)
121763		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 10/12/20 - Carryovers	Capital Income		45,275		(2,992,444)
0121763		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 10/12/20 - Carryovers	Capital Income		172,654		(2,819,790)
121757		Reimb & Contrib'ns Rec'd for Road Construction	OMC 10/12/20 - Carryovers	Capital Income		21,089		(2,798,701)
121778		Regional Rd Group (RRG) Rural Rd Const Funding -Non Op Inc- Rd Const	OMC 10/12/20 - Carryovers	Capital Income		480,733		(2,317,968)
125252		Contribution Non Op - St Marys Carparking	OMC 10/12/20 - Carryovers	Capital Income		400,000		(1,917,968)
		<b>Economic Services</b>						
121962		Transfer From Road Reserve Economic Services Special Projects-Cap Inc	SMC 6/10/20	Capital Income		836,000		(1,081,968)
1367404	1367414	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	SMC 6/10/20	Capital Expenditure			(1,221,500)	(2,303,468)
1367404	1367416	Napier Terrace Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	SMC 6/10/20	Capital Expenditure			(899,000)	(3,202,468)
1367404	1367433	Carnarvon Street South Streetscape Enhancements	SMC 6/10/20	Capital Expenditure			(887,000)	(4,089,468)
1367404	1367417	Carnarvon Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	SMC 6/10/20	Capital Expenditure			(813,000)	(4,902,468)
1367405	1367420	Chinatown Transit Hub and Pocket Park (Chinatown Stage 2) Cap Exp	SMC 6/10/20	Capital Expenditure				(5,209,468)
1367405	1367421	Visitor Centre Amenities (Chinatown Stage 2) Cap Exp	SMC 6/10/20	Capital Expenditure			(36,000)	(5,245,468)

SHIRE OF BROOME  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 December 2020

Note 5: BUDGET AMENDMENTS  
 Amendments to original budget since budget adoption. Surplus/(Deficit)

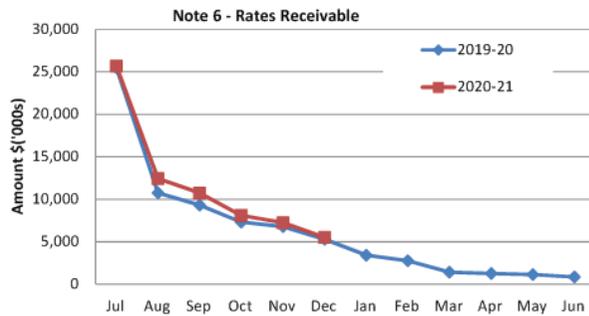
GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1367502		Loans Received China Town Revitalisation - Cap Inc - Economic Services Special Projects	SMC 6/10/20	Capital Income		1,800,000		(3,445,468)
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	SMC 6/10/20	Capital Income		828,500		(2,616,968)
132410		Roebuck Bay CP - Rent & Recoup Income - Op Inc	OMC 23/9/20	Operating Income		561,500		(2,055,468)
1367404	1367414	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(136,916)	(2,192,384)
1367404	1367416	Napier Terrace Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(47,413)	(2,239,797)
1367404	1367417	Carnarvon Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(97,518)	(2,337,315)
1367405	1367412	Public Art (funded from Reserve) - Other Infra New - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure		49,351		(2,287,964)
1367405	1367419	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(8,854)	(2,296,818)
0136723		Chinatown Place Activation Initiatives -Op Exp - Economic Services Special Projects	OMC 20/11/20 - FACR1	Operating Expenditure		20,000		(2,276,818)
1367221		Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic Services Special Projects	OMC 20/11/20 - FACR1	Capital Expenditure		163,645		(2,113,173)
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	OMC 20/11/20 - FACR1	Capital Income			(5,342,500)	(7,455,673)
1367504		Special Projects	OMC 20/11/20 - FACR1	Capital Income		5,363,125		(2,092,548)
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	OMC 20/11/20 - FACR1	Capital Income		50,000		(2,042,548)
0132020		Australia's North West Tourism Contribution - Op Exp - Tourism	OMC 20/11/20 - FACR1	Operating Expenditure		155,000		(1,887,548)
0132060		Tourism Development - Op Exp - Tourism & Area Promotion	OMC 20/11/20 - FACR1	Operating Expenditure		60,000		(1,827,548)
132410		Roebuck Bay CP - Rent & Recoup Income - Op Inc	OMC 20/11/20 - FACR1	Operating Income		200,000		(1,627,548)
1367404	1367407	Dampier St Upgrade - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(15,000)	(1,642,548)
1367404	1367408	Carnarvon St Upgrade - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(42,000)	(1,684,548)
1367405	1367412	Public Art (funded from Reserve) - Other Infra New - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(20,851)	(1,705,409)
1367405	1367419	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(216,799)	(1,922,208)
1367405	1367415	Chinatown Entry Statement - Other Infra New - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(2,919)	(1,925,127)
1367228		Detailed Design Chinatown Project Stage 2 - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(56,648)	(1,981,775)
1367301		Grants & Contributions Received (Chinatown Revitalisation Stage 2) - Op Inc - Economic Services Special Projects	OMC 10/12/20 - Carryovers	Operating Income		53,517		(1,928,258)
132038		Transfer to Restricted Cash Reserve - Cap Exp - Tourism & Area Promo	OMC 10/12/20 - Carryovers	Capital Expenditure			(50,000)	(1,978,258)
0132129		Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(25,000)	(2,003,258)
136723		Chinatown Place Activation Initiatives -Op Exp - Economic Services Special Projects	OMC 10/12/20 - Carryovers	Operating Expenditure			(29,000)	(2,032,258)
147483		<b>Other Property and Services</b> Dept of Housing Tenancy 11& 10B - KRO1 - Rent & Recoup Income - Op Inc	OMC 29/10/20	Operating Income		21,000		(2,011,258)
147487		Far North Tenancy 10A - KRO1 - Rent & Recoup Income - Op Inc	OMC 29/10/20	Operating Income		9,000		(2,002,258)
147489		User Charges KRO Outgoings - Op Inc - Office Properties Leased	OMC 29/10/20	Operating Income		19,500		(1,982,758)
147374		KRO1 Building Renewal - Cap Exp - Office Prop Leased	OMC 29/10/20	Capital Expenditure			(57,528)	(2,040,286)
0112051	112062	Town Beach Cafe - Planned Maint & Minor Works - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(3,000)	(2,043,286)
0146020	141022	Mulberry Tree Child Care - Planned Maint & Minor Works - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(2,000)	(2,045,286)
0146050	146052	A Jones Place - Planned Maint & Minor Works - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(2,200)	(2,047,486)
0147280	147282	BEC - Reactive Maint - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(400)	(2,047,886)
0147270	147270	KRO - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(91,809)	(2,139,695)
0142015		All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads	OMC 20/11/20 - FACR1	Operating Expenditure			(10,000)	(2,149,695)
0142395		All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads	OMC 20/11/20 - FACR1	Operating Income		10,000		(2,139,695)
0142393		LGIS Insurance Bonus & Funding [Exp in 142232] - Op Inc - Corp Gov	OMC 20/11/20 - FACR1	Operating Income		49,000		(2,090,695)
0147585		Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General	OMC 20/11/20 - FACR1	Operating Income		32,000		(2,058,695)
0146122		Software >\$5000 Cap Exp - IT	OMC 20/11/20 - FACR1	Capital Expenditure			(28,390)	(2,087,085)
0146102		License Maint and Support - IT Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(18,900)	(2,105,985)
0143395		Transfer From - Leave Reserve - Eng Office	OMC 20/11/20 - FACR1	Capital Income		61,270		(2,044,715)
0143027		Relieving Staff - Op Exp - Engineering	OMC 20/11/20 - FACR1	Operating Expenditure			(28,500)	(2,073,215)
0143050		Wages & related Sick & Annual Leave Workers Exp - Works Ops	OMC 20/11/20 - FACR1	Operating Expenditure		20,000		(2,053,215)
0148060		Relief Staff Op Exp - Depot Ops	OMC 20/11/20 - FACR1	Operating Expenditure			(20,000)	(2,073,215)
0142111		Minor Asset Purchases - Op Exp - General Administration	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(2,078,215)
0142446		Banker St Rent and Recoup Income - Op Inc - Corporate Gov. & Support	OMC 20/11/20 - FACR1	Operating Income		12,966		(2,065,249)
0146408		Zanders - Rent & Recoup Income - Op Inc	OMC 20/11/20 - FACR1	Operating Income		9,300		(2,055,949)
0146409		Cable Beach Restaurant Facilities Reimb - Op Inc - Other Build Leased	OMC 20/11/20 - FACR1	Operating Income			(18,447)	(2,074,396)
0147463		Far North Community Services Tenancy 5,6,7 - KRO2 - Rent & Recoup Income - Op Inc	OMC 20/11/20 - FACR1	Operating Income			(78,121)	(2,152,517)
0147489		User Charges KRO Outgoings - Op Inc - Office Properties Leased	OMC 20/11/20 - FACR1	Operating Income			(21,372)	(2,173,889)
14296		****DO NOT USE****COVID-19 Emergency Costs - Unclassified General	OMC 10/12/20 - Carryovers	Operating Expenditure			(5,000)	(2,178,889)
142558		Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	OMC 10/12/20 - Carryovers	Capital Expenditure			(11,190)	(2,190,079)
143610		Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G	OMC 10/12/20 - Carryovers	Capital Expenditure			(72,955)	(2,263,034)
146111		Operations	OMC 10/12/20 - Carryovers	Operating Expenditure			(24,974)	(2,288,008)
143518		IT Contract Consultants - Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(2,263,034)	
146122		Profit on Sale of Assets - Op Inc - Parks & Gardens Operations	OMC 10/12/20 - Carryovers	Operating Income		12,000		(2,276,008)
146122		Software >\$5000 Cap Exp - IT	OMC 10/12/20 - Carryovers	Capital Expenditure			(21,890)	(2,297,898)
148600		Proceeds from Sale of Assets - Cap Inc - Works Operations	OMC 10/12/20 - Carryovers	Capital Income		10,091		(2,287,807)
147374		KRO1 Building Renewal - Cap Exp - Office Prop Leased	OMC 10/12/20 - Carryovers	Capital Expenditure			(20,639)	(2,308,446)
					0	23,873,177	(26,181,623)	

Classifications Pick List  
 Operating Revenue  
 Operating Expenses  
 Capital Revenue  
 Capital Expenses  
 Opening Surplus(Deficit)  
 Non Cash Item

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2020**

**Note 6: RECEIVABLES**

Receivables - Rates Receivable	YTD 31 Dec 2020	30 Jun 2020
	\$	\$
Opening Arrears Previous Years	876,141	755,320
Levied this year	23,256,338	23,107,761
Less Collections to date	(18,837,436)	(22,986,940)
Equals Current Outstanding	5,295,043	876,141
<b>Net Rates Collectable</b>	<b>5,295,043</b>	<b>876,141</b>
% Collected	78.06%	96.33%



**Comments/Notes - Receivables Rates**

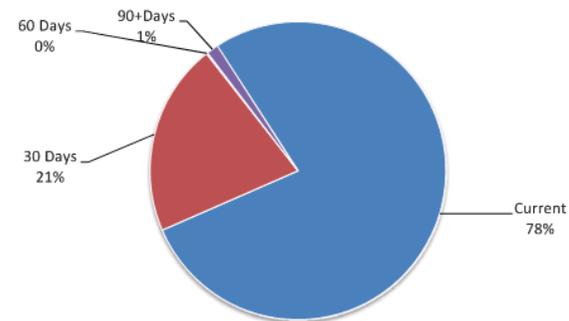
\* NOTE - Rates were raised on 16 July 2020 and are due on 20 August 2020

\*\*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	(103,839)	7,033,690	1,893,514	12,657	118,779
<b>Total Receivables General Outstanding</b>					<b>8,954,801</b>

Amounts shown above include GST (where applicable)

**Receivables - General**



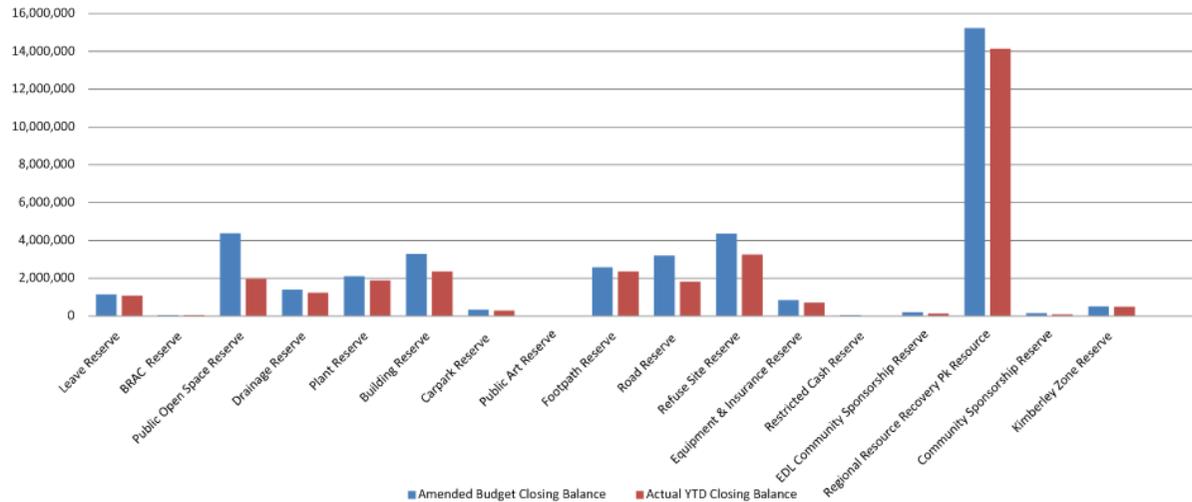
**Comments/Notes - Receivables General**

\* 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 December 2020

Note 7: Cash Backed Reserve

2020-21		Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
Name	Opening Balance									
Leave Reserve	\$ 1,076,266	\$ 17,708	\$ 1,186	\$ 0	\$ (0)	\$ 61,270	\$ 0		\$ 1,155,244	\$ 1,077,451
BRAC Reserve	58,224	902	64	0	0	0	0		59,126	58,288
Public Open Space Reserve	1,976,821	14,120	2,871	1,018,174	(0)	1,377,637	0		4,386,752	1,979,692
Drainage Reserve	1,235,496	17,157	1,361	147,696	(0)	0	0		1,400,349	1,236,857
Plant Reserve	1,886,301	29,287	2,078	0	(0)	200,000	0		2,115,588	1,888,379
Building Reserve	2,361,421	37,713	2,601	447,349	0	448,467	0		3,294,950	2,364,023
Carpark Reserve	295,639	4,862	326	51,161	(0)	0	0		351,662	295,964
Public Art Reserve	6,182	80	7	0	(0)	0	0		6,262	6,188
Footpath Reserve	2,349,298	30,127	2,078	40,279	(0)	158,930	0		2,578,634	2,351,375
Road Reserve	1,824,122	42,336	2,009	497,883	0	836,000	0		3,200,341	1,826,131
Refuse Site Reserve	3,253,067	50,670	3,583	0	0	1,053,545	0		4,357,282	3,256,650
Equipment & Insurance Reserve	710,263	8,489	782	96,075	0	30,000	0		844,827	711,045
Restricted Cash Reserve	0	0	0	59,955	0	0	0		59,955	0
EDL Community Sponsorship Reserve	134,882	932	149	0	(0)	80,000	0		215,814	135,031
Regional Resource Recovery Pk Reserve	14,121,030	218,967	15,554	0	0	888,662	0		15,228,659	14,136,585
Community Sponsorship Reserve	97,271	1,011	107	0	0	61,988	0		160,270	97,378
Kimberley Zone Reserve	486,676	6,751	536	0	0	26,845	0		520,272	487,212
	<b>31,872,958</b>	<b>481,112</b>	<b>35,292</b>	<b>2,358,573</b>	<b>(1)</b>	<b>5,223,344</b>	<b>0</b>		<b>39,935,987</b>	<b>31,908,250</b>



SHIRE OF BROOME  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 December 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)					
\$	\$	\$	\$		\$	\$	\$	
				<b>P Number Plant and Equipment</b>				
				0 P12913 Utility Crew Cab Isuzu D-Max LS-M (MERBS) 1EHR010	1,789	0	0	
51,193	(18,779)	33,060	646	646 P7616 Toyota Prado (DiS) (DES) 1GCB245	(69,153)	646	69,799	
				0 P12808 Pump Water 4" Diesel PTG405DS (Works)	0	0	0	
				0 P14611 Road Roller Compact Combination Ammann AV40 2K - Works BM23909	(13,855)	0	0	
				0 P5116 Rosmech Mistral Road Sweeper with Hino 500 series FG1628 (Replaces P5110)	(208,617)	0	0	
				0 P13313 Compact Sweeper Rosmech Azura MC200 (Works)	15,000	0	0	
				0 P15311 Trailer - Variable Message Display (Works) BM13417	(18,646)	0	0	
				0 P8812 Truck - Prime Mover Hino 700 series FS2844 (Works) >4.5T 1EAB261	54,487	0	0	
				0 P87012 Hino 500 series 2630 Medium Auto Tip Truck 10T (Works) 1DZK 931	(4,096)	0	0	
				0 P13108 Compressor Air Champion CSI11 Rotary Screw with CRDii024 Filters (Workshop)	(2,163)	0	0	
				0 P18218 TORO GROUND MASTER 360 4WD - 1GOO288	(16,672)	0	0	
				0 P14012 Pressure Cleaner Bar 3513G-HJ plus reel & hose (Waterpark P&Gs)	500	0	0	
				0 P6510 Trailer Caged Tipper Tandem - P&G's	3,000	0	0	
				0 P6601 Trailer Polmac Caged/Tipper 1TCX086	4,000	0	0	
				0 P8412 Water Truck Hino 500 Series 1628 Auto (P&Gs) 1EAR805 (see P4712 for tank)	(55,247)	0	0	
				0 P11514 Utility Cab Chassis Tray Extra Cab Retic 2 (P&Gs) (1EPL510)	10,533	0	0	
64,257	(43,534)	15,480	(5,242)	0 P1114 Self Propelled Elevated Work Platform (P&Gs) (1TPW699)	0	(5,242)	(5,242)	
				0 P17815 HINO 500 SERIES HOOKLIFT TRUCK (1EUJ532) REPLACES P87005	(44,408)	0	0	
		612		612 P6002 Mower Rotary Push Type (Not In Service)		612	612	
27,104	(27,104)	587		587 P88515 HOWARD STEALTH S2 WING TIP MOWER (REPLACES P88513) INSURANCE		587	587	
500	(500)	153		153 P16612 Pressure Cleaner Spitwater SW151 with attachments (Depot)		153	153	
		8		8 P11604 Spreader Fertilizer Sitrex S400 (PTO driven)		8	8	
		2,873		8 P13611 Rota slasher Howard EHD180 (P&Gs)		0	0	
				0 P10909 Trailer Custom Made - Beach Lifeguard	(8,000)	0	0	
				0 P14012 Pressure Cleaner Bar 3513G-HJ plus reel & hose (Waterpark P&Gs)	5,000	0	0	
				0 P85807 TRAILER POLMAC DUAL AXLE - P&G	5,000	0	0	
				0 P1500 Trailer Dean No 17 Flatbed Tilting (for ride-on mower) BM1679	2,000	0	0	
143,053	(89,917)	52,773	(3,236)		(339,548)	(3,236)	65,917	

Comments - Capital Disposal/Replacements

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 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 \$
<b>RATE TYPE</b>											
<b>Differential General Rate</b>											
<i>Gross Rental Valuations</i>											
GRV - Residential	10.8224	4,918	116,292,696	12,585,661			12,585,661	12,585,661			12,585,661
GRV - Residential - Vacant	19.8104	176	2,904,940	575,480			575,480	575,480			575,480
GRV - Commercial/Industrial	11.2119	547	55,146,367	6,182,956			6,182,956	6,182,956			6,182,956
GRV - Tourism	14.6665	454	17,635,596	2,586,525			2,586,525	2,586,525			2,586,525
<i>Unimproved Value Valuations</i>											
UV - Rural	0.7623	54	17,509,000	133,471			133,471	133,471			133,471
UV - Mining	11.7729	39	1,211,081	142,579			142,579	142,579			142,579
UV - Commercial Rural	3.1875	21	6,638,773	211,611			211,611	211,611			211,611
<b>Sub-Totals</b>		6,209	217,338,453	22,418,283	0	0	22,418,283	22,418,283	0	0	22,418,283
<b>Minimum Payment</b>											
<i>Gross Rental Valuations</i>											
GRV - Residential	1,220	67	652,734	81,740			81,740	81,740			81,740
GRV - Residential - Vacant	1,220	176	810,422	214,720			214,720	214,720			214,720
GRV - Commercial/Industrial	1,220	24	179,590	29,280			29,280	29,280			29,280
GRV - Tourism	1,220	371	1,599,000	452,620			452,620	452,620			452,620
<i>Unimproved Value Valuations</i>											
UV - Rural	1,220	4	191,300	4,880			4,880	4,880			4,880
UV - Mining	500	29	54,849	14,500			14,500	14,500			14,500
UV - Commercial Rural	1,220	2	13,300	2,440			2,440	2,440			2,440
<b>Sub-Totals</b>		673	3,501,195	800,180	0	0	800,180	800,180	0	0	800,180
Charitable Concessions							23,218,463				23,218,463
							(55,142)				(55,142)
<b>Amount from General Rates</b>							23,163,321				23,163,321
Ex-Gratia Rates							0				0
Specified Area Rates							0				0
<b>Totals</b>							23,163,321				23,163,321

**Comments - Rating Information**

NOTE - This note represents the budgeted rating and back rating revenue expected for the 2020/21 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 December 2020**

**10. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 30-Jun-20	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	0	0	0
Loan 193 - Civic Centre Redevelopment	994,411		241,358	487,484	753,053	506,927	24,075	42,286
Loan 194 - BRAC Oval Pavillion	121,518		59,882	121,518	61,636	0	3,579	6,328
Loan 196 - Chinatown Revitalisation Loan	1,608,135		79,094	158,936	1,529,041	1,449,199	13,714	39,716
Loan 195 - Town Beach Redevelopment	2,000,000		0	0	2,000,000	2,000,000	0	0
Chinatown Revitalisation Project Stage 2		1,785,000		0	0	0	0	0
Broome Surf Life Saving Club	0	300,000		0	0	0	0	0
				0	0	0	0	0
<b>Self Supporting Loans</b>								
Broome Golf Club		1,250,000	0	0	0	0	0	0
	4,724,064	3,335,000	380,334	767,938	4,343,730	3,956,126	41,368	88,330

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 20/21 financial year.

(b) New Debentures

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 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 20 \$	Amount Received \$	Amount Paid \$	Closing Balance 31-Dec-20 \$
Verge Bonds		0	0	0
Library Transient Borrower Deposits	-82	0	0	(82)
Election Nomination Deposits		0	0	0
Civic Centre Event Takings	5,763	0	0	5,763
Key & Other General Purpose Deposits		5,686	0	5,686
BCITF Collection & Refund Deposits		0	0	0
Japanese Cemetery Improvements Deposits		0	0	0
Town Planning Related Bond Deposits	106,562	0	0	106,562
Cemetery Plot Reservation Deposits		0	0	0
Recreation Facility use Bond Deposits	-4,044	0	0	(4,044)
Cash In Lieu Of Public Open Space	100,209	0	0	100,209
Parking Facilities Bond Deposits		0	0	0
Road & Footpath Facilities Bond Deposits		0	0	0
Capital Works Bond Deposits		0	0	0
Bank Guarantee Deposits Received	16,431	0	0	16,431
Contract Bonds & Retentions	-16,431	0	0	(16,431)
Overpayments Held		0	0	0
Unclaimed Monies	2,662	0	0	2,662
BRB Levy	6,410	29,482	(24,986)	10,906
Staff Rental Bonds	190	0	0	190
Key Deposits		0	0	0
Chinatown Revitalisation grant		0	0	0
	<b>217,671</b>		<b>(24,986)</b>	<b>227,853</b>



SHIRE OF BROOME  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 December 2020

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	Amended Annual Budget	Amended YTD Budget	YTD Actual	YTD 31 Dec 2020		Strategic Reference / Comment
								Variance (Under)/Over	YTD Actual (Renewal Exp)	
<b>Governance</b>										
0%	○	<b>Governance Total</b>			0	0	0	0	0	
<b>Law, Order And Public Safety</b>										
0%	○	Vehicle & Mobile Plant Renewal (Replace) Cap Exp- Emerg & Rang Serv	0052450		65,000	32,500	0	(65,000)	0	
8%	○	V8FB Building New Const - Cap Exp - Volunteer Bush Fire Brigade	0063172		617,643	308,820	50,397	(567,246)	0	
0%	○	Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	0053239		3,222,000	1,611,000	15,097	(3,206,903)	0	
93%	●	SES Buildings New Const > \$5000 - Cap Exp - SES/ Fire & Emergency Services	0055288		224,000	224,000	208,987	(15,013)	0	
0%	○	Surf Club Building Renewal (Inc Plant & Furniture) Cap Exp-Law Ord & PS	53238		15,000	7,500	0	(15,000)	0	
7%	○	<b>Law, Order And Public Safety Total</b>			4,143,643	2,183,820	274,480	(3,869,163)	0	
<b>Education and Welfare</b>										
0%	○	<b>Education and Welfare Total</b>			0	0	0	0	0	
<b>Housing</b>										
0%	○	<b>Housing Total</b>			0	0	0	0	0	
<b>Health</b>										
0%	○	<b>Health Total</b>			0	0	0	0	0	
<b>Community Amenities</b>										
0%	○	Vehicles & Mobile Plant New - Cap Exp- Sanit Gen Refuse	0101508		200,000	100,000	0	(200,000)	0	
0%	○	Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	0101510		0	0	0	0	0	
51%	●	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	0101550	101552	50,000	25,000	0	(24,352)	25,648	
0%	○	Cemeteries Other Infrastructure New - - Cap Exp - Other Community Amenities	0107550		135,800	67,900	379	(135,421)	0	
123%	●	Broome Cemetery Renewal by P & G - Cap Exp	0107552	107561	6,000	3,000	0	1,396	7,396	
14%	○	Vehicle Mob Plant New -Cap Exp - Other Comm Ament	0107562		53,000	26,500	7,258	(45,742)	0	
0%	○	Gantheum Toilet Block Renewal Inc Furn & Services - Build Cap Exp	0107666	107768	60,000	30,000	0	(60,000)	0	
64%	●	Frederick (KBR Report) - Infa Cap Exp	104600	104795	583,404	291,684	372,858	(210,546)	0	
0%	○	Buckleys Rd Closure Upgrade (was Opex 101302) - Cap Exp - San Gen Refuse	101545	101558	200,000	100,000	36,780	(163,220)	0	
0%	○	Short-St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	104270	104299	154,830	77,412	0	(154,830)	0	
0%	○	Broome Townsite Drains Renewal - Cap Infra Exp - Urb Stwater	104800	104820	20,000	9,996	0	(20,000)	0	
31%	○	<b>Community Amenities Total</b>			1,463,034	731,492	417,274	(1,012,716)	33,044	
<b>Recreation And Culture</b>										
95%	●	Broome Golf Club Building Renewal - Cap Exp - Other Recreation & Sports	0112071		5,066,357	2,533,176	0	(266,425)	4,799,932	
68%	●	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	0113027	113029	32,910	16,452	22,355	(10,555)	0	
0%	○	Dakas Street Reserve New Infra Const Cap Exp-P&O	0113550	113570	104,761	52,381	0	(104,761)	0	
0%	○	Cable Beach Reserve Renewal Works - Cap Exp	0113551	113674	17,275	8,637	0	(17,275)	0	
41%	●	Haynes Oval Reserve Renewal of Infrastructure- Cap Exp	0113551	113762	35,000	17,500	0	(20,625)	14,375	
0%	○	Male Oval Renewal Infra - Cap Exp - Parks & Ovals	0113551	113763	22,500	11,250	0	(22,500)	0	
0%	○	Cygnat Park Infrastructure Renewal - Cap Exp	0113551	113788	126,961	63,481	0	(126,961)	0	
0%	○	Six Seasons Parks Infrastructure Renewal - Cap Exp	0113551	113790	20,848	10,424	0	(20,848)	0	
0%	○	Male Oval Upgrade Infra - Cap Exp - Parks & Ovals	0113552	113613	2,430	1,215	0	(2,430)	0	
0%	○	Haynes Oval Other Infrastructure Renewal - Cap Exp	0113553	HAYN001	1,271	637	0	(1,271)	0	
0%	○	Reticulation Control System New Exp - Cap Exp Parks & Ovals	0113603		40,500	20,250	0	(40,500)	0	
147%	●	Library Building Renewal (Inc Plant & Furn) - Cap Exp - Libraries	0115461		10,000	5,000	0	4,709	14,709	
32%	○	Bme Civic Centre Building Design & Const Upgrade - Cap Exp - Bme Civic Centre	0116115	116140	10,000	5,000	0	(6,786)	3,214	
0%	○	Broome Entry Statement Signage New Const - Cap Exp - Other Cult	0116125	116126	22,490	11,244	0	(22,490)	0	
0%	○	Lord McAlpine Bust New Construction	0116125	116128	50,000	25,000	0	(50,000)	0	
79%	●	Museum Building Renewal- Cap Exp - Other Cult	0116201		19,315	9,654	0	(3,965)	15,350	
111%	●	Building New Construction Expense - BRAC Dry - Cap Exp	0117300	117365	793,470	396,726	880,005	86,535	0	
0%	○	BRAC Building Renewal - Cap Exp - BRAC Dry	0117315	117316	438,428	219,214	0	(437,099)	1,329	
2%	○	BRAC Oval Upgrade of Infra - Cap Exp	0117450	117452	1,128,717	564,354	18,347	(1,110,370)	0	

Item 9.4.6 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT DECEMBER 2020

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2020

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	Amended Annual Budget	Amended YTD Budget	YTD 31 Dec 2020			Strategic Reference / Comment
							YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
1%	○	BRAC Ovals Renewal - Infra Works - Cap Exp - BRAC Ovals	0117455	117456	248,814	124,404	0	(245,761)	3,053	
79%	●	Town Beach Redevelopment - Greenspace & Waterpark - Cap Exp	1181405		140,397	70,194	111,411	(28,985)	0	
59%	○	Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	1181407		944,330	472,260	515,211	(429,319)	0	
4%	○	Town Beach Development - Jetty Project - Other Infra New - Cap Exp	1181409		6,199,044	3,099,522	241,335	(5,957,709)	0	
14%	○	Youth Bike Recreation Area - New Construction - Cap Exp	1181420	YBRA001	334,983	167,490	47,541	(287,442)	0	
138%	●	Cemetery Reserve New Infra Const - Cap Exp - Parks & Ovals	113550	113560	5,000	2,496	6,877	1,877	0	
No Budget	☒	Town Beach Reserve Upgrade - Cap Exp - P&G	0113552	113607	0	0	7,039	7,039	0	
No Budget	☒	Motocross Other Infrastructure - Fencing - Other Recreation & Sport	1181423		0	0	27,365	27,365	0	
No Budget	☒	Motocross Roadworks & Earthworks - Cap Exp - Other Recreation & Sport	1181422		0	0	366,418	366,418	0	
No Budget	☒	Motocross Building Improvements - Cap Exp - Other Recreation & Sport	1181421		0	0	1,928,761	1,928,761	0	
No Budget	☒	Haynes Oval Clubroom & Toilets New Const by P&G - Cap Exp	113572	113573	0	0	322	322	0	
0%	○	Vehicle & Mobile Plant Renewal (Replacement) - Cap Exp - Swim Area & Beaches	112397		8,750	4,374	0	(8,750)	0	
57%	●	<b>Recreation And Culture Total</b>			<b>15,824,750</b>	<b>7,912,334</b>	<b>4,172,988</b>	<b>(6,799,800)</b>	<b>4,851,962</b>	
		<b>Transport</b>								
66%	●	Federal Black Spot - Herbert / Saville Roundabout - NEW- Capex	113561	RU666	712,223	356,106	470,104	(242,119)	0	
95%	●	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	121000	121500	3,282,729	3,224,457	3,124,221	(158,507)	0	
10%	○	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	121100	RU226	797,858	398,928	81,065	(716,793)	0	
No Budget	☒	Old Broome Road/ Gus Winckel Road Upgrade - Capex	121100	RU555	0	0	10,293	10,293	0	
0%	○	Bme Roudabouts L/Scaping Rd Infra Renewal Const by P&G - Capex	121101	121561	14,396	7,200	0	(14,396)	0	
		Urban Reseals Renewal Program - Various (Sealing Contractor) - Cap Ex - Renewal	121101	RRU	439,777	219,888	0	(246,653)	193,124	
44%	●	Hamersley Street - New Footpath Construction	125140	125183	220,983	110,492	65,863	(155,120)	0	
30%	○	Broome Streets General Purpose Street Lighting Upgrades-CapE	125215	125033	150,000	75,000	5,538	(144,462)	0	
4%	○	Street Lighting at Various Locations - Renewal	125225	125232	50,000	25,000	0	(48,020)	1,980	
0%	○	Access & Inclusion Improvements New Infra - Cap Exp	125421		107,124	53,562	440	(106,684)	0	
203%	●	Chinatown Landscaping Upgrade of Infra by P & G - Cap	121510	121510	75,000	37,500	152,077	77,077	0	
13%	○	Various Footpath Renewal - Renewal Construction - Cap Exp	125300	VARPATH	79,195	39,600	0	(68,661)	10,534	
No Budget	☒	Black Spot (State)- Port Drive Childrens Crossing Stage 1	121100	RU227	0	0	8,462	8,462	0	
100%	●	Footpath Old Broome Road - One Mile Access/Sandpiper/Short St	125300	125291	25,626	12,810	0	0	25,626	
0%	○	Broome North Footpath New Const - Capex	125140	125277	87,000	43,500	0	(87,000)	0	
0%	○	Various FootPath Upgrade - Cap Exp	1223481	FPUP001	46,337	23,166	0	(46,337)	0	
0%	○	Old Broome Estate Subdivision - Whole Estate - Various Paths	125140	125290	11,931	5,964	0	(11,931)	0	
68%	●	<b>Transport Total</b>			<b>6,100,177</b>	<b>4,633,173</b>	<b>3,918,064</b>	<b>(1,950,849)</b>	<b>231,264</b>	
		<b>Economic Services</b>								
206%	●	Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	0132129		40,000	19,998	0	42,591	82,591	
31%	○	Detailed Design Chinatown Project Stage 2 - CapEx	1367228		173,192	86,592	53,198	(119,994)	0	
		Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic Services Special Projects	1367221		568,855	284,424	489,431	(79,424)	0	
86%	●	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	1367404	1367414	6,183,423	3,091,711	20,580	(6,162,843)	0	
0%	○	Napier Terrace Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	1367404	1367416	4,416,413	2,208,204	16,344	(4,400,069)	0	
3%	○	Carnarvon Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	1367404	1367417	3,930,518	1,965,258	115,823	(3,814,695)	0	
0%	○	Public Art (funded from Reserve) - Other Infra New - Cap Exp	1367405	1367412	506,779	253,386	1,000	(505,779)	0	
0%	○	Smart Cities Enabling Items - Cap Exp	1367405	1367418	300,000	150,000	0	(300,000)	0	
1%	○	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	1367405	1367419	392,197	196,098	5,612	(386,585)	0	
0%	○	Chinatown Transit Hub and Pocket Park (Chinatown Stage 2) Cap Exp	1367405	1367420	1,577,000	635,000	0	(1,577,000)	0	
0%	○	Visitor Centre Amenities (Chinatown Stage 2) Cap Exp	1367405	1367421	186,000	93,000	0	(186,000)	0	
1%	○	Chinatown Entry Statement - Other Infra New - Cap Exp	1367405	1367415	2,919	1,458	43	(2,876)	0	
No Budget	☒	Chinatown Public Art - Art Coordination & Contingency	1367405	1367422	0	0	42,704	42,704	0	
No Budget	☒	Chinatown Public Art - Start of the Pearling Story	1367405	1367423	0	0	9,260	9,260	0	
No Budget	☒	Chinatown Public Art - Chinese Community	1367405	1367424	0	0	3,201	3,201	0	
No Budget	☒	Chinatown Public Art - Diverse Quarter and the Boating Industry	1367405	1367425	0	0	24,674	24,674	0	
No Budget	☒	Chinatown Public Art - Sam Male	1367405	1367426	0	0	68,152	68,152	0	
No Budget	☒	Chinatown Public Art - The Tram	1367405	1367427	0	0	5,755	5,755	0	
No Budget	☒	Chinatown Public Art - The Japanese in Broome	1367405	1367428	0	0	2,267	2,267	0	
No Budget	☒	Chinatown Public Art - Interpretation Trail	1367405	1367429	0	0	2,462	2,462	0	
No Budget	☒	Chinatown Public Art - Customised Designs for Sandblasted Benches	1367405	1367430	0	0	3,085	3,085	0	

SHIRE OF BROOME  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 December 2020

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Dec 2020					
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
No Budget	<input checked="" type="checkbox"/>	Chinatown Public Art - Customised Designs Filagree Panels	1367405	1367431	0	0	2,053	2,053	0	
139%	<input checked="" type="checkbox"/>	Dampier St Upgrade - Cap Exp	1367404	1367407	15,000	7,500	20,864	5,864	0	
130%	<input checked="" type="checkbox"/>	Camarvon St Upgrade - Cap Ex	1367404	1367408	42,000	21,000	54,775	12,775	0	
0%	<input type="checkbox"/>	Camarvon Street South Streetscape Enhancements	1367404	1367433	887,000	443,500	0	(887,000)	0	
5%	<input type="checkbox"/>	<b>Economic Services Total</b>			<b>19,221,296</b>	<b>9,457,129</b>	<b>941,283</b>	<b>(18,197,421)</b>	<b>82,591</b>	
		<b>Other Property &amp; Services</b>								
7%	<input type="checkbox"/>	Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	0142558		201,323	100,656	0	(186,545)	14,778	
36%	<input type="checkbox"/>	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	0143610		479,955	239,976	0	(307,588)	172,367	
0%	<input type="checkbox"/>	Equip & H'Ware > \$5000 Cap Exp - IT	0146120		174,000	87,000	835	(173,165)	0	
37%	<input type="checkbox"/>	Software >\$5000 Cap Exp - IT	0146122		114,205	57,102	42,671	(71,534)	0	
0%	<input type="checkbox"/>	Child Care Ctr cnr Guy & Herbert Build Renewal - Cap Exp	0146852	146653	4,000	2,000	0	(4,000)	0	
0%	<input type="checkbox"/>	BOCCA Building Renewal (Inc Plant & Furn) - Cap Exp - Com Fac Leased	0146862		4,000	2,000	0	(4,000)	0	
0%	<input type="checkbox"/>	Shire Office Barker St - Building Renewal - Cap Exp - Corp Gov Support	0147372		10,000	5,000	0	(10,000)	0	
71%	<input checked="" type="checkbox"/>	Depot Building Const Renewal - Cap Exp - Depot Operations	0148803	148807	4,000	2,000	0	(1,179)	2,821	
92%	<input checked="" type="checkbox"/>	Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office	0148804		60,000	30,000	0	(5,052)	54,948	
0%	<input type="checkbox"/>	Depot Building Upgrade - Cap Exp - Depot Ops	0148242	148243	98,000	49,000	0	(98,000)	0	
0%	<input type="checkbox"/>	Vehicle & Mobile Plant Renewal(Replacement) - Cap Exp - Depot Ops	0148610		12,000	6,000	0	(12,000)	0	
0%	<input type="checkbox"/>	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	0148611		871,000	435,500	0	(868,639)	2,361	
No Budget	<input checked="" type="checkbox"/>	KRO2 Building Renewal - Cap Exp - Office Prop Leased	0147375		0	0	0	4,860	4,860	
No Budget	<input checked="" type="checkbox"/>	Vehicle & Plant New - Cap Exp - P&G Operations	143621		0	0	307	307	0	
4%	<input type="checkbox"/>	KRO1 Building Renewal - Cap Exp - Office Prop Leased	147374		78,167	39,078	0	(74,817)	3,350	
14%	<input type="checkbox"/>	<b>Other Property &amp; Services Total</b>			<b>2,110,650</b>	<b>1,055,312</b>	<b>43,813</b>	<b>(1,811,352)</b>	<b>255,485</b>	
31%	<input type="checkbox"/>	<b>GRAND TOTAL</b>			<b>48,863,551</b>	<b>25,973,260</b>	<b>9,767,903</b>	<b>(33,641,302)</b>	<b>5,454,346</b>	

SHIRE OF BROOME  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 December 2020

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Dec 2020					
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
188%	●	Land & Buildings - New			1,635,113	929,546	3,068,472		0	
0%	○	Land & Buildings - Upgrade			3,320,000	1,660,000	15,097	(3,304,903)	0	
83%	●	Land & Buildings - Renewal			5,960,591	2,980,276	0	(1,017,657)	4,942,934	
		Works in Progress Land & Buildings			0	0	0	0	0	
74%	⊗	<b>Land &amp; Buildings - Total</b>			<b>10,915,704</b>	<b>5,569,822</b>	<b>3,083,569</b>	<b>(2,889,201)</b>	<b>4,942,934</b>	
28%	○	Recreation Areas Infrastructure - New			2,691,297	1,345,627	749,107	(1,942,190)	0	
290%	●	Recreation Areas Infrastructure - Upgrade			2,430	1,215	7,039		4,610	
4%	○	Recreation Areas Infrastructure - Renewal			472,669	236,333	0	(455,241)	17,428	
		Works in Progress Recreation Areas Infrastructure			0	0	0	0	0	
24%	○	<b>Recreation Areas Infrastructure - Total</b>			<b>3,166,396</b>	<b>1,583,174</b>	<b>756,146</b>	<b>(2,392,822)</b>	<b>17,428</b>	
91%	●	Roads, F/Paths & Bridges Infrastructure - New			4,421,989	3,794,080	4,027,047	(394,943)	0	
6%	○	Roads, F/Paths & Bridges Infrastructure - Upgrade			17,135,595	8,567,783	1,022,912	(16,112,683)	0	
41%	●	Roads, F/Paths & Bridges Infrastructure - Renewal			558,993	279,499	0	(329,709)	229,284	
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0	0	
24%	○	<b>Roads, F/Paths &amp; Bridges Infrastructure - Total</b>			<b>22,116,578</b>	<b>12,641,362</b>	<b>5,049,959</b>	<b>(16,837,335)</b>	<b>229,284</b>	
0%	○	Drainage Infrastructure - New			154,830	77,412	0	(154,830)	0	
64%	⊗	Drainage Infrastructure - Upgrade			583,404	291,684	372,858	(210,546)	0	
0%	○	Drainage Infrastructure - Renewal			20,000	9,996	0	(20,000)	0	
		Works in Progress Drainage Infrastructure			0	0	0	0	0	
49%	●	<b>Drainage Infrastructure - Total</b>			<b>758,234</b>	<b>379,092</b>	<b>372,858</b>	<b>(385,376)</b>	<b>0</b>	
4%	○	Other Infrastructure - New			9,372,229	4,532,608	411,982	(8,960,247)	0	
12%	○	Other Infrastructure - Upgrade			350,000	175,000	42,318	(307,682)	0	
33%	○	Other Infrastructure - Renewal			106,000	53,000	0	(70,976)	35,024	
		Works in Progress Other Infrastructure			0	0	0	0	0	
5%	○	<b>Other Infrastructure - Total</b>			<b>9,828,229</b>	<b>4,760,608</b>	<b>454,301</b>	<b>(9,338,905)</b>	<b>35,024</b>	
3%	○	Mobile Plant & Equip New			253,000	126,500	7,564	(245,436)	0	
		Mobile Plant & Equip Upgrade			0	0	0	0	0	
15%	○	Mobile Plant & Equipment Renewal (Replacement)			1,496,705	748,350	0	(1,267,029)	229,676	
14%	○	<b>Mobile Plant &amp; Equip - Total</b>			<b>1,749,705</b>	<b>874,850</b>	<b>7,564</b>	<b>(1,512,465)</b>	<b>229,676</b>	
0%	○	Fixed Plant & Equipment - New			40,500	20,250	0	(40,500)	0	
		Fixed Plant & Equipment - Upgrade			0	0	0	0	0	
		Fixed Plant & Equipment - Renewal			0	0	0	0	0	
0%	○	<b>Fixed Plant &amp; Equipment - Total</b>			<b>40,500</b>	<b>20,250</b>	<b>0</b>	<b>(40,500)</b>	<b>0</b>	
15%	○	Furniture & Equipment - New			288,205	144,102	43,507	(244,698)	0	
15%	○	<b>Furniture &amp; Equipment - Total</b>			<b>288,205</b>	<b>144,102</b>	<b>43,507</b>	<b>(244,698)</b>	<b>0</b>	
31%	○	<b>Capital Expenditure Total</b>			<b>48,863,551</b>	<b>25,973,260</b>	<b>9,767,903</b>	<b>(33,641,302)</b>	<b>5,454,346</b>	

**SHIRE OF BROOME**  
**Monthly Statement of Financial Activity**  
**For the Period Ending 31 December 2020**

**Appendix A: SUPPLEMENTARY NOTES TO THE MONTHLY REPORT**

**NOTES TO THIS MONTH'S REPORT**

**OVERVIEW**

For the period ended 31 December 2020, the following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	50.41%
Total Rates Raised Revenue	100% (of which 78.06% were collected)
Total Other Operating Revenue	50%
Total Operating Expenditure	45%
Total Capital Revenue	68%
Total Capital Expenditure	31%
Total Sale of Assets Revenue	16%

The budget was adopted at the Ordinary Meeting of Council on 25 June 2020. Council adopted a balanced annual budget, which included a net carried forward balance of \$2,226,546 being \$844,078 of carry-over projects, plus \$1,382,467 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 2 December 2020 before the recommendations were presented to the Ordinary Meeting of Council on 10 December 2020. The final report included recommendations for the use of an adjusted surplus \$4,188,392 in carried forward surplus. These recommendations were approved by Council and incorporated into the 2020-21 budget.

More information on the Shire's current position can be found on Note 3 of these Financial Statements.

**ADJUSTMENTS TO DETERMINE THE CASH POSITION**

**CURRENT POSITION**

Currently, to the end of December 2020, the current position stands at \$27.4M.

**Cash**

Total Cash Assets are now \$47.1M having increased by \$0.4M.

The major collections this month include receipt of:

- \$1.78 – Rates receipts Various Assessments
- \$120K – Cleanaway Tip Fees Collected

The major expenditure items this month include payments of:

- \$810K Colin Wilkinson Developments for Construction of Broome Golf Club (RFQ-20/05)

- \$338K DFES – ESL Rates Q2
- \$275K Talis Consultants – New Refuse Site Investigations (RFQ-19/72)
- \$261K WATC – Civic Centre Redevelopment - Loan 193

#### **Receivables**

Sundry debtors including GST refundable stand at \$9.2M.

Rates and rubbish debtors stand at \$5.5M. Annual rates were raised on 16th July 2020 with due date of 20 August 2020. 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 \$144K having a \$10K decrease since the previous month.

#### **Cash Liabilities**

These stand at \$387K. This represents our obligation on our outstanding loans in 20/21.

#### **Creditors and Payables**

Sundry Creditors are \$2.6M, 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 \$1.2M.

#### **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 \$2.39M (Non-current leave provisions are \$280K). Accruals to reflect the year end position have been completed for the 2019-2020 year.

**9.4.7 MONTHLY STATEMENT OF FINANCIAL ACTIVITY JANUARY 2021**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Senior Finance Officer
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

Council is required by legislation to consider and adopt the Monthly Statement of Financial Activity Report for the period ended 31 January 2021, as required by Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996 (FMR)*.

**BACKGROUND**Previous Considerations

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

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

Disclosure and supply of appropriate explanations for variances presented in the Statement of Financial Activity, is mandatory under FMR 34(2)(b).

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 2020/21 Annual Budget was adopted at the Ordinary Meeting of Council on 25 June 2020.

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

Budget Year elapsed	58.90%
Total Rates Raised Revenue	100% (of which 84.41% has been collected)
Total Other Operating Revenue	53%
Total Operating Expenditure	52%
Total Capital Revenue	69%
Total Capital Expenditure	37%
Total Sale of Assets Revenue	16%

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 2020/21 Annual Budget presented at the Ordinary Meeting of Council on 25 June 2020, Council adopted a balanced budget to 30 June 2021.

## **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**

**Prosperity – Together, we will build a strong, diversified and growing economy with work opportunities for everyone:**

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

**Performance - We will deliver excellent governance, service and value, for everyone:**

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*

**RECOMMENDATION:**

*That Council adopts the Monthly Financial Activity Statement Report for the period ended 31 January 2021.*

**Attachments**

1. Monthly Statement of Financial Activity January 2021

**SHIRE OF BROOME**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 January 2021**

LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

**TABLE OF CONTENTS**

	<u>Pages</u>
Compilation Report	2
Monthly Summary Information	3
Statement of Financial Activity by Program	6
Statement of Financial Activity By Nature or Type	8
Statement of Capital Acquisitions and Capital Funding	10
Statement of Budget Amendments	12
Note 2      Explanation of Material Variances	14
Note 3      Net Current Funding Position	15
Note 4      Cash and Investments	16
Note 5      Budget Amendments	17
Note 6      Receivables	20
Note 7      Cash Backed Reserves	21
Note 8      Capital Disposals	22
Note 9      Rating Information	23
Note 10     Information on Borrowings	24
Note 11     Trust	25
Note 12     Details of Capital Acquisitions	26
Appendix A   Supplementary Notes to the Monthly Report	30

## Shire of Broome

### Compilation Report

For the Period Ended 31 January 2021

### 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

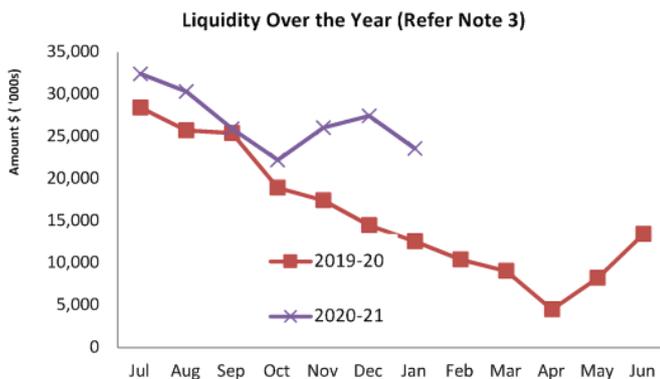
Is presented on page 6 and shows a surplus as at 31 January 2021 of \$23,585,016.

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 Schneider  
Reviewed by: A Santiago  
Date prepared: 09/02/2021

**Shire of Broome**  
 Monthly Summary Information  
 For the Period Ended 31 January 2021

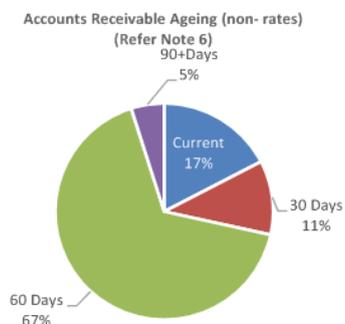
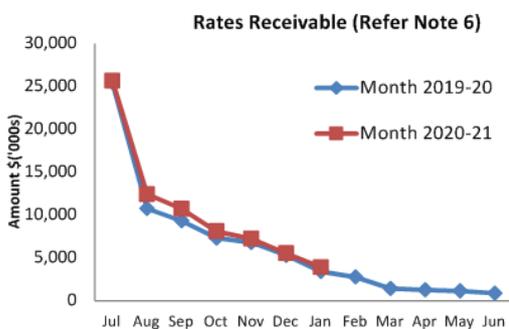


**Cash and Cash Equivalents as at period end**

Unrestricted	\$ 19,906,473
Restricted	<u>\$ 31,977,386</u>
	<u>\$ 51,883,858</u>

**Receivables**

Rates	\$ 3,761,883
Other	<u>\$ 2,693,226</u>
	<u>\$ 6,455,109</u>



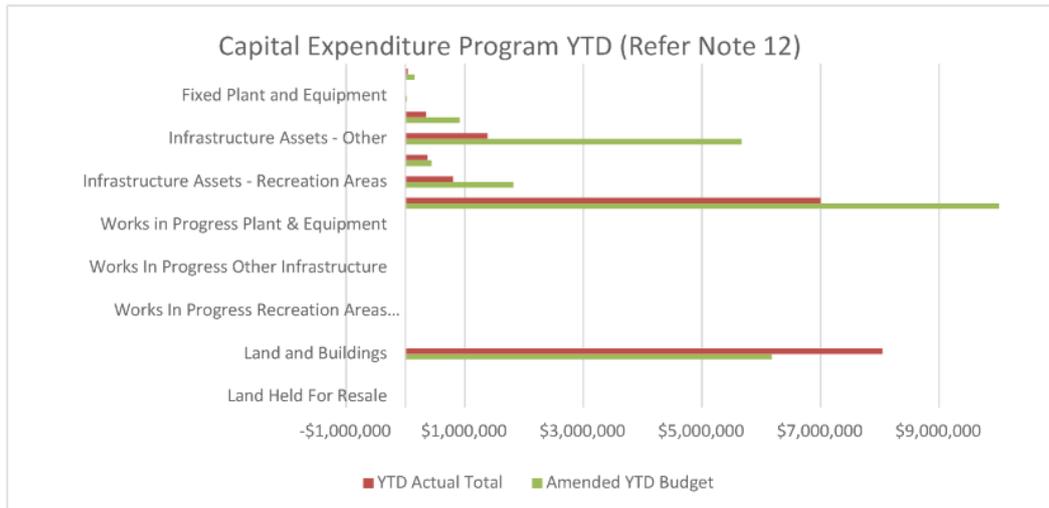
**Comments**

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 \$18.984M 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.

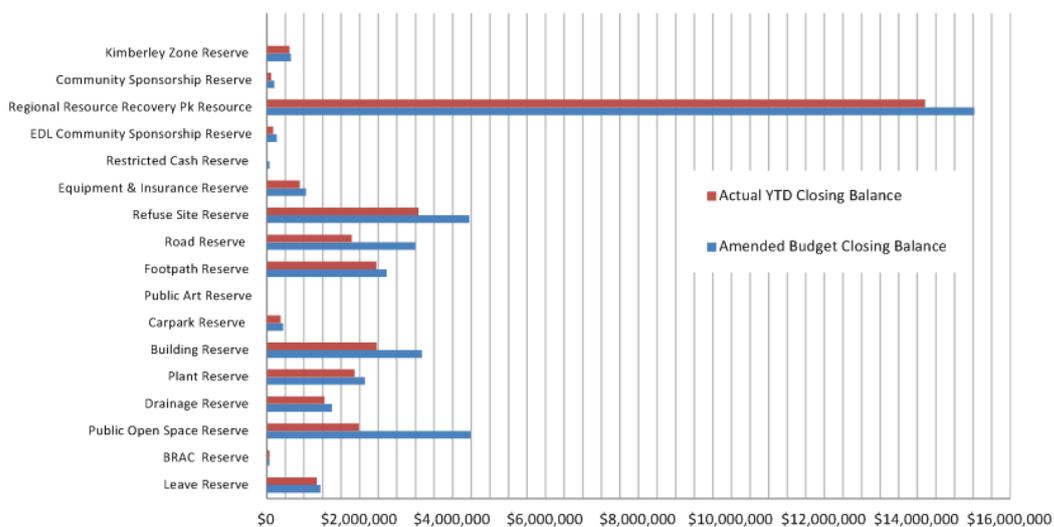
2. Rates were raised in July with payment due 35 days after issuing. Total Rates raised for the year was \$23.26M with total outstanding rates YTD at \$3.76M.

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 January 2021



**Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)**



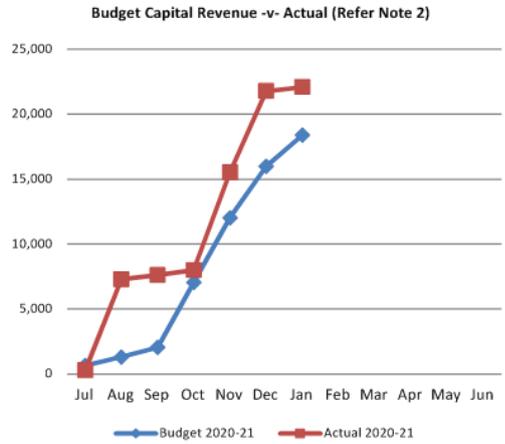
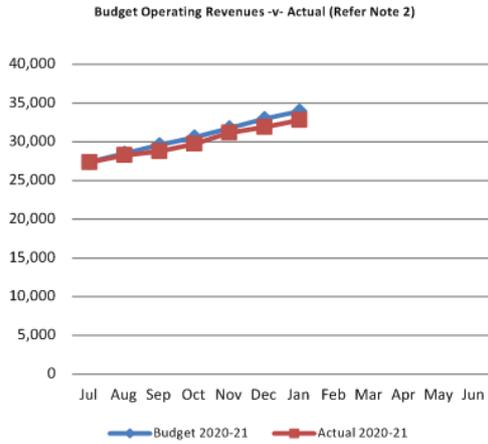
**Comments**

\*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.

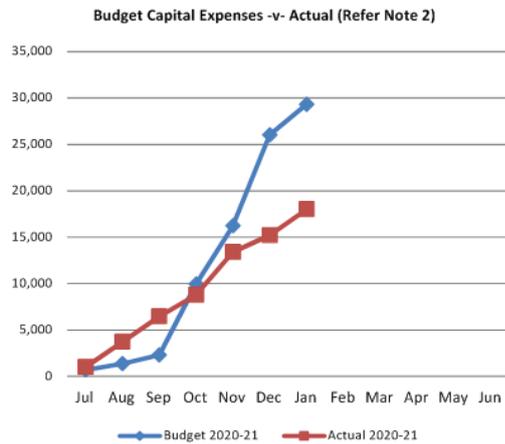
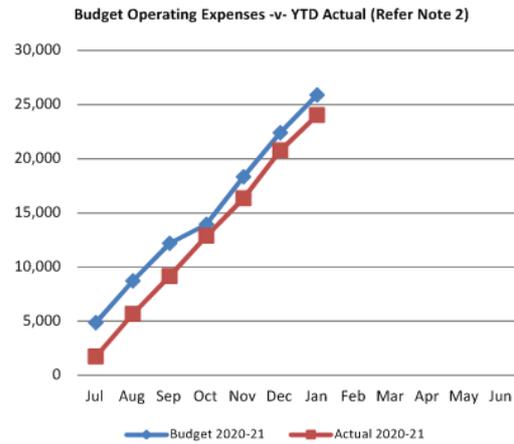
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Broome**  
 Monthly Summary Information  
 For the Period Ended 31 January 2021

**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 January 2021

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Operating Revenues</b>		\$	\$	\$		\$	%	
Governance		355,533	241,547	282,953		41,406	17.14%	▲
General Purpose Funding - Rates	9	23,241,041	23,208,660	23,331,185		122,525	0.53%	
General Purpose Funding - Other		922,048	461,024	456,887		(4,137)	(0.90%)	
Law, Order and Public Safety		115,033	67,109	112,562		45,453	67.73%	▲
Health		184,684	107,723	137,214		29,491	27.38%	▲
Education and Welfare		33,716	19,663	33,716		14,053	71.47%	▲
Housing		1,926,356	1,123,703	408,682		(715,021)	(63.63%)	▼
Community Amenities		6,855,954	4,611,691	4,584,575		(27,116)	(0.59%)	
Recreation and Culture		1,354,083	1,037,794	923,784		(114,010)	(10.99%)	▼
Transport		1,555,973	907,641	624,240		(283,401)	(31.22%)	▼
Economic Services		1,684,016	640,472	592,152		(48,320)	(7.54%)	
Other Property and Services		2,656,348	1,507,087	1,318,022		(189,065)	(12.55%)	▼
<b>Total Operating Revenue</b>		40,884,786	33,934,114	32,805,972	80%	(1,128,142)		
<b>Operating Expense</b>								
Governance		(2,616,894)	(1,542,925)	(1,332,867)		210,058	13.61%	▲
General Purpose Funding		(392,836)	(229,152)	(240,058)		(10,906)	(4.76%)	
Law, Order and Public Safety		(1,255,143)	(737,245)	(672,019)		65,226	8.85%	
Health		(616,829)	(359,837)	(427,064)		(67,227)	(18.68%)	▼
Education and Welfare		(533,490)	(313,664)	(283,580)		30,084	9.59%	
Housing		(1,994,704)	(1,166,574)	(456,929)		709,645	60.83%	▲
Community Amenities		(11,118,164)	(5,521,415)	(5,679,748)		(158,333)	(2.87%)	
Recreation and Culture		(12,584,366)	(7,410,910)	(7,450,465)		(39,555)	(0.53%)	
Transport		(9,859,073)	(5,751,395)	(5,218,661)		532,734	9.26%	
Economic Services		(2,461,906)	(1,138,268)	(995,178)		143,090	12.57%	▲
Other Property and Services		(2,941,914)	(1,719,379)	(1,270,515)		448,864	26.11%	▲
<b>Total Operating Expenditure</b>		(46,375,319)	(25,890,764)	(24,027,084)	52%	1,863,680		
<b>Funding Balance Adjustments</b>								
Add back Depreciation		11,653,092	6,797,640	7,060,650		263,010	(3.87%)	
Adjust (Profit)/Loss on Asset Disposal	8	339,548	55,006	7,124		(47,882)	87.05%	
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
<b>Net Cash from Operations</b>		6,502,107	14,895,996	15,846,662		950,666		
<b>Capital Revenues</b>								
<b>Grants, Subsidies and Contributions</b>		32,098,762	18,185,221	22,026,501		3,841,280	(21.12%)	
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		675,243	393,890	0		(393,890)	100.00%	
Health		0	0	0		0		
Education and Welfare		0	0	0		0		
Housing		0	0	0		0		
Community Amenities		6,000	3,500	(124,069)		(127,569)	3644.83%	
Recreation and Culture		15,038,123	8,239,202	6,935,188		(1,304,014)	15.83%	
Transport		3,834,271	2,230,640	3,752,257		1,521,617	(68.21%)	
Economic Services		12,545,125	7,317,989	11,463,125		4,145,136	(56.64%)	
Other Property and Services		0	0	0		0		
Proceeds from Disposal of Assets	8	330,591	191,380	52,773	16%	(138,607)	72.43%	
<b>Total Capital Revenues</b>		32,429,353	18,376,601	22,079,274	69%	3,702,673		

**SHIRE OF BROOME**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2021**

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Capital Expenses</b>								
Land Held for Resale	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(10,986,654)	(6,180,481)	(8,047,148)		(1,866,667)	(30.20%)	▼
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	(22,116,578)	(14,093,368)	(7,001,822)		7,091,546	50.32%	▲
Infrastructure Assets - Recreation Areas	12	(3,166,396)	(1,823,095)	(803,473)		1,019,622	55.93%	▲
Infrastructure Assets - Drainage	12	(758,234)	(442,274)	(372,858)		69,416	15.70%	▲
Infrastructure Assets - Other	12	(9,828,229)	(5,673,726)	(1,384,060)		4,289,666	75.61%	▲
Mobile Plant and Equipment	12	(1,749,705)	(915,575)	(348,214)		567,361	61.97%	▲
Fixed Plant and Equipment	12	(40,500)	(23,625)	0		23,625	100.00%	▲
Furniture and Equipment	12	(288,205)	(153,619)	(44,072)		109,547	71.31%	▲
Total Capital Expenditure		(48,934,501)	(29,305,763)	(18,001,647)	37%	11,304,116		
<b>Net Cash from Capital Activities</b>		<b>(16,505,148)</b>	<b>(10,929,162)</b>	<b>4,077,627</b>		<b>15,006,789</b>		
<b>Financing</b>								
Proceeds from New Debentures		5,135,000	1,233,052	(42,904)		(1,275,956)	103.48%	
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		0	0	0		0		
Transfer from Reserves	7	5,265,794	1,393,707	0		(1,393,707)	100.00%	
Advances to Community Groups		(1,250,000)	(1,250,000)	0		1,250,000	100.00%	▲
Repayment of Debentures	10	(875,554)	(383,969)	(380,334)		3,635	0.95%	
Transfer to Reserves	7	(2,839,685)	(947,612)	(104,427)		843,185	88.98%	▲
<b>Net Cash from Financing Activities</b>		<b>5,435,555</b>	<b>45,178</b>	<b>(527,665)</b>		<b>(572,843)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(4,567,486)</b>	<b>4,012,012</b>	<b>19,396,624</b>		<b>15,384,612</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>4,188,392</b>	<b>4,188,392</b>	<b>4,188,392</b>		<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(379,094)</b>	<b>8,200,404</b>	<b>23,585,016</b>		<b>15,384,612</b>		

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 January 2021

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Operating Revenues</b>		\$	\$	\$		\$	%	
Rates	9	23,163,321	23,163,321	23,256,230		92,909	0.40%	
Operating Grants, Subsidies and Contributions		3,041,142	1,978,219	1,926,843		(51,376)	(2.60%)	
Fees and Charges		12,365,762	7,484,015	6,792,646		(691,369)	(9.24%)	
Service Charges		0	0	0		0		
Interest Earnings		1,104,174	644,105	189,198		(454,907)	(70.63%)	▼
Other Revenue		1,109,077	646,940	629,748		(17,192)	(2.66%)	
Profit on Disposal of Assets	8	101,309	17,514	11,309		(6,205)	(35.43%)	
<b>Total Operating Revenue</b>		<b>40,884,785</b>	<b>33,934,114</b>	<b>32,805,975</b>	<b>80%</b>	<b>(1,128,139)</b>		
<b>Operating Expense</b>								
Employee Costs		(15,909,799)	(9,330,393)	(9,031,052)		299,341	(3.21%)	
Materials and Contracts		(12,622,291)	(7,008,195)	(5,099,901)		1,908,294	(27.23%)	
Utility Charges		(1,976,368)	(1,152,879)	(1,180,541)		(27,662)	2.40%	
Depreciation on Non-Current Assets		(11,653,092)	(6,797,640)	(7,060,650)		(263,010)	3.87%	
Interest Expenses		(165,706)	(86,523)	(46,425)		40,098	(46.34%)	
Insurance Expenses		(661,758)	(661,758)	(700,964)		(39,206)	5.92%	
Other Expenditure		(2,945,447)	(780,853)	(889,119)		(108,266)	13.87%	
Loss on Disposal of Assets	8	(440,857)	(72,520)	(18,433)		54,087	(74.58%)	
<b>Total Operating Expenditure</b>		<b>(46,375,318)</b>	<b>(25,890,761)</b>	<b>(24,027,085)</b>	<b>52%</b>	<b>1,863,676</b>		
<b>Funding Balance Adjustments</b>								
Add back Depreciation		11,653,092	6,797,640	7,060,650		263,010	3.87%	
Adjust (Profit)/Loss on Asset Disposal	8	339,548	55,006	7,124		(47,882)	(87.05%)	▼
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
<b>Net Cash from Operations</b>		<b>6,502,107</b>	<b>14,895,999</b>	<b>15,846,664</b>		<b>950,665</b>		
<b>Capital Revenues</b>								
Grants, Subsidies and Contributions		32,098,761	18,185,221	22,026,501		3,841,280	21.12%	▲
Proceeds from Disposal of Assets		330,591	191,380	52,773	16%	(138,607)	(72.43%)	▼
<b>Total Capital Revenues</b>		<b>32,429,352</b>	<b>18,376,601</b>	<b>22,079,274</b>	<b>69%</b>	<b>3,702,673</b>		

**SHIRE OF BROOME**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 January 2021**

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Capital Expenses</b>								
Land Held for Resale	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(10,986,654)	(6,180,481)	(8,047,148)		(1,866,667)	30.20%	
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	(22,116,578)	(14,093,368)	(7,001,822)		7,091,546	(50.32%)	
Infrastructure Assets - Recreation Areas	12	(3,166,396)	(1,823,095)	(803,473)		1,019,622	(55.93%)	
Infrastructure Assets - Drainage	28	(758,234)	(442,274)	(372,858)		69,416	(15.70%)	
Infrastructure Assets - Other	12	(9,828,229)	(5,673,726)	(1,384,060)		4,289,666	(75.61%)	
Fixed Plant and Equipment	12	(40,500)	(23,625)	0		23,625	(100.00%)	
Furniture and Equipment	12	(288,205)	(153,619)	(44,072)		109,547	(71.31%)	
<b>Total Capital Expenditure</b>		<b>(48,934,501)</b>	<b>(29,305,763)</b>	<b>(18,001,647)</b>	37%	<b>11,304,116</b>		
<b>Net Cash from Capital Activities</b>		<b>(16,505,149)</b>	<b>(10,929,162)</b>	<b>4,077,627</b>		<b>15,006,789</b>		
<b>Financing</b>								
Proceeds from New Debentures		5,135,000	1,233,052	(42,904)		(1,275,956)	(103.48%)	▼
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		0	0	0		0		
Transfer from Reserves	7	5,265,794	1,393,707	0		(1,393,707)	(100.00%)	▼
Advances to Community Groups		(1,250,000)	(1,250,000)	0		1,250,000	(100.00%)	
Repayment of Debentures	10	(875,554)	(383,969)	(380,334)		3,635	(0.95%)	
Transfer to Reserves	7	(2,839,685)	(947,612)	(104,427)		843,185	(88.98%)	
<b>Net Cash from Financing Activities</b>		<b>5,435,555</b>	<b>45,178</b>	<b>(527,665)</b>		<b>(572,843)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(4,567,487)</b>	<b>4,012,015</b>	<b>19,396,626</b>		<b>15,384,611</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>4,188,392</b>	<b>4,188,392</b>	<b>4,188,392</b>		<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(379,095)</b>	<b>8,200,407</b>	<b>23,585,018</b>		<b>15,384,611</b>		

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 January 2021

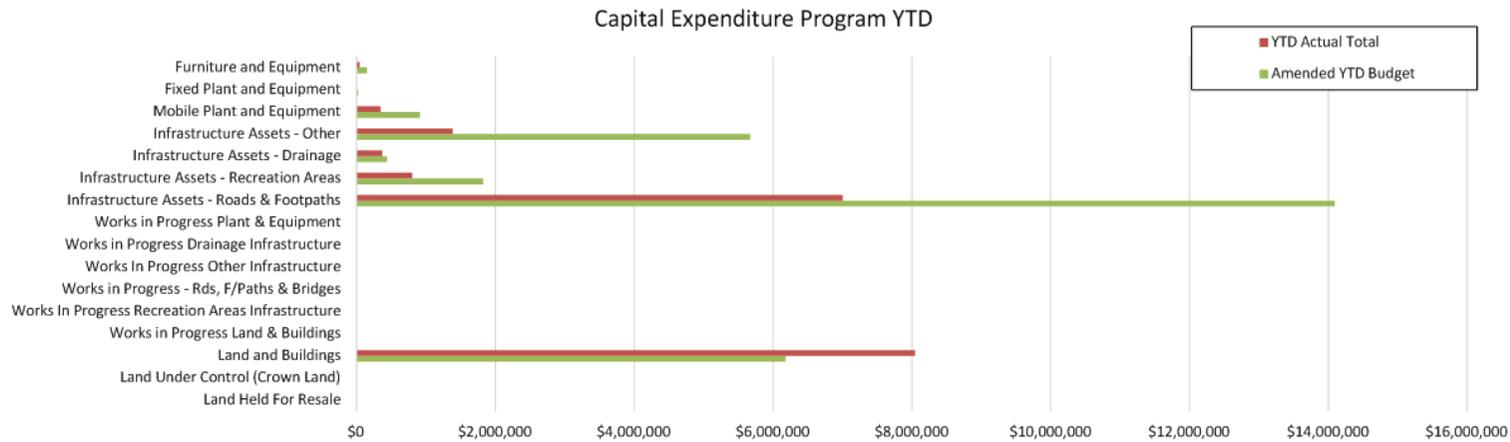
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land Held For Resale	12	0	0	0	0	0	0
Land Under Control (Crown Land)	12	0	0	0	0	0	0
Land and Buildings	12	3,087,541	4,959,607	8,047,148	6,180,481	10,986,654	1,866,667
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	6,772,538	229,284	7,001,822	14,093,368	22,116,578	(7,091,546)
Infrastructure Assets - Recreation Areas	12	770,045	33,428	803,473	1,823,095	3,166,396	(1,019,622)
Infrastructure Assets - Drainage	12	372,858	0	372,858	442,274	758,234	(69,416)
Infrastructure Assets - Other	12	1,324,301	59,759	1,384,060	5,673,726	9,828,229	(4,289,666)
Mobile Plant and Equipment	12	52,651	295,563	348,214	915,575	1,749,705	(567,361)
Fixed Plant and Equipment	12	0	0	0	23,625	40,500	(23,625)
Furniture and Equipment	12	44,072	0	44,072	153,619	288,205	(109,547)
<b>Capital Expenditure Totals</b>		<b>12,424,006</b>	<b>5,577,641</b>	<b>18,001,647</b>	<b>29,305,763</b>	<b>48,934,501</b>	<b>(11,304,116)</b>

**Funded By:**

Capital Grants and Contributions	22,026,501	18,185,221	32,098,761	3,841,280
Borrowings	(42,904)	1,233,052	5,135,000	(1,275,956)
Other (Disposals & C/Fwd)	52,773	191,380	330,591	(138,607)
Total Own Source Funding - Cash Backed Reserves	0	1,393,707	(5,265,794)	(1,393,707)
Own Source Funding - Operations	(4,034,723)	8,302,403	16,635,943	(12,337,126)
<b>Capital Funding Total</b>	<b>18,001,647</b>	<b>29,305,763</b>	<b>48,934,501</b>	<b>(11,304,116)</b>

**SHIRE OF BROOME**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
 For the Period Ended 31 January 2021

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)
----------------------	------	-----------------------------	--------------------------------------	--------------------------------	------------------------	-----------------------	--------------------



**SHIRE OF BROOME**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2021**

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
<b>Operating Revenues</b>	\$	\$	\$
Governance	264,694	90,839	355,533
General Purpose Funding - Rates	23,599,821	(358,780)	23,241,041
General Purpose Funding - Other	922,048	0	922,048
Law, Order and Public Safety	115,033	0	115,033
Health	187,984	(3,300)	184,684
Education and Welfare	20,000	13,716	33,716
Housing	1,926,356	0	1,926,356
Community Amenities	6,871,348	(15,394)	6,855,954
Recreation and Culture	1,371,080	(16,997)	1,354,083
Transport	742,132	813,840	1,555,972
Economic Services	869,000	815,017	1,684,017
Other Property and Services	2,599,518	44,830	2,644,348
<b>Total Operating Revenue</b>	<b>39,489,015</b>	<b>1,383,771</b>	<b>40,872,786</b>
<b>Operating Expense</b>			
Governance	(2,642,893)	26,000	(2,616,893)
General Purpose Funding	(466,775)	73,939	(392,836)
Law, Order and Public Safety	(1,189,168)	(65,975)	(1,255,143)
Health	(616,829)	0	(616,829)
Education and Welfare	(533,490)	0	(533,490)
Housing	(1,965,704)	(29,000)	(1,994,704)
Community Amenities	(10,162,860)	(955,305)	(11,118,165)
Recreation and Culture	(12,479,499)	(96,863)	(12,576,362)
Transport	(10,263,074)	404,000	(9,859,074)
Economic Services	(2,667,906)	206,000	(2,461,906)
Other Property and Services	(2,750,131)	(191,783)	(2,941,914)
<b>Total Operating Expenditure</b>	<b>(45,738,329)</b>	<b>(628,987)</b>	<b>(46,367,316)</b>
<b>Funding Balance Adjustments</b>			
Add back Depreciation	11,653,092	0	11,653,092
Adjust (Profit)/Loss on Asset Disposal	343,548		343,548
Adjust Provisions and Accruals	0	0	0
<b>Net Cash from Operations</b>	<b>5,747,326</b>	<b>754,784</b>	<b>6,502,110</b>
<b>Capital Revenues</b>			
Grants, Subsidies and Contributions	30,737,197	1,361,564	32,098,761
Proceeds from Disposal of Assets	328,500	2,091	330,591
Proceeds from Sale of Investments	0		0
<b>Total Capital Revenues</b>	<b>31,065,697</b>	<b>1,363,655</b>	<b>32,429,352</b>
<b>Capital Expenses</b>			
Land Held for Resale	0	0	0
Land Under Control (Crown Land)	0	0	0
Land and Buildings	(9,469,652)	(1,517,001)	(10,986,653)
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 Plant & Equipment	0	0	0
Infrastructure Assets - Roads & Footpaths	(15,853,105)	(6,263,474)	(22,116,579)
Infrastructure Assets - Recreation Areas	(2,864,945)	(301,452)	(3,166,397)
Infrastructure Assets - Drainage	0	(758,234)	(758,234)
Infrastructure Assets - Other	(10,309,212)	480,983	(9,828,229)
Mobile Plant and Equipment	(1,918,000)	168,295	(1,749,705)

SHIRE OF BROOME  
STATEMENT OF BUDGET AMENDMENTS  
(Statutory Reporting Program)  
For the Period Ended 31 January 2021

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
Fixed Plant and Equipment	(20,500)	(20,000)	(40,500)
Furniture and Equipment	(237,925)	(50,280)	(288,205)
<b>Total Capital Expenditure</b>	<b>(40,673,339)</b>	<b>(8,261,163)</b>	<b>(48,934,502)</b>
<b>Net Cash from Capital Activities</b>	<b>(9,607,642)</b>	<b>(6,897,508)</b>	<b>(16,505,150)</b>
<b>Financing</b>			
Proceeds from New Debentures	3,335,000	1,800,000	5,135,000
Proceeds from Advances	0	0	0
Self-Supporting Loan Principal	0	0	0
Transfer from Reserves	2,714,010	2,551,784	5,265,794
Purchase of Investments	0	0	0
Advances to Community Groups	(1,250,000)	0	(1,250,000)
Repayment of Debentures	(875,554)	0	(875,554)
Transfer to Reserves	(2,289,685)	(550,000)	(2,839,685)
<b>Net Cash from Financing Activities</b>	<b>1,633,770</b>	<b>3,801,784</b>	<b>5,435,554</b>
<b>Net Operations, Capital and Financing</b>	<b>(2,226,546)</b>	<b>(2,340,940)</b>	<b>(4,567,486)</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>2,226,546</b>	<b>1,961,846</b>	<b>4,188,392</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>(0)</b>	<b>(379,094)</b>	<b>(379,094)</b>

SHIRE OF BROOME  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 January 2021

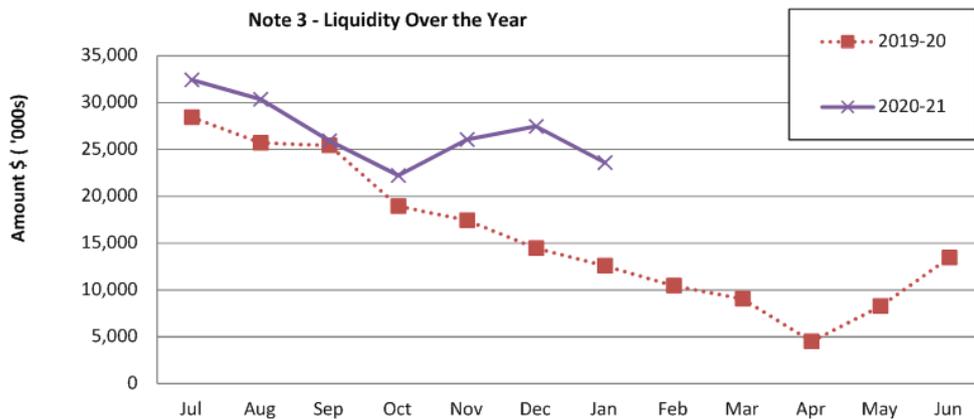
Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	41,406	17.14%	▲	Timing	All Kimberly Zone contributions received
General Purpose Funding - Rates	122,525	0.53%			
General Purpose Funding - Other	(4,137)	(0.90%)			
Law, Order and Public Safety	45,453	67.73%	▲	Permanent	Implementation new Fines system to allow for action being taken to chase up outstanding revenue from Fines.
Health	29,491	27.38%	▲	Timing	Annual Food Licence Fees Raised in August
Education and Welfare	14,053	71.47%	▲	Timing	WAPOL Grant monies deemed earned - Contract Liability
Housing	(715,021)	(63.63%)	▼	Permanent	Lower level of staff salary sacrificed housing than budget
Community Amenities	(27,116)	(0.59%)			
Recreation and Culture	(114,010)	(10.99%)	▼	Permanent	BRAC entry fees lower than budget for Aquatic/Swimming lessons/ Group fitness. Offset by Civic Centre takings being above budget with grants received and venue hire from recent program. Carry over income for Natural Disaster - Cape Leveque Rd TC
Transport	(283,401)	(31.22%)	▼	Timing	Kelvin damage not yet received.
Economic Services	(48,320)	(7.54%)			
Other Property and Services	(189,065)	(12.55%)	▼	Permanent	Lower earning from interest from significantly lower interest rates offered, offset by Morrell Park Contract Liability being brought to account.
<b>Operating Expense</b>					
Governance	210,058	13.61%	▲	Timing	Various Community sponsorships Initiatives programmed for remaining months of the year & EDL reserve transfer set for June.
General Purpose Funding	(10,906)	(4.76%)			
Law, Order and Public Safety	65,226	8.85%			
Health	(67,227)	(18.68%)	▼	Permanent	Works vehicle being used by Rangers with allocated plant costs and Health salaries over due to high leave payout on employees final payment.
Education and Welfare	30,084	9.59%			
Housing	709,645	60.83%	▲	Permanent	Lower level of staff salary sacrificed housing than budget
Community Amenities	(158,333)	(2.87%)			
Recreation and Culture	(39,555)	(0.53%)			
Transport	532,734	9.26%			
Economic Services	143,090	12.57%	▲	Permanent	Salary savings from vacancies.
Other Property and Services	448,864	26.11%	▲	Permanent	Higher than budgeted Engineering Overhead recoup and vacancies in Corporate Services without relief staff to backfill.
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	3,841,280	(21.12%)		Timing	Receipt of \$6M Chinatown Grant monies in advance offset by various grants not yet received.
Proceeds from Disposal of Assets	(138,607)	72.43%		Timing	Replacement works plant items waiting auction.
<b>Capital Expenses</b>					
Land Held for Resale	0				
Land Under Control (Crown Land)	0				
Land and Buildings	(1,866,667)	(30.20%)	▼	Timing	Take up Broome Motocross, Broome Golf Club commenced Carry over budget not yet processed for 19/20 Projects SES Building & BRAC Court.
Infrastructure Assets - Roads & Footpaths	7,091,546	50.32%	▲	Timing	Chinatown Stage 2 roadworks commenced Oct - project works on track.
Infrastructure Assets - Recreation Areas	1,019,622	55.93%	▲	Timing	Nipper Roe Lighting - design finalised & about to go to tender.
Infrastructure Assets - Drainage	69,416	15.70%	▲	Timing	Town Beach Jetty project - contract has been awarded and works on site now started.
Infrastructure Assets - Other	4,289,666	75.61%	▲	Timing	Timing on various plant replacement items
Mobile Plant and Equipment	567,361	61.97%	▲	Timing	Timing on various plant replacement items
Fixed Plant and Equipment	23,625	100.00%	▲	Timing	Reticulation Control System - not yet started.
Furniture and Equipment	109,547	(8.37%)			
<b>Financing</b>					
Proceeds from New Debentures	(1,275,956)	103.48%			BGC self supporting loan drawdown delayed until end of year
Proceeds from Advances	0				
Self-Supporting Loan Principal	0				
Transfer from Reserves	(1,393,707)	100.00%		Timing	Reserve transfers happen at EOFY
Advances to Community Groups	1,250,000	100.00%	▲	Timing	Broome Golf Club Self Supporting Loan - not yet drawn down
Loan Principal	3,635	0.95%			
Transfer to Reserves	843,185	88.98%	▲	Timing	Reserve transfers happen at EOFY

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2021**

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 Jan 2021	30 Jun 2020	YTD 31 Jan 2020
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	19,906,473	11,704,705	11,460,798
Cash Restricted	4	31,977,386	31,872,958	35,281,533
Receivables - Rates	6	3,761,883	876,141	2,644,604
Receivables - Rates Other		140,126	(22,334)	113,295
Receivables - Debtors	6	2,533,527	4,939,275	1,496,892
Receivables - Other		218,631	434,555	258,265
Sundry Provisions & Accruals		96,557	684,314	105,369
Inventories		54,816	44,407	50,703
		58,689,399	50,534,021	51,411,459
<b>Less: Current Liabilities</b>				
Payables		(3,450,765)	(14,350,499)	(3,248,291)
Provisions		(1,322,251)	(1,764,463)	(905,801)
		(4,773,016)	(16,114,962)	(4,154,092)
Less: Cash Reserves	7	(31,977,386)	(31,872,958)	(35,281,533)
Rounding and Timing Adjustment		1,646,019		
<b>Net Current Funding Position</b>		<b>23,585,016</b>	<b>2,546,101</b>	<b>11,975,834</b>



**Comments - Net Current Funding Position**

The budget was adopted at the OMC 25 June 2020. It was presented to Council with a predicted carried forward surplus of \$2,226,546.

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).

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2021**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Bank Account	0.15%	13,848,150			13,848,150	CommBank	At Call
Business Online Saver	0.40%	25,138			25,138	CommBank	At Call
BRAC Bank Account	0.10%	92,542			92,542	CommBank	At Call
BPAY Bank Account	0.00%	0			0	CommBank	At Call
Reserve Bank Account	0.40%		35,297		35,297	CommBank	At Call
Trust Bank Account	0.00%			223,753	223,753	CommBank	At Call
ESCROW - Trust	0.00%		3,373,279		3,373,279	Perpetual	At Call
Cash On Hand	Nil	4,400			4,400	N/A	On Hand
<b>(b) Term Deposits</b>							
Term Deposit	0.42%		28,568,810		28,568,810	BANKWEST	19-Apr-21
Term Deposit	0.20%	3,005,222			3,005,222	BANKWEST	07-Mar-21
Term Deposit	0.75%	3,000,000			3,000,000	BANKWEST	08-Feb-21
Term Deposit	0.75%				0	BANKWEST	
Term Deposit	0.70%				0	BANKWEST	
<b>Total</b>		<b>19,975,453</b>	<b>31,977,386*</b>	<b>223,753‡</b>	<b>52,176,591</b>		
<b>Adjustments</b>							
Payment Timing Adjustments**		68,980					
<b>Total</b>		<b>19,906,473</b>	<b>31,977,386</b>				

**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.

Item 9.4.7 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY JANUARY 2021

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2021

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
		<b>Budget Adoption</b>		Opening Surplus				0
		<b>Permanent Changes</b>						0
		Opening surplus adjustment				0		0
		Budgeted EOY Surplus/(Deficit)					0	0
		<b>General Purpose Funding</b>						
0030146		Interest - Rates Instalments - Op Inc - Rates	OMC 20/11/20 - FACR1	Operating Income			(150,000)	(150,000)
0030147		Rates Admin Instalment Charge - Op Inc - Rates	OMC 20/11/20 - FACR1	Operating Income			(60,780)	(210,780)
0030201		Rates Non Payment Int - Op Inc - Rates	OMC 20/11/20 - FACR1	Operating Income			(148,000)	(358,780)
0032250		General Expenditure - Op Exp - Rates	OMC 20/11/20 - FACR1	Operating Expenditure		73,939		(284,841)
		<b>Governance</b>						
0023050		Grant Op - Youth Coordinating Committee Op Inc - Other Governance	OMC 20/11/20 - FACR1	Operating Income		81,968		(202,873)
0022172		Community Sponsorship Program - Op Exp - Other Governance	OMC 20/11/20 - FACR1	Operating Expenditure			(30,000)	(232,873)
0023040		Youth Development Programme & Working Group - Op Exp - Other Governance	OMC 20/11/20 - FACR1	Operating Expenditure			(16,000)	(248,873)
0022172		Community Sponsorship Program - Op Exp - Other Governance	OMC 20/11/20 - FACR1	Operating Expenditure			(40,000)	(288,873)
0024010		Conferences Travel & Accom Op Exp - Members	OMC 20/11/20 - FACR1	Operating Expenditure		22,000		(266,873)
0022172		Community Sponsorship Program - Op Exp - Other Governance	OMC 10/12/20 - Carryovers	Operating Expenditure		80,000		(186,873)
22173		EDL sponsorship programme Reserve Funded - Op Exp - Other Governance	OMC 10/12/20 - Carryovers	Operating Expenditure		10,000		(176,873)
23596		Transfer From Community Sponsorship Reserve Cap Inc - Other Gov	OMC 10/12/20 - Carryovers	Capital Income			(80,000)	(256,873)
23593		Transfer From EDL Sponsorship Reserve - Cap Inc - Other Gov	OMC 10/12/20 - Carryovers	Capital Income			(10,000)	(266,873)
23050		Grant Op - Youth Coordinating Committee Op Inc - Other Governance	OMC 10/12/20 - Carryovers	Operating Income		8,871		(258,002)
		<b>Law, Order and Public Safety</b>						
0053010	53010	Ranger Salaries - Gen & Beach - R & B Op	OMC 20/11/20 - FACR1	Operating Expenditure			(24,800)	(282,802)
0053015		Relief Staff Exp - Op Exp - Ranger Operations	OMC 20/11/20 - FACR1	Operating Expenditure			(25,000)	(307,802)
0052850		Proceeds on Asset Sale Cap Inc - Emerg & Rang Serv	OMC 20/11/20 - FACR1	Capital Income			(13,000)	(320,802)
0053033		Security Beach Patrols - Op Exp - Ranger Operations	OMC 20/11/20 - FACR1	Operating Expenditure			(6,000)	(326,802)
53172		VBBF Building New Const - Cap Exp - Volunteer Bush Fire Brigade	OMC 10/12/20 - Carryovers	Capital Expenditure			(64,049)	(390,851)
53390		Capital Grant Funding For Plant/Equip/ Buildings - Cap Inc - Volunteer Bush Fire Brigade	OMC 10/12/20 - Carryovers	Capital Income		121,649		(269,202)
53238		Surf Club Building Renewal (Inc Plant & Furniture) Cap Exp-Law	OMC 10/12/20 - Carryovers	Capital Expenditure			(15,000)	(284,202)
53273		Orl & PS Cable Beach Foreshore Restore	OMC 10/12/20 - Carryovers	Operating Expenditure			(10,175)	(294,377)
		<b>Health</b>						
0074413		Commercial Pool Inspection Fees - Op Inc - Preventive - Inspection/Admin	OMC 20/11/20 - FACR1	Operating Income			(6,000)	(300,377)
0075391		Grants and Contributions Rec'd Op Inc - Prev Svcs - Pest Control	OMC 20/11/20 - FACR1	Operating Income		2,700		(297,677)
		<b>Education and Welfare</b>						
0082675		Grants For Community Programs - Op Inc - Community Services	OMC 20/11/20 - FACR1	Operating Income			(20,000)	(317,677)
82675		Grants For Community Programs - Op Inc - Community Services	OMC 10/12/20 - Carryovers	Operating Income		8,716		(308,961)
82670		Grant Income - Comm Services	OMC 10/12/20 - Carryovers	Operating Income		25,000		(283,961)
		<b>Housing</b>						
0096102		Staff Housing - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(29,000)	(312,961)
		<b>Community Amenities</b>						
0105546	105550	Project - Broome Townsite Coastal Hazard Risk Mgt & Adaptation Plan Consult - Op Exp - Prot of Envrn Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(317,961)
0106030	106055	Consultancy - Op Exp - Development Services	OMC 20/11/20 - FACR1	Operating Expenditure			(155,000)	(472,961)
0106106	106107	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Operating Expenditure		140,000		(332,961)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(65,000)	(397,961)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(35,000)	(432,961)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(65,000)	(497,961)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(126,750)	(624,711)
0107071	107024	Town Beach Ablutions (New) - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(30,000)	(654,711)
0108001		New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	OMC 20/11/20 - FACR1	Operating Expenditure			(186,704)	(841,415)
0101995		Transfer From Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC 20/11/20 - FACR1	Capital Income		186,704		(654,711)
0104482		Headworks Contribution - Non Op Inc - Urban Stormwater Drainage	OMC 20/11/20 - FACR1	Capital Income		6,000		(648,711)
0101480		Refuse & Recycling Bin Sales - Op Inc - Sanitation Gen Refuse	OMC 20/11/20 - FACR1	Operating Income			(27,106)	(675,817)
0101525		Transfer From Refuse Site Reserve - Sanitation Gen Refuse	OMC 20/11/20 - FACR1	Capital Income		27,106		(648,711)
0101080	101082	WMF - Planned Maint & Minor Works - Op Exp	OMC 10/12/20 - Carryovers	Operating Expenditure			(26,439)	(675,150)
0104800	104920	Broome Townsite Drains Renewal - Cap Infra Exp - Urb Stwater Short St-Paspaley Camarvon Street New Drainage Const - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(20,000)	(695,150)
0104270	104299	Frederick (KBR Report) - Infra Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(154,830)	(849,980)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(291,654)	(1,141,634)
0106030	106055	Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC 10/12/20 - Carryovers	Operating Expenditure		22,145		(1,119,489)
101525		Transfer From Refuse Site Reserve - Sanitation Gen Refuse	OMC 10/12/20 - Carryovers	Capital Income			(223,561)	(1,343,050)
101510		Vehicle & Mob Plant Renewal(Replacement) Cap Exp - Sanit Gen Refuse	OMC 10/12/20 - Carryovers	Capital Expenditure		250,000		(1,093,050)
107034		Broome Cemetery Survey & Other - Op Exp - Other Comm Amen	OMC 10/12/20 - Carryovers	Operating Expenditure			(12,349)	(1,105,399)
108001		New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	OMC 10/12/20 - Carryovers	Operating Expenditure			(701,958)	(1,807,357)
0101995		Transfer From Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC 10/12/20 - Carryovers	Capital Income		701,958		(1,105,399)
106482		Grant Income - Op Inc - Town Planning/Regional Devel	OMC 10/12/20 - Carryovers	Operating Income		11,712		(1,093,687)
		<b>Recreation and Culture</b>						
111989		Transfer to POS Reserve - Cap Exp - Parks & Ovals	OMC 23/9/20	Capital Expenditure			(500,000)	(1,593,687)
0117010	117011	Aquatic Building & Pool General Maint Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(1,598,687)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(28,873)	(1,627,560)
0113000	113043	Town Beach - P&G Maint	OMC 20/11/20 - FACR1	Operating Expenditure			(40,000)	(1,667,560)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(6,000)	(1,673,560)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(3,000)	(1,676,560)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(35,000)	(1,681,560)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(68,250)	(1,749,810)
0113000	113581	Matsumoto Courts - P&G Maint	OMC 20/11/20 - FACR1	Operating Expenditure			(2,000)	(1,751,810)
117455	117456	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	OMC 20/11/20 - FACR1	Capital Expenditure		996,580		(755,230)
0117450	117452	BRAC Oval Upgrade of Infra - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(996,580)	(1,751,810)

Item 9.4.7 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY JANUARY 2021

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2021

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
0113550	113560	Cemetery Reserve New Infra Const - Cap Exp - Parks & Ovals	OMC 20/11/20 - FACR1	Capital Expenditure			(5,000)	(1,756,810)
0111021	111021	Lotteries House - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		20,073		(1,736,737)
0111021	111021	Lotteries House - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(25,000)	(1,761,737)
0117294		Grant Income - Non-Op Inc - BRAC Dry	OMC 20/11/20 - FACR1	Capital Income		28,873		(1,732,864)
1140201		Salary - Op Exp - Swim Areas & Beach Life Guard	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(1,737,864)
1140211		General Operating Exp - Swim Areas & Beach Life Guard	OMC 20/11/20 - FACR1	Operating Expenditure		5,000		(1,732,864)
0117156		Program Annual Events - Op Exp - BRAC Dry	OMC 20/11/20 - FACR1	Operating Expenditure			(4,000)	(1,736,864)
0116540		Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	OMC 20/11/20 - FACR1	Operating Income			(35,000)	(1,771,864)
0115010		Salary - Op Exp - Libraries	OMC 20/11/20 - FACR1	Operating Expenditure			(8,735)	(1,780,599)
0115011		Superannuation Employee Expense - Libraries	OMC 20/11/20 - FACR1	Operating Expenditure			(830)	(1,781,429)
0113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 20/11/20 - FACR1	Capital Income			(4,482,497)	(6,263,926)
0113361		Broome Golf Clubhouse Redevelopment - Non Op Grant	OMC 20/11/20 - FACR1	Capital Income		4,482,497		(1,781,429)
1181405		Town Beach Redevelopment - Greenspace & Waterpark - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(40,397)	(1,821,826)
1181409		Town Beach Development - Jetty Project - Other Infra New - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure		1,035,310		(786,516)
1181407		Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure		70,148		(716,368)
1181420	YBRA001	Youth Bike Recreation Area - New Construction - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(301,664)	(1,018,032)
0117455	117456	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	OMC 10/12/20 - Carryovers	Capital Expenditure		12,641		(1,005,391)
0113027	113029	Skatepark New Infts Const - Cap Exp - Other Rec & Sport	OMC 10/12/20 - Carryovers	Capital Expenditure			(19,180)	(1,024,571)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(512,347)	(1,536,918)
0117450	117452	BRAC Oval Upgrade of Infra - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(18,000)	(1,554,918)
0116125	116126	Broome Entry Statement Signage New Const - Cap Exp - Other Cult	OMC 10/12/20 - Carryovers	Capital Expenditure			(11,245)	(1,566,163)
112071		Broome Golf Club Building Renewal - Cap Exp - Other Recreation & Sports	OMC 10/12/20 - Carryovers	Capital Expenditure			(583,860)	(2,150,023)
0112397		Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp -Swim Areas & Beaches	OMC 10/12/20 - Carryovers	Capital Expenditure			(8,750)	(2,158,773)
112500		Proceeds From Sale of Assets Swim Areas & Bchs	OMC 10/12/20 - Carryovers	Capital Income		5,000		(2,153,773)
112296		Loss on Sale of Assets - Swimming Areas & Beaches	OMC 10/12/20 - Carryovers	Operating Expenditure	(8,000)			(2,153,773)
113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 10/12/20 - Carryovers	Capital Income		744,130		(1,409,643)
113489		Transfer From POS Reserve - Other Rec & S	OMC 10/12/20 - Carryovers	Capital Income		922,857		(486,786)
113371		Royalties For Regions Loc Govt Non Op Grant - Op Inc - Other Recreation & Sport	OMC 10/12/20 - Carryovers	Capital Income		256,904		(229,882)
113371		Royalties For Regions Loc Govt Non Op Grant - Op Inc - Other Recreation & Sport	OMC 10/12/20 - Carryovers	Capital Income			(2,381,592)	(2,611,474)
113603		Reticulation Control System New Exp - Cap Exp Parks & Ovals	OMC 10/12/20 - Carryovers	Capital Expenditure			(20,000)	(2,631,474)
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	OMC 10/12/20 - Carryovers	Operating Expenditure			(3,032)	(2,634,506)
115480		Grant Program Income - Op Inc - Library Expense in 115280)	OMC 10/12/20 - Carryovers	Operating Income		9,153		(2,625,353)
116201		Museum Building Renewal - Cap Exp - Other Cult	OMC 10/12/20 - Carryovers	Capital Expenditure			(15,315)	(2,640,668)
116085		Arts, Culture and Heritage Strategy - Op Exp - Other Culture	OMC 10/12/20 - Carryovers	Operating Expenditure			(24,250)	(2,664,918)
117294		Grant Income - Non Op Inc - BRAC Dry	OMC 10/12/20 - Carryovers	Capital Income			(12,439)	(2,677,357)
117294		Grant Income - Non Op Inc - BRAC Dry	OMC 10/12/20 - Carryovers	Capital Income		453,249		(2,224,108)
116483		Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	OMC 10/12/20 - Carryovers	Operating Income		48,850		(2,175,258)
116483		Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	OMC 10/12/20 - Carryovers	Operating Income			(40,000)	(2,215,258)
116495		Performance Production Expenses - Broome Civic - Op Exp	OMC 10/12/20 - Carryovers	Operating Expenditure			(34,091)	(2,249,349)
		<b>Transport</b>						
0121000	121560	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(11,500)	(2,260,849)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only -No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		71,000		(2,189,849)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only -No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		38,000		(2,151,849)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only -No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		100,000		(2,051,849)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only -No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		195,000		(1,856,849)
0121100	RU226	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(114,414)	(1,971,263)
0125140	125277	Broome North Footpath New Const - Capex	OMC 20/11/20 - FACR1	Capital Expenditure			(87,000)	(2,058,263)
0121510	121510	Chinatown Landscaping Upgrade of Infra by P & G - Cap	OMC 20/11/20 - FACR1	Capital Expenditure			(75,000)	(2,133,263)
0121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd	OMC 20/11/20 - FACR1	Operating Income		26,000		(2,107,263)
0121783		Developer Contributions - Roadworks	OMC 20/11/20 - FACR1	Capital Income		11,500		(2,095,763)
0121771		Black Spot State Non Op Grant	OMC 20/11/20 - FACR1	Capital Income		114,414		(1,981,349)
0125960		Transfer From Footpath Reserve - Footpath Construction	OMC 20/11/20 - FACR1	Capital Income		87,000		(1,894,349)
1223481	FFUP001	Various FootPath Upgrade - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(46,337)	(1,940,686)
0121000	121560	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(998,391)	(2,939,077)
0125300	125291	Footpath Old Broome Road - One Mile Access/Sandpiper/Short St	OMC 10/12/20 - Carryovers	Capital Expenditure			(25,626)	(2,964,703)
0125140	125290	Old Broome Estate Subdivision - Whole Estate - Various Paths	OMC 10/12/20 - Carryovers	Capital Expenditure			(11,931)	(2,976,634)
0121100	RU555	Old Broome Road/ Gus Winckel Road Upgrade - Capex	OMC 10/12/20 - Carryovers	Capital Expenditure		44,174		(2,932,460)
0121100	RU226	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(400,000)	(3,332,460)
0113561	RU666	Federal Black Spot - Herbert / Saville Roundabout - NEW. Capex Dep't Premier & Cabinet Natural Disaster Grant - Cape Leveque Rd	OMC 10/12/20 - Carryovers	Capital Expenditure			(485,099)	(3,817,559)
120906		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 10/12/20 - Carryovers	Capital Income		787,840		(3,029,719)
121763		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 10/12/20 - Carryovers	Capital Income		45,275		(2,984,444)
0121763		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 10/12/20 - Carryovers	Capital Income		172,654		(2,811,790)
121757		Reimb & Contrib'ns Rec'd for Road Construction	OMC 10/12/20 - Carryovers	Capital Income		21,089		(2,790,701)
121778		Regional Rd Group (RRG) Rural Rd Const Funding -Non Op Inc- Rd Const	OMC 10/12/20 - Carryovers	Capital Income		480,733		(2,309,968)
125252		Contribution Non Op - St Marys Carparking	OMC 10/12/20 - Carryovers	Capital Income		400,000		(1,909,968)
		<b>Economic Services</b>						
121962		Transfer From Road Reserve Economic Services Special Projects-Cap Inc	SMC 6/10/20	Capital Income		836,000		(1,073,968)
1367404	1367414	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	SMC 6/10/20	Capital Expenditure			(1,221,500)	(2,295,468)
1367404	1367416	Napier Terrace Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	SMC 6/10/20	Capital Expenditure			(899,000)	(3,194,468)
1367404	1367433	Carnarvon Street South Streetscape Enhancements	SMC 6/10/20	Capital Expenditure			(887,000)	(4,081,468)
1367404	1367417	Carnarvon Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	SMC 6/10/20	Capital Expenditure			(813,000)	(4,894,468)
1367405	1367420	Chinatown Transit Hub and Pocket Park (Chinatown Stage 2) Cap Exp	SMC 6/10/20	Capital Expenditure				(5,201,468)
1367405	1367421	Visitor Centre Amenities (Chinatown Stage 2) Cap Exp	SMC 6/10/20	Capital Expenditure			(36,000)	(5,237,468)

Item 9.4.7 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY JANUARY 2021

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2021

Note 5: BUDGET AMENDMENTS  
Amendments to original budget since budget adoption. Surplus/(Deficit)

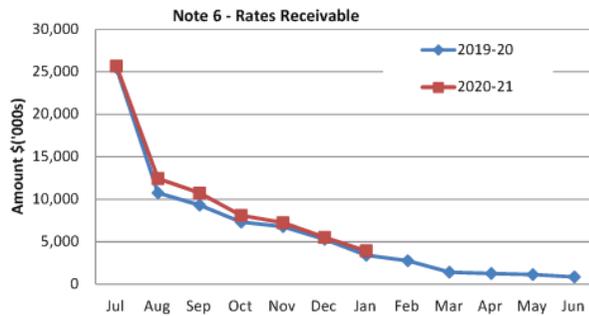
GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1367502		Loans Received China Town Revitalisation - Cap Inc - Economic Services Special Projects	SMC 6/10/20	Capital Income		1,800,000		(3,437,468)
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	SMC 6/10/20	Capital Income		828,500		(2,608,968)
132410		Roebuck Bay CP - Rent & Recoup Income - Op Inc	OMC 23/9/20	Operating Income		561,500		(2,047,468)
1367404	1367414	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(136,916)	(2,184,384)
1367404	1367416	Napier Terrace Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(47,413)	(2,231,797)
1367404	1367417	Carnarvon Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(97,518)	(2,329,315)
1367405	1367412	Public Art (funded from Reserve) - Other Infra New - Cap Ex	OMC 20/11/20 - FACR1	Capital Expenditure		49,351		(2,279,964)
1367405	1367419	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(8,854)	(2,288,818)
0136723		Chinatown Place Activation Initiatives -Op Exp - Economic Services Special Projects	OMC 20/11/20 - FACR1	Operating Expenditure		20,000		(2,268,818)
1367221		Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic Services Special Projects	OMC 20/11/20 - FACR1	Capital Expenditure		163,645		(2,105,173)
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	OMC 20/11/20 - FACR1	Capital Income			(5,342,500)	(7,447,673)
1367504		Special Projects	OMC 20/11/20 - FACR1	Capital Income		5,363,125		(2,084,548)
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	OMC 20/11/20 - FACR1	Capital Income		50,000		(2,034,548)
0132020		Australia's North West Tourism Contribution - Op Exp - Tourism	OMC 20/11/20 - FACR1	Operating Expenditure		155,000		(1,879,548)
0132060		Tourism Development - Op Exp - Tourism & Area Promotion	OMC 20/11/20 - FACR1	Operating Expenditure		60,000		(1,819,548)
132410		Roebuck Bay CP - Rent & Recoup Income - Op Inc	OMC 20/11/20 - FACR1	Operating Income		200,000		(1,619,548)
1367404	1367407	Dampier St Upgrade - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(15,000)	(1,634,548)
1367404	1367408	Carnarvon St Upgrade - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(42,000)	(1,676,548)
1367405	1367412	Public Art (funded from Reserve) - Other Infra New - Cap Ex	OMC 10/12/20 - Carryovers	Capital Expenditure			(20,851)	(1,697,409)
1367405	1367419	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(216,799)	(1,914,208)
1367405	1367415	Chinatown Entry Statement - Other Infra New - Cap Ex	OMC 10/12/20 - Carryovers	Capital Expenditure			(2,919)	(1,917,127)
1367228		Detailed Design Chinatown Project Stage 2 - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(56,648)	(1,973,775)
1367301		Grants & Contributions Received (Chinatown Revitalisation Stage 2) - Op Inc - Economic Services Special Projects	OMC 10/12/20 - Carryovers	Operating Income		53,517		(1,920,258)
132038		Transfer to Restricted Cash Reserve - Cap Exp - Tourism & Area Promo	OMC 10/12/20 - Carryovers	Capital Expenditure			(50,000)	(1,970,258)
0132129		Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(25,000)	(1,995,258)
136723		Chinatown Place Activation Initiatives -Op Exp - Economic Services Special Projects	OMC 10/12/20 - Carryovers	Operating Expenditure			(29,000)	(2,024,258)
132129		Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	OMC 27/8/20	Capital Expenditure			(70,950)	(2,095,208)
<b>Other Property and Services</b>								
147483		Dept of Housing Tenancy 11& 10B - KRO1 - Rent & Recoup Income - Op Inc	OMC 29/10/20	Operating Income		21,000		(2,074,208)
147487		Far North Tenancy 10A - KRO1 - Rent & Recoup Income - Op Inc	OMC 29/10/20	Operating Income		9,000		(2,065,208)
147489		User Charges KRO Outgoings - Op Inc - Office Properties Leased	OMC 29/10/20	Operating Income		19,500		(2,045,708)
147374		KRO1 Building Renewal - Cap Exp - Office Prop Leased	OMC 29/10/20	Capital Expenditure			(57,528)	(2,103,236)
0112051	112062	Town Beach Cafe - Planned Maint & Minor Works - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(3,000)	(2,106,236)
0146020	141022	Mulberry Tree Child Care - Planned Maint & Minor Works - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(2,000)	(2,108,236)
0146050	146052	4 Jones Place - Planned Maint & Minor Works - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(2,200)	(2,110,436)
0147280	147282	BEC - Reactive Maint - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(400)	(2,110,836)
0147270	147270	KRO - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(91,809)	(2,202,645)
0142015		All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads	OMC 20/11/20 - FACR1	Operating Expenditure			(10,000)	(2,212,645)
0142395		All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads	OMC 20/11/20 - FACR1	Operating Income		10,000		(2,202,645)
0142393		LGIS Insurance Bonus & Funding (Exp in 142232) - Op Inc - Corp Gov	OMC 20/11/20 - FACR1	Operating Income		49,000		(2,153,645)
0147585		Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General	OMC 20/11/20 - FACR1	Operating Income		32,000		(2,121,645)
0146122		Software >\$5000 Cap Exp - IT	OMC 20/11/20 - FACR1	Capital Expenditure			(28,390)	(2,150,035)
0146102		License Maint and Support - IT Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(18,900)	(2,168,935)
0143395		Transfer From - Leave Reserve - Eng Office	OMC 20/11/20 - FACR1	Capital Income		61,270		(2,107,665)
0143027		Relieving Staff - Op Exp - Engineering	OMC 20/11/20 - FACR1	Operating Expenditure			(28,500)	(2,136,165)
0143050		Wages & related Sick & Annual Leave Workers Exp - Works Ops	OMC 20/11/20 - FACR1	Operating Expenditure		20,000		(2,116,165)
0148060		Relief Staff Op Exp - Depot Ops	OMC 20/11/20 - FACR1	Operating Expenditure			(20,000)	(2,136,165)
0142111		Minor Asset Purchases - Op Exp - General Administration	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(2,141,165)
0142446		Barker St Rent and Recoup Income - Op Inc - Corporate Gov. & Support	OMC 20/11/20 - FACR1	Operating Income		12,966		(2,128,199)
0146408		Zanders - Rent & Recoup Income - Op Inc	OMC 20/11/20 - FACR1	Operating Income		9,300		(2,118,899)
0146409		Cable Beach Restaurant Facilities Reimb - Op Inc - Other Build Leased	OMC 20/11/20 - FACR1	Operating Income			(18,447)	(2,137,346)
0147463		Far North Community Services Tenancy 5,6,7 - KRO2 - Rent & Recoup Income - Op Inc	OMC 20/11/20 - FACR1	Operating Income			(78,121)	(2,215,467)
0147489		User Charges KRO Outgoings - Op Inc - Office Properties Leased ***DO NOT USE***COVID 19 Emergency Costs - Unclassified General	OMC 20/11/20 - FACR1	Operating Income			(21,372)	(2,236,839)
14296		Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	OMC 10/12/20 - Carryovers	Operating Expenditure			(5,000)	(2,241,839)
142558		Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	OMC 10/12/20 - Carryovers	Capital Expenditure			(11,190)	(2,253,029)
143610		IT Contract Consultants - Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(72,955)	(2,325,984)
146111		Profit on Sale of Assets - Op Inc - Parks & Gardens Operations	OMC 10/12/20 - Carryovers	Operating Expenditure			(24,974)	(2,350,958)
143518		Software >\$5000 Cap Exp - IT	OMC 10/12/20 - Carryovers	Capital Expenditure	12,000			(2,350,958)
146122		Proceeds from Sale of Assets - Cap Inc - Works Operations	OMC 10/12/20 - Carryovers	Capital Expenditure			(21,890)	(2,372,848)
148600		KRO1 Building Renewal - Cap Exp - Office Prop Leased	OMC 10/12/20 - Carryovers	Capital Income		10,091		(2,362,757)
147374		Transfer From Building Reserve Gen Admin	OMC 27/8/20	Capital Expenditure			(20,639)	(2,383,396)
142790		Transfer From Building Reserve Gen Admin	OMC 27/8/20	Capital Income		42,450		(2,340,946)
					<b>4,000</b>	<b>23,903,627</b>	<b>(26,244,573)</b>	

Classifications Pick List
Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus/(Deficit)
Non Cash Item

SHIRE OF BROOME  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 January 2021

Note 6: RECEIVABLES

Receivables - Rates Receivable	YTD 31 Jan 2021	30 Jun 2020
	\$	\$
Opening Arrears Previous Years	876,141	755,320
Levied this year	23,256,230	23,107,761
Less Collections to date	(20,370,488)	(22,986,940)
Equals Current Outstanding	3,761,883	876,141
<b>Net Rates Collectable</b>	<b>3,761,883</b>	<b>876,141</b>
% Collected	84.41%	96.33%



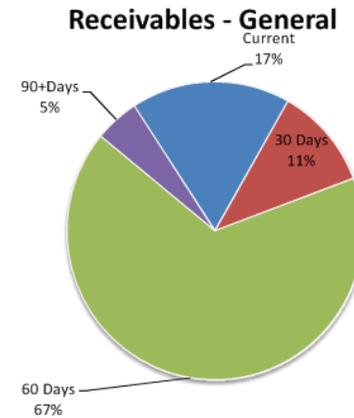
Comments/Notes - Receivables Rates

\* NOTE - Rates were raised on 16 July 2020 and are due on 20 August 2020

\*\*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	(102,749)	447,902	285,299	1,718,377	125,768
<b>Total Receivables General Outstanding</b>					<b>2,474,596</b>

Amounts shown above include GST (where applicable)



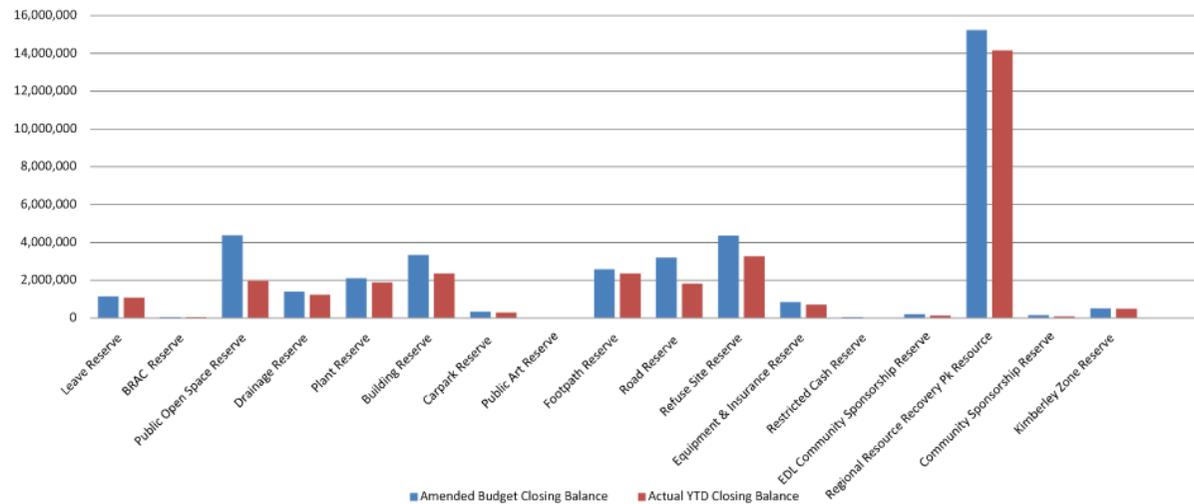
Comments/Notes - Receivables General

\* 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 January 2021

Note 7: Cash Backed Reserve

2020-21		Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
Name	Opening Balance									
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	1,076,266	17,708	3,520	0	0	61,270	0		1,155,244	1,079,786
BRAC Reserve	58,224	902	190	0	0	0	0		59,126	58,414
Public Open Space Reserve	1,976,821	14,120	7,160	1,018,174	0	1,377,637	0		4,386,752	1,983,981
Drainage Reserve	1,235,496	17,157	4,041	147,696	(0)	0	0		1,400,349	1,239,537
Plant Reserve	1,886,301	29,287	6,169	0	0	200,000	0		2,115,588	1,892,470
Building Reserve	2,361,421	37,713	7,723	447,349	0	490,917	0		3,337,400	2,369,145
Carpark Reserve	295,639	4,862	967	51,161	(0)	0	0		351,662	296,606
Public Art Reserve	6,182	80	20	0	0	0	0		6,262	6,202
Footpath Reserve	2,349,298	30,127	7,172	40,279	0	158,930	0		2,578,634	2,356,470
Road Reserve	1,824,122	42,336	5,966	497,883	(0)	836,000	0		3,200,341	1,830,088
Refuse Site Reserve	3,253,067	50,670	10,640	0	(0)	1,053,545	0		4,357,282	3,263,706
Equipment & Insurance Reserve	710,263	8,489	2,323	96,075	(0)	30,000	0		844,827	712,586
Restricted Cash Reserve	0	0	0	59,955	0	0	0		59,955	0
EDL Community Sponsorship Reserve	134,882	932	441	0	0	80,000	0		215,814	135,323
Regional Resource Recovery Pk Resource	14,121,030	218,967	46,184	0	0	888,662	0		15,228,659	14,167,215
Community Sponsorship Reserve	97,271	1,011	318	0	0	61,988	0		160,270	97,589
Kimberley Zone Reserve	486,676	6,751	1,592	0	(0)	26,845	0		520,272	488,268
	<b>31,872,958</b>	<b>481,112</b>	<b>104,426</b>	<b>2,358,573</b>	<b>1</b>	<b>5,265,794</b>	<b>0</b>		<b>39,978,437</b>	<b>31,977,386</b>



SHIRE OF BROOME  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 January 2021

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)					
\$	\$	\$	\$		\$	\$	\$	
				<b>P Number Plant and Equipment</b>				
				0 P12913 Utility Crew Cab Isuzu D-Max LS-M (MERBS) 1EHR010	1,789	0	0	
51,193	(18,779)	33,060	646	P7616 Toyota Prado (DiS) (DES) 1GCB245	(69,153)	646	69,799	
				0 P12808 Pump Water 4" Diesel PTG405DS (Works)	0	0	0	
				0 P14611 Road Roller Compact Combination Ammann AV40 2K - Works BM23909	(13,855)	0	0	
				0 P5116 Rosmech Mistral Road Sweeper with Hino 500 series FG1628 (Replaces P5110)	(208,617)	0	0	
64,950	(64,950)	10,510	10,510	P13313 Compact Sweeper Rosmech Azura MC200 (Works)	15,000	10,510	(4,490)	
				0 P15311 Trailer - Variable Message Display (Works) BM13417	(18,646)	0	0	
				0 P8812 Truck - Prime Mover Hino 700 series FS2844 (Works) >4.5T 1EAB261	54,487	0	0	
				0 P87012 Hino 500 series 2630 Medium Auto Tip Truck 10T (Works) 1DZK 931	(4,096)	0	0	
				0 P13108 Compressor Air Champion CSI11 Rotary Screw with CRDii024 Filters (Workshop)	(2,163)	0	0	
				0 P18218 TORO GROUND MASTER 360 4WD - 1GOO288	(16,672)	0	0	
				0 P14012 Pressure Cleaner Bar 3513G-HJ plus reel & hose (Waterpark P&Gs)	500	0	0	
				0 P6510 Trailer Caged Tipper Tandem - P&G's	3,000	0	0	
				0 P6601 Trailer Polmac Caged/Tipper 1TCX086	4,000	0	0	
				0 P8412 Water Truck Hino 500 Series 1628 Auto (P&Gs) 1EAR805 (see P4712 for tank)	(55,247)	0	0	
				0 P11514 Utility Cab Chassis Tray Extra Cab Retic 2 (P&Gs) (1EPL510)	10,533	0	0	
64,257	(43,534)	15,480	(5,242)	P1114 Self Propelled Elevated Work Platform (P&Gs) (1TPW699)	0	(5,242)	(5,242)	
				0 P17815 HINO 500 SERIES HOOKLIFT TRUCK (1EUV532) REPLACES P87005	(44,408)	0	0	
		612	612	P6002 Mower Rotary Push Type (Not In Service)		612	612	
27,104	(27,104)	587	587	P88515 HOWARD STEALTH S2 WING TIP MOWER (REPLACES P88513) INSURANCE		587	587	
500	(500)	153	153	P16612 Pressure Cleaner Spitwater SW151 with attachments (Depot)		153	153	
		8	8	P11604 Spreader Fertilizer Sitrex S400 (PTO driven)		8	8	
		2,873		P13611 Rota slasher Howard EHD180 (P&Gs)		0	0	
				0 P10909 Trailer Custom Made - Beach Lifeguard	(8,000)	0	0	
				0 P14012 Pressure Cleaner Bar 3513G-HJ plus reel & hose (Waterpark P&Gs)	5,000	0	0	
				0 P85807 TRAILER POLMAC DUAL AXLE - P&G	5,000	0	0	
				0 P1500 Trailer Dean No 17 Flatbed Tilting (for ride-on mower) BM1679	2,000	0	0	
18,435	(4,037)	0	(14,398)	P2416 Graytill Smartspray Ute mounted Spray System		(14,398)	(14,398)	
						0	0	
<b>208,003</b>	<b>(158,905)</b>	<b>63,283</b>	<b>(7,124)</b>		<b>(339,548)</b>	<b>(7,124)</b>	<b>47,029</b>	

Comments - Capital Disposal/Replacements

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2021**

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 \$
<b>RATE TYPE</b>											
<b>Differential General Rate</b>											
<i>Gross Rental Valuations</i>											
GRV - Residential	10.8224	4,918	116,292,696	12,585,661			12,585,661	12,585,661			12,585,661
GRV - Residential - Vacant	19.8104	176	2,904,940	575,480			575,480	575,480			575,480
GRV - Commercial/Industrial	11.2119	547	55,146,367	6,182,956			6,182,956	6,182,956			6,182,956
GRV - Tourism	14.6665	454	17,635,596	2,586,525			2,586,525	2,586,525			2,586,525
<i>Unimproved Value Valuations</i>											
UV - Rural	0.7623	54	17,509,000	133,471			133,471	133,471			133,471
UV - Mining	11.7729	39	1,211,081	142,579			142,579	142,579			142,579
UV - Commercial Rural	3.1875	21	6,638,773	211,611			211,611	211,611			211,611
<b>Sub-Totals</b>		6,209	217,338,453	22,418,283	0	0	22,418,283	22,418,283	0	0	22,418,283
<b>Minimum Payment</b>											
<i>Gross Rental Valuations</i>											
GRV - Residential	1,220	67	652,734	81,740			81,740	81,740			81,740
GRV - Residential - Vacant	1,220	176	810,422	214,720			214,720	214,720			214,720
GRV - Commercial/Industrial	1,220	24	179,590	29,280			29,280	29,280			29,280
GRV - Tourism	1,220	371	1,599,000	452,620			452,620	452,620			452,620
<i>Unimproved Value Valuations</i>											
UV - Rural	1,220	4	191,300	4,880			4,880	4,880			4,880
UV - Mining	500	29	54,849	14,500			14,500	14,500			14,500
UV - Commercial Rural	1,220	2	13,300	2,440			2,440	2,440			2,440
<b>Sub-Totals</b>		673	3,501,195	800,180	0	0	800,180	800,180	0	0	800,180
							23,218,463			23,218,463	
Charitable Concessions							(55,142)			(55,142)	
<b>Amount from General Rates</b>							23,163,321			23,163,321	
Ex-Gratia Rates							0			0	
Specified Area Rates							0			0	
<b>Totals</b>							<b>23,163,321</b>			<b>23,163,321</b>	

**Comments - Rating Information**

NOTE - This note represents the budgeted rating and back rating revenue expected for the 2020/21 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 January 2021**

**10. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 30-Jun-20	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	0	0	0
Loan 193 - Civic Centre Redevelopment	994,411		241,358	487,484	753,053	506,927	28,273	42,286
Loan 194 - BRAC Oval Pavillion	121,518		59,882	121,518	61,636	0	4,183	6,328
Loan 196 - Chinatown Revitalisation Loan	1,608,135		79,094	158,936	1,529,041	1,449,199	24,795	39,716
Loan 195 - Town Beach Redevelopment	2,000,000		0	0	2,000,000	2,000,000	0	0
Chinatown Revitalisation Project Stage 2		1,785,000		0	0	0	0	0
Broome Surf Life Saving Club	0	300,000		0	0	0	0	0
				0	0	0	0	0
<b>Self Supporting Loans</b>								
Broome Golf Club		1,250,000	0	0	0	0	0	0
	4,724,064	3,335,000	380,334	767,938	4,343,730	3,956,126	57,250	88,330

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 20/21 financial year.

(b) New Debentures

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2021**

**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 20 \$	Amount Received \$	Amount Paid \$	Closing Balance 31-Jan-21 \$
Verge Bonds		0	0	0
Library Transient Borrower Deposits	-82	0	0	(82)
Election Nomination Deposits		0	0	0
Civic Centre Event Takings	5,763	0	0	5,763
Key & Other General Purpose Deposits		5,686		5,686
BCITF Collection & Refund Deposits		0	0	0
Japanese Cemetery Improvements Deposits		0	0	0
Town Planning Related Bond Deposits	106,562	0	0	106,562
Cemetery Plot Reservation Deposits		0	0	0
Recreation Facility use Bond Deposits	-4,044	0	0	(4,044)
Cash In Lieu Of Public Open Space	100,209	0	0	100,209
Parking Facilities Bond Deposits		0	0	0
Road & Footpath Facilities Bond Deposits		0	0	0
Capital Works Bond Deposits		0	0	0
Bank Guarantee Deposits Received	16,431	0	0	16,431
Contract Bonds & Retentions	-16,431	0	0	(16,431)
Overpayments Held		0	0	0
Unclaimed Monies	2,662	0	0	2,662
BRB Levy	6,410	33,051	(24,986)	14,475
Staff Rental Bonds	190	0	0	190
Key Deposits		0	0	0
Chinatown Revitalisation grant		0	0	0
	<b>217,671</b>		<b>(24,986)</b>	<b>231,422</b>



SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2021

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	Amended Annual Budget	Amended YTD Budget	YTD Actual	YTD 31 Jan 2021		Strategic Reference / Comment
								Variance (Under)/Over	YTD Actual (Renewal Exp)	
		<b>Governance</b>								
0%	○	<b>Governance Total</b>			0	0	0	0	0	
		<b>Law, Order And Public Safety</b>								
31%	○	Vehicle & Mobile Plant Renewal (Replace) Cap Exp- Emerg & Rang Serv	0052450		65,000	32,500	0	(45,065)	19,935	
8%	○	VBFB Building New Const - Cap Exp - Volunteer Bush Fire Brigade	0053172		617,643	360,290	50,397	(567,246)	0	
0%	○	Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	0055239		3,222,000	1,611,000	15,097	(3,206,903)	0	
93%	●	SES Buildings New Const > \$5000 - Cap Exp - SES/ Fire & Emergency Services	0055288		224,000	224,000	208,987	(15,013)	0	
0%	○	Surf Club Building Renewal (Inc Plant & Furniture) Cap Exp-Law Ord & PS	53238		15,000	8,750	0	(15,000)	0	
7%	○	<b>Law, Order And Public Safety Total</b>			4,143,643	2,236,540	274,480	(3,849,228)	19,935	
		<b>Education and Welfare</b>								
0%	○	<b>Education and Welfare Total</b>			0	0	0	0	0	
		<b>Housing</b>								
0%	○	<b>Housing Total</b>			0	0	0	0	0	
		<b>Health</b>								
0%	○	<b>Health Total</b>			0	0	0	0	0	
		<b>Community Amenities</b>								
0%	○	Vehicles & Mobile Plant New - Cap Exp- Sanit Gen Refuse	0101508		200,000	100,000	0	(200,000)	0	
		Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	0101510		0	0	0	0	0	
101%	●	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	0101550	101552	50,000	25,000	0	383	50,383	
			0107550		135,800	67,900	379	(135,421)	0	
0%	○	Cemeteries Other Infrastructure New - - Cap Exp - Other Community Amenities	0107552	107561	6,000	3,000	0	1,396	7,396	
123%	●	Broome Cemetery Renewal by P & G - Cap Exp	0107562		53,000	26,500	52,344	(656)	0	
99%	●	Vehicle Mob Plant New -Cap Exp - Other Comm Ament	0107666	107768	60,000	30,000	0	(60,000)	0	
0%	○	Gantheum Toilet Block Renewal Inc Furn & Services - Build Cap Exp	104600	104795	583,404	340,298	372,858	(210,546)	0	
64%	●	Frederick (KBR Report) - Infa Cap Exp	101545	101558	200,000	100,000	42,470	(157,530)	0	
0%	○	Buckleys Rd Closure Upgrade (was Opex 101302) - Cap Exp - San Gen Refuse	104270	104299	154,830	90,314	0	(154,830)	0	
0%	○	Short-St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	104800	104920	20,000	11,662	0	(20,000)	0	
36%	○	<b>Community Amenities Total</b>			1,463,034	794,674	468,051	(937,205)	57,779	
		<b>Recreation And Culture</b>								
95%	●	Broome Golf Club Building Renewal - Cap Exp - Other Recreation & Sports	0112071		5,066,357	2,955,372	0	(249,736)	4,816,621	
68%	●	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	0113027	113029	32,910	19,194	22,355	(10,595)	0	
0%	○	Dakas Street Reserve New Infra Const Cap Exp-P&O	0113550	113570	104,761	53,794	300	(104,461)	0	
0%	○	Cable Beach Reserve Renewal Works - Cap Exp	0113551	113674	17,275	8,744	0	(17,275)	0	
41%	●	Haynes Oval Reserve Renewal of Infrastructure- Cap Exp	0113551	113762	35,000	17,500	0	(20,625)	14,375	
0%	○	Male Oval Renewal Infra - Cap Exp - Parks & Ovals	0113551	113763	22,500	11,250	0	(22,500)	0	
0%	○	Cygnat Park Infrastructure Renewal - Cap Exp	0113551	113788	126,961	64,894	0	(126,961)	0	
77%	●	Six Seasons Parks Infrastructure Renewal - Cap Exp	0113551	113790	20,848	10,828	0	(4,848)	16,000	
0%	○	Male Oval Upgrade Infra - Cap Exp - Parks & Ovals	0113552	113613	2,430	1,417	0	(2,430)	0	
0%	○	Haynes Oval Other Infrastructure Renewal - Cap Exp	0113553	HAYN001	1,271	743	0	(1,271)	0	
0%	○	Reticulation Control System New Exp - Cap Exp Parks & Ovals	0113603		40,500	23,625	0	(40,500)	0	
147%	●	Library Building Renewal (Inc Plant & Furn) - Cap Exp - Libraries	0115461		10,000	5,000	0	4,709	14,709	
			0116115	116140	10,000	5,000	0	(6,786)	3,214	
32%	○	Bme Civic Centre Building Design & Const Upgrade - Cap Exp - Bme Civic Centre	0116125	116126	22,490	13,118	0	(22,490)	0	
0%	○	Broome Entry Statement Signage New Const - Cap Exp - Other Cult	0116125	116128	50,000	25,000	0	(50,000)	0	
0%	○	Lord McAlpine Bust New Construction	0116201		19,315	11,263	0	(3,965)	15,350	
79%	●	Museum Building Renewal- Cap Exp - Other Cult	0117300	117365	793,470	462,847	879,966	86,496	0	
111%	●	Building New Construction Expense - BRAC Dry - Cap Exp	0117315	117316	438,428	219,214	0	(437,116)	1,312	
0%	○	BRAC Building Renewal - Cap Exp - BRAC Dry	0117450	117452	1,128,717	658,413	18,347	(1,110,370)	0	
2%	○	BRAC Oval Upgrade of Infra - Cap Exp								

Item 9.4.7 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY JANUARY 2021

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2021

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	Amended Annual Budget	Amended YTD Budget	YTD 31 Jan 2021				Strategic Reference / Comment
							YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)		
1%	○	BRAC Ovals Renewal - Infra Works - Cap Exp - BRAC Ovals	0117455	117456	248,814	145,138	0	(245,761)		3,053	
7%	○	Town Beach Redevelopment - Greenspace & Waterpark - Cap Exp	1181405		140,397	81,893	108,333	(32,064)		0	
56%	○	Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	1181407		944,330	550,970	527,219	(413,311)		0	
17%	○	Town Beach Redevelopment - Jetty Project - Other Infra New - Cap Exp	1181409		6,199,044	3,616,109	1,079,406	(5,119,638)		0	
16%	○	Youth Bike Recreation Area - New Construction - Cap Exp	1181420	YBRA001	334,983	195,405	52,211	(282,772)		0	
138%	●	Cemetery Reserve New Infra Const - Cap Exp - Parks & Ovals	113550	113560	5,000	2,912	6,877	1,877		0	
No Budget	□	Town Beach Reserve Upgrade - Cap Exp - P&G	0113552	113607	0	0	7,039	7,039		0	
No Budget	□	Motocross Other Infrastructure - Fencing - Other Recreation & Sport	1181423		0	0	27,365	27,365		0	
No Budget	□	Motocross Roadworks & Earthworks - Cap Exp - Other Recreation & Sport	1181422		0	0	366,418	366,418		0	
No Budget	□	Motocross Building Improvements - Cap Exp - Other Recreation & Sport	1181421		0	0	1,928,761	1,928,761		0	
No Budget	□	Haynes Oval Clubroom & Toilets New Const by P&G - Cap Exp	113572	113573	0	0	322	322		0	
0%	○	Vehicle & Mobile Plant Renewal (Replacement) - Cap Exp - Swim Area & Beaches	112397		8,750	5,103	0	(8,750)		0	
0%	○	Furniture & Equip - New - BRAC Dry	117372	117373	0	0	(448)	(448)		0	
No Budget	□	Town Beach Redevelopment - Fishing Platform & Amenities - Other Infra New - Cap Exp	1181402		0	0	36	36		0	
63%	○	<b>Recreation And Culture Total</b>			<b>15,824,750</b>	<b>9,164,746</b>	<b>5,024,507</b>	<b>(5,915,609)</b>		<b>4,884,634</b>	
		<b>Transport</b>									
66%	○	Federal Black Spot - Herbert / Saville Roundabout - NEW- Capex	113561	RU666	712,223	415,457	470,104	(242,119)		0	
95%	○	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	121000	121560	3,282,729	3,234,169	3,126,294	(156,435)		0	
10%	○	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	121100	RU226	797,858	465,416	82,332	(715,526)		0	
No Budget	□	Old Broome Road/ Gus Winckel Road Upgrade - Capex	121100	RU555	0	0	98,231	98,231		0	
0%	○	Bme Roundabouts L/Scaping Rd Infra Renewal Const by P&G - Capex	121101	121561	14,396	8,400	0	(14,396)		0	
		Urban Reseals Renewal Program - Various (Sealing Contractor) - Cap Ex - Renewal	121101	RRU	439,777	219,888	0	(246,653)		193,124	
30%	○	Hammersley Street - New Footpath Construction	125140	125183	220,983	116,919	65,863	(155,120)		0	
4%	○	Broome Streets General Purpose Street Lighting Upgrades-CapE	125215	125033	150,000	87,500	5,538	(144,462)		0	
4%	○	Street Lighting at Various Locations - Renewal	125225	125232	50,000	25,000	0	(48,020)		1,980	
0%	○	Access & Inclusion Improvements New Infra - Cap Exp	125421		107,124	59,989	440	(106,684)		0	
283%	○	Chinatown Landscaping Upgrade of Infra by P & G - Cap	121510	121510	75,000	43,750	211,958	136,958		0	
13%	○	Various Footpath Renewal - Renewal Construction - Cap Exp	125300	VARPATH	79,195	44,063	0	(68,661)		10,534	
No Budget	□	Black Spot (State)- Port Drive Childrens Crossing Stage 1	121100	RU227	0	0	8,462	8,462		0	
100%	○	Footpath Old Broome Road - One Mile Access/Sandpiper/Short St	125300	125291	25,626	14,945	0	0		25,626	
0%	○	Broome North Footpath New Const - Capex	125140	125277	87,000	50,750	0	(87,000)		0	
100%	○	Various FootPath Upgrade - Cap Exp	1223481	FPUP001	46,337	27,027	46,337	0		0	
0%	○	Old Broome Estate Subdivision - Whole Estate - Various Paths	125140	125290	11,931	6,958	0	(11,931)		0	
71%	○	<b>Transport Total</b>			<b>6,100,177</b>	<b>4,820,230</b>	<b>4,115,559</b>	<b>(1,753,355)</b>		<b>231,264</b>	
		<b>Economic Services</b>									
74%	○	Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	0132129		110,950	64,722	0	(28,359)		82,591	
32%	○	Detailed Design Chinatown Project Stage 2 - CapEx	1367228		173,192	101,024	55,028	(118,164)		0	
		Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic Services Special Projects	1367221		568,855	331,828	692,901	124,046		0	
122%	○	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	1367404	1367414	6,183,423	3,606,997	680,472	(5,502,950)		0	
15%	○	Napier Terrace Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	1367404	1367416	4,416,413	2,576,238	676,237	(3,740,176)		0	
3%	○	Carnarvon Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	1367404	1367417	3,930,518	2,292,801	115,823	(3,814,695)		0	
0%	○	Public Art (funded from Reserve) - Other Infra New - Cap Ex	1367405	1367412	506,779	295,617	1,000	(505,779)		0	
0%	○	Smart Cities Enabling Items - Cap Exp	1367405	1367418	300,000	0	0	(300,000)		0	
7%	○	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	1367405	1367419	392,197	228,781	29,175	(363,022)		0	
0%	○	Chinatown Transit Hub and Pocket Park (Chinatown Stage 2) Cap Exp	1367405	1367420	1,577,000	942,000	0	(1,577,000)		0	
0%	○	Visitor Centre Amenities (Chinatown Stage 2) Cap Exp	1367405	1367421	186,000	93,000	0	(186,000)		0	
1%	○	Chinatown Entry Statement - Other Infra New - Cap Ex	1367405	1367415	2,919	1,701	43	(2,876)		0	
No Budget	□	Chinatown Public Art - Art Coordination & Contingency	1367405	1367422	0	0	45,344	45,344		0	
No Budget	□	Chinatown Public Art - Start of the Pearling Story	1367405	1367423	0	0	9,260	9,260		0	
No Budget	□	Chinatown Public Art - Chinese Community	1367405	1367424	0	0	3,201	3,201		0	
No Budget	□	Chinatown Public Art - Diverses Quarter and the Boating Industry	1367405	1367425	0	0	24,674	24,674		0	
No Budget	□	Chinatown Public Art - Sam Male	1367405	1367426	0	0	68,152	68,152		0	
No Budget	□	Chinatown Public Art - The Tram	1367405	1367427	0	0	5,755	5,755		0	

SHIRE OF BROOME  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 January 2021

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Jan 2021					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
No Budget	<input checked="" type="checkbox"/>	Chinatown Public Art - The Japanese in Broome	1367405	1367428	0	0	2,267	2,267	0	
No Budget	<input checked="" type="checkbox"/>	Chinatown Public Art - Interpretation Trail	1367405	1367429	0	0	2,462	2,462	0	
No Budget	<input checked="" type="checkbox"/>	Chinatown Public Art - Customised Designs for Sandblasted Benches	1367405	1367430	0	0	3,085	3,085	0	
No Budget	<input checked="" type="checkbox"/>	Chinatown Public Art - Customised Designs Filigree Panels	1367405	1367431	0	0	2,053	2,053	0	
139%	<input checked="" type="checkbox"/>	Dampier St Upgrade - Cap Exp	1367404	1367407	15,000	8,750	20,864	5,864	0	
130%	<input checked="" type="checkbox"/>	Carnarvon St Upgrade - Cap Ex	1367404	1367408	42,000	24,500	54,775	12,775	0	
0%	<input type="checkbox"/>	Carnarvon Street South Streetscape Enhancements	1367404	1367433	887,000	443,500	0	(887,000)	0	
<b>13%</b>	<input type="checkbox"/>	<b>Economic Services Total</b>			<b>19,292,246</b>	<b>11,161,459</b>	<b>2,492,570</b>	<b>(16,717,085)</b>	<b>82,591</b>	
		<b>Other Property &amp; Services</b>								
7%	<input type="checkbox"/>	Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	0142558		201,323	117,432	0	(186,545)	14,778	
45%	<input checked="" type="checkbox"/>	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	0143610		479,955	279,972	0	(262,939)	217,016	
8%	<input type="checkbox"/>	Equip & H'Ware > \$5000 Cap Exp - IT	0146120		174,000	87,000	14,449	(159,551)	0	
26%	<input type="checkbox"/>	Software >\$5000 Cap Exp - IT	0146122		114,205	66,619	30,071	(84,134)	0	
0%	<input type="checkbox"/>	Child Care Ctr cnr Guy & Herbert Build Renewal - Cap Exp	0146652	146653	4,000	2,000	0	(4,000)	0	
0%	<input type="checkbox"/>	BOSCCA Building Renewal (Inc Plant & Furn) - Cap Exp - Com Fac Leased	0146652		4,000	2,000	0	(4,000)	0	
0%	<input type="checkbox"/>	Shire Office Barker St - Building Renewal - Cap Exp - Corp Gov Support	0147372		10,000	5,000	0	(10,000)	0	
71%	<input checked="" type="checkbox"/>	Depot Building Const Renewal - Cap Exp - Depot Operations	0148003	148007	4,000	2,000	0	(1,179)	2,821	
94%	<input checked="" type="checkbox"/>	Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office	0148004		60,000	30,000	0	(3,749)	56,251	
4%	<input type="checkbox"/>	Depot Building Upgrade - Cap Exp - Depot Ops	0148242	148243	98,000	49,000	4,011	(93,989)	0	
0%	<input type="checkbox"/>	Vehicle & Mobile Plant Renewal(Replacement) - Cap Exp - Depot Ops	0148610		12,000	6,000	0	(12,000)	0	
0%	<input type="checkbox"/>	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	0148611		871,000	435,500	0	(868,639)	2,361	
No Budget	<input checked="" type="checkbox"/>	KRO2 Building Renewal - Cap Exp - Office Prop Leased	0147375		0	0	0	4,860	4,860	
No Budget	<input checked="" type="checkbox"/>	Vehicle & Plant New - Cap Exp - P&G Operations	143621		0	0	307	307	0	
4%	<input type="checkbox"/>	KRO1 Building Renewal - Cap Exp - Office Prop Leased	147374		78,167	45,591	0	(74,817)	3,350	
<b>17%</b>	<input type="checkbox"/>	<b>Other Property &amp; Services Total</b>			<b>2,110,650</b>	<b>1,128,114</b>	<b>48,838</b>	<b>(1,760,375)</b>	<b>301,437</b>	
<b>37%</b>	<input type="checkbox"/>	<b>GRAND TOTAL</b>			<b>48,934,501</b>	<b>29,305,763</b>	<b>12,424,006</b>	<b>(30,932,855)</b>	<b>5,577,640</b>	

SHIRE OF BROOME  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 January 2021

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Jan 2021					
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
188%	●	Land & Buildings - New			1,635,113	1,047,137	3,068,433		0	
1%	○	Land & Buildings - Upgrade			3,320,000	1,660,000	19,108	(3,300,892)	0	
82%	●	Land & Buildings - Renewal			6,031,541	3,473,344	0	(1,071,935)	4,959,606	
		Works in Progress Land & Buildings			0	0	0	0	0	
73%	◎	<b>Land &amp; Buildings - Total</b>			<b>10,986,654</b>	<b>6,180,481</b>	<b>3,087,541</b>	<b>(2,939,507)</b>	<b>4,959,606</b>	
28%	○	Recreation Areas Infrastructure - New			2,691,297	1,562,581	763,006	(1,928,291)	0	
290%	●	Recreation Areas Infrastructure - Upgrade			2,430	1,417	7,039	4,610	0	
7%	○	Recreation Areas Infrastructure - Renewal			472,669	259,096	0	(439,241)	33,428	
		Works in Progress Recreation Areas Infrastructure			0	0	0	0	0	
25%	○	<b>Recreation Areas Infrastructure - Total</b>			<b>3,166,396</b>	<b>1,823,095</b>	<b>770,045</b>	<b>(2,362,922)</b>	<b>33,428</b>	
91%	●	Roads, F/Paths & Bridges Infrastructure - New			4,421,989	3,884,241	4,029,119	(392,870)	0	
16%	○	Roads, F/Paths & Bridges Infrastructure - Upgrade			17,135,595	9,921,831	2,743,419	(14,392,177)	0	
41%	●	Roads, F/Paths & Bridges Infrastructure - Renewal			558,993	287,296	0	(329,709)	229,284	
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0	0	
32%	○	<b>Roads, F/Paths &amp; Bridges Infrastructure - Total</b>			<b>22,116,578</b>	<b>14,093,368</b>	<b>6,772,538</b>	<b>(15,114,756)</b>	<b>229,284</b>	
0%	○	Drainage Infrastructure - New			154,830	90,314	0	(154,830)	0	
64%	◎	Drainage Infrastructure - Upgrade			583,404	340,298	372,858	(210,546)	0	
0%	○	Drainage Infrastructure - Renewal			20,000	11,662	0	(20,000)	0	
		Works in Progress Drainage Infrastructure			0	0	0	0	0	
49%	●	<b>Drainage Infrastructure - Total</b>			<b>758,234</b>	<b>442,274</b>	<b>372,858</b>	<b>(385,376)</b>	<b>0</b>	
14%	○	Other Infrastructure - New			9,372,229	5,433,226	1,276,292	(8,095,937)	0	
14%	○	Other Infrastructure - Upgrade			350,000	187,500	48,008	(301,992)	0	
56%	●	Other Infrastructure - Renewal			106,000	53,000	0	(46,241)	59,759	
		Works in Progress Other Infrastructure			0	0	0	0	0	
14%	○	<b>Other Infrastructure - Total</b>			<b>9,828,229</b>	<b>5,673,726</b>	<b>1,324,301</b>	<b>(8,444,170)</b>	<b>59,759</b>	
21%	○	Mobile Plant & Equip New			253,000	126,500	52,651	(200,349)	0	
		Mobile Plant & Equip Upgrade			0	0	0	0	0	
20%	○	Mobile Plant & Equipment Renewal (Replacement)			1,496,705	789,075	0	(1,201,142)	295,563	
20%	○	<b>Mobile Plant &amp; Equip - Total</b>			<b>1,749,705</b>	<b>915,575</b>	<b>52,651</b>	<b>(1,401,492)</b>	<b>295,563</b>	
0%	○	Fixed Plant & Equipment - New			40,500	23,625	0	(40,500)	0	
		Fixed Plant & Equipment - Upgrade			0	0	0	0	0	
		Fixed Plant & Equipment - Renewal			0	0	0	0	0	
0%	○	<b>Fixed Plant &amp; Equipment - Total</b>			<b>40,500</b>	<b>23,625</b>	<b>0</b>	<b>(40,500)</b>	<b>0</b>	
15%	○	Furniture & Equipment - New			288,205	153,619	44,072	(244,133)	0	
15%	○	<b>Furniture &amp; Equipment - Total</b>			<b>288,205</b>	<b>153,619</b>	<b>44,072</b>	<b>(244,133)</b>	<b>0</b>	
37%	○	<b>Capital Expenditure Total</b>			<b>48,934,501</b>	<b>29,305,763</b>	<b>12,424,006</b>	<b>(30,932,855)</b>	<b>5,577,640</b>	

**SHIRE OF BROOME**  
**Monthly Statement of Financial Activity**  
**For the Period Ending 31 January 2021**

**Appendix A: SUPPLEMENTARY NOTES TO THE MONTHLY REPORT**

**NOTES TO THIS MONTH'S REPORT**

**OVERVIEW**

For the period ended 31 January 2021, the following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	58.90%
Total Rates Raised Revenue	100% (of which 84.41% were collected)
Total Other Operating Revenue	53%
Total Operating Expenditure	52%
Total Capital Revenue	69%
Total Capital Expenditure	37%
Total Sale of Assets Revenue	16%

The budget was adopted at the Ordinary Meeting of Council on 25 June 2020. Council adopted a balanced annual budget, which included a net carried forward balance of \$2,226,546 being \$844,078 of carry-over projects, plus \$1,382,467 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 2 December 2020 before the recommendations were presented to the Ordinary Meeting of Council on 10 December 2020. The final report included recommendations for the use of an adjusted surplus \$4,188,392 in carried forward surplus. These recommendations were approved by Council and incorporated into the 2020-21 budget.

More information on the Shire's current position can be found on Note 3 of these Financial Statements.

**ADJUSTMENTS TO DETERMINE THE CASH POSITION**

**CURRENT POSITION**

Currently, to the end of January 2021, the current position stands at \$23.6M.

**Cash**

Total Cash Assets are now \$51.9M having increased by \$4.8M.

The major collections this month include receipt of:

- \$6.7M – Department Primary Industries & Regional Development – Chinatown 2
- \$176K – Perth Dept local Gov Sport & Culture Industries

The major expenditure items this month include payments of:

- \$1.5M Georgiou Group – China Town stage 2 (Short St & Napier Terrace)

- \$354K Roadline Civil Contractors – McDaniel Road (RFQ20-04)
- \$273K McCorry Brown Earthmoving – Gus Winkle Upgrades (RFQ20-05), Crab Creek Rd (RFT20-09), Concrete Crushing (RFT19/07)

#### **Receivables**

Sundry debtors including GST refundable stand at \$2.7M.

Rates and rubbish debtors stand at \$5.5M. Annual rates were raised on 16th July 2020 with due date of 20 August 2020. 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 \$151K having a \$7K increase since the previous month.

#### **Cash Liabilities**

These stand at \$387K. This represents our obligation on our outstanding loans in 20/21.

#### **Creditors and Payables**

Sundry Creditors are \$3.0M, 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 \$1.2M.

#### **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 \$2.40M (Non-current leave provisions are \$280K). Accruals to reflect the year end position have been completed for the 2019-2020 year.

**9.4.8 AUDIT AND RISK COMMITTEE MINUTES 10 FEBRUARY 2021**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	COA01; RCG01
<b>AUTHOR:</b>	Director Corporate Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report requests Council to consider outcomes of the Audit and Risk Committee (ARC) meeting held on 10 February 2021 and seeks adoption of the recommendations on the 2020 Compliance Audit Return and the Quarter 2 Finance and Costing Review (FACR).

**BACKGROUND**2020 Compliance Audit Return

Local governments are required to complete a compliance audit for the previous calendar year by the 31 March. The Department of Local Government, Sport and Cultural Industries (DLGSC) provides the questions each year with the compliance audit being an in-house self-audit that is undertaken by the appropriate responsible officer.

In accordance with Regulation 14 of the *Local Government (Audit) Regulations 1996* the ARC is to review the CAR and is to report to Council the results of that review. The CAR is to be:

1. Presented to an Ordinary Meeting of Council;
2. Adopted by Council; and
3. Recorded in the minutes of the meeting at which it is adopted.

Following the adoption by Council of the CAR, a certified copy of the return, along with the relevant section of the minutes and any additional information detailing the contents of the return are to be submitted to the DLGSC by 31 March 2021.

The return requires the Shire President and the Chief Executive Officer to certify that the statutory obligations of the Shire of Broome have been complied with.

**2<sup>nd</sup> Quarter Finance and Costing Review**

OMC 25 June 2020	Item 9.3.2
OMC 11 November 2020	Item 10.1
OMC 20 December 2020	Item 10.3

The Shire of Broome has carried out its 2nd Quarter Finance and Costing Review (FACR) for the 2020/21 financial year. This review of the 2020 - 2021 Annual Budget is based on actuals and commitments for the first six months of the year from 1 July 2020 to 31 December 2021, and forecasts for the remainder of the financial year.

This process aims to highlight over and under expenditure of funds and over and under achievement of income targets for the benefit of Executive and Responsible Officers to ensure good fiscal management of their projects and programs.

Once this process is completed, a report is compiled identifying budgets requiring amendments to be adopted by Council. Additionally, a summary provides the financial impact of all proposed budget amendments to the Shire's adopted end-of-year forecast, to assist Council to make an informed decision.

It should be noted that the 2020 - 2021 Annual Budget was adopted at the Ordinary Meeting of Council on 25 June 2020 as a balanced budget.

## **2020 COMPLIANCE AUDIT RETURN (5.1)**

The DLGSC continues to focus on high risk areas of compliance and statutory reporting as prescribed in Regulation 13 of the Local Government (Audit) Regulations 1996.

The CAR for the period 1 January to 31 December 2020 comprises a total of 102 questions, down from 104 questions the previous year. Whilst the number of questions is similar the DLGSC has updated the wording of many questions and combined questions of a similar nature. New questions have appeared for the first time to reflect the legislative changes that are occurring, and this trend is expected to continue.

During 2020, responsible officers monitored compliance in each of the focus areas through a new cloud-based compliance application – RelianSys. This has increased the awareness of compliance obligations and allowed the capture of compliance evidence in one central repository throughout the year. The new compliance system reduces the risk of non-compliance and streamlines compilation of the annual return.

A compliance rating of 100% has been reported for 2020. This continues the Shire's strong history of compliance with the requirements of the *Local Government Act (1995)*, with minimal non compliances reported over the last 5 years and none of a significant risk nature.

## **2<sup>ND</sup> QUARTER FINANCE AND COSTING REVIEW**

The Quarter 2 FACR commenced on 27 January 2021. The results from this process indicate a deficit forecast financial position to 30 June 2021 of \$311,093 should Council approve the proposed budget amendments.

The above figure represents a budget forecast should all expenditure and income occur as expected. It does not represent the actual end-of-year position, which can only be determined as part of the financial year's normal annual financial processes.

At the start of the Q2 FACR, a net deficit of \$350,598 was forecasted which arose from past budget amendments adopted by Council, including Q1 FACR. The Q2 FACR identified net savings of \$39,505 resulting in a cumulative net deficit forecast of \$311,093. A total of 146 budget amendments were proposed at the Q2 FACR which made up the \$69,985 net surplus for the quarter. There is no single transaction to which this net surplus is attributed. However, the most significant amendments among these are as follows:

- \$529K net deficit from reduced interest income on municipal funds deposit;
- \$584K of net savings from the Broome Golf Club Redevelopment;
- \$296K of income and expenditure for additional LRCI funding available to be utilised for the Town Beach Carpark Construction;
- \$219K of additional Blackspot funding for Gus Winckel project with a corresponding increase in expenditure of \$136K;
- \$160K grants received from the 'In The House' grants to be utilised for Civic Centre shows; and

- \$100K savings from Frederick Drainage (KBR Report) Project from undertaking the work internally.

The proposed budget amendments also included income and expenses of equal amount totalling \$2,322,544 to recognise the transfer of Broome Motocross Complex by the Development WA to the Shire.

A summary of the results is as follows:

<b>SHIRE OF BROOME SUMMARY REPORT</b>				
<b>BUDGET IMPACT</b>				
	<b>2020/21 Adopted Budget (Income) / Expense</b>	<b>YTD Adopted Budget Amendments (Income) / Expense</b>	<b>FACR Q2 Overall (Income) / Expense</b>	<b>YTD Impact</b>
<b>Executive - Total</b>	0	(12,920)	42,750	29,830
<b>Corporate Services - Total</b>	0	0	366,521	366,521
<b>Development and Community- Total</b>	0	332	103,999	104,331
<b>Infrastructure Services - Total</b>	0	55,708	(552,774)	(497,066)
<b>Impact of Council approved budget amendments</b>	0	307,478	0	307,478
	<b>0,000*</b>	<b>350,598</b>	<b>(39,505)</b>	<b>311,093</b>

## CONSULTATION

2020 Compliance Audit Return

Department of Local Government Sport and Cultural Industries

2nd Quarter Finance and Costing Review 2020/21

All amendments have been proposed after consultation with Executive and Responsible Officers at the Shire, and approval of the Audit and Risk Committee.

## STATUTORY ENVIRONMENT

### **Local Government (Audit) Regulations 1996**

#### 14. Compliance audits by local governments

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.
- (3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —
  - (a) presented to the council at a meeting of the council; and

- (b) adopted by the council; and
- (c) recorded in the minutes of the meeting at which it is adopted.

[Regulation 14 inserted in Gazette 23 Apr 1999 p. 1724-5; amended in Gazette 30 Dec 2011 p. 5580-1.]

15. Compliance audit return, certified copy of etc. to be given to Departmental CEO

- (1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —
  - (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
  - (b) any additional information explaining or qualifying the compliance audit, is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

### **Local Government (Financial Management) Regulation 1996**

#### **r33A. Review of Budget**

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
  - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
  - (b) consider the local government's financial position as at the date of the review; and
  - (c) review the outcomes for the end of that financial year that are forecast in the budget.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

\*Absolute majority required.

- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Local Government Act 1995

#### **6.8. Expenditure from municipal fund not included in annual budget**

- 1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
  - (a) is incurred in a financial year before the adoption of the annual budget by the local government;
  - (b) is authorised in advance by resolution\*; or
  - (c) is authorised in advance by the mayor or president in an emergency.
- (1a) In subsection (1) —

“additional purpose” means a purpose for which no expenditure estimate is included in the local government's annual budget.

### **POLICY IMPLICATIONS**

2020 Compliance Audit Return

Nil.

## 2nd Quarter Finance and Costing Review 2020-21

It should be noted that according to the materiality threshold set at the budget adoption, should a deficit achieve 1% of Shire's operating revenue (\$394,804) the Shire must formulate an action plan to remedy the over expenditure.

### **FINANCIAL IMPLICATIONS**

#### 2020 Compliance Audit Return

Nil.

#### 2nd Quarter Finance and Costing Review 2020-21

The **net result** of the Quarter 2 FACR estimates is a budget deficit position of **\$311,093** to 30 June 2021.

### **RISK**

#### 2020 Compliance Audit Return

There is a reputational risk with the DLGSC should the CAR not be completed on time or if significant non compliances are reported.

The likelihood of this occurring is rare.

#### 2nd Quarter Finance and Costing Review 2019-20

The Finance and Costing Review (FACR) seeks to provide a best estimate of the end-of-year position for the Shire of Broome at 30 June 2021. Contained within the report are recommendations of amendments to budgets which have financial implications on the estimate of the end-of-year position.

The review does not, however, seek to make amendments below the materiality threshold unless strictly necessary. The materiality thresholds are set at \$10,000 for operating budgets and \$20,000 for capital budgets. Should a number of accounts exceed their budget within these thresholds, it poses a risk that the predicted final end-of-year position may be understated.

In order to mitigate this risk, the CEO enacted the FACRs to run quarterly and Executive examine each job and account to ensure compliance. In addition, the monthly report provides variance reporting highlighting any discrepancies against budget.

It should also be noted that should Council decide not to adopt the recommendations, it could lead to some initiatives being delayed or cancelled in order to offset the additional expenditure associated with running the Shire's operations.

### **STRATEGIC IMPLICATIONS**

**Prosperity – Together, we will build a strong, diversified and growing economy with work opportunities for everyone:**

Affordable and equitable services and infrastructure

**Performance - We will deliver excellent governance, service and value, for everyone:**

Responsible resource allocation

Improved systems, processes and compliance

## **VOTING REQUIREMENTS**

*Absolute Majority*

### REPORT RECOMMENDATION:

(COMMITTEE RESOLUTION)

#### **Simple Majority Vote**

*That Council:*

1. *Adopt the attached 2020 Compliance Audit Return as the official return for the Shire of Broome; and*
2. *Requests the Chief Executive Officer to submit the certified return and a copy of the minutes relative to this report to the Department of Local Government, Sport and Cultural Industries prior to 31 March 2021.*

**- Split recommendation in the Agenda and Minutes – Absolute Majority Vote**

### REPORT RECOMMENDATION:

(COMMITTEE RESOLUTION)

*That Council:*

1. *Receives the Quarter 2 Finance and Costing Review Report for the period ended 31 December 2020;*
2. *Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2021 as attached; and*
3. *Notes a forecast end-of-year position to 30 June 2021 of **\$311,093** deficit position.*

## **Attachments**

1. Audit and Risk Committee Minutes 10 February 2021



# **UNCONFIRMED MINUTES**

**OF THE**

**AUDIT AND RISK COMMITTEE MEETING**

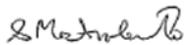
**10 FEBRUARY 2021**

## NOTICE OF MEETING

Dear Council Member,

The next Audit and Risk Committee of Council will be held on Wednesday, 10 February 2021 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 2:00 PM.

Regards,



S MASTROLEMBO  
Chief Executive Officer

10/02/2021

### 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**  
**AUDIT AND RISK COMMITTEE MEETING**  
**WEDNESDAY 10 FEBRUARY 2021**  
**INDEX – MINUTES**

1.	OFFICIAL OPENING .....	4
2.	ATTENDANCE AND APOLOGIES .....	4
3.	DECLARATIONS OF FINANCIAL INTEREST / IMPARTIALITY .....	4
4.	CONFIRMATION OF MINUTES .....	4
5.	REPORTS OF OFFICERS .....	5
	5.2 COMPLIANCE AUDIT RETURN 2020.....	5
	5.1 2ND QUARTER FINANCE AND COSTING REVIEW 2020-21 .....	20
6.	MATTERS BEHIND CLOSED DOORS .....	36
7.	MEETING CLOSURE .....	36

**MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING OF THE SHIRE OF BROOME,  
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,  
ON WEDNESDAY 10 FEBRUARY 2021, COMMENCING AT 2:00 PM.**

**1. OFFICIAL OPENING**

The Chair welcomed Councillors and Officers and declared the meeting open at 2:09PM.

**2. ATTENDANCE AND APOLOGIES**

**ATTENDANCE**

<b>Members:</b>	Cr D Male Cr C Mitchell Cr H Tracey	Chair / Deputy Shire President Deputy Chair Shire President
<b>Apologies:</b>	Nil	
<b>Leave of Absence:</b>	Nil	
<b>Officers:</b>	Mr S Mastroleambo Mr J Watt Mr A Graffen Mr N Cain Mr A Santiago Mr D Kennedy	Chief Executive Officer Director Corporate Services Director Infrastructure Director Development and Community Manager Financial Services Manager Governance Strategy and Risk

**3. DECLARATIONS OF FINANCIAL INTEREST / IMPARTIALITY**

Committee Member	Item No	Item	Nature of Interest
Nil.			

**4. CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION:**

**(RECOMMENDATION)**

**Minute No. AR/0221/001**

**Moved: Cr D Male**

**Seconded: Cr C Mitchell**

***That the Minutes of the Audit and Risk Committee held on 2 December 2020, as published and circulated, be confirmed as a true and accurate record of that meeting.***

**CARRIED UNANIMOUSLY 3/0**

<b>5. REPORTS OF OFFICERS</b>
-------------------------------

<b>5.2 COMPLIANCE AUDIT RETURN 2020</b>
---

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	LCR02
<b>AUTHOR:</b>	Manager Governance, Strategy and Risk
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

<b>SUMMARY:</b>
-----------------

<p>The purpose of this report is to present to the Audit and Risk Committee (ARC) the 2020 Compliance Audit Return (CAR) for review, and to request that the ARC recommend that Council adopt the 2020 CAR for submission to the Department of Local Government, Sport and Cultural Industries (DLGSC) by 31 March 2021.</p>
--

### BACKGROUND

Local governments are required to complete a compliance audit for the previous calendar year by the 31 March. The DLGSC provides the questions each year with the compliance audit being an in-house self audit that is undertaken by the appropriate responsible officer.

In accordance with Regulation 14 of the *Local Government (Audit) Regulations 1996* the ARC is to review the CAR and is to report to Council the results of that review. The CAR is to be:

1. presented to an Ordinary Meeting of Council
2. adopted by Council; and
3. recorded in the minutes of the meeting at which it is adopted.

Following the adoption by Council of the CAR, a certified copy of the return, along with the relevant section of the minutes and any additional information detailing the contents of the return are to be submitted to the DLGSC by 31 March 2021.

The return requires the Shire President and the Chief Executive Officer to certify that the statutory obligations of the Shire of Broome have been complied with.

### COMMENT

The DLGSC continues to focus on high risk areas of compliance and statutory reporting as prescribed in Regulation 13 of the *Local Government (Audit) Regulations 1996*.

The CAR for the period 1 January to 31 December 2020 comprises a total of 102 questions, down from 104 questions the previous year. Whilst the number of questions is similar the DLGSC has updated the wording of many questions and combined questions of a similar nature. New questions have appeared for the first time to reflect the legislative changes that are occurring, and this trend is expected to continue.

The key focus areas covered in the CAR are as follows:

Focus Area	2019 Qu's	2020 Qu's	Comments
Commercial Enterprises by Local Governments	5	5	<ul style="list-style-type: none"> <li>No changes.</li> </ul>
Delegation of Power/Duty	13	13	<ul style="list-style-type: none"> <li>No change.</li> </ul>
Disclosure of Interest	19	21	<ul style="list-style-type: none"> <li>Several questions amalgamated.</li> <li>New questions relating to public access to information, participation rights and adoption of a code of conduct added.</li> </ul>
Disposal of Property	2	2	<ul style="list-style-type: none"> <li>No change.</li> </ul>
Elections	2	3	<ul style="list-style-type: none"> <li>New question relating to public access to the electoral gift register.</li> </ul>
Finance	14	11	<ul style="list-style-type: none"> <li>Amalgamation of questions relating to Audit Reg 7 into one question.</li> </ul>
Integrated Planning and Reporting	7	3	<ul style="list-style-type: none"> <li>Questions relating to Asset Management Plan(s), Long Term Financial Plan and Workforce Plan removed.</li> </ul>
Local Government Employees	5	6	<ul style="list-style-type: none"> <li>New question relating to council rejecting a CEO's recommendation to employ or dismiss a senior employee.</li> </ul>
Official Conduct	6	4	<ul style="list-style-type: none"> <li>Several questions amalgamated.</li> <li>New question in regard to public access to complaints register for minor breaches.</li> </ul>
Optional Questions	4	10	<ul style="list-style-type: none"> <li>New questions regarding the gift provision changes,</li> <li>New questions relating to the attendance of elected members and the CEO at events policy</li> <li>New questions regarding the continuing professional development of elected members policy.</li> <li>New question regarding report on training completed by elected members in the 2019/2020 financial year.</li> </ul>
Tenders for Providing Goods and Services	27	24	<ul style="list-style-type: none"> <li>Several questions amalgamated.</li> <li>Two new questions in relation to the Shire's purchasing policy.</li> </ul>
Total	104	102	

During 2020, responsible officers monitored compliance in each of the focus areas through a new cloud-based compliance application – RelianSys. This has increased the awareness of compliance obligations and allowed the capture of compliance evidence in one central repository throughout the year. The new compliance system reduces the risk of noncompliance and streamlines compilation of the annual return.

A compliance rating of 100% has been reported for 2020.

This continues the Shire's strong history of compliance with the requirements of the *Local Government Act (1995)*, with minimal non compliances reported over the last 5 years and none of a significant risk nature.

It is important to emphasis that the CAR is limited in scope.

Local Governments are also required to comply with upwards of 200 other pieces of legislation. The implementation of RelianSys during 2020 provides the ability to continually improve the monitoring and assurance of other significant pieces of legislation on a prioritised basis. The RelianSys system can also be developed to assist in addressing the compliance focus of the Office of the Auditor General (OAG) that is apparent since the OAG took over the responsibility for Local Government financial and performance audits.

## CONSULTATION

Department of Local Government, Sport and Cultural Industries

## STATUTORY ENVIRONMENT

### **Local Government (Audit) Regulations 1996**

#### **14. Compliance audits by local governments**

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.
- (3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —
  - (a) presented to the council at a meeting of the council; and
  - (b) adopted by the council; and
  - (c) recorded in the minutes of the meeting at which it is adopted.

#### **15. Compliance audit return, certified copy of etc. to be given to Departmental CEO**

- (1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —
  - (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
  - (b) any additional information explaining or qualifying the compliance audit,

is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

## POLICY IMPLICATIONS

Nil.

## FINANCIAL IMPLICATIONS

Nil.

**RISK**

There is a reputational risk with the DLGSC should the CAR not be completed on time or if significant non compliances are reported.

The likelihood of this occurring is rare.

**STRATEGIC IMPLICATIONS**

**Our Performance Aspiration – We will deliver excellent governance, service and value, for everyone.**

Deliver best practice governance and risk management.

**VOTING REQUIREMENTS**

*Simple Majority*

<b><u>COMMITTEE RESOLUTION:</u></b>	
<b>(REPORT RECOMMENDATION)</b>	<b>Minute No. AR/0221/002</b>
<b>Moved: Cr C Mitchell</b>	<b>Seconded: Cr H Tracey</b>
<b>That the Audit and Risk Committee recommends that Council:</b>	
<b>1. Adopt the attached 2020 Compliance Audit Return as the official return for the Shire of Broome; and</b>	
<b>2. Requests the Chief Executive Officer to submit the certified return and a copy of the minutes relative to this report to the Department of Local Government, Sport and Cultural Industries prior to 31 March 2021.</b>	
<b>CARRIED UNANIMOUSLY 3/0</b>	

**Attachments**

1. 2020 Compliance Annual Return

## Item 5.2 - COMPLIANCE AUDIT RETURN 2020

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

**Broome - Compliance Audit Return 2020****Certified Copy of Return**

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of the relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2020?	N/A	No major trading undertakings considered during 2020. MGSR on behalf of CEO	Darren Kennedy
2	s3.59(2)(b) F&G Regs 7,8,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2020?	Yes	Roebuck Bay Caravan Park. MGSR on behalf of CEO	Darren Kennedy
3	s3.59(2)(c) F&G Regs 7,8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2020?	Yes	Roebuck Bay Caravan Park. MGSR on behalf of CEO	Darren Kennedy
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2020?	Yes	Roebuck Bay Caravan Park advertised in the Broome Advertiser 23/7/20 and the West 22/7/20. MGSR on behalf of CEO	Darren Kennedy
5	s3.59(5)	During 2020, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	Yes	Roebuck Bay Caravan Park May 2020 OCM Resolution C/0520/010. MGSR on behalf of CEO.	Darren Kennedy

1 of 11

## Item 5.2 - COMPLIANCE AUDIT RETURN 2020

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

Delegation of Power/Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A	No committee delegations. MGSR	Darren Kennedy
2	s5.16	Were all delegations to committees in writing?	N/A	No committee delegations. MGSR	Darren Kennedy
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A	No committee delegations. MGSR	Darren Kennedy
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A	No committee delegations. MGSR	Darren Kennedy
5	s5.18	Has council reviewed delegations to its committees in the 2019/2020 financial year?	N/A	No committee delegations. MGSR	Darren Kennedy
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes	No delegations in breach of s5.43. Delegation register currently being converted to WALGA model delegation register to provide further assurance. MGSR	Darren Kennedy
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	Delegations approved by Council at OCM 27 Feb 2020 Resolution C/0220/025	Darren Kennedy
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes	Delegations approved by Council at OCM 27 Feb 2020 Resolution C/0220/025	Darren Kennedy
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	Documented in the delegations register.	Darren Kennedy
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes	Delegations approved by Council at OCM 27 Feb 2020 Resolution C/0220/025	Darren Kennedy
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes	Delegation Register. MGSR on behalf of CEO	Darren Kennedy
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2019/2020 financial year?	Yes	Delegations approved by Council at OCM 27 Feb 2020 Resolution C/0220/025	Darren Kennedy
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes	As far as can be ascertained. All delegations require delegates and sub-delegates to maintain appropriate records in the Shire's Record Management System.	Darren Kennedy

2 of 11

## Item 5.2 - COMPLIANCE AUDIT RETURN 2020

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	N/A	No participation rights sought under s5.68 sought during the year.	Darren Kennedy
2	s5.68(2) & s5.69 (5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	Yes	Item 14.2 RRRP Site Comparison Report December 2020. Cr Taylor, Matsumoto & West granted ministerial approval to fully participate and vote. MGSR on behalf of SAGO	Darren Kennedy
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes	MGSR on behalf of SAGO	Darren Kennedy
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes	Managed in the Attain system MGSR on behalf of SAGO	Darren Kennedy
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2020?	Yes	Managed in the Attain system MGSR on behalf of SAGO	Darren Kennedy
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes	Managed in the Attain system MGSR on behalf of SAGO	Darren Kennedy
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes	Managed in the Attain system MGSR on behalf of SAGO	Darren Kennedy
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes	Recorded to File GOC02 MGSR on behalf of SAGO	Darren Kennedy
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes	Yes removed from GOC02 and placed on GOC02.3 for retention for 5 years. MGSR on behalf of SAGO	Darren Kennedy
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes	Retained on GOC02.3 MGSR on behalf of SAGO	Darren Kennedy
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	N/A	No gifts disclosed during the reporting period or since new gift provisions came into effect.	Darren Kennedy

3 of 11

## Item 5.2 - COMPLIANCE AUDIT RETURN 2020

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	N/A	No gifts disclosed during the reporting period or since new gift provisions came into effect.	Darren Kennedy
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	N/A	No gifts disclosed during the reporting period or since new gift provisions came into effect.	Darren Kennedy
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A (6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	N/A	No gifts disclosed during the reporting period or since new gift provisions came into effect.	Darren Kennedy
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?	Yes		Darren Kennedy
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11 (2) was the nature of the interest recorded in the minutes?	Yes	All impartiality declarations received recorded in minutes	Darren Kennedy
17	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes	All impartiality declarations received recorded in minutes	Darren Kennedy
18	s5.71A & s5.71B (5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	No applications made during 2020	Darren Kennedy
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A	No applications made during 2020	Darren Kennedy
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?	Yes	Existing Code of Conduct adopted on 26 April 2018. New Mandatory Code for EM's comes into force in 2021 and new Code for Employees to be developed.	Darren Kennedy
21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?	Yes		Darren Kennedy

4 of 11

## Item 5.2 - COMPLIANCE AUDIT RETURN 2020

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

Disposal of Property					
No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	Yes	MGSR on behalf on behalf of Property and Leasing Senior Officer.	Darren Kennedy
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes	MGSR on behalf on behalf of Property and Leasing Senior Officer.	Darren Kennedy

Elections					
No	Reference	Question	Response	Comments	Respondent
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	N/A	2020 was a non election year. No electoral gifts declared at the 2019 election	Darren Kennedy
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	N/A	2020 was a non election year. No electoral gifts declared at the 2019 election	Darren Kennedy
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	N/A	2020 was a non election year. No electoral gifts declared at the 2019 election	Darren Kennedy

Finance					
No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	SMC 14/11/2019	Alvin Santiago
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A		Alvin Santiago
3	s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?	N/A	Auditor General mandated by Local Government (Auditing) Act 2017 to audit local government units.	Alvin Santiago

5 of 11

## Item 5.2 - COMPLIANCE AUDIT RETURN 2020

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
4	s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?	N/A	Auditor General mandated by Local Government (Auditing) Act 2017 to audit local government units.	Alvin Santiago
5	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2020 received by the local government by 31 December 2020?	Yes	Audit report dated 26/11/2020. Received by Council at OMC 10/12/20.	Alvin Santiago
6	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	Yes	Audit report dated 26/11/2020. Received by Council at OMC 10/12/20.	Alvin Santiago
7	s7.12A(4)(a)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters?	N/A	No significant audit findings raised in the Audit Management Letter.	Alvin Santiago
8	s7.12A(4)(b)	Where the local government was required to prepare a report under s.7.12A(4)(a), was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	No significant audit findings raised in the Audit Management Letter.	Alvin Santiago
9	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	Yes	Audit report dated 26/11/2020. Received by Council at OMC 10/12/20. Audit report submitted by the Office of the Auditor General to the Minister on 26 November 2020 and published in the website immediately.	Alvin Santiago
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?	Yes	As specified in the Audit Strategy Memorandum and Audit Planning Meeting dated 1 April 2020.	Alvin Santiago
11	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes	Audit report dated 26/11/2020. Received by Council at OMC 10/12/20.	Alvin Santiago

6 of 11

## Item 5.2 - COMPLIANCE AUDIT RETURN 2020

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

Integrated Planning and Reporting					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	SCP 2021-2031 adopted 10/12/2020	Darren Kennedy
2	Admin Reg 19DA (1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	CBP 2021-2025 adopted 10/12/2020	Darren Kennedy
3	Admin Reg 19DA (2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes		Darren Kennedy
Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A		Darren Kennedy
2	s5.36(4) & s5.37 (3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	N/A	No senior positions vacant during 2020	Darren Kennedy
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A		Darren Kennedy
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A		Darren Kennedy
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A		Darren Kennedy
6	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A		Darren Kennedy

7 of 11

## Item 5.2 - COMPLIANCE AUDIT RETURN 2020

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	N/A	CEO is currently complaints officer.	Darren Kennedy
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)?	N/A	No complaints received	Darren Kennedy
3	s5.121(2)	Does the complaints register include all information required by section 5.121(2)?	N/A	No complaints received	Darren Kennedy
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	N/A	No complaints received. A blank register will be prepared and uploaded to website for completeness	Darren Kennedy
Optional Questions					
No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December 2020? If yes, please provide the date of council's resolution to accept the report.	Yes	2019 Financial Management Systems Review Report dated 2 August 2019 and received at OMC 21/11/2019 Item 12.1.	Alvin Santiago
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December 2020? If yes, please provide date of council's resolution to accept the report.	N/A	Was planned for December 2020 but deferred to 2021 due to COVID travel restrictions.	Darren Kennedy
3	s5.87C(2)	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift?	N/A	No gifts disclosed during 2020	Darren Kennedy
4	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, did the disclosure include the information required by section 5.87C?	N/A	No gifts disclosed during 2020	Darren Kennedy
5	s5.90A(2)	Did the local government prepare and adopt by absolute majority a policy dealing with the attendance of council members and the CEO at events?	Yes	OCM 23 September 2020 Resolution C/0920/007	Darren Kennedy

8 of 11

Item 5.2 - COMPLIANCE AUDIT RETURN 2020

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
6	s.5.90A(5)	Did the CEO publish an up-to-date version of the attendance at events policy on the local government's official website?	Yes		Darren Kennedy
7	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes		Darren Kennedy
8	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	OCM 25 June 2020 Resolution C/0620/021	Darren Kennedy
9	s5.127	Did the local government prepare a report on the training completed by council members in the 2019/2020 financial year and publish it on the local government's official website by 31 July 2020?	Yes		Darren Kennedy
10	s6.4(3)	By 30 September 2020, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2020?	Yes	The balanced accounts and annual financial report were transmitted to the Office of the Auditor General via email dated 3 September 2020.	Alvin Santiago

**Tenders for Providing Goods and Services**

No	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less?	Yes	Purchasing Policy follows WALGA model purchasing policy. MGSR on behalf of SPRO	Darren Kennedy
2	F&G Reg 11A(1)	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes	MGSR on behalf of SPRO	Darren Kennedy
3	s3.57 F&G Reg 11	Subject to F&G Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes	MGSR on behalf of SPRO	Darren Kennedy
4	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with F&G Reg 14(3) and (4)?	Yes	MGSR on behalf of SPRO	Darren Kennedy

9 of 11

## Item 5.2 - COMPLIANCE AUDIT RETURN 2020

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than a single contract?	Yes	MGSR on behalf of SPRO	Darren Kennedy
6	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	Yes	MGSR on behalf of SPRO	Darren Kennedy
7	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Regs 15 and 16?	Yes	MGSR on behalf of SPRO	Darren Kennedy
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	MGSR on behalf of SPRO	Darren Kennedy
9	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Yes	MGSR on behalf of SPRO	Darren Kennedy
10	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes	MGSR on behalf of SPRO	Darren Kennedy
11	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes	MGSR on behalf of SPRO	Darren Kennedy
12	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	N/A	No EOIs in 2020 MGSR on behalf of SPRO	Darren Kennedy
13	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A	No EOIs in 2020 MGSR on behalf of SPRO	Darren Kennedy
14	F&G Reg 23(3)	Were all expressions of interest that were not rejected assessed by the local government?	N/A	No EOIs in 2020 MGSR on behalf of SPRO	Darren Kennedy
15	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services as an acceptable tenderer?	N/A	No EOIs in 2020 MGSR on behalf of SPRO	Darren Kennedy
16	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with F&G Reg 24?	N/A	No EOIs in 2020 MGSR on behalf of SPRO	Darren Kennedy

10 of 11

Item 5.2 - COMPLIANCE AUDIT RETURN 2020

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
17	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with F&G Reg 24AD(4) and 24AE?	Yes	RFT 20/10 Plant Panel. MGSR on behalf of SPRO	Darren Kennedy
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A	No addenda provided. MGSR on behalf of SPRO	Darren Kennedy
19	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	Yes	MGSR on behalf of SPRO	Darren Kennedy
20	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of F&G Reg 24AG?	Yes	MGSR on behalf of SPRO	Darren Kennedy
21	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A	No late applications MGSR on behalf of SPRO	Darren Kennedy
22	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A	MGSR on behalf of SPRO	Darren Kennedy
23	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	Yes	MGSR on behalf of SPRO	Darren Kennedy
24	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	Yes	MGSR on behalf of SPRO	Darren Kennedy

I certify this Compliance Audit Return has been adopted by council at its meeting on \_\_\_\_\_

\_\_\_\_\_  
Signed Mayor/President, Broome

\_\_\_\_\_  
Signed CEO, Broome

11 of 11

**5.1 2ND QUARTER FINANCE AND COSTING REVIEW 2020-21**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Manager Financial Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The Audit and Risk Committee is requested to consider results of the 2nd Quarter Finance and Costing Review (FACR) of the Shire's budget for the period ended 31 December 2020, including forecast estimates and budget recommendations to 30 June 2021.

**BACKGROUND**Previous Considerations

OMC 25 June 2020	Item 9.3.2
OMC 19 November 2020	Item 10.1

Quarter 2 Finance and Costing Review

The Shire of Broome has carried out its 2nd Quarter Finance and Costing Review (FACR) for the 2020-21 financial year. This review of the 2020-21 Annual Budget is based on actuals and commitments for the first three months of the year from 1 July 2020 to 31 December 2021, and forecasts for the remainder of the financial year.

This process aims to highlight over and under expenditure of funds and over and under achievement of income targets for the benefit of Executive and Responsible Officers to ensure good fiscal management of their projects and programs.

Once this process is completed, a report is compiled identifying budgets requiring amendments to be adopted by Council. Additionally, a summary provides the financial impact of all proposed budget amendments to the Shire of Broome's adopted end-of-year forecast, to assist Council to make an informed decision.

It should be noted that the 2020-21 annual budget was adopted at the Ordinary Meeting of Council on 25 June 2020 as a balanced budget.

**COMMENT**

The Quarter 2 FACR commenced on 27 January 2021. The results from this process indicate a deficit forecast financial position to 30 June 2021 of **\$311,093** should Council approve the proposed budget amendments.

The above figure represents a budget forecast should all expenditure and income occur as expected. It does not represent the actual end-of-year position, which can only be determined as part of the financial year's normal annual financial processes.

At the start of the Q2 FACR, a net deficit of \$350,598 was forecasted which arose from past budget amendments adopted by Council, including Q1 FACR. The Q2 FACR identified net savings of \$39,505, resulting in a cumulative net deficit forecast of \$311,093.

There were a total of 146 budget amendments proposed at Q2 FACR which made up the \$69,985 net surplus for the quarter. There is no single transaction to which this net surplus is attributed. However, the most significant amendments among these are as follows:

- \$529K net deficit from reduced interest income on municipal funds deposit
- \$584K of net savings from the Broome Golf Club Redevelopment
- \$296K of income and expenditure for additional LRCI funding available to be utilised for the Town Beach Carpark Construction
- \$219K of additional Blackspot funding for Gu Winckel project with a corresponding increase in expenditure of \$136K
- \$160K grants received from the 'In The House' grants to be utilised for Civic Centre shows
- \$100K savings from Frederick Drainage (KBR Report) Project from undertaking the work internally.

The proposed budget amendments also included income and expenses of equal amount totalling \$2,322,544 to recognise the transfer of Broome Motocross Complex by the Development WA to the Shire.

A comprehensive list of accounts (refer to Attachment 1) has been included for perusal by the committee, summarised by Directorate.

A summary of the results is as follows:

<b>SHIRE OF BROOME SUMMARY REPORT</b>				
<b>BUDGET IMPACT</b>				
	<b>2020/21 Adopted Budget (Income) / Expense</b>	<b>YTD Adopted Budget Amendments (Income) / Expense</b>	<b>FACR Q2 Overall (Income) / Expense</b>	<b>YTD Impact</b>
<b>Executive - Total</b>	0	(12,920)	42,750	29,830
<b>Corporate Services - Total</b>	0	0	366,521	366,521
<b>Development and Community- Total</b>	0	332	103,999	104,331
<b>Infrastructure Services - Total</b>	0	55,708	(552,774)	(497,066)
<b>Impact of Council approved budget amendments</b>	0	307,478	0	307,478
	<b>0,000*</b>	<b>350,598</b>	<b>(39,505)</b>	<b>311,093</b>

## CONSULTATION

All amendments have been proposed after consultation with Executive and responsible officers at the Shire.

**STATUTORY ENVIRONMENT****Local Government (Financial Management) Regulation 1996****r33A. Review of Budget**

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
  - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
  - (b) consider the local government's financial position as at the date of the review; and
  - (c) review the outcomes for the end of that financial year that are forecast in the budget.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

\*Absolute majority required.

- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Local Government Act 1995

**6.8. Expenditure from municipal fund not included in annual budget**

- 1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
  - (a) is incurred in a financial year before the adoption of the annual budget by the local government;
  - (b) is authorised in advance by resolution\*; or
  - (c) is authorised in advance by the mayor or president in an emergency.
- (1a) In subsection (1) —

"additional purpose" means a purpose for which no expenditure estimate is included in the local government's annual budget.

**POLICY IMPLICATIONS**

Nil.

It should be noted that according to the materiality threshold set at the budget adoption, should a deficit achieve 1% of Shire's operating revenue (\$394,804) the Shire must formulate an action plan to remedy the over expenditure.

**FINANCIAL IMPLICATIONS**

The **net result** of the Quarter 2 FACR estimates is a budget deficit position of **\$311,093** to 30 June 2021.

**RISK**

The Finance and Costing Review (FACR) seeks to provide a best estimate of the end-of-year position for the Shire of Broome at 30 June 2021. Contained within the report are

recommendations of amendments to budgets which have financial implications on the estimate of the end-of-year position.

The review does not, however, seek to make amendments below the materiality threshold unless strictly necessary. The materiality thresholds are set at \$10,000 for operating budgets and \$20,000 for capital budgets. Should a number of accounts exceed their budget within these thresholds, it poses a risk that the predicted final end-of-year position may be understated.

In order to mitigate this risk, the CEO enacted the FACRs to run quarterly and Executive examine each job and account to ensure compliance. In addition, the monthly report provides variance reporting highlighting any discrepancies against budget.

It should also be noted that should Council decide not to adopt the recommendations, it could lead to some initiatives being delayed or cancelled in order to offset the additional expenditure associated with running the Shire's operations.

### STRATEGIC IMPLICATIONS

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

Responsible resource allocation  
Improved systems, processes and compliance

### VOTING REQUIREMENTS

*Absolute Majority*

<b>COMMITTEE RESOLUTION:</b>	
<b>(REPORT RECOMMENDATION)</b>	<b>Minute No. AR/0221/003</b>
<b>Moved: Cr D Male</b>	<b>Seconded: Cr C Mitchell</b>
<b>That the Audit and Risk Committee recommends that Council:</b>	
1. <b>Receives the Quarter 2 Finance and Costing Review Report for the period ended 31 December 2020;</b>	
2. <b>Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2021 as attached; and</b>	
3. <b>Notes a forecast end-of-year position to 30 June 2021 of \$311,093 deficit position.</b>	
<b>CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 3/0</b>	

### Attachments

1. 2020-2021 Quarter 2 Finance and Costing Review

<b>SHIRE OF BROOME SUMMARY REPORT</b>				
<b>BUDGET IMPACT</b>				
	<b>2020/21 Adopted Budget (Income) / Expense</b>	<b>YTD Adopted Budget Amendments (Income) / Expense</b>	<b>FACR Q2 Overall (Income) / Expense</b>	<b>YTD Impact</b>
<b>Executive - Total</b>	0	(12,920)	42,750	29,830
<b>Corporate Services - Total</b>	0	0	366,521	366,521
<b>Development and Communit</b>	0	332	103,999	104,331
<b>Infrastructure Services - Total</b>	0	55,708	(552,774)	(497,066)
<b>Impact of Council approved budget amendments</b>	0	307,478	0	307,478
	<b>0,000*</b>	<b>350,598</b>	<b>(39,505)</b>	<b>311,093</b>

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

\*\*Please note that should the Forecast budget predict a deficit greater than 1% of budgeted operating revenue excluding grants and contributions for assets, and profit on sale of assets (\$394,804), an action plan to remedy the situation will be prepared in accordance with Item 9.3.2 of June OMC on Materiality Threshold.

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

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2020-21											
Account	Job	IE Code	Description	2020/21 Current Budget	2020/21 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve movement	Amendment Description	Org Savings	COVID-19
<b>OFFICE OF THE CEO</b>											
				44,377							
<b>ADMIN1 - Chief Executive Officer - S Mastroiemo</b>											
23015		34	Executive Travel & Accom - Op Exp - Other Governance	25,000	1,115	-20,000	5,000		Minimal travel has occurred to date.		
23450		34	Consultants - Op Exp - Other Governance	170,000	85,757	58,000	228,000		\$30k additional costs required for the finalisation of the McMahon Estate Business Case, \$8k required for expenses related to community engagement on BBF Project (to be reimbursed from DOT) and \$20k for Sport and Recreation Master Plan		
22218		10	Grants - Op Inc - Other Governance	-	-	-8,000	8,000		DOT Reimbursement for expenses relating to Broome Boating Facility		
				195,000	86,872	30,000	225,000	0		0	0
<b>BC - Marketing &amp; Communications Coordinator - G McKnight</b>											
22290		34	Sister City Relations/Japanese Youth Ambassador - Op Exp - Other Governance	5,000	-	-5,000	-		Savings from lack of civic receptions and Taiji Trip		
82613		34	Advertising Promotion & Printing - Op Exp - Community Services	5,000	8,578	5,000	10,000		Authorised additional expenditure for COVID-19 Recovery Plan document printing	5,000	5,000
				10,000	8,578	0	10,000	0		0	5,000
<b>CS3 - Manager People and Culture - S Parker</b>											
101038	101039	34	Training Expenses - OpExps - Sanitation Gen Refuse	12,400	1,000	-11,400	1,000		To align the correct between training consultant versus staff training costs.		
101038	101039	77	Training Expenses - OpExps - Sanitation Gen Refuse	-	1,579	11,400	11,400		To align the correct between training consultant versus staff training costs.		
142046		79	Recruitment Expenses - Op Exp - General Admin OHeads	95,000	29,011	-35,000	60,000		Realised savings after allowing for costs of Director role recruitment	-9,000	
142048		34	HRM Consultancy - Op Exp	44,000	39,972	47,750	91,750		Additional 16K required for Outside Agreement negotiation process, \$10K CEO Performance Review and \$21.75K Employee Scorecard.		
				151,400	71,561	12,750	164,150	0		0	(9,000)

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2020-21												
Account	Job	IE Code	Description	2020/21 Current Budget	2020/21 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve movement	Amendment Description	Org Savings	COVID-19	
<b>ES7 - Special Projects Coordinator - J Macmath</b>												
108001		34	New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	888,662	510,024	110,000	998,662		Additional fees required for services related to the Regional resource Recovery Park project. a)\$15,000 ex GST to cover Community Engagement & Communications services that are higher than forecast in budgeting and FACR 1 estimates. This equates to total Communications and engagement budget of \$90,000 ex GST (\$50,000 ex GST original + \$25,000 ex GST FACR 1 + \$15,000 ex GST FACR 2). b)\$25,000 ex GST for Talis to provide on ground technical support services during engagement sessions c)\$5,000 ex GST for Talis to provide support in providing responses to engagement questions from Community. d)\$7,500 ex GST for Talis to provide 3D visualisations to be used in engagement communications materials. e)\$15,000 ex GST for Talis to provide additional RRRR document drafting as required for and following community engagement activities f)\$10,000 for Talis to assist with Council Report and Workshop preparation and presentation g)\$7,500 ex GST for Talis to Project Manage all additional services h)\$25,000 ex GST for Golder & Associates to undertake Peer Review Services prior to (\$20,000) and following (\$5,000) community engagement.			
101995		26	Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	888,662	-	-110,000	998,662	110,000	RRRP Reserve transfer to fund the additional requirement of RRRR above.			
				0	510,024	0	0	(110,000)		0	0	
<b>OVERALL OFFICE OF THE CEO - DEPT. SAVINGS/EXPENSE</b>						<b>42,750</b>	<b>OFFICE OF THE CEO - ORG. SAVINGS/EXPENSE</b>				<b>-4,000</b>	<b>5,000</b>
<b>RESERVE MOVEMENT - OFFICE OF THE CEO</b>							<b>RESERVE MOVEMENT - OFFICE OF THE CEO</b>				<b>-110,000</b>	
<b>OFFICE OF THE CEO - NET IMPACT (EXC. ORG.SAVINGS/EXPENSE)</b>							<b>OFFICE OF THE CEO - NET IMPACT (EXC. ORG.SAVINGS/EXPENSE)</b>				<b>46,750</b>	

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2020-21											
Account	Job	IE Code	Description	2020/21 Current Budget	2020/21 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve movement	Amendment Description	Org Savings	COVID-19
<b>DEVELOPMENT &amp; COMMUNITY</b>											
<b>BRAC1 - Manager Sport &amp; Recreation - C Zepnick</b>											
113751		11	Operating Grants & Contributions Rec'd - Recreation Services - Op Inc	-	1,658	-30,000	30,000		Every Club funding of \$30k for Club Development.	-30,000	
117010	117011	34	Aquatic Building & Pool General Maint Exp	20,000	18,241	5,000	25,000		UV wiper motor replacement		
117081	117082	34	General Building & Facility Maint - BRAC Dry - Op Exp	19,000	15,947	6,000	25,000		Ongoing reactive maintenance required at the recreation centre		
117218	117220	34	Medland Pavilion - Reactive Maint - Op Exp	950	3,405	3,000	3,950		Minor increase in ongoing reactive maintenance required at the Pavilion		
113027	113029	34	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	32,910	22,215	10,480	43,390		Additional cost of providing Skatepark shade as per December OMC.		
117272		02	Holiday Program Enrolment Fees Rec'd	-	35,000	-10,000	45,000		Additional income from busy January program		
				37,860	40,903	(15,520)	22,340	0		0	(30,000)
<b>BS1 - Manager Planning &amp; Building Services - L Fouche</b>											
53172		34	VBFB Building New Const - Cap Exp - Volunteer Bush Fire Brigade	617,643.13	11,143.88	-606,499	11,144		Estimated carryover not required after the completion of the project in 19/20.		
55286		34	SES Buildings New Const > \$5000 - Cap Exp - SES/ Fire & Emergency Services	224,000	208,987	-15,000	209,000		Muni component of the project completed at \$208K under the budget.		
53390		10	Capital Grant Funding For Plant/Equip/ Buildings - Cap Inc - Volunteer Bush Fire Brigade	675,243.20	-	675,243	0		Estimated carryover income not required after the completion of the project in 19/20.		
106030	106055	34	Planning General Project Consult - Op Exp Town Planning/Reg Dev	198,510.02	145,652.96	25,000	223,510		Engagement of Hames Sharley for Strategy and Scheme Review. \$25K variation required for council workshop, travel and scheme/area mapping	25,000	
106038		341	Legal Expenses - Development Services	-	1,379	5,000	5,000		<b>RO: Director Development and Community N Cain</b> Additional cost for Wallal Downs, RRRP & seawall advice	5,000	
106420		02	Rezoning Fees (Incl GST) - Op Inc - Town Planning/Regional Devel	-	2,500	-2,500	2,500		DevWA application		
116125	116126	34	Broome Entry Statement Signage New Const - Cap Exp - Other Cult	22,490.10	-	-22,490	0		Budget for Visitor Information Signages transferred to reserves for use in 2021-22 to consolidate the signages as part of annual renewal works.		
125134		43	Transfer to Road Reserve (for Bus Shelters)	26,807	-	22,490	49,297	22,490.00	Budget for Visitor Information Signages transferred to reserves for use in 2021-22 to consolidate the signages as part of annual renewal works.		
133015		34	Consultants - Op Exp - Building Control	5,000.00	-	5,000	10,000		Potential to increase Certifier services following the resignation of the Coordinator Building Services.	5,000	
133410		4	Stat Fees & Lic - Building Permits	-	-	-20,000	20,000		Income tracking higher than anticipated due to increase in number and value of Building Permit applications submitted.	-20,000	
				419,207	364,662	66,244	485,451	22,490		0	15,000
<b>CMS2 - Manager Community &amp; Economic Development - M Davis</b>											
116085		34	Arts, Culture and Heritage Strategy - Op Exp - Other Culture	24,250	30,020	10,000	34,250		Finalisation of the Economic Development Strategy for \$7K and another \$3K for the production of a separate executive summary.	10,000	
				24,250	30,020	10,000	34,250	0		0	10,000

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2020-21											
Account	Job	IE Code	Description	2020/21 Current Budget	2020/21 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve movement	Amendment Description	Org Savings	COVID-19
<b>REQ36 - Youth &amp; Community Development Officer - C Lawton</b>											
23050		11	Grant Op - Youth Coordinating Committee Op Inc. - Other Governance	81,968	82,968	9,000	72,968		To reduce the budget in IE 11 that was already reflected in IE 19 for unspent grants from last year.		
23052		34	Volunteers Day Program Op Exp - Other Governance	7,000	-	-3,000	4,000		Only \$4000 required to deliver minor Shire event to coincide with National Volunteer Week - 17 - 23 May 2020.		
82617		34	Community Development Strategy - Op Exp - Community Services	5,000	298	3,716	8,716		To match the total amount available from unspent grants from last year (contract liability) of the Bounce back Grant for community picnics.		
116184	116198	34	Sundry Community Events	25,000	14,798	-8,500	16,500		Cost reduction due to change of venue of the Christmas Carols due to weather.		
				(44,968)	(67,872)	1,216	(43,752)	0		0	0
<b>CMS3 - Events and Economic Development Coordinator - J Hatch</b>											
82635		34	Community Safety Projects - Op Exp - (Income in 82675) - Community Services	-	2,037	3,200	3,200		Reflect costings for Community Safety Forum. Total - \$3,200 (Civic Centre Booking - \$1633. Misc - \$1,557)	3,200	
1367301		11	Grants & Contributions Received (Chinatown Revitalisation Stage 2) - Op Inc - Economic Services Special Projects	-	5,000	-5,000	5,000		Horizon Power grant for Christmas Trails event	-5,000	
				0	(2,963)	(1,800)	(1,800)	0		(1,800)	0
<b>CMS4 - Venue Supervisor - S Bows</b>											
116470	116471	34	Broome Civic Centre Building General Maint Exps - Op Exp Bme Civic Centre	19,000	20,753	10,000	29,000		Unexpected high expense repairs included- Fire panel, air conditioning, alarm control system. Requesting budget increase for remaining 6 months to cover reactive and unexpected Maintenance.		
116540		14	Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	10,000	-	-10,000	20,000		Change in projected income estimate (favourable) due to Djuki Mala and other performances that generated more revenue		
116483		11	Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	-	160,000	-160,000	160,000		Successfully received 'In the House' funding (\$160,000). \$5k allocated to remaining financial year. Remainder of grant funding (\$160K) to be allocated across 2.5 years		
116483		19	Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	48,850	48,850	155,000	106,150		\$155K of the \$160K allocated to the next 2.5 years unspent grants in 20-21 would be revenue in 21-22.		
116495		34	Performance Production Expenses - Broome Civic - Op Exp	94,091	63,850	19,759	113,850		\$48,850 of Raise the Roof grants is still available in 20-21 but only \$34,091 of expenditure has been carried over in 20-21. Therefore increasing the expenditure budget by \$14,759. Another \$5,000 new grant income which is the anticipated 2020-21 expenditure portion of the \$160,000 In the House grant.		
				54,241	(124,248)	14,759	69,000	0		0	0

Item 5.1 - 2ND QUARTER FINANCE AND COSTING REVIEW 2020-21

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2020-21												
Account	Job	IE Code	Description	2020/21 Current Budget	2020/21 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve movement	Amendment Description	Org Savings	COVID-19	
<b>HS1 - Manager Health &amp; Ranger Services - S Martin</b>												
53060		34	Impounding of Vehicles Expense - Op Exp - Other Law Order & Public Safety	12,500	25,111	17,500	30,000		Costs of removing loader (\$20k) and bus (\$1300) from Lucas St. plus increase in number of abandoned vehicles being removed from Shire controlled land			
74420		04	Health Licences - Op Inc - Preventive - Inspection/Admin	- 73,404	- 84,543	-11,400	- 84,804		Bulk of fee income realised in Q1 & Q2			
74490		04	Trading Licences - All Except Beach - Op Inc - Prevent - Inspection/Admin	- 27,000	- 5,355	12,000	- 15,000		Reduced number of current traders due to COVID. 7yr average of \$20k income. Currently 17 traders mix 5 high risk (\$1570/yr), 10 medium risk (\$1030/yr) & 2 Low Risk	12,000		
75020		34	Mosquito Control & Pest Control - Op Exp - Preventive Service-Pest Control	10,000	9,227	4,000	14,000		Bulk of currently committed funds are for advertising that commenced late Q2 and will continue for 3 months. Majority of chemicals also reached expiry date and needed replacement - will last for 2 years before requiring replacement again			
				(77,904)	(55,559)	22,100	(55,804)	0		0	12,000	
<b>LS1 - Library Coordinator - S Eaton</b>												
115279		34	Minor Assets Expensed - Op Exp Library	6,500	1,517	7,000	13,500		Installation of library gates			
				6,500	1,517	7,000	13,500	0		0	0	
<b>OVERALL DEVELOPMENT &amp; COMMUNITY - DEPT. SAVINGS/EXPENSE</b>						<b>103,999</b>	<b>DEVELOPMENT &amp; COMMUNITY - ORG. SAVINGS/EXPENSE</b>				<b>5,200</b>	<b>0</b>
<b>RESERVE MOVEMENT - DEVELOPMENT &amp; COMMUNITY</b>								<b>22,490</b>				
<b>DEVELOPMENT &amp; COMMUNITY - NET IMPACT (EXC. ORG.SAVINGS/EXPENSE)</b>						<b>98,799</b>						
<b>CORPORATE SERVICES</b>												
<b>BA - Coordinator Financial Services - A Wamasooriya</b>												
23530		20	Interest Rec EDL Sponsorship Reserve - Op Inc. - Other Governance	- 932	- 149	292	- 639		Updated to reflect decrease in budgeted interest			
23592		43	Transfer to EDL Sponsorship Reserve - Cap Exp - Other Governance	932	149	-292	640		Adjusting the reserve interest transfers			
23535		20	Interest Rec Community Sponsorship Reserve - Op Inc. - Other Governance	- 1,011	- 107	550	- 461		Updated to reflect decrease in budgeted interest			
23595		43	Transfer to Community Sponsorship Reserve - Cap Exp - Other Governance	1,011	107	-550	461		Adjusting the reserve interest transfers			
23536		20	Kimberley Zone - Interest on Reserve - Op Inc.	- 6,751	- 536	4,444	- 2,307		Updated to reflect decrease in budgeted interest			
23597		43	Kimberley Zone - Transfer to Kimberley Zone Reserve - Cap Exp -	6,751	536	-4,444	2,307		Adjusting the reserve interest transfers			
101515		43	Transfer to Refuse Reserve - Cap Exp - Sanitation Gen Refuse	50,670	3,583	-35,253	15,417		Adjusting the reserve interest transfers			
101425		20	Interest - Refuse Site Reserve - Op Inc - Sanitation Gen Refuse	- 50,670	- 3,583	35,253	- 15,417		Updated to reflect decrease in budgeted interest			
101426		20	Interest - Reg Res Rec Pk Reserve - Op Inc - Reg Res Recov Pk	- 218,967	- 15,554	152,047	- 66,920		Updated to reflect decrease in budgeted interest			
101895		43	Transfer to Regional Resource Recovery Park Reserve - Cap Exp - Reg Res Rec Pk	218,967	15,554	-152,047	66,920		Adjusting the reserve interest transfers			

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2020-21											
Account	Job	IE Code	Description	2020/21 Current Budget	2020/21 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve movement	Amendment Description	Org Savings	COVID-19
102983		20	Interest Rec Drainage Reserve -Op IncUrban S'water Drainage	17,157	1,361	11,302	5,855		Updated to reflect decrease in budgeted interest		
104281		43	Transfer to Drainage Reserve - Cap Exp - Urban Stormwater Drainage	164,853	1,361	-11,302	153,551		Adjusting the reserve interest transfers Transfers will be journalled in 30th June		
111989		43	Transfer to POS Reserve - Cap Exp - Parks & Ovals	1,032,294	2,871	-4,749	1,027,545		Adjusting the reserve interest transfers. Transfers will be journalled in 30th June		
112989		20	Interest Rec-REC-POS Reserve - Op Inc - Parks & Ovals	14,120	2,871	4,749	9,371		Updated to reflect decrease in budgeted interest		
117982		20	Interest Rec'd; All BRAC Reserves - BRAC General	902	64	626	276		Updated to reflect decrease in budgeted interest		
117983		43	Transfer to BRAC Reserve - Cap Exp - BRAC - General	902	64	-626	276		Adjusting the reserve interest transfers		
121390		43	Transfer to Carpark Reserve - Cap Exp - Carpark Const	56,023	326	-3,461	52,562		Adjusting the reserve interest transfers		
124988		20	Interest Recd - Car Park Reserve -Op IncCons Sts Rds Bridges Dep	4,862	326	3,461	1,401		Updated to reflect decrease in budgeted interest		
121950		43	Transfer to Road Reserve - Cap Exp - Cons Streets Roads Bridges Dep	445,978	2,009	-33,691	412,287		Adjusting the reserve interest transfers Transfers will be journalled in 30th June . Interest only in account		
121985		20	Interest Recd on Road Reserve - Op IncCons Sts Rds Bridges Dep	42,336	2,009	33,691	8,645		Updated to reflect decrease in budgeted interest		
125950		43	Transfer to Footpath Reserve	70,406	2,078	-19,516	50,890		Adjusting the reserve interest transfers Transfers will be journalled in 30th June		
125988		20	Interest Recd Footpath Reserve -Op IncCons Sts Rds Bridges Dep	30,127	2,078	19,516	10,611		Updated to reflect decrease in budgeted interest		
141790		43	Transfer to Building Reserve - Cap Exp - General Administration O'Heads	37,714	2,601	-26,523	11,191		Adjusting the reserve interest transfers		
142791		20	Interest Rec Building Reserve - Op Inc - General Administration O'Heads	37,713	2,601	26,523	11,190		Updated to reflect decrease in budgeted interest		
141995		43	Transfer to Equip & Insurance Reserve IT Operations Cap Exp	104,564	782	-5,123	99,441		Timing, Phasing not correct. Budget in end of year when transactions occur. Currently only interest earned on reserve		
142996		20	Interest Rec Equip & Ins Reserve - Op Inc - General Administration O'Heads	8,489	782	5,123	3,366		Updated to reflect decrease in budgeted interest		
141997		43	Transfer to Leave Reserve - Cap Exp - Corp Gov & Support	17,708	1,186	-12,608	5,100		Transfers will be journalled in 30th June		
142997		20	Interest Rec Leave Reserve - Op Inc - General Administration O'Heads	17,708	1,186	12,608	5,100		Updated to reflect decrease in budgeted interest		
142988		43	Transfer to Plant Reserve - Cap Exp - Engineering Office	29,287	2,078	-20,348	8,940		Adjusting the reserve interest transfers		
143988		20	Interest Rec Plant Reserve - Op Inc - Engineering Office	29,287	2,078	20,348	8,940		Updated to reflect decrease in budgeted interest		
1033399		20	Interest Rec - Public Art Reserve - Op Inc - Other Comm Amen	80	7	51	29		Updated to reflect decrease in budgeted interest		
1033499		43	Transfer to Public Art Reserve - Cap Exp - Other Community Amenities	80	7	-51	29		Adjusting the reserve interest transfers		
142212		20	Interest Rec on Muni Investment - Op Inc - General Administration O'Heads	583,172	36,118	529,778	53,394		Updated to reflect decrease in budgeted interest	529,778	
53202		44	Town Beach Development Loan 195 - Principle Exp - Other Recreation & Sport	33,896	42,904	52,259	86,155		Error in loan payment calculation	52,259	
142320		26	Transfer From Leave Reserve Corp Gov & Support	-	-	-82,000	82,000		To fund the leave and LSL payout of departing employees.	-82,000	

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2020-21											
Account	Job	IE Code	Description	2020/21 Current Budget	2020/21 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve movement	Amendment Description	Org Savings	COVID-19
142193		34	Relief Staff - Op Exp - Finance - Corp. Gov. & Support	-	53,041.74	53,000	53,000		<b>CS2 - Manager Financial Services - A Santiago</b> Relief staff cost to backfill Creditors Officer and recruitment of Coordinator Financial Services.	53,000	
142004		61	Salary - Op Exp - Finance	868,871	469,975	-25,400	843,471		Finance savings as at the end of December 2020		
142005		76	Superannuation Employee Expense - Finance	125,139	63,495	-7,116	118,023		Finance savings as at the end of December 2020		
148060		34	Relief Staff Op Exp - Depot Ops	20,000	32,449	16,000	36,000		<b>ES3 - Manager Works - J Welshman</b> 'Cost of backfilling Team Leader Works - Construction	16,000	
143050			Wages & related Sick & Annual Leave Workers Exp - Works Ops	288,376	148,217	-16,000	272,376		<b>ES3 - Manager Works - J Welshman</b> 'Cost of backfilling Team Leader Works - Construction funded from salary savings		
53015		34	Relief Staff Exp - Op Exp - Ranger Operations	25,000	47,899	20,000	45,000		<b>HS1 - Manager Health &amp; Ranger Services - S Martin</b> Cost of temporary rangers to be funded from salary savings.	20,000	
				2,535,139	821,862	540,521	3,075,660	0		0	589,037
<b>CS2 - Manager Financial Services - A Santiago</b>											
30105		01	Rates Broome - Op Inc - Rates	- 23,163,321	- 23,270,154	-110,000	- 23,273,321		\$80K additional rates from Pastoral Leases and \$30K Rates from NBY Affordable Housing Units sold to Department of Communities. Proposing to only adjust for the NBY Properties.	-110,000	
30201		23	Rates Non Payment Int - Op Inc - Rates	- 12,000.00	- 50,393.25	-38,000	- 50,000		Budget amendment to reflect penalty interests raised to date.	-38,000	
				(23,175,321)	(23,320,547)	(148,000)	(23,323,321)	0		0	(148,000)
<b>CS4 - Manager Governance - D Kennedy</b>											
107370		02	Cemetery Fees Inc GST - Op Inc - Other Community Amenities	- 11,591	- 15,452	-8,500	- 20,091		Increase in funeral numbers over historical averages		
107375			Cemetery related Licenses - GST Free - Op Inc - Other Community Amenities	- 4,599	- 7,985	-4,500	- 9,099		Increase in funeral numbers over historical averages		
147585		14	Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General	- 32,000	- 42,851	-13,000	- 45,000		Increased revenue offset by adjustments to multiple expenditure accounts.	-13,000	0
				(48,190)	(66,288)	(26,000)	(74,190)	0		0	(13,000)
<b>CS6 - Manager Information Technology - J Hawks</b>											
146105		61	Salary - Op Exp - IT	387,590	209,315	-40,000	347,590		\$40K salary savings from MIS vacancy to 146111 to cover ICT support services	-40,000	
146111		34	IT Contract Consultants - Exp	154,974	75,718	40,000	194,974		\$40K salary savings used to fund MSS external ICT support services	40,000	
146120		34	Equip & HWare > \$5000 Cap Exp - IT	174,000	835	40,000	214,000		Function Room audio visual and communications improvements (\$40K) (to be funded from quarantined funds in the IT Equipment Reserve)		
146122		34	Software >\$5000 Cap Exp - IT	114,205	30,071	70,000	184,205		\$70K Altus Payroll - Definitiv payroll system upgrade (to be funded from quarantined funds in the IT Equipment Reserve)		
146166		26	Transfer From Equip & Ins Reserve - IT Ops - Cap Inc	- 30,000	-	-110,000	- 140,000	(110,000)	Equipment Reserve transfer to cover the cost of Definitive Payroll System and Function Room audio visual and communications improvements		

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2020-21											
Account	Job	IE Code	Description	2020/21 Current Budget	2020/21 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve movement	Amendment Description	Org Savings	COVID-19
				800,769	315,940	0	347,590	0		0	0
<b>OVERALL CORPORATE SERVICES - DEPT. SAVINGS/EXPENSE</b>						<b>366,521</b>	<b>CORPORATE SERVICES - ORG. SAVINGS/EXPENSE</b>			<b>428,037</b>	<b>0</b>
<b>RESERVE MOVEMENT - CORPORATE SERVICES</b>								<b>-110,000</b>			
<b>CORPORATE SERVICES - NET IMPACT (EXC. ORG.SAVINGS/EXPENSE)</b>						<b>-61,516</b>					
<b>INFRASTRUCTURE SERVICES</b>											
<b>ES1 - Director Infrastructure - A Graffan</b>											
52450		34	Vehicle & Mobile Plant Renewal (Replace) Cap Exp- Emerg & Rang Serv	65,000	19,935	5,662	70,662		Additional expense to fit out vehicle for Ranger Services.		
112500		07	Proceeds From Sale of Assets Swimm Areas & Bchs	5,000	-	5,000	-		Trailer trade-in value will not be realised. we have decided to repair		
122204		50	Street Lighting - Mnthly Elect Accts & Insurance - Op Exp - Road Operating Exp	423,624	307,992	140,000	563,624		543 lights added following audit. Increase in tariffs circa 10% in 20/21. MRWA subsidy circa \$40K.	140,000	
121404		11	MRWA Grant Rec'd For St Lighting Op Costs - Op Inc - Cross & Gen	-	-	-40,000	40,000		543 lights added following audit. Increase in tariffs circa 10% in 20/21. MRWA subsidy circa \$40K.	-40,000	
143600		07	Proceeds from Sale of Assets - Cap Inc - Engineering Office	27,000	33,060	-6,060	33,060		Income realised greater than budget.		
124600	124612	34	Town Beach Carpark - New	-	-	296,936	296,936		Additional LRCI Funding available for Town Beach Carpark Construction		
125251			Grant Income - Capital Inc	-	-	-296,936	296,936		Additional LRCI Funding available for Town Beach Carpark Construction		
				<b>456,624</b>	<b>294,868</b>	<b>104,602</b>	<b>561,226</b>	<b>0</b>		<b>0</b>	<b>100,000</b>
<b>REQ73 Project Engineer - P Hinde</b>											
112071		34	Broome Golf Club Building Renewal - Cap Exp - Other Recreation & Sports	5,066,357	4,633,951	-157,293	4,909,064		To adjust the budget to the final actual construction cost	-157,293	
113361		10	Broome Golf Clubhouse Redevelopment - Non Op Grant	4,482,497	2,504,519	823,433	3,659,064		To adjust the revenue to the final actual grants paid by BBRF	823,433	
113305			Sporting Clubs Loans Forwarded	1,250,000	-	-1,250,000	-		Self-supporting loan adjustment post project reconciliation.	-1,250,000	
				<b>1,833,860</b>	<b>2,129,432</b>	<b>(583,860)</b>	<b>1,250,000</b>	<b>0</b>		<b>0</b>	<b>(583,860)</b>
<b>ES3 - Manager Works - J Welshman</b>											
120306		11	Dep't Premier & Cabint Natural Disaster Grant - Cape Leveque Rd	787,840	139,884	-50,000	837,840		Progressing Claim with MRWA and Talis.		
123000	102204	34	2017-2018 WANDRRA Events - Works Maint	-	49,145	50,000	50,000		Additional costs incurred that would also be claimed		
148293		34	Safety Equip - Op Exp - Depot Operations	24,000	21,292	6,000	30,000		Additional fire extinguisher upgrades and safety hat purchase have over expended budget	0	0
107060		34	Broome Roadwise - Op Exp - Other Community Amenities	-	-	5,000	5,000		Grant income and corresponding expense for the a \$5,000 grant received from the Department of Transport for Broome Roadwise road safety project.		
113419		13	Roadwise Contribution - Op Inc - Parks & Ovals	-	-	-5,000	5,000		Grant income and corresponding expense for the a \$5,000 grant received from the Department of Transport for Broome Roadwise road safety project.		
				<b>(763,840)</b>	<b>(69,447)</b>	<b>6,000</b>	<b>(757,840)</b>	<b>0</b>		<b>0</b>	<b>0</b>

Item 5.1 - 2ND QUARTER FINANCE AND COSTING REVIEW 2020-21

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2020-21											
Account	Job	IE Code	Description	2020/21 Current Budget	2020/21 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve movement	Amendment Description	Org Savings	COVID-19
<b>ES8 - Waste Coordinator - T Parkinson</b>											
101500		07	Proceeds From Sale of Assets - Cap Inc - Sanitation Gen Refuse	30,000	-	-30,000	60,000		Income realised greater than budget.		
101508		34	Vehicles & Mobile Plant New - Cap Exp- Sanit Gen Refuse	200,000	-	20,000	220,000		Actual purchase amount to \$220K although \$200K for the Hook lift Truck has been costed to 101510 not 101508.		
101031	101037	34	Liquid Waste - Works - Op Exp - San Gen Refuse	25,000.00	370.00	-15,000	10,000		Reduction in expected expenditure as we are unlikely to accept large amounts of liquid waste.		
101642		10	Non-Operating Grant - Sanitation - General Refuse	-	130,000.00	130,000	130,000		Glass Crusher grant received in 18/19 and put into reserves and returned to the funding body in 20/21.		
1052510		26	Transfer From Refuse Site Reserve - Sanitation Other	1,120,000	-	-105,000	1,225,000	(105,000)	Balancing figure to zero out Sanitation after the proposed budget amendments.		
				(925,000)	130,370	0	(925,000)	(105,000)		0	0
<b>ES9 - Manager Engineering - P Collins</b>											
121100	RU555	34	Old Broome Road/ Gus Winckel Road Upgrade - Capex	-	97,312.85	135,682	135,682		Blacksport funding for Gus Winkel of \$364,174 plus BIA contribution of \$230,000 less 2019/20 expenditure of \$458,491 equals \$135,682 of remaining funds available for the project.		
104800	104920	34	Broome Townsite Drains Renewal - Cap Infra Exp - Urb Stwater	20,000	-	30,000	50,000		<b>RO: ES5 - Works Coordinator - D Greeves</b> Allure Pearls drain Headwall. RFQ at \$50K. Offset from KBR Drainage project savings.		
104600	104795	34	Frederick (KBR Report) - Infa Cap Exp	291,654	12,259	-130,000	161,654		Transfer \$30K to Account 104920 Allure Pearls drainage repair. \$100K savings from undertaking the work internally.		
121763		10	Black Spot Non Op Grant (Commonwealth/Federal)	268,110	72,835	-219,811	487,922		For 20/21 the remaining grant income should be \$72,834.80 (19/20 Budget of \$364,164 less \$291,339 received in 19/20) for Gus Winkel Old Broome intersection and \$415,086.60 for Herbert Saville (19/20 budget of \$691,811 less \$276,724 received).		
				43,544	36,738	(184,129)	(140,585)	0		0	0
<b>PK3 - Parks Coordinator - C Hankinson</b>											
113000	113070	34	Sunset Park - P&G Maint	11,800	1,161	-5,000	6,800		Reclassification of expenses across parks with Nil budget impact.		
113000	113543	34	Town Beach Water Park - P&G Maint	73,325	30,000	-17,000	56,325		Reclassification of expenses across parks with Nil budget impact.		
113000	113542	50	Pioneer Cemetery - P&G Maint	1,440	16,657	16,657	18,097		Unexpected increase in utility charges	16,657	
113000	113039	34	Streeters Jetty Park - P&G Maint	4,050	47	-2,000	2,050		Reclassification of expenses across parks with Nil budget impact.		
113000	113043	34	Town Beach - P&G Maint	48,360	36,867	10,000	58,360		Reclassification of expenses across parks with Nil budget impact.		
113396	113397	34	Reticulation Control System - P&G Maint	3,350	4,660	3,000	6,350		Reclassification of expenses across parks with Nil budget impact.		
113551	113762	34	Haynes Oval Reserve Renewal of Infrastructure- Cap Exp	35,000	14,375	-10,000	25,000		Reclassification of expenses across parks with Nil budget impact.		
117000	117070	34	Grounds Maint Exp by P & G - BRAC	4,200	9,027	10,000	14,200		\$10K Additional Expenditure required for landscaping of new BRAC courts		

Item 5.1 - 2ND QUARTER FINANCE AND COSTING REVIEW 2020-21

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2020-21											
Account	Job	IE Code	Description	2020/21 Current Budget	2020/21 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve movement	Amendment Description	Org Savings	COVID-19
141610	141610	34	Private Works P & G	-	47,680	46,000	46,000		Private Works for Crab Creek Road. Income was received in 19/20 but taken up in the surplus.	46,000	
				181,525	160,474	51,657	233,182	0		62,657	0
<b>PM2 - Asset and Building Coordinator -M Mitchell</b>											
53238		34	Surf Club Building Renewal (Inc Plant & Furniture) Cap Exp-Law Ord & PS	15,000	-	-15,000	-		Renewal works to be carried over in 2021/22 and combined with the footbridge project brief. Need to transfer to drainage reserve		
104205		43	Transfer to Restricted Cash Reserve - Cap Exp - Urban Storm Water Drainage	-	-	15,000	15,000		Renewal works to be carried over in 2021/22 and combined with the footbridge project brief. Need to transfer to drainage reserve		
115461		34	Library Building Renewal (Inc Plant & Fum) - Cap Exp - Libraries	10,000	14,709	10,000	20,000		Multthead aircon unit failed and needed replacement.		
113403		12	Grants - Non Op - Cap Inc - Other Rec & Sport	-	2,322,544	-2,322,544	2,322,544		Estimated fair value of asset received for the Broome Motocross Complex		
1181421		34	Motocross Building Improvements - Cap Exp - Other Recreation & Sport	-	1,928,761	1,928,761	1,928,761		Estimated fair value of asset received for the Broome Motocross Complex		
1181422		34	Motocross Roadworks & Earthworks- Cap Exp - Other Recreation & Sport	-	366,418	366,418	366,418		Estimated fair value of asset received for the Broome Motocross Complex		
1181423		34	Motocross Other Infrastructure -Fencing- Other Recreation & Sport	-	27,365	27,365	27,365		Estimated fair value of asset received for the Broome Motocross Complex		
				25,000	14,709	10,000	35,000	0		0	0
<b>PM3 - Property and Leasing Senior Officer - A Rowett</b>											
112483		028	Town Beach Cafe - Rent & Recoup Income - Op Inc	-	27,899	-24,488	52,387		Budget amendment with grant of lease extension	-24,488	
134212		028	Cable Beach Camel Tours (Res 52985) - Rent & Recoup Income - Op Inc	-	48,000	6,000	42,000		Budget amendment \$6,000 for COVID rent relief granted to a camel tour operator for Mar - Aug (6 months). All relief applied to 20/21 FY.	6,000	6,000
142050	142051	50	Barker St Offices - Operating Expense - Op Exp	13,056	-	-13,056	-		Power account has been transferred to tenant's name	-13,056	
142995		14	Reimbursement Property Dept Legal Fee - Op Inc - Corp Gov & Supp (Legal opex refer 144027)	-	495	10,000	38,000		Adjustment to the income as \$4K legal expenses on most leases are not recoupable. Valuations are NOT recoupable as they are Shire intellectual property so need to reduce budget by further \$6k for valuations.	10,000	
147181		028	Office Bagot St (Magabala Books) - Rent & Recoup Income - Op Inc	-	75,000	12,500	62,500		Reduce budget by \$12,500 due to COVID19. July invoice raised 19/20FY. Rent remained at \$50k per annum from 19/20 FY.	12,500	12,500
147270	147270	50	KRO - Operating Expense - Op Exp	145,452	64,476	-15,000	130,452		New air con reduced the costs. Air conditioning upgrades included as part of recent KRO refurb have reduced power use significantly resulting in savings	-15,000	
147485		028	Dep Corrective Services - KRO2 (Tenancy 4)- Rent & Recoup Income - Op Inc	-	126,110	26,000	100,110		Budget based on monthly rent of \$10,870. Actual rent \$8,296.75 plus outgoings	26,000	
147496		028	Mulberry Tree Child Care - Rent & Recoup Income - Op Inc	-	72,573	10,000	62,573		Budget amendment required. 50% rent relief for June applied in July. July invoice posted in 19/20. New budget \$62,917	10,000	10,000
147496		14	Mulberry Tree Child Care - Rent & Recoup Income - Op Inc	-	23,871	13,000	10,871		\$18k of recoupable outgoings had been included in the budget, but utility accounts had been transferred to their own name.	13,000	

Item 5.1 - 2ND QUARTER FINANCE AND COSTING REVIEW 2020-21

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2020-21												
Account	Job	IE Code	Description	2020/21 Current Budget	2020/21 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve movement	Amendment Description	Org Savings	COVID-19	
149408		14	Rent & Recoup Income - Op Inc - Community Facilities Leased	19,193	4,187	14,000	5,193		MoU over Museum stated insurance not recoupable. Pistol Club insurance charge reversal for 19/20 put to 20/21 (\$7,662.45)	14,000		
149410		028	BOSCCA - Rent & Recoup Income - Op Inc	25,957	10,656	4,000	21,957		Budget amendment required COVID19 50% relief for March, April, May, June applied to 20/21 FY. July invoice posted in 19/20 FY. New budget amount \$21,694.56	4,000	4,000	
				(308,095)	(116,240)	42,956	(265,139)	0		0	42,956	32,500
<b>OVERALL INFRASTRUCTURE SERVICES - DEPT. SAVINGS/EXPENSE</b>						<b>-552,774</b>			<b>INFRASTRUCTURE - ORG. SAVINGS/EXPENSE</b>	<b>-378,247</b>	<b>32,500</b>	
<b>RESERVE MOVEMENT - INFRASTRUCTURE</b>						<b>-105,000</b>						
<b>INFRASTRUCTURE SERVICES - NET IMPACT (EXC. ORG.SAVINGS/EXPENSE)</b>						<b>-174,527</b>						
						<b>-39,505</b>			<b>50,990</b>	<b>37,500</b>		

**6. MATTERS BEHIND CLOSED DOORS**

Nil.

**7. MEETING CLOSURE**

There being no further business the Chairman declared the meeting closed at 3:12PM.

These minutes were confirmed at a meeting held Wednesday, 10 February 2021, and signed below by the Presiding Person, at the meeting in which these minutes were confirmed.

Signed: .....

## 10. REPORTS OF COMMITTEES

### 10.1 BUSH FIRE ADVISORY COMMITTEE MINUTES 9 DECEMBER 2020

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	EMM06
<b>AUTHOR:</b>	Executive Support Officer - Development and Community
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

This report presents the minutes and associated recommendations of the Bush Fire Advisory Committee meeting held on 9 December 2020, for Council's consideration.

#### BACKGROUND

##### Previous Considerations

Nil.

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 and associated attachments of the BFAC meeting held on 9 December 2020 are included as **Attachment 1** of this report.

At the meeting, the BFAC discussed the following items:

##### Item 5.1 Bush Fire Advisory Committee (BFAC) Status Report

The 2020 Status Report was discussed.

##### Item 5.2 Update from BFAC members

A round table discussion was conducted allowing Committee members to give an update on their agencies, and any relevant matters.

##### Item 6.1 Bush Fire Advisory Committee Meeting Dates for 2021

The purpose of this report was to set the meeting dates for 2019.

The current Terms of Reference for the BFAC require quarterly meetings.

**MOTION:****(REPORT RECOMMENDATION)****Moved: Mr L Andrews****Seconded: Mr B Muller****That meetings are convened for the Bush Fire Advisory Committee on the following dates in 2021 commencing at 11:00am in the Shire of Broome Function Room:**

- **Wednesday 10 March 2021**
- **Wednesday 9 June 2021**
- **Wednesday 8 September 2021**
- **Wednesday 8 December 2021**

**CARRIED UNANIMOUSLY 10/0**Summary

There were no further items arising at the meeting for Council to consider. Therefore, it is recommended that Council receive the minutes of the BFAC meeting held on 9 December 2020.

**CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT****Bush Fires Act 1956**

Section 67. – Advisory committees

1. *A Local Government may at any time appoint such persons as it thinks fit as a Bush Fire Advisory Committee for the purpose of advising the Local Government 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 specified in this subsection.*
2. *A committee appointed under this section shall include a member of the Council of the Local Government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be Chairman thereof.*
3. *In respect to a committee so appointed, the Local Government shall fix the quorum for the transaction of business at meetings of the committee and may:-*
  - (a) *make rules for the guidance of the committee;*
  - (b) *accept the resignation in writing of, or remove, any member of the committee, appoint a person to fill that vacancy.*
  - (c) *where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.*
4. *A committee appointed under this section:-*

- (a) *may from time to time meet and adjourn as the committee thinks fit;*
- (b) *shall not transact business at a meeting unless the quorum fixed by the Local Government is present;*
- (c) *is answerable to the Local Government and shall, as and when required by the Local Government, report fully on its activities.*

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

Nil.

## **RISK**

Nil.

## **STRATEGIC IMPLICATIONS**

**People – We will continue to enjoy Broome-time, our special way of life. It's laid-back but bursting with energy, inclusive, safe and healthy, for everyone:**

Effective communication

Accessible and safe community spaces

A healthy and safe environment

**Prosperity – Together, we will build a strong, diversified and growing economy with work opportunities for everyone:**

Sustainable and integrated strategic and operational plans

Responsible resource allocation

Effective community engagement

Improved systems, processes and compliance

## **VOTING REQUIREMENTS**

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council receives the minutes of the Bush Fire Advisory Committee meeting held on 9 December 2020, and endorses the recommendations put forward by the Bush Fire Advisory Committee.*

## **Attachments**

1. Attachment 1 - BFAC Minutes 9 December 2020



# **UNCONFIRMED MINUTES**

**OF THE**

**BUSH FIRE ADVISORY COMMITTEE**

**9 DECEMBER 2020**

## NOTICE OF MEETING

Dear Council Member,

The next Bush Fire Advisory Committee of Council will be held on Wednesday, 9 December 2020 in the Committee Room, Corner Weld and Haas Streets, Broome, commencing at 10:00am.

Regards,



S MASTROLEMBO  
Chief Executive Officer

01/12/2020

### 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**  
**BUSH FIRE ADVISORY COMMITTEE**  
**WEDNESDAY 9 DECEMBER 2020**  
**INDEX – MINUTES**

1.	OFFICIAL OPENING .....	4
2.	ATTENDANCE AND APOLOGIES.....	4
3.	CONFIRMATION OF MINUTES .....	5
4.	CORRESPONDENCE IN / OUT .....	5
	4.1 CORRESPONDENCE IN .....	5
	4.2 CORRESPONDENCE OUT.....	5
5.	BUSINESS ARISING .....	5
	5.1 BFAC STATUS REPORT.....	5
	5.2 UPDATE FROM BFAC MEMBERS .....	7
6.	REPORTS OF OFFICERS .....	8
	6.1 BUSH FIRE ADVISORY COMMITTEE MEETING DATES FOR 2021 .....	8
7.	MEETING CLOSURE.....	12

**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 9 DECEMBER 2020, COMMENCING AT 10:00AM.**

**1. OFFICIAL OPENING**

The Chairman welcomed Members and Officers and declared the meeting open at 10:00am.

**2. ATTENDANCE AND APOLOGIES**

ATTENDANCE

<b>Members:</b>	Cr Chris Mitchell Caitlin Westlake  Cate White Steven Longo  Ben Muller  Mat Morrissy Pat Foley  Trevor Fish James Taylor  Les Andrews	<b>Chairperson</b> Waterbank/Coconut Well Representative Nyamba Buru Yawuru Department of Fire and Emergency Services Department of Fire and Emergency Services Air Services Australia - ARFF Department of Biodiversity, Conservation and Attractions 12 Mile Community Representative Broome Regional Volunteer Bush Fire Brigade Broome Police
<b>Apologies:</b>	Derren Greenhill Richard Barker	Skuthorpe Representative Djarindjin Community Representative
<b>Leave of Absence:</b>	Nil	
<b>Officers:</b>	Stuart Martin  Sarah Owen  Ben Coles	Manager Health, Emergency and Rangers Executive Support Officer Development and Community Ranger

**3. CONFIRMATION OF MINUTES**

3.1 The minutes of the BFAC were distributed and taken as read.

**COMMITTEE RESOLUTION:**

***(REPORT RECOMMENDATION)***

***Moved: Mr M Morrissy***

***Seconded: Ms C Westlake***

*That the Minutes of the Bush Fire Advisory Committee held on 9 September 2020, as published and circulated, be confirmed as a true and accurate record of that meeting.*

**CARRIED UNANIMOUSLY 10/0**

#### **4. CORRESPONDENCE IN / OUT**

##### **4.1 CORRESPONDENCE IN**

Monthly DFES LG Report Package – 2 September 2020

Monthly DFES LG Report Package – 7 October 2020

Monthly DFES LG Report Package – 4 November 2020

##### **Attachments**

Nil

##### **4.2 CORRESPONDENCE OUT**

2021 Council Meeting Dates – sent to members 25/11/2020

##### **Attachments**

Nil

#### **5. BUSINESS ARISING**

##### **5.1 BFAC STATUS REPORT**

The 2020 BFAC Status report is attached to track the progress of actions arising from each meeting.

##### **Attachments**

1. Attachment 1

BFAC STATUS REPORT 2020				
MEETING DATE/ITEM NUMBER	DETAILS	STATUS	COMMENT	ESTIMATED COMPLETION
10 June 2020 – Round Table	DFES raised concerns about confirmation of Demco, and fire risk.	In Progress	SOB to update BFAC on Demco progress	September 2020

## 5.2 UPDATE FROM BFAC MEMBERS

**Stuart Martin – Shire of Broome** – currently down a staff member, and recruiting at the moment. Before next BFAC meeting, hoping to have next seasons activity planned out.

**James Taylor – BFB** – 27 members with a few more showing interest in joining. This year have attended 27 incidents of various sizes, carried out 8 mitigation burns and attended 4 community events. High season appliances have returned to Perth. New station is completed, and running well.

**Pat Foley - DBCA** – parks are closed and fire roster has finished. Vehicles and trucks have returned to Broome depot.

**Ben Muller - DFES** – rain brings the end of the fire season. Only 2 major fire events attended this year. Planning for 2021 mitigation and meeting next week with NBY to discuss.

**Steve Longo - DFES** – new District Officer in Broome.

**Cait Westlake – Waterbank/Coconut Well Representative** – Buckleys Plain filling up with water.

### Attachments

Nil

<b>6. REPORTS OF OFFICERS</b>
-------------------------------

<b>6.1 BUSH FIRE ADVISORY COMMITTEE MEETING DATES FOR 2021</b>
--

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	EMM06
<b>AUTHOR:</b>	Executive Support Officer - Development and Community
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

<b>SUMMARY:</b>
-----------------

This report recommends that the Bush Fire Advisory Committee adopts the proposed meeting dates to be held in 2021.
--

**BACKGROUND**

In accordance with the Bush Fire Advisory Committee Terms of Reference, the Committee is required to meet bi-annually, before and after the fire season (1 April to 31 December) with no meetings being held during the “Wet Season” (1 January to 31 March).

Extra meetings of the Committee may be convened:

- a) by the Chairperson;
- b) by written notice to all Committee members, such notice being signed by at least four members of the Committee, giving not less than 7 days’ notice and stating the purpose of the meeting; or
- c) by the Council.

**COMMENT**

It is proposed that in 2021 the Bush Fire Advisory Committee meetings are to be generally held in the Shire of Broome Function Room commencing at 11:00am.

Please note the following 4 meeting dates are proposed for the Bush Fire Advisory Committee for 2021:

*Wednesday 10 March 2021*

*Wednesday 9 June 2021*

*Wednesday 8 September 2021*

*Wednesday 8 December 2021*

The general timing and frequency of meetings is consistent with past practice and ensures that Committee members are able to have a good level of awareness and response to bush fire matters in Broome.

**CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT*****Bush Fires Act 1954****Section 67 – Advisory committees*

1. *A Local Government may at any time appoint such persons as it thinks fit as a Bush Fire Advisory Committee for the purpose of advising the Local Government 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 specified in this subsection.*
  2. *A committee appointed under this section shall include a member of the Council of the Local Government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be Chairman thereof.*
  3. *In respect to a committee so appointed, the Local Government shall fix the quorum for the transaction of business at meetings of the committee and may:*
    - a. *make rules for the guidance of the committee;*
    - b. *accept the resignation in writing of, or remove, any member of the committee, appoint a person to fill that vacancy; and*
    - c. *where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.*
  4. *A committee appointed under this section:*
    - a. *may from time to time meet and adjourn as the committee thinks fit;*
    - b. *shall not transact business at a meeting unless the quorum fixed by the Local Government is present; and*
    - c. *is answerable to the Local Government and shall, as and when required by the Local Government, report fully on its activities.*
38. *Local government may appoint bush fire control officer*
- (1) *A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.*
  - (2) (a) *The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.*

- (b) *deleted]*
- (c) *The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the Authority may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.*
- (d) *Where a local government that has been served with a notice pursuant to paragraph (c) fails or neglects to comply with the requirements of that notice, the Authority may appoint a person to the vacant office.*
- (e) *A bush fire control officer appointed under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the Authority, by the Authority.*
- (3) *The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.*
- (4) *A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —*
  - (a) *carrying out normal brigade activities;*
  - (b) *and*
  - (c) *deleted]*
  - (d) *exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;*
  - (e) *procuring the due observance by all persons of the provision of Part III.*
- (5) (a) *A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the local government.*
  - (b) *The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions so issued carry out the directions but subject to the provisions of this Act.*
  - (c) *The provisions of this subsection are not in derogation of those of subsection (4).*
- (6) (a) *In this section —*
  - approved local government means a local government approved under paragraph (b) by the Authority.*
  - (b) *If it appears to the Authority that the standard of efficiency of a local government in fire prevention and control justifies the Authority doing so, the Authority, by notice published in the Government Gazette —*
    - (i) *may approve the local government as one to which this subsection applies; and*

- (ii) *may from time to time cancel or vary any previous approval given under this paragraph.*

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**RISK**

There is a significant risk of impact on the Broome community from bush fire impacts. If not mitigated, this risk is potentially Extreme. One of the ways that the Shire can mitigate this risk is through having a functioning Bush Fire Advisory Committee that meets regularly.

**STRATEGIC IMPLICATIONS**

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

Effective communication

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

Effective community engagement

Improved systems, processes and compliance

**VOTING REQUIREMENTS**

*Simple Majority*

<p><b><u>MOTION:</u></b> <b>(REPORT RECOMMENDATION)</b> <b>Moved: Mr L Andrews</b> <span style="float: right;"><b>Seconded: Mr B Muller</b></span> <b>That meetings are convened for the Bush Fire Advisory Committee on the following dates in 2021 commencing at 11:00am in the Shire of Broome Function Room:</b></p> <ul style="list-style-type: none"><li>• <b>Wednesday 10 March 2021</b></li><li>• <b>Wednesday 9 June 2021</b></li><li>• <b>Wednesday 8 September 2021</b></li><li>• <b>Wednesday 8 December 2021</b></li></ul> <p style="text-align: right;"><b>CARRIED UNANIMOUSLY 10/0</b></p>
---

**Attachments**

Nil

<b>7. MEETING CLOSURE</b>
---------------------------

Pat Foley from DBCA would like to thank BFAC members for their work this season, especially the BVFB.

The Chair would also like to express his thanks for Committee members for their efforts throughout the year.

The Chair thanks Les Andrews for his involvement in the LEMC, and wish him well on his transfer back to metropolitan.

There being no further business the meeting was closed at 10:10am.

There being no further business the Chairman declared the meeting closed at *<time>* .

These minutes were confirmed at a meeting held (DD Month Year),  
and signed below by the Presiding Person, at the meeting these minutes were confirmed.

Signed: .....

**10.2 LOCAL EMERGENCY MANAGEMENT COMMITTEE MINUTES 9 DECEMBER 2020**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	EMS02
<b>AUTHOR:</b>	Executive Support Officer - Development and Community
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report presents the minutes and associated recommendations of the Local Emergency Management Committee meeting held on 9 December 2020 for Council's consideration.

**BACKGROUND***Previous Considerations*

Nil.

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 that 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*.

**COMMENT**

The minutes of the LEMC meeting held on 9 December 2020 are included as **Attachment 1** of this report.

At the meeting, the LEMC discussed the following:

Item 5.1 Local Emergency Management (LEMC) Document Updates

Members were reminded to send any changes/additions to the LEMC Secretariat for the following documents:

- Resource Register
- Incident Report
- Training Schedule

The Contact list was sent with the Agenda for Committee members to review.

Item 5.2 Status Report

The status of actions from previous LEMC meetings were circulated and discussed.

Item 5.3 Update from LEMC Members

A round table discussion was conducted allowing Committee members to give an update on their agencies, and any relevant matters.

Item 5.4 Welfare Centre Guidelines – COVID-19

Welfare Centre Guidelines have been prepared specifically in relation to operating during COVID-19. The Guidelines were distributed, and members were encouraged to provide comment directly to Department of Communities.

Item 6.1 LEMC Meeting Dates for 2021

In accordance with the LEMC Terms of Reference, the LEMC is required to hold quarterly meetings (minimum 4 meetings per annum). The purpose of this report was to set the meeting dates for 2021.

**COMMITTEE RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Moved: Mr P Foley**

**Seconded: Mr L Andrews**

**That the Local Emergency Management Committee adopts the following meeting dates for 2021 commencing at 10:00am in the Shire of Broome Function Room:**

- **Wednesday 10 March 2021**
- **Wednesday 9 June 2021**
- **Wednesday 8 September 2021**
- **Wednesday 8 December 2021**

**CARRIED UNANIMOUSLY 18/0**

**CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT**

**Emergency Management Act 2005**

*Section 36 Functions of local government*

*It is a function of a local government —*

- (a) *subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district;*
- (b) *to manage recovery following an emergency affecting the community in its district;*  
*and*
- (c) *to perform other functions given to the local government under this Act.*

### 38 Local emergency management committees

- (1) A local government is to establish one or more local emergency management committees for the local government's district.
- (2) If more than one local emergency management committee is established, the local government is to specify the area in respect of which the committee is to exercise its functions.
- (3) A local emergency management committee consists of —
  - (a) a chairman and other members appointed by the relevant local government in accordance with subsection (4); and
  - (b) if the local emergency coordinator is not appointed as chairman of the committee, the local emergency coordinator for the local government district.
- (4) Subject to this section, the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members, are to be determined by the SEMC.

### 39 Functions of local emergency management committees

The functions of a local emergency management committee are, in relation to its district or the area for which it is established —

- (a) to advise and assist the local government in ensuring that 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 SEMC or prescribed by the regulations.

### Section 41 Emergency management arrangements in local government district

- (1) A local government is to ensure that arrangements (local emergency management arrangements) for emergency management in the local government's district are prepared.
- (2) The local emergency management arrangements are to set out —
  - (a) the local government's policies for emergency management;
  - (b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
  - (c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b);
  - (d) a description of emergencies that are likely to occur in the local government district;
  - (e) strategies and priorities for emergency management in the local government district;
  - (f) other matters about emergency management in the local government district prescribed by the regulations; and
  - (g) other matters about emergency management in the local government district the local government considers appropriate.
- (3) Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.
- (4) Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.
- (5) A local government is to deliver a copy of its local emergency management arrangements, and any amendment to the arrangements, to the SEMC as soon as is practicable after they are prepared.

### Section 42 Reviewing and renewing local emergency management arrangements

- (1) local government is to ensure that its local emergency management arrangements are reviewed in accordance with the procedures established by the SEMC.
- (2) Local emergency management arrangements may be amended or replaced whenever the local government considers it appropriate.

*Section 43 Local emergency management arrangements to be available for inspection*

- (1) A local government is to keep a copy of its local emergency management arrangements at the offices of the local government.
- (2) The arrangements are to be available for inspection, free of charge, by members of the public during office hours.
- (3) The arrangements may be made available in written or electronic form.

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**RISK**

Nil.

**STRATEGIC IMPLICATIONS**

**People – We will continue to enjoy Broome-time, our special way of life. It’s laid-back but bursting with energy, inclusive, safe and healthy, for everyone:**

Effective communication

Affordable services and initiatives to satisfy community need

A healthy and safe environment

**Performance - We will deliver excellent governance, service and value, for everyone:**

Sustainable and integrated strategic and operational plans

Responsible resource allocation

Effective community engagement

**VOTING REQUIREMENTS**

*Simple Majority*

REPORT RECOMMENDATION:

*That Council receives the minutes of the Local Emergency Management Committee held on 9 December 2020, and endorses the recommendations made by the Local Emergency Management Committee.*

## **Attachments**

1. Unconfirmed Minutes of the Local Emergency Management Committee held on 9 December 2020



# **UNCONFIRMED MINUTES**

**OF THE**

**LOCAL EMERGENCY MANAGEMENT  
COMMITTEE**

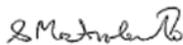
**9 DECEMBER 2020**

## NOTICE OF MEETING

Dear Council Member,

The next Local Emergency Management Committee Meeting of Council will be held on Wednesday, 9 December 2020 in the Function Room, Corner Weld and Haas Streets, Broome, commencing at 9:00am.

Regards,



S MASTROLEMBO  
Chief Executive Officer

01/12/2020

### 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 9 DECEMBER 2020**

**INDEX – MINUTES**

1.	OFFICIAL OPENING .....	4
2.	ATTENDANCE AND APOLOGIES.....	4
3.	CONFIRMATION OF MINUTES .....	6
4.	CORRESPONDENCE IN / OUT.....	6
	4.1 CORRESPONDENCE IN .....	6
	4.2 CORRESPONDENCE OUT.....	6
5.	BUSINESS ARISING .....	6
	5.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) DOCUMENT UPDATES.....	6
	5.2 LEMC STATUS REPORT .....	12
	5.3 UPDATE FROM LEMC MEMBERS.....	13
	5.4 WELFARE CENTRE GUIDELINES - COVID-19.....	13
6.	REPORTS OF OFFICERS .....	22
	6.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING DATES FOR 2021 .....	22
7.	MEETING CLOSURE.....	27

**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 9 DECEMBER 2020, COMMENCING AT 9:00AM.**

**1. OFFICIAL OPENING**

The Chairman welcomed Members and Officers and declared the meeting open at 9:00am.

**2. ATTENDANCE AND APOLOGIES**

ATTENDANCE

<b>Members:</b>	Cr Chris Mitchell Steve Longo  Megan Spence Chris Baird Pat Foley  Mat Morrissy Daren Hutchins Ivan Davie  Trevor Fish James Taylor  Les Andrews Tania Baxter	<b>Chairperson</b> Department of Fire and Emergency Services Department of Communities Department of Communities Department of Biodiversity, Conservation and Attractions Air Services - ARFF Department of Transport Broome Townsite Community Representative 12 Mile Community Representative Broome Regional Volunteer Bush Fire Brigade Broome Police Bidyadanga Community Representative
<b>Via TEAMS</b>	Dave Serafini Helen Kent  Garry Chard Jodie Lynch Jenny Bedford Paul Beard	Main Roads WA Department of Fire and Emergency Services Horizon Power Horizon Power KAMS Water Corporation
<b>Apologies:</b>	Mal Gower Marie Tweedie Tracey Beckett Pia Fillippi Allan Maclean	Kimberley Ports Authority WACHS Royal Flying Doctors Service Red Cross WA St John WA
<b>Leave of Absence:</b>	Nil	
<b>Officers:</b>	Stuart Martin  Sarah Owen	Manager Health, Emergency and Rangers Executive Support Officer Development and Community

**3. CONFIRMATION OF MINUTES**

3.1 The minutes of the LEMC were distributed and taken as read.

**COMMITTEE RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Moved: Mr I Davie**

**Seconded: Mr M Morrissy**

***That the Minutes of the Local Emergency Management Committee held on 9 September 2020, as published and circulated, be confirmed as a true and accurate record of that meeting.***

***CARRIED UNANIMOUSLY 18/0***

**4. CORRESPONDENCE IN / OUT**

**4.1 CORRESPONDENCE IN**

Red Cross Guidance Note re. Pandemic Recover Planning – DFES – received from Helen Kent 10/09/2020.

Bureau of Meteorology and DFES pre-wet season presentation – DFES – received from Helen Kent 19/10/2020.

SEMC Emergency Management Tools Webpage Update – DFES – received from Helen Kent 18/11/2020.

AWARE Funding 2020 – DFES – received from Helen Kent – 17/11/2020.

DFES Cyclone Preparedness Guide – DFES – received from Helen Kent – 18/11/2020.

**Attachments**

Nil

**4.2 CORRESPONDENCE OUT**

Red Cross Guidance Note re. Pandemic Recover Planning – DFES – forwarded to members 14/09/2020

Invitation for Pre-Wet Season Presentation – sent to members 05/10/2020

2021 Council Meeting Dates – sent to members 25/11/2020

**Attachments**

Nil

**5. BUSINESS ARISING**

**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:

- Resource Register (**Attachment 1**)
- Incident Report (**Attachment 2**)
- Training Schedule (**Attachment 3**)

The Contact list was sent with the Agenda for Committee members to review. Please ensure any updates are sent to the secretariat to ensure an accurate list.

**Attachments**

1. Attachment 1
2. Attachment 2
3. Attachment 3

Item 5.1 - LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) DOCUMENT UPDATES

BROOME LEMC - RESOURCE SCHEDULE - ORGANISATIONS

		Agencies																				
		Aviation Fire and Rescue	Broome Police	Department Child Protection	DFES	SES (Broome Unit)	Kimberley Ports Authority	Australian Customs	Fisheries	Sea Rescue Group	Shire of Broome	Parks and Wildlife (formally DEC)	St John Ambulan ce	Surf Life Saving	Water Corporati on	Horizon	Main Roads WA	Department of Transport	Broome Int'l Airport	Department of Aboriginal Affairs	Nyamba Buru Yawuru	Kimberley Land Council
<b>VEHICLES</b>																						
<b>AMBULANCE</b>																						
	Mercedes - diesel - single berth												2									
	Toyota 4WD - diesel - single berth												2									
	Toyota 4WD - petrol - single berth												0									
<b>PASSENGER</b>																						
	4WD ute - diesel	1	2			2	2		3	1		6			15	2			10		3	
	4WD ute - petrol										33				0							
	2WD ute - diesel						2															
	2WD ute - petrol						4						1			1						
	4WD Wagon - Landcruiser, Prado,	1	4	6	5			3	3		4	4	1	1	3	5		4		1		
	4WD - Workmate																			1		
	Ute																					
	Troop carrier		3			1			3												1	
	Motor bike																					
	Quad bike					1			4			1			1							
<b>TRUCK</b>																						
	4x2 tipper truck																		3			
	4x2 truck (tray?)																					
	4x2 patching truck										1											
	4x4 truck										3				1							
	6x4 tipper truck																					
	Truck, tray and Hiab crane										3	1			1							
	Truck (Horizon)																					
	BHB crane (Western Power)															2						
	Cherry picker										1											
	Prime mover										1											
	Low loader / Supalift										2											
	Semi-trailer																					
<b>PLANT</b>																						
<b>EARTHWORKS</b>																						
	2WD loader																		2			
	4WD loader										3											
	Tractor / loader 4WD									1	3	1			1							
	Tractor 2WD										1											
	D6 dozer										1											
	Scraper										1											
	Backhoe / loader										1				1				1			
	Grader										2									1		
	Skid steer loader										1									1		
	Roller - multi wheel										1									3		
	Roller - vibrating										1									1		
	mini excavator										2				1							
	Compactor - Waste										1											
<b>MISCELLANEOUS</b>																						
	Water truck and tank 14,000 litres										2									1		
	Water tank slip on 14,000 litres										1											
	Mechanic's mobile unit 4x4										1											
	Forklift	1					3				1				1				2			1
	Portable toilet (single unit)						2				1											
	Mobile toilet (multiple unit)																					
<b>VEGETATION CLEARING</b>																						
	Slasher Procut (PTO driven)										2				1					2		
	Woodchipper 450 dia capacity										1											
<b>EQUIPMENT</b>																						
<b>COMMUNICATION</b>																						
	Satellite phone	1	2	4	8	2		2	6	1	1	5	2		2	2		4	2	2		4

Item 5.1 - LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) DOCUMENT UPDATES

BROOME LEMC - RESOURCE SCHEDULE - ORGANISATIONS

		Agencies														Main Roads WA	Department of Transport	Broome Int Airport	Department of Aboriginal Affairs	Nyamba Buru Yawuru	Kimberley Land Council		
		Aviation Fire and Rescue	Broome Police	Department Child Protection	DFES	SES (Broome Unit)	Kimberley Ports Authority	Australian Customs	Fisheries	Sea Rescue Group	Shire of Broome	Parks and Wildlife (formally DEC)	St John Ambulance	Surf Life Saving	Water Corporation							Horizon	
	UHF radio	16 ARFF	6	2	12	8	12	6	1	1	53	5					2	10				15	
	HF radio		1		2	1			3	1													
	VHF radio	16 Aviation	1		4	2	7	1	2	1		5		6	18		1	10					
	WEARN Radio										1												
	Hand Held radio (EM)																						
	ICOM CB radio	3 Marine									1												
	HAND TOOLS																						
	Cordless drill		1			3	2		1		3	3			4	6		2	3				
	Reciprocal saw					1					3	1			1								
	Angle grinder		1			1	2				3	2			1							2	
	Chainsaw					4			1		3	3			1	3						2	
	HEAVY PORTABLE																						
	Generator		2		4	2	1	2	1		4	1			3						1	2	
	Compressor								1		2	1		1	1	1					1	1	
	Welder						2		1		2	1			1	2					1		
	Pump								1		3				3	1							
	Concrete cutter		1			1	1				2				1								
	TRAILERS																						
	Trailer (Horizon)															2							
	Trailer - single axle 2 tonne				1	1					8									2		1	
	Trailer - signs						1				1				1								
	Trailer - caravan / sleeping unit																						
	Trailer - Beach Lifeguard										1				1								
	Trailer - gen set (500 tandem)										1				2								
	Trailer - skid steer loader										1												
	Trailer - mobile kitchen																						
	Box trailer - 6x4			1				1	2				1		1							1	
	Rescue trailer					2																	
	Tandem trailer		1								2				1								
	MISCELLANEOUS																						
	Tent					2	2					5										25	
	Shade cover		2		2	1	2		2	1			4	3				1				12	
	Ladder					3	3	2			6	1				8							
	Larkin frame (?)					2																	
	Laptop								8		20	4		1				5					
	Oxyviva	1			1		2					1		5	3								
	Stretchers - aluminium					2	1							8	2								
	Stretchers - cardboard													9									
	Tables - folding		4						6		10	2	4	20				1				50	
	COMMUNITY GROUP FACILITIES																						
	KPAC multi-unit toilet																						
	MATERIALS																						
	Black plastic (roll?)				5	15																	
	Tarp				20	18																	
	Sandbags				1000	200					100				50								
	Bedding		12	yes																			
	Clothing																						
	Medical supplies	yes						yes					Yes	Yes						Yes			
	Sand, e.g. spills																						
	Bidom fabric (soil erosion)																						
	Body bags		12											8									

Item 5.1 - LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) DOCUMENT UPDATES

BROOME LEMC - RESOURCE SCHEDULE - ORGANISATIONS

	Agencies																				
	Aviation Fire and Rescue	Broome Police	Department Child Protection	DFES	SES (Broome Unit)	Kimberley Ports Authority	Australian Customs	Fisheries	Sea Rescue Group	Shire of Broome	Parks and Wildlife (formally DEC)	St John Ambulance	Surf Life Saving	Water Corporation	Horizon	Main Roads WA	Department of Transport	Broome Int Airport	Department of Aboriginal Affairs	Nyamba Buru Yawuru	Kimberley Land Council
<b>SPECIALIST SERVICES</b>																					
Sweeper truck									1									1			
Fire?	3																				
EWP with generator									1						2						
Meals																					
Spill clearance (oil, chemicals)																					
EM Welfare Support Kits										3									Yes		
Mass Casualty Kit																					
First Aid Kits																					
Boat / Rib / Rescue Vessel	1					1	1	6	2	100		X Multiple	1					1* April 2014			3
<b>PERSONNEL</b>																					
Paramedic												7									
Volunteer Ambulance Officer												51									
Vessel crew	15						5						3								
<b>CONTRACTORS AND SUPPLIERS</b>																					
See schedule on separate sheet																					

Item 5.1 - LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) DOCUMENT UPDATES

---

LEMC Incident Report 2020	
Date	Details
06/01/2020	Tropical Cyclone Blake
12/01/2020	Tropical Cyclone Claudia
13/01/2020	Broome Primary School fire
08/02/2020	Tropical Cyclone Damien



**5.2 LEMC STATUS REPORT**

The 2020 LEMC Status Report is attached to track the progress of actions that come out of each meeting.

Thank you to the Working Group for the review of the documents, compliance was received yesterday for the local level risk assessment. Minor amendments needed on the documentation, and then it will be sent to the LEMC for review, prior to endorsement next year.

**Attachments**

1. Attachment 1



### 5.3 UPDATE FROM LEMC MEMBERS

**Les Andrews – Broome Police** – continue to monitor the airport with incoming passengers, and Officers on deployment in KNX monitoring arrivals into WA. Supported fisheries with the shark attack a few weeks ago and also this morning.

**Stuart Martin – Shire of Broome** – Thank you for the work carried out on the LEMA. Involvement with the shark attack a few weeks ago and also this morning. Preparing for cyclone season and getting internal arrangements sorted. Some issues with drains this morning, but being dealt with.

**James Taylor – BVFB** – Since January have attended 27 incidents, carried out 8 mitigation burns and attended 4 community events. Fleet returned to 3 regular vehicles with additional vehicles returning to Perth.

**Jodie Lynch and Garry Chard – Horizon Power** – power outage on Saturday night throughout the whole town – lightning strike. Free app that you can download which shows estimated time until power will be restored and tips for when power comes back on. Generators – reminder of the appropriate use and maintenance of them. Vegetation management has been a focus to keep clearance away from power lines.

**Tania Baxter – Bidyadanga Community Representative** – working on cyclone management plan hoping to finalise in the next week.

**Mat Morrissy - Air Services Australia** – BIA conducted airport exercise in the last month – positive feedback. On the same day there was a live incident (smell of fuel in the cabin – dash 8) – seamless response.

BIA – 9% down in traffic – annual figures are a bit lower than normal. Have been busier than Melbourne airport for the last 8 months!! 70% increase in flights across the country (domestic)

**Pat Foley – DBCA** – parks are shut now, vehicles all returned to Broome base and continue with cyclone clean up, and staff members heading off on leave.

**Megan Spence - Department of Communities** - introducing Chris Baird who is assisting with training. Dept. Communities have been doing some training in Broome and Derby, heading to Halls Creek and Fitzroy Crossing next week.

**Steve Longo - DFES** – District Officer West Kimberley – returned to the Kimberley, taken over from Rick Darlow. Moderate rains today, easing in the afternoon, another low, but passing nearer to Hedland. Ongoing communications with the BOM. Pre wet season works have been completed throughout the region.

Major risk warning group – make sure contact details are up to date. High season fleet returned to Perth. 26 car fires attended to this financial year – toll on volunteers. Direct Brigade Alarms – your organisation is responsible for your DBA and your contractors – ensure they are being isolated prior to works.

Comment from Cr Mitchell - Fire alarm went off at Boulevard yesterday, no security until 11 am, but shoppers were not reacting/evacuating. Ivan Davie reported this matter this time last year. DFES will approach management.

**Paul Beard – Water Corporation** – reiterating with staff COVID rules with borders opening up, reminder to stay safe.

**Jeanette Bryson – Department of Communities** – working with clients to clean up properties. Asking if Shire will pick up from elderly clients – Stuart to follow up.

**Dave Serafini – MRWA** – closure up the Gibb River Road. Updating contingency traffic management plans.

### Attachments

Nil

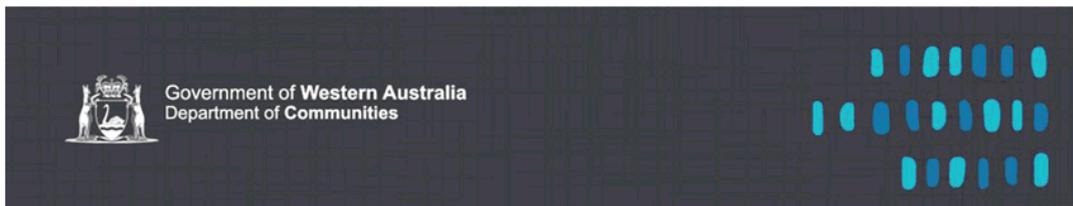
#### **5.4 WELFARE CENTRE GUIDELINES - COVID-19**

BRAC is the primary welfare evacuation centre, and COVID guidelines are required to ensure everyone's safety. Previous attendance at the evacuation centre had peaked at 190, which is within COVID safe guidelines. Opening the welfare evacuation centre is the last resort. Evacuees won't need to scan the safe WA app on arrival, the usual sign in process is thorough enough and contains the details required for contact tracing.

If you have any questions, comments or suggestions on these guidelines, please contact Megan directly.

#### **Attachments**

1. Attachment 1



## COVID-19 – Welfare Centre Guidelines (Oct 2020)

**Aim:** To provide guidance to Department of Communities (Communities) staff and other key agencies in managing welfare centres, whilst mitigating COVID-19 risks to the community.

It is acknowledged the ever-changing COVID-19 situation restricts the provision of specific advice however this document provides recommendations and considerations to assist local planning.

To ensure the relevancy and currency of the information contained within this document, review will occur on a continuous basis.

For the purposes of this guide, the term **Welfare Centre** will refer to both welfare and evacuation centres.

### Evacuation Planning

Welfare Centres should be considered as a transit area, with all attendees encouraged to move on to other evacuation/accommodation options where possible.

Under a COVID-19 lens, the recommended approach in an evacuation situation is listed below, however **preservation of life is to always be the priority:**

- 1 • Travellers,visitors and tourists to leave the evacuation area **if safe to do so**
- 2 • Shelter in Place **if safe to do so**
- 3 • Shelter with family and friends **if safe to do so**
- 4 • Utilise commercial/alternative accomodation options **if available**
- 5 • Use welfare centres as a last resort

It is recognised implementing this approach may not be possible in a cyclone event.

### Locally Driven Response

Department of Communities District Emergency Service Officer’s develop Local Emergency Welfare Plan’s (LEWP) in consultation with the Local and District Emergency Management Committee (LEMC/DEMC). These plans outline agreed emergency welfare arrangements in each local government region.

These existing Local Emergency Welfare Plans should be reviewed taking into consideration the general principles and recommendations within this guide, and current [Western Australia COVID-19 restrictions](#). Preparedness is a joint responsibility amongst



local agencies, so planning with relevant stakeholders is essential to ensure plans take into account local conditions and region-specific challenges.

To assist in planning the following approaches are recommended:

- Hazard Management Agency (HMA) to provide early advice of any potential evacuation direction to all relevant impacted agencies. This will facilitate the sharing of information and early identification of local COVID-19 risks within the proposed evacuation area
- prioritising the identification of alternate safe accommodation options for people under isolation/quarantine directions
- early determination of the level and intensity of infection control measures to be implemented within the welfare centre, based on the current Western Australia COVID-19 restrictions and phasing.

#### HMA messaging to cover the following:

- Emergency evacuation advice overrides COVID-19 isolation/quarantine directions
- People under an **isolation/quarantine direction** are to find alternative accommodation with family or friends who live away from the area.
  - If alternative options are unavailable and they need to attend a welfare centre, continue to follow COVID-19 precautions, maintain appropriate physical distancing, wear a mask, and identify themselves immediately on arrival.
  - When safe to do so, telephone WA Police on 131 444 to advise whereabouts
- Provide advice to the public regarding self-sufficiency of medication/scripts, specific food requirements, hygiene supplies and general COVID-19 precautions if needing to attend a welfare centre.

#### Welfare Centre Planning

It is suggested existing **Local Emergency Welfare plans** are reviewed by relevant stakeholders, with re-evaluation of current identified facilities, using a COVID-19 lens. Consider the following:

- maximum capacity of each facility and physical distancing requirements. Refer to facility Local Government 'COVID Safety Plan' for maximum numbers. If it appears capacity will be exceeded during an event this must be escalated to the Incident Controller.
- which facilities have capacity to allow the isolation/segregation of individuals/groups
- the layouts of facilities to identify separate entry and exit points
- the use of partitions/barriers if available/where possible
- identifying what/any alternate evacuation accommodation options may be available for individuals who are considered a COVID-19 risk.
- can other regions/towns in the area be used to move on/accommodate people
- welfare centre staffing levels required to ensure infection control tasks are performed.



- Local Government to consider utilising their existing COVID-19 risk management arrangements until the arrival of Communities staff

### General Infection Control measures

In consideration of the heightened sanitation and hygiene needs of COVID-19, consider the following:

- signage and barriers erected throughout the welfare centre displaying current physical distancing requirements
- signage and posters on appropriate hand washing techniques upon entry and throughout the shelter/centre as well as appropriate techniques for PPE/masks
- a dedicated welfare centre officer responsible of ensuring all recommended infection control measures are in place and maintained
- development of a cleaning schedule posted within the centre
- a contract cleaner arrangement with the owner of the facility – generally the Local Government
- utilise single use disposable items such as bedding, eating/drinking utensils etc where possible
- appropriate waste disposal/laundry processes in place.

### PPE requirements in the Centre

PPE supplies must be available within Welfare Centres including:

- Surgical style masks
- Gloves
- Aprons/gowns
- Face shields/safety glasses

PPE is to be single use, disposable and kept in a secure location. Use will be dependent on risk to the community at the time of the event and in line with health advice.

See [Addendum: Infection Prevention and Control in a Welfare Centre](#) for further information and considerations.

### Welfare Centre Operations

#### Arrival at the Centre

The level of screening and requirement to obtain the contact details of people attending an evacuation centre will be dependent on the current [Western Australia COVID-19 restrictions](#) and health advice.

The normal **Register.Find.Reunite** process will be available for all evacuees. This may be compulsory prior to entering a welfare centre if the risk level is such that contact tracing is required. A contact phone number will need to be provided.

Communities may consult with the relevant local health agency to determine what resources are available to assist if health screening needs to occur. If minimal warning is



received prior to the opening of a welfare centre, it is acknowledged that appropriately qualified staff may not be available to support a full health screening process.

#### Screening and Registration considerations as/if required:

- As a precaution PPE is to be worn by those undertaking registration/screening. Suggested minimum requirements are a mask and safety glasses.
- Encourage self-registration online via the **Register.Find.Reunite** website with evacuees utilising their own electronic devices.
- A separate greeting area to allow those who may be a COVID-19 risk to identify themselves early.
- Single direction of pedestrian flow and queue management should be enforced through signage, floor markings and bollards/ropes.
- Immediate access to hand sanitiser
- Minimise contact with anyone who answers "yes" to any of the screening questions.
- Avoiding sharing of writing implements and minimise document handling – utilise hand sanitiser if unavoidable.

The following questions are to be asked as the **minimum screening requirements** before allowing an individual to enter a welfare centre:

- Are you currently under isolation/quarantine direction?
- Have you returned from overseas or interstate (and if so, where?) in the past 14 days?
- Do you have any symptoms of respiratory illness with or without fever; or cold and flu-like symptoms?
- Have you been in close contact with a confirmed COVID-19 case in the past 14 days?

If the individual refuses to be screened, that individual should be treated as ill and be placed in an isolated location.

As part of the screening process advise evacuees that if they become symptomatic during their stay, to advise staff immediately. If this occurs, it is suggested welfare centre staff isolate the individual and consult with local health authorities as a matter of priority.

#### Evacuees requiring Isolation

It is suggested that individuals under isolation/quarantine directions, or who have answered 'yes' to any of the screening questions, or individuals who have refused to be screened, are to wear a mask at all times and change it as it becomes moist, in line with infection control best practice.

- Individuals under an isolation/quarantine direction should be moved on as soon as practicable to another safe location, including to paid accommodation, where they can maintain their isolation.
- If this is not possible, identify the most suitable strategies to manage the isolation of these individuals within the welfare centre, for example; utilising a separate room or space, barriers, physical distancing etc.



- Where possible, consider specific toilet/ wash facilities for staff/those who have answered “yes” to screening questions. If this is not possible, extra cleaning is to occur.

#### **General population**

Welfare centres operations are to align with government restrictions, health advice and the level of community COVID-19 risk at the time of an event. The following strategies may be required:

- Families to remain in segregated groups and to not move from sleeping area unless using bathroom facilities.
- Human-social support and entertainment activities to be made available to each segregated group in location
- If family segregation areas are not possible, separate evacuees into larger groups and maintain segregation of groups
- Food should be delivered to areas allocated to each group/family

#### **Community meetings**

The HMA may utilise welfare centres for community meetings, in line with the current level of COVID-19 restrictions. Where restrictions prevent utilisation of the welfare centre, alternate arrangements will need to be made.



## Addendum

### Infection Prevention and Control in a Welfare Centre

A dedicated welfare centre officer will have the responsibility of ensuring all recommended infection control measures are in place and maintained. This officer may be a Communities or Local Government staff member.

The following table lists infection control considerations. The level of implementation to be in line with current health advice. Local planning will assist in identifying where responsibility will sit.

Further information is available at:

<https://healthywa.wa.gov.au/coronavirus>

Practice	Consideration	Responsibility
Hand Hygiene	<ul style="list-style-type: none"> <li>60-80% alcohol-based hand sanitiser should be available at entry and exit points, high touch areas, toilet areas and eating areas.</li> <li>Hand sanitiser should be secured to prevent theft or ingestion</li> <li>Hand washing facilities should have running water, soap, paper hand towels and a rubbish bin.</li> <li>Consider the stock levels required in relation to the number of evacuees the centre can hold</li> <li>Consider signage/pictures throughout the centre to encourage effective hand hygiene</li> </ul>	
Physical Distancing	<ul style="list-style-type: none"> <li>Consider how many evacuees the centre can hold as per the current directions for physical distancing.</li> <li>Signage, barriers, notices, pictures, announcements and staff may be required to encourage physical distancing.</li> <li>Physical distancing should be considered in all areas of the welfare centre. Use of laundry, entertainment and meal areas may need to be staggered to avoid overcrowding.</li> <li>Physical distancing should also be observed for all staff at all times, including break times.</li> </ul>	
Food Safety	<ul style="list-style-type: none"> <li>Meals may be delivered to individuals or families to reduce the number of people using the meals area.</li> <li>The kitchen and meals area should have increased cleaning</li> <li>A staggered rostered approach may be considered to ensure these areas do not become overcrowded</li> <li>Consider disposable plates and cutlery. If these are not available, washing dishes through the dishwasher is preferred. Otherwise, dishes and cutlery should be washed in hot soapy water, rinsed, dried and stored dry. Consider allocating plates and cutlery to evacuees to reduce sharing of items.</li> </ul>	
PPE	<ul style="list-style-type: none"> <li>Personal protective equipment may be needed at the welfare centre.</li> </ul>	

Oct 2020 v2

6



Practice	Consideration	Responsibility
	<ul style="list-style-type: none"> <li>● Consider PPE needs for the following situation:                             <ul style="list-style-type: none"> <li>○ Staff performing health/general screening/registration on arrival to the welfare centre to utilise PPE as per current health advice – suggested minimum requirements are mask and safety glasses.</li> <li>○ Evacuees that are under isolations orders should wear a surgical mask as much as possible</li> </ul> </li> <li>● In the event of community transmission of COVID, all evacuees may be required to wear some sort of mask. Surgical masks are preferred.</li> </ul>	
<b>Cleaning</b>	<ul style="list-style-type: none"> <li>● A cleaning schedule is required with increased frequency of cleaning high touch areas outlined. High touch areas include light fittings, door handles, doors, railings, desks, chairs, tables, benches, bathrooms.</li> <li>● A dedicated staff member should be allocated to ensure cleaning is achieved and managed.</li> <li>● Cleaning products should have a disinfectant base.</li> <li>● As there is the need for increased frequency of cleaning, ensure the cleaning product does not leave a residue that may cause irritations to the evacuees in the centre.</li> <li>● Spray products are not recommended as they disturb particles on surfaces, may not give an even coverage of product and may cause lung irritations. If the only products available are spray products, spray into a cloth/paper towel to minimise aerosol distribution of the product and then wipe the area to be cleaned.</li> </ul>	
<b>Waste Management</b>	<ul style="list-style-type: none"> <li>● Ensure there are adequate waste disposal bins.</li> <li>● Consider hands free bins so there is minimal contact with the bin</li> <li>● Anyone handling waste must have access to hand hygiene facilities to perform hand hygiene immediately after handling/removing rubbish. Consider signage near the bins to encourage this.</li> <li>● Waste should be emptied regularly. Bags should be tied off completely prior to removal.</li> </ul>	
<b>Managing unwell evacuees/staff</b>	<ul style="list-style-type: none"> <li>● Consider having a plan in place outlining how to manage evacuees or staff who fall ill whilst in a welfare centre. This may include a separate accommodation area, dedicated staff member with clinical experience or further evacuation.</li> </ul>	
<b>Laundry Management</b>	<ul style="list-style-type: none"> <li>● If linen/bedding/towels are provided to evacuees, consider how this will be managed. Clean and dirty items should be stored separately. Where will linen bags be kept for the return of dirty linen and who will remove these from the area.</li> <li>● If there are laundry facilities at the welfare centre, consider how these will be managed to ensure there is not overcrowding. Staggered rosters for using laundry facilities may be considered. Hand hygiene facilities should be available in the laundry area</li> </ul>	

<b>6. REPORTS OF OFFICERS</b>
-------------------------------

<b>6.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING DATES FOR 2021</b>
--

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	EMS02
<b>AUTHOR:</b>	Executive Support Officer - Development and Community
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

<b>SUMMARY:</b>
-----------------

This report recommends that the Local Emergency Management Committee adopts proposed meeting dates to be held in 2021.
--

**BACKGROUND**

In accordance with the Local Emergency Management Committee Terms of Reference, the Committee is required to hold quarterly meetings (minimum 4 meetings per annum). The Chairperson may at any time convene a Special Meeting of the Committee.

**COMMENT**

It is proposed that in 2021 the Local Emergency Management Committee meetings are to be generally held in the Shire of Broome Function Room on the second Wednesday every 3 months commencing at 10:00am.

Please note the following 4 meeting dates are proposed for the Local Emergency Management Committee for 2021:

*Wednesday 10 March 2021*  
*Wednesday 9 June 2021*  
*Wednesday 8 September 2021*  
*Wednesday 8 December 2021*

The general timing and frequency of meetings is consistent with past practice and ensures that Committee members are able to have a good level of awareness and response to emergency management matters in Broome.

**CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT***Emergency Management Act 2005*

*36. Functions of local government*

*It is a function of a local government —*

- (a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district;*
- (b) to manage recovery following an emergency affecting the community in its district; and*
- (c) to perform other functions given to the local government under this Act.*

*37. Local emergency coordinators*

- (1) The State Emergency Coordinator is to appoint a local emergency coordinator for each local government district.*
- (2) Before appointing a local emergency coordinator for a local government district the State Emergency Coordinator is to consult the relevant local government.*
- (3) In making an appointment the State Emergency Coordinator is to have regard to any submissions of the local government.*
- (4) The local emergency coordinator for a local government district has the following functions —*
  - (a) to provide advice and support to the local emergency management committee for the district in the development and maintenance of emergency management arrangements for the district;*
  - (b) to assist hazard management agencies in the provision of a coordinated response during an emergency in the district;*
  - (c) to carry out other emergency management activities in accordance with the directions of the State Emergency Coordinator.*

*38. Local emergency management committees*

- (1) A local government is to establish one or more local emergency management committees for the local government's district.*
- (2) If more than one local emergency management committee is established, the local government is to specify the area in respect of which the committee is to exercise its functions.*
- (3) A local emergency management committee consists of—*
  - (a) a chairman and other members appointed by the relevant local government in accordance with subsection (4); and*
  - (b) if the local emergency coordinator is not appointed as chairman of the committee, the local emergency coordinator for the local government district.*
- (4) Subject to this section, the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members, are to be determined by the SEMC.*

*39. Functions of local emergency management committees*

*The functions of a local emergency management committee are, in relation to its district or the area for which it is established —*

- (a) to advise and assist the local government in ensuring that 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 SEMC or prescribed by the regulations.*

40. *Annual report of local emergency management committee*

- (1) *After the end of each financial year each local emergency management committee is to prepare and submit to the district emergency management committee for the district an annual report on activities undertaken by it during the financial year.*
- (2) *The annual report is to be prepared within such reasonable time, and in the manner, as is directed in writing by the SEMC.*

Division 2 — *Emergency management arrangements for local governments*

41. *Emergency management arrangements in local government district*

- (1) *A local government is to ensure that arrangements (local emergency management arrangements) for emergency management in the local government's district are prepared.*
- (2) *The local emergency management arrangements are to set out —*
  - (a) *the local government's policies for emergency management;*
  - (b) *the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;*
  - (c) *provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b);*
  - (d) *a description of emergencies that are likely to occur in the local government district;*
  - (e) *strategies and priorities for emergency management in the local government district;*
  - (f) *other matters about emergency management in the local government district prescribed by the regulations; and*
  - (g) *other matters about emergency management in the local government district the local government considers appropriate.*
- (3) *Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.*
- (4) *Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.*
- (5) *A local government is to deliver a copy of its local emergency management arrangements, and any amendment to the arrangements, to the SEMC as soon as is practicable after they are prepared.*

42. *Reviewing and renewing local emergency management arrangements*

- (1) *A local government is to ensure that its local emergency management arrangements are reviewed in accordance with the procedures established by the SEMC.*
- (2) *Local emergency management arrangements may be amended or replaced whenever the local government considers it appropriate.*
- 43. *Local emergency management arrangements to be available for inspection*
  - (1) *A local government is to keep a copy of its local emergency management arrangements at the offices of the local government.*
  - (2) *The arrangements are to be available for inspection, free of charge, by members of the public during office hours.*
  - (3) *The arrangements may be made available in written or electronic form.*

*Division 3 — Powers of local government during cyclone*

44. *Meaning of “cyclone area”*

*In this Division —*

*cyclone area means a cyclone area designated under section 16.*

45. *Exercise of powers under this Division*

*The powers given to a local government by this Division can only be exercised on behalf of the local government by a person expressly authorised by it to exercise those powers.*

46. *Power of local government to destroy dangerous vegetation or premises in cyclone area*

*If a local government is of the opinion that any vegetation or premises on land in a cyclone area in the district of the local government may, as a result of the cyclonic activity —*

- (a) *cause loss of life, prejudice to the safety, or harm to the health, of persons or animals; or*
- (b) *destroy or damage property or any part of the environment, the local government may remove or destroy the vegetation or remove, dismantle or destroy the premises.*

47. *Local government may require owner or occupier of land to take action*

(1) *If a local government is of the opinion that any vegetation or premises on land in a cyclone area in the district of the local government may, as a result of the cyclonic activity —*

- (a) *cause loss of life, prejudice to the safety, or harm to the health, of persons or animals; or*
- (b) *destroy or damage property or any part of the environment, the local government may give a person who is the owner or the occupier of the land a direction in writing requiring the person to take measures specified in the direction to prevent or minimise the loss, prejudice, harm, destruction or damage.*

(2) *A person who is given a direction under subsection (1) is not prevented from complying with it because of the terms on which the land is held.*

48. *Additional powers when direction given*

- (1) *This section applies when a direction is given under section 47.*
  - (2) *If the person who is given the direction (the **direction recipient**) fails to comply with it, the local government may do anything that it considers necessary to achieve, so far as is practicable, the purpose for which the direction was given.*
  - (3) *The local government may recover the cost of anything it does under subsection (2) as a debt due from the person who failed to comply with the notice.*
  - (4) *If a direction recipient —*
    - (a) *incurs expense in complying with the direction; or*
    - (b) *fails to comply with such a direction and, as a consequence, is convicted and fined or has to pay to a local government the cost it incurs in doing anything under subsection (2), the direction recipient may apply to a court for an order under subsection (6).*
  - (5) *In subsection (4) —*

**court** *means a court that would have jurisdiction to hear an action to recover a debt of the amount of the expense, fine or cost sought to be recovered by the direction recipient.*
  - (6) *On an application under subsection (4) the court may order —*
    - (a) *if the direction recipient is the owner, the occupier; or*
    - (b) *if the direction recipient is the occupier, the owner,*

*to pay to the direction recipient so much of that expense, fine or cost as the court considers fair and reasonable in the circumstances.*
  - (7) *In determining what is fair and reasonable the court is to have regard to —*
    - (a) *the type of land involved;*
    - (b) *the terms on which the occupier is occupying the land; and*
    - (c) *any other matter the court considers to be relevant.*
49. *Provisions are in addition to other powers  
This Division is in addition to, and does not derogate from, the powers of a local government under the Local Government Act 1995 Part 3 Division 3.*

#### **POLICY IMPLICATIONS**

Nil.

#### **FINANCIAL IMPLICATIONS**

Nil.

#### **RISK**

There is a significant risk of impact on the Broome community should a natural disaster or emergency situation occur. If not mitigated, this risk is potentially Extreme. One of the ways that the Shire can mitigate this risk is through having a functioning Local Emergency Management Committee that meets regularly.

**STRATEGIC IMPLICATIONS**

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

Effective communication

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

Effective community engagement

Improved systems, processes and compliance

**VOTING REQUIREMENTS**

*Simple Majority*

**COMMITTEE RESOLUTION:**

***(REPORT RECOMMENDATION)***

***Moved: Mr P Foley***

***Seconded: Mr L Andrews***

***That the Local Emergency Management Committee adopts the following meeting dates for 2021 commencing at 10:00am in the Shire of Broome Function Room:***

- ***Wednesday 10 March 2021***
- ***Wednesday 9 June 2021***
- ***Wednesday 8 September 2021***
- ***Wednesday 8 December 2021***

***CARRIED UNANIMOUSLY 18/0***

**Attachments**

Nil

**7. MEETING CLOSURE**

Congratulations to LEMC Chairperson, Chris Mitchell who was the runner up in the WA Regional Achievement and Community Awards for the RAC Volunteering Award.

The Chair thanks Les Andrews for his involvement in the LEMC, and wish him well on his transfer back to metropolitan.

The Chair also wishes the Committee a Merry Christmas and a Happy New year.

There being no further business the meeting was closed at 9:40am

**11. NOTICES OF MOTION**

**12. QUESTIONS BY MEMBERS WITHOUT NOTICE**

**13. BUSINESS OF AN URGENT NATURE**

**14. MEETING CLOSED TO PUBLIC**

*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)(ii)) as it contains “a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government”.*

**14.1 RFT20/12 BROOME RECREATION AND AQUATIC CENTRE (BRAC) INDOOR SPORTS COURTS - FLOOR REPLACEMENT**

<b>LOCATION/ADDRESS:</b>	20 Cable Beach Road East, Broome
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RFT20/12
<b>AUTHOR:</b>	Project Engineer
<b>CONTRIBUTOR/S:</b>	Manager Sport and Recreation
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The Shire of Broome has undertaken a Request for Tender Process to appoint a suitable Contractor to undertake the removal, disposal and replacement of the flooring in the indoor sports courts at the Broome Recreation and Aquatic Centre (BRAC).

This report provides an overview of the procurement process and seeks Council's adoption of the recommendation provided in the attached confidential evaluation report.

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

**14.2 RFT20/10 SUPPLY OF PLANT HIRE AND SERVICES**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RFT20/10
<b>AUTHOR:</b>	Engineering Coordinator
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The Shire of Broome has undertaken a Request for Tender (RFT) process to appoint suitably qualified contractors to undertake and provide Plant Hire **(Wet)**, Plant Hire **(Dry)** and associated services to the Shire of Broome.

This report provides an overview of the procurement process and seeks Council's adoption of the recommendation provided in the attached confidential evaluation report.

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

**14.3 RFT20/13 - PROVISION OF ROUTINE AND REACTIVE AIR-CONDITIONING RELATED SERVICES**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RFT20/13
<b>AUTHOR:</b>	Asset Officer
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The Shire of Broome has undertaken a request for Tender (RFT) process to appoint a suitably qualified contractor to undertake Routine and Reactive air-conditioning related Services to the Shire of Broome.

This report provides an overview of the procurement process and seeks Council's adoption of the recommendation provided in the attached confidential evaluation report.

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

**14.4 RFT20/11 SUPPLY AND DELIVERY OF UNIFORMS AND PERSONAL PROTECTIVE EQUIPMENT**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RFT20/11
<b>AUTHOR:</b>	Depot Supervisor
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The Shire of Broome has undertaken a Request for Tender (RFT) 21/11 for Supply and Delivery of Uniforms and Personal Protective Equipment.

This report provides an overview of the procurement process and seeks Council's adoption of the recommendation provided in the attached confidential Evaluation Report.

<b>15. MEETING CLOSURE</b>
----------------------------