



## **Our Vision**

*"Broome - a future for everyone."*

# **AGENDA**

**FOR THE**

**ORDINARY MEETING OF COUNCIL**

**27 MAY 2021**

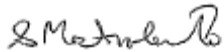
# NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of Council will be held on Thursday, 27 May 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 metres apart.

Regards,



S MASTROLEMBO  
**Chief Executive Officer**

20/05/2021

## 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.*



Councillor Attendance Register										
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
2020	30 April			LOA						
2020	28 May									LOA
2020	25 June	LOA								
2020	30 July		A	LOA						
2020	27 August			LOA	LOA					
2020	23 September				LOA					LOA
2020	29 October				LOA					
2020	19 November			LOA	A					
2020	10 December									
2021	25 February	A								
2021	25 March	LOA			LOA					
2021	29 April	LOA			LOA					

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

**SHIRE OF BROOME**  
**ORDINARY MEETING OF COUNCIL**  
**THURSDAY 27 MAY 2021**  
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**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****Questions Taken on Notice**

***The following questions were asked by Brendan Renkin at the Ordinary Meeting of Council held on 29 April 2021 and were subsequently taken on notice.***

***Question One (1)***

On 28 June 2018 the Shire of Broome entered into an agreement with Broome Futures and handed over \$100,000 to Broome Futures pursuant to a "Non-Binding Memorandum of Understanding".

Clause 2 says the agreement does not give rise to any rights or obligations, yet clause 9 says Broome Futures can only use the funds directly associated with the Broome Growth Plan, and if it doesn't it must return the money.

Can the Shire explain why it chose a non-enforceable agreement when it gave \$100,000 to a third party? And can the Shire give an example of another time it has given a third party with no experience in implementing agreements money without an enforceable agreement?

***Administrative response provided by James Watt, Acting Director Development and Community Services:***

Questions of a similar nature have previously been asked by Mr. Renkin at the Ordinary Meetings of Council held on 12 December 2019, 30 April 2020, 28 May 2020, 23 September 2020, 19 November 2020, 25 February 2021 and 25 March 2021. Responses have been provided and contained within the Minutes of these meetings.

Further to this, Council passed the following resolution C/0221/019 at the Ordinary Meeting of Council held on 25 February 2021, in response to an Elector Motion regarding the West Kimberley Alliance (formerly Broome Futures Limited).

***That Council:******1. Notes the Elector Motion;***

- 2. Requests the Chief Executive Officer to again seek the acquittal report documenting the outputs and outcomes achieved from funding provided by the Shire of Broome by 25 May 2021;**
- 3. Requests the Chief Executive Officer to prepare a report for Council's consideration at the June Ordinary Council Meeting, and for public release, detailing:**
  - a) the Shire of Broome's engagement with the West Kimberley Alliance following the review of the acquittal report**
  - b) status of the Memorandum of Understanding between the West Kimberley Alliance or the previous one with Broome Futures Ltd as the case maybe**
  - c) governance structure, number of Directors, relevant Strategic Plan and**
  - d) advice about the future relationship between the Shire of Broome and the West Kimberley Alliance.**

### **Question Two (2)**

Can the Shire detail when the last time it consulted with the public about the proposed Cable Beach redevelopment? In the May 2020 minutes of the Broome Future's Board it states, "Harold Tracey advised that the Shire was engaging with the environmental group to address potential issues connected to the project".

Can the Shire confirm that this is correct, and what the outcomes of the engagement was?

#### **Administrative response provided by Sam Mastrolembo, Chief Executive Officer:**

The Broome Community including special interest groups, stakeholders and potential project proponents have been engaged through the Masterplan process in 2016-17 and the Business Case process in 2019. Engagement reports from these project stages are available via the Shire's website. Engagement is ongoing with regular updates being provided to special interest groups and stakeholders as required.

### **Question Three (3)**

Item 9.3.2 Tourism Administration Policy – Was there any industry consultation, including local tourism businesses etc.? Why did the Shire choose to exclude local tourism businesses in the consultation phase? And on what basis were only ANW, Cruise Broome and the Visitors Centre chosen?

#### **Administrative response provided by James Watt, Acting Director Development and Community Services:**

As described within the item, officers undertook a desktop review of the policy with a key outcome being the alignment of the timing of the funding request process with the Shire's annual budget process. The changes to the Policy were minor in nature and formed part of the ongoing review of Council Policies under the adopted Policy Framework.

Broad Industry engagement was not considered a requirement for this review as changes were minor in nature.

It is worth noting in response to the question that officers are not aware of any alternate not-for-profit, member-based providers in the visitor servicing and regional tourism marketing industries. Officers are also not aware of any alternative not-for-profit providers in the Cruise Ship visitor servicing industry.

It should be noted that ANW is supported by both Tourism Australia and Tourism WA, and funded by Tourism WA. The Broome Visitor Centre and Cruise Broome are also supported by Tourism WA, and work collaboratively with each other, and with TWA, to achieve joint visitor servicing objectives.

**Question Four (4)**

At the March 2021 OMC the Acting Chairperson interrupted my question to suggest I was making a statement rather than asking a question. I am unable to find any guidance in the Standing Orders/ Meeting Rules / Local Government Act that shows the distinction between the two. Could the Acting Shire President direct me to the relevant authority that provides guidance on what is and isn't permitted when asking a question?

**Administrative response provided by Alvin Santiago, Acting Director Corporate Services:**

The *Local Government Act 1995* requires a minimum of 15 minutes for public questions, which should not be lessened through public statements being made during this time.

Where legislation does not provide a definition the dictionary definition of a question and statement is used, and the Presiding Member has the authority under the Meeting Procedures Local Law 2021 to control the meeting and make determinations as required.

**Question Five (5)**

At the February 2021 OMC I asked a question about the newly constructed roundabout on Saville and Herbert Street. Since that time the Shire has completed its landscaping in the centre of the roundabout however on the surrounding kerbs the pindan level is about the kerb level, so its likely that more reactive sweeping with the Scarab Mistral Streetsweeper will continue to be required, costing local ratepayers the additional street sweeping time.

Can the Shire explain why the roundabout kerbing was constructed in a way that facilitates pindan being deposited on the road every time it rains?

Is this the standard design approach for roundabouts in Broome? And if so, how many roundabouts can the Scarab Mistral Streetsweeper sweep before an additional streetsweeper is required?

**Administrative answer provided by Andrew Graffen, Director Infrastructure Services:**

The roundabout and kerbing was not designed in a way that facilitates pindan being deposited on the road when it rains. Material balance works on the verge are programmed however have not been prioritised due to the current likelihood of rain. Resources have been prioritised to progress a number of other key projects underway across the townsite.

The Scarab Mistral Street Sweeper operates 5 days per week removing debris across the entire road network. This program has contingency for emergency works as a result of rain events or antisocial behaviour. Sweeping activities across the current and forecast road network does not justify the procurement of an additional item of plant.

We will make contact once the material balance works are complete on the verge.

**Question Six (6)**

Can the Shire provide figures on its staff turnover rate for the relevant periods it collects data (Calendar or Financial year) for the last two complete periods? (2020 and 2019).

**Administrative answer provided by Sam Mastrolemba, Chief Executive Officer:**

2018/19 Financial Year – 36.43% turnover rate

2019/20 Financial Year – 20.57% turnover rate

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

**7. CONFIRMATION OF MINUTES**

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on 29 April 2021, as published and circulated, be confirmed as a true and accurate record of that meeting.

**8. PRESENTATIONS / PETITIONS / DEPUTATIONS**

## 9. REPORTS FROM OFFICERS

### 9.1 PEOPLE

#### 9.1.1 ANNUAL COMMUNITY MATCHED FUNDING PROGRAM 2020-21

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FIS01
<b>AUTHOR:</b>	Community Projects Officer
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Acting Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:** The Community Sponsorship Assessment Working Group (**CSAWG**) held a workshop on 6 May 2021 to consider applications for funding in accordance with the Annual Community Matched Funding Program 2020/21.

This report presents the recommendations of the CSAWG and requests Council approves those recommendations and amends the 2020/21 Annual Budget in accordance with Council Policy.

### BACKGROUND

#### Previous Considerations

OMC 10 December 2020	Item 9.1.2
SMC 9 April 2020	Item 6.1.1

The CSAWG is a formal working group established by Council to assess community sponsorship applications and make recommendations to Council for the funding of applications.

The members of this working group are Cr Male, Cr Mitchell, Cr Matsumoto, Cr Taylor and Cr Rudeforth, with other Elected Members as proxies, upon request by the members.

The COVID-19 Community Support Grants Program replaced the Annual Community Matched Funding Program in the 2019-2020 financial year, as per Council resolution for item 6.1.1 at the Special Meeting of Council held on 9 April 2020.

Two rounds of the COVID-19 Community Support Grants Program provided a total of \$69,710 to charities, not-for-profit groups, sporting clubs and community service providers; \$10,000 of which was contributed by Energy Developments Ltd (**EDL**).

At the Ordinary Council Meeting held 10 December 2020, Council resolved that the Annual Community Matched Funding Program would be advertised in March 2021, and that no further COVID-19 Community Support Grant rounds would occur.

The Annual Community Matched Funding Program provides local community organisations e.g. sporting clubs, not for profit groups, charities, and community service providers with a one-off grant up to \$10,000.



The Annual Community Matched Funding Program 2020/21 consists of three (3) funding sources with total funding of \$170,000 (ex GST) available as outlined below:

- Shire of Broome available funds - \$60,000
- Energy Developments Ltd - \$80,000
- Rio Tinto - \$30,000

The Annual Community Matched Funding Program is available for projects occurring between June 2021 and June 2022, with up to \$10,000 available per application, to a maximum of 50% of total project costs.

Projects are prioritised where the applicant has satisfactorily addressed the community sponsorship guidelines and met all relevant criteria. However, recommendation for funding is discretionary based on the assessment of the CSAWG, with the final endorsement of funding allocations made by Shire Council.

## COMMENT

Submissions for the Annual Community Matched Program were advertised between 5 February 2021 and 6 April 2021. A total of twenty-one (21) applications were received, requesting a total of \$182,667 (refer to **Attachments**).

The CSAWG met on 6 May 2021 to assess the applications in accordance with the funding guidelines. The meeting was attended by Cr Mitchell, Cr Taylor, Cr Male, Cr Rudeforth and Cr Matsumoto.

Following consideration of the applications, the CSAWG resolved to recommend Council allocate \$114,298.03 of the available funding from the Shire's Community Sponsorship Program to the successful applicants, with the balance of \$55,701.97 being recommended for transfer to the Community Sponsorship reserve.

The CSAWG's recommendations, and additional comments, are shown below:

Organisation	Initiative	Amount
SAFE Broome	Broome Initiative for Animal Welfare. <i>*Requested amount exceeded the maximum allocation amount for the Annual Community Matched Funding Program.</i>	\$10,000.00
Broome Pistol Club	Upgrade of pistol range safety infrastructure.	\$10,000.00
Broome Little Athletics Centre	2021 North West Athletics Championships. <i>*Note – applicant has applied for funding through the EETDF program</i>	\$10,000.00
Royal Flying Doctor Service Broome	RFDS Broome Fundraiser.	\$10,000.00
Broome Chinese Community	Broome Chinese Community Lion Dance Troupe Workshops.	\$9,220.00
Feed the Little Children	Funding for consumables.	\$ 9,208.53
Kimberley Arts Network	Broome Fringe Festival Venue Support. <i>*Note – applicant has applied for funding through the EETDF program (Fringe Festival 2022/23)</i>	\$ 8,928.50
Broome Turf Club	2021 Broome Turf Club Family Day.	\$8,600.00

	<i>*Reduced funding due to lack of detail on co-contribution. *Noted good community event open to everyone.</i>	
Backroom Press Inc	Corrugated Lines 2021 - A Festival of Words. <i>*Reduced funding allocation due to incomplete application.</i>	\$6,000.00
Rotary Club of Broome	Rotary Club of Broome Dragon Boat Regatta. <i>*Shire cash contribution towards volunteer hours / reimbursement not permitted.</i>	\$5,837.00
Broome Amateur Swimming Club Inc	Kimberley Open Short Course Swimming Championships.	\$5,500.00
Broome Lotteries House	2021 Broome Chilli Festival.	\$5,300.00
Broome Community Resource Service	Expand and Increase 3D Capability. <i>*State Government Funding taken into consideration by CSAWG when recommending Shire Funding.</i>	\$5,000.00
Broome Sports Association	2021 Broome Sports Awards.	\$5,000.00
Roebuck Primary School P&C	Roebuck Primary School Quiz Night.	\$3,114.00
Broome Historical Society	Museum fence mesh & landscaping materials. <i>*Note – applicant has applied for funding through the EETDF program.</i>	\$2,590.00
Broome Aboriginal Media Association	2021 Kullarri NAIDOC Festival. <i>*Ineligible due to annual turnover criteria.</i>	\$0.00
Broome Aboriginal Media Association – Trading as Goolarri Media Enterprises	2021 Kimberley Girl Project. <i>*Ineligible due to annual turnover criteria.</i>	\$0.00
Friends of Solway Drain (auspice by Environs Kimberley)	Improving the environmental and social values of Solway Drain – Phase 2. <i>*Auspice organisation has unacquitted grant. *Shire Parks and Gardens team to contact applicant to provide assistance in slashing / mowing.</i>	\$0.00
Kimberley Stolen Generation	Kimberley Stolen Generation Portraits Exhibition. <i>* Ineligible due to annual turnover criteria.</i>	\$0.00
Wild Horses Kimberley Inc	Wild Horse Management 2021. <i>*Letters of support required as not Shire land.</i>	\$0.00
<b>Total</b>		<b>\$114,298.03</b>

Throughout the assessment process, members of the CSAWG declared any relevant interests, as required.

The following members did not participate in the deliberations of the listed applications:

- Cr Male and Cr Taylor declared a financial interest in relation to the Feed the Little Children application.

- Cr Male and Cr Taylor declared a financial interest in relation to the Broome Turf Club application.

## CONSULTATION

The Annual Community Matched Funding Program was advertised:

- On the Shire of Broome website;
- On the Shire of Broome Facebook page;
- Through radio advertisements; and
- Via a direct marketing email campaign to the Shire's community database.

Applications and guidelines were available via the Shire of Broome website:

<https://www.broome.wa.gov.au/Community/Community-Services/Community-Funding-Programs/Annual-Community-Matched-Funding-Round>

Assistance was provided by Shire officers to individual applicants in accessing the forms, and lodging applications.

## STATUTORY ENVIRONMENT

Section 6.8 of the *Local Government Act 1995* (expenditure from municipal fund not included in annual budget) requires Council to authorise in advance, by absolute majority, expenditure from its municipal fund for an additional purpose.

This report recommends Council, in accordance with Council Policy (Community Sponsorship Program), transfer unallocated Community Sponsorship funds remaining as at 30 June 2021, after allocation of both Annual and Ad-hoc sponsorships and external donations, to the Community Sponsorship Reserve (a total of \$55,702).

## POLICY IMPLICATIONS

Policy - Community Sponsorship Program

## FINANCIAL IMPLICATIONS

The total value of successful applications is \$114,298.03.

The remaining available funds, totalling approximately \$55,702 will be transferred to the Community Sponsorship Reserve Account in accordance with Council Policy – Community Sponsorship Program.

## RISK

The following risks have been identified in relation to the options provided for Council's consideration:

Risk	Type	Rank	Mitigation
Consistent and transparent process	Reputational	Low	The applications are assessed in response to the program criteria.
Perception of community impact	Reputational	Low	Continue to assist applicants in the future and review application documentation.

Use of unspent funds	Reputational	Low	Funds proposed to be utilised towards the Annual Community Matched Funding round in March 2022.
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## STRATEGIC ASPIRATIONS

**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.**

**Outcome Three - A healthy, active community:**

3.2 Improve access to sport, leisure and recreation facilities, services and programs.

**Outcome Four - An inclusive community that celebrates culture, equality and diversity:**

4.1 Grow community capacity through volunteer support and recognition.

**Cr Male and Cr Taylor declared financial interests in Point 1 of the Recommendation and will leave the Chambers whilst this Point is deliberated.**

### VOTING REQUIREMENTS

*Simple Majority*

#### REPORT RECOMMENDATION:

*That Council:*

- 1) Pursuant to Council Policy – Community Sponsorship Program, approves the recommendation of the Community Sponsorship Assessment Working Group relating to the distribution of Annual Community Matched Program funding to support the following applicants (a total of \$17,808.53 (ex GST)) for the purposes and in the manner, as listed below:

a)	Feed the Little Children	\$9,208.53	Funding for consumables
b)	Broome Turf Club	\$8,600	Broome Turf Club Family Day

### VOTING REQUIREMENTS

*Absolute Majority*

#### REPORT RECOMMENDATION:

*That Council:*

- 2) Pursuant to Council Policy – Community Sponsorship Program, approves the recommendation of the Community Sponsorship Assessment Working Group relating to the distribution of Annual Community Matched Program funding to support the following applicants (a total of \$96,489.50 (ex GST)) for the purposes and in the manner, as listed below:

a)	Broome Amateur Swimming Club Inc	\$5,500	Kimberley Open Short Course Swimming Championships.
b)	Broome Chinese Community	\$9,220	Broome Chinese Community Lion Dance Troupe Workshops.
c)	Broome Community Resource Service	\$5,000	Expanding and Increasing 3D Capability.
d)	Broome Lotteries House	\$5,300	Broome Chilli Festival 2021.
e)	Broome Pistol Club	\$10,000	Upgrading of pistol range safety infrastructure.
f)	Broome Sports Association	\$5,000	Broome Sports Awards 2021.
g)	Kimberley Arts Network	\$8,928.50	Broome Fringe Festival Venue Support.
h)	Broome Little Athletics Centre	\$10,000	North West Athletics Championships 2021.
i)	Royal Flying Doctor Service – Broome	\$10,000	RFDS Broome Fundraiser.
j)	Roebuck Primary School P&C	\$3,114	Quiz Night.
k)	Rotary Club of Broome	\$5,837	Broome Dragon Boat Regatta.
l)	Backroom Press Inc.	\$6,000	Corrugated Lines 2021 – A Festival of Words.
m)	Broome Historical Society	\$2,590	Museum fence mesh and landscaping materials.
n)	SAFE Broome	\$10,000	Initiative for Animal Welfare.

3) Pursuant to Council Policy – Community Sponsorship Program, declines to support the remaining applications.

4) Pursuant to section 6.8 of the Local Government Act 1995, Expenditure from municipal fund not included in the annual budget authorises the transfer of \$55,702 to Reserve Account (Community Sponsorship Reserve) and amends the 2020/21 Annual Budget as below:

a) Increase Transfer to Reserve Account (Community Sponsorship Reserve) by \$55,702; and

b) Decrease Community Sponsorship Program Expense by \$55,702;

To reflect unallocated annual funds associated with the Community Sponsorship Program.

## Attachments

- Attachment 1 - Backroom Press (Confidential to Councillors and Directors Only)  
**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains "a matter that if disclosed, would reveal information about the business, professional, commercial or financial**

**affairs of a person, where the information is held by, or is about, a person other than the local government”.**

2. Attachment 2 - Broome Aboriginal Media Association (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

3. Attachment 3 - Broome Aboriginal Media Association Trading as Goolarri Media (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

4. Attachment 4 - Broome Barracudas Swimming Club (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

5. Attachment 5 - Broome Chinese Community (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

6. Attachment 6 - Broome Community Resource Centre Inc. (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

7. Attachment 7 - Broome Historical Society Inc. (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

8. Attachment 8 - Broome Little Athletics Centre (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

9. Attachment 9 - Broome Lotteries House Inc. (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed,**

**would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

10. Attachment 10 - Broome Pistol Club Inc. (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

11. Attachment 11 - Broome Turf Club (inc.) (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

12. Attachment 12 - Broome Sports Association Inc. (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

13. Attachment 13 - Feed the Little Children Inc. (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

14. Attachment 14 - Friends of Solway Drain (FSD) (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

15. Attachment 15 - Kimberley Arts Network (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

16. Attachment 16 - Kimberley Stolen Generation Aboriginal Corporation (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

17. Attachment 17 - Royal Flying Doctor Service Broome (Confidential to Councillors and Directors Only)

***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.***

18. Attachment 18 - Roebuck Primary School Parents and Citizens Association Incorporated (*Confidential to Councillors and Directors Only*)

***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.***

19. Attachment 19 - Rotary Club of Broome Incorporated (*Confidential to Councillors and Directors Only*)

***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.***

20. Attachment 20 - SAFE Broome (*Confidential to Councillors and Directors Only*)

***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.***

21. Attachment 21 - Wild Horses Kimberley Inc. (*Confidential to Councillors and Directors Only*)

***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.***



## 9.2 PLACE

### 9.2.1 2020 SHINJU MATSURI ACQUITTAL REPORT

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FIS10
<b>AUTHOR:</b>	Acting Director Development and Community
<b>CONTRIBUTOR/S:</b>	Manager Community and Economic Development
<b>RESPONSIBLE OFFICER:</b>	Acting Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:** This report presents information provided by Shinju Matsuri Inc for the purposes of acquittal against the 2020 Sponsorship Agreement with the Shire of Broome. Officers have assessed the documentation and requested additional information to address shortfalls in this information.

Officers recommend that Council formally receives the acquittal, which will also allow for the release of the final outstanding sponsorship payment.

Further, it is recommended that the Shire conducts a review of acquittal requirements and conditions in relation to future allocations of significant funding agreements.

## BACKGROUND

### Previous Considerations

OMC 30 April 2020	Item 9.3.1
SMC 2 July 2020	Item 6.1.1

With the advent of the COVID-19 pandemic, and the unlikely possibility of being able to run the Festival in 2020, Council resolved at its April 30, 2020 Ordinary Meeting to withdraw funding support in 2020-21 for the 2020 Shinju Matsuri Festival events. Council further resolved to reallocate 2020-21 EETDF funds towards other initiatives designed to provide additional COVID-19 community support.

With the easing of COVID-19 State Government Restrictions, there was a desire from local and state agencies to ensure the 2020 Festival occurred; and Shinju Matsuri Inc (**Shinju**) confirmed its ability to deliver the festival with limited lead time.

Subsequently at a Special Meeting of Council on 2 July 2020, Council endorsed a reinstatement of the originally agreed 2020 Festival funding amount of \$130,000 (ex GST), being for:

- \$30,000 - Venue hire of the Broome Centre fees, Banner Hire sites and event application fees;
- \$80,000 - Marketing and promotions and specified events infrastructure; and
- \$20,000 - Acknowledgement of the 50<sup>th</sup> anniversary celebration (e.g. civic events or ceremonies).

Council requested an additional clause regarding reporting on local content be added to the sponsorship agreement with Shinju for the 2020 and 2021 events.

The revised sponsorship agreement (**Attachment 1**) was agreed to verbally in the Council Chambers by the Shinju Matsuri President, and was subsequently signed and executed.

## COMMENT

The 2020 Shinju Matsuri marked the 50<sup>th</sup> Anniversary celebration of the festival, with an estimated attendance of more than 30,000 people over 50 individual events and nine days. It is noted that the festival was planned and delivered at short notice following the lifting of COVID restrictions in June 2020, leaving only 3 months to deliver the Festival.

Officers note that the acquittal information provided by Shinju meets the terms of the funding agreement and is professionally presented. Overall, the evaluation is comprehensive and demonstrates a successful festival. The ongoing support of the State Government is a notable component of the sponsorship summary – and it is interesting to note that the Shire of Broome is the most recognisable of all sponsors which suggests that the Shire receives excellent brand exposure through its association.

The Marketing and Media Overview also indicates significant reach throughout a range of media.

Information provided in acquittal documents indicates that there is a significant positive impact on the local economy and directly to local business, with \$460,969 stated to have been spent locally. As noted in the Acquittal there was no detailed economic impact study undertaken "due to COVID-19".

The break down of expenditure by sub-event is lacking in detail – as Project 3 has advised that it uses a different budgeting methodology. The information provided on a sub-event basis has therefore been calculated manually using estimates, as Shinju has also advised that suppliers have provided lump sum invoices rather than charging on a sub-event basis.

Noting that this information may not meet Council's intent in seeking this element of the acquittal, it is suggested that officers review funding requirements and reporting templates for the Events to ensure that any future acquittal information provided meets Council expectations.

An evaluation of each of the acquittal requirements is included below, with documentation included as attachments to this report.

	Acquittal Requirement	Status	Reference
A	Provision of audited reports for 2020 event	Complete	<b>Attachment 4</b>
B	Economic impact for local community	Complete	<b>Attachment 3 / 5</b>
C	Statistical data collected from attendees	Complete	<b>Attachment 3</b>
D	Recognition of Shire's sponsorship	Complete	<b>Attachment 3</b>

E	Detailed expenditure breakdown across sub-events	Complete	<b>Attachment 3 / 5 / 6</b>
F	Expenditure of local business and personnel	Complete	<b>Attachment 3 / 5</b>

## CONSULTATION

Shinju Matsuri Inc  
Project 3

## STATUTORY ENVIRONMENT

### *Local Government Act 1995*

## POLICY IMPLICATIONS

Funding for the Festival is sourced from the Economic, Events and Tourism Development Fund, which is guided by the Shire's Tourism Administration Policy.

Shinju Matsuri Inc. have demonstrated, through previous agreements held with the Shire of Broome, they meet Council's objectives and general requirements under the Policy.

## FINANCIAL IMPLICATIONS

The existing sponsorship agreement between the Shire and Shinju includes the following clause regarding the final milestone payment of \$32,500:

- *25% on acquittal being received and demonstration that all recognition requirements have been met.*

This milestone payment is included within the Shire's 2020-21 Annual Budget.

## RISK

Risk	Type	Rank	Mitigation
Future agreements are not followed.	Reputational Financial	Medium	Provide formal correspondence indicating that future agreements are expected to be upheld in their entirety, and also ensure that the Shire's funding conditions are clearly understood.
Shire of Broome is seen to be obstructive and not supportive of the key event by continuing to seek further details for the acquittal.	Reputational	Low	Accept the information provided by Shinju in good faith. Continue to liaise and communicate through a review of the acquittal process for future grant rounds.

Council's decision on the acceptance of the acquittal is not well received by Shinju.	Reputational	Medium	Maintain a positive outlook moving forwards, and continue to support all events, economic and tourism development initiatives in a consistent and transparent manner. Clearly communicate the need for accountability from funding recipients and provide a detailed reply as to the steps required by Shinju to meet Councils requirements.
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## STRATEGIC CORPORATE PLAN OBJECTIVES

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

**Outcome Four - An inclusive community that celebrates culture, equality and diversity:**

4.1 Grow knowledge, appreciation and involvement in local art, culture and heritage.

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

**Outcome Nine – A strong, diverse and inclusive economy where all can participate:**

9.1 Increase Broome's domestic and international trade in tourism, agriculture,

## VOTING REQUIREMENTS

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council:*

1. Congratulates Shinju Matsuri Inc on the success of the 2020 Shinju Matsuri Festival.
2. Receives the 2020 Shinju Matsuri Festival funding acquittal submitted by Shinju Matsuri Inc.
3. Authorises the payment of the final milestone under the 2020 funding agreement.
4. Notes Shinju Matsuri Inc has one year remaining (2021) in the current funding agreement with the Shire.
5. Requests the Chief Executive Officer or his delegate to conduct a review of acquittal and reporting requirements in relation to the Economic, Events, and Tourism Development Fund and present to a future Council workshop.

## Attachments

1. 2020 Shinju Matsuri Post Event Report
2. 2020 Shinju Matsuri Acquittal Form
3. 2020 Shinju Matsuri Partnership Report (Acquittal)
4. 2020 Shinju Matsuri Special Purpose Financial Report (*Confidential to Councillors and Directors Only*)

***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”, and section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

5. 2020 Shinju Matsuri Supplementary Acquittal Information (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”, and section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

6. 2020 Shinju Matsuri Sub Event Acquittal Information (Confidential to Councillors and Directors Only)

**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”, and section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.**

7. 2020 Shinju Matsuri Acceptance of Funding Agreement

2020 POST EVENT REPORT



# shinju MATSURI



BROOME WESTERN AUSTRALIA



**WESTERN  
AUSTRALIA**











## Message from the President

2020 and the 50th Anniversary of Shinju Matsuri was a particularly challenging year for all stakeholders and the Broome community. With a very limited timeframe for delivery due to the ongoing impact from COVID-19, the festival partners and Broome community pulled together to deliver a stunningly successful event. Over 30,000 people attended or participated in the festival with more than 50 individual events on offer over the nine days.

With hard border closures for WA in place a dedicated promotional campaign was launched to attract visitors from Perth to the Kimberley. The attendance at the festival across the board was significant with all ticketed events selling out prior to the event. An unprecedented increase in out of region visitors was also delivered with an approximate average of 65% of tickets sales going to out of region visitors. This is compared to approximately 35% in previous years.

New for 2020 was the introduction of the Festival Hub at the revitalized Town Beach precinct, offering entertainment, markets, pop up bar, merchandise and ticket sales along with general event information. This provided a vibrant and unique gathering place and a central focus for the festival, leveraging the Shire and state government investment in the area. The Town Beach precinct also hosted the official opening ceremony and Stories of Country cultural event to a packed crowd and vibrant atmosphere.

A renewed focus was given to the procurement where possible with local suppliers for the festival. This saw almost \$500,000 direct investment by the festival into the local economy. This combined with significant economic impact from the many visitors to the region for the festival resulted in a much-needed financial boost for the hard hit region.

The first weekend of the festival saw priority placed on the development and inclusion of community content. The LiveLighter Float Parade and Mardi Gras events were well attended with much improved technical and production presentation. Horizon Power provided valuable support that ensured the community participation and vibrancy was at an all time high.

The ticketed events held in the second half of the festival, including the Chinatown Feast, Floating Lantern Matsuri and Sunset Long Table Dinner again sold to capacity well in advance of the festival. We were pleased to welcome a new partnership with Paspaley Pearls for the 50th Anniversary event and look forward to working with all Pearling Partners in the future.

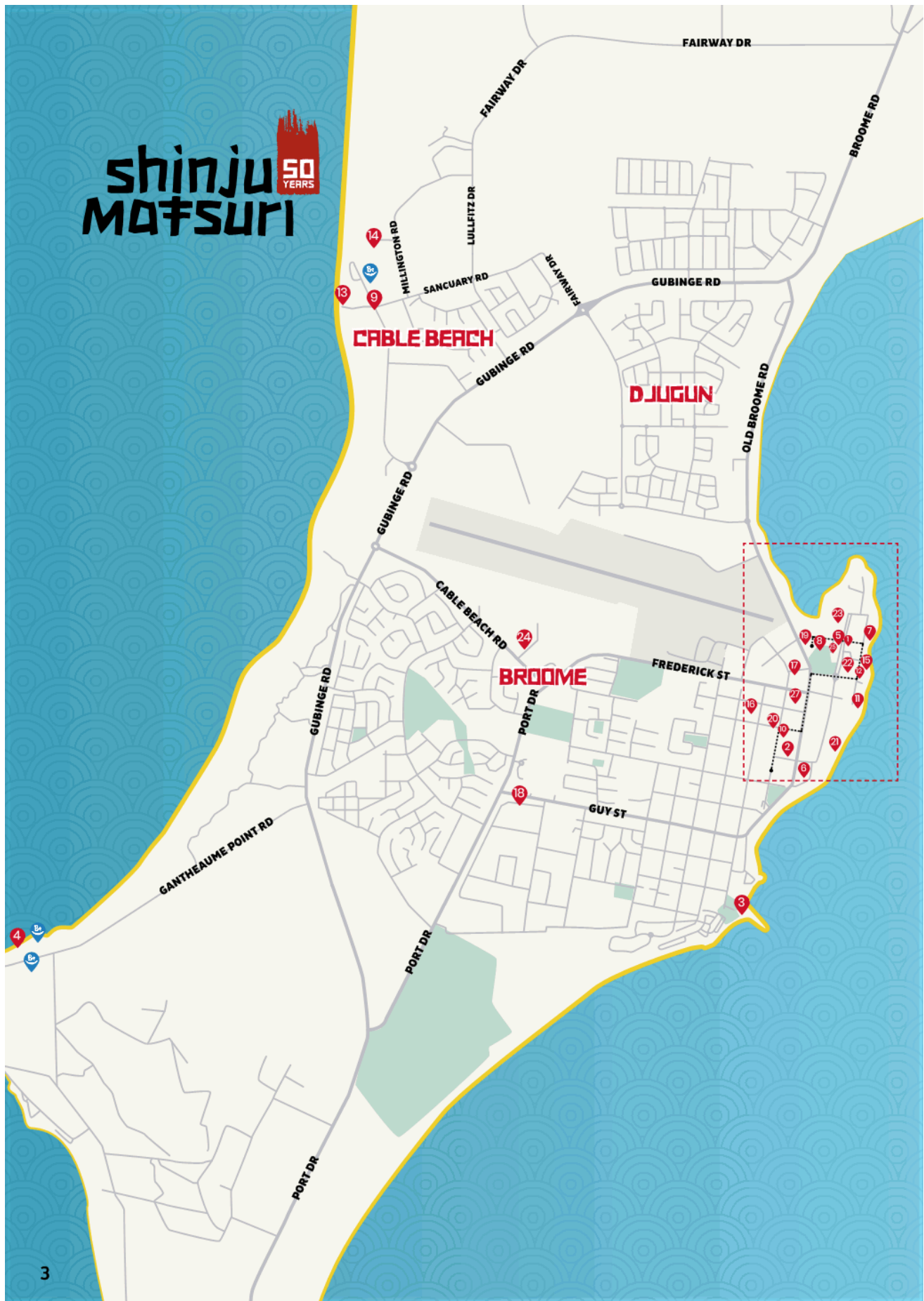
As is tradition, the Livelighter Festival Finale brought the 50th anniversary celebrations to a close in awe inspiring style with a stunning firework display presented by new Festival Partner, the Broome International Airport.

As the festival moves into a new phase of development and looks towards it's next milestone the future looks bright. We would like to thank the volunteer Board, community members, visitors and sponsors for another wonderful year of growth and evolution as Australia's premier regional festival.

**Chris Maher**  
Shinju Matsuri President and the Shinju Matsuri Inc. Board









## DISCOVER SHINJU MATSURI

All the key locations ready to be explored during Shinju Matsuri 2020.

1. Carnarvon Street
2. Broome Civic Centre
3. Shinju Matsuri Festival Hub / Town Beach Sailmakers Museum
4. Gantheaume Point
5. Sun Pictures
6. Matso's Broome Brewery
7. Streeter's Jetty
8. Male Oval
9. Cable Beach ENTRANCE
10. Broome Civic Centre Lawns
11. Roebuck Bay Lookout
12. Pearl Luggers Broome
13. Cable Beach
14. Cable Beach Amphitheatre
15. Cygnet Bay Pearls
16. Broome RSL
17. The Good Cartel
18. Gimme Bar
19. Broome Visitor Centre
20. SSJG Heritage Centre Broome
21. Mangrove Hotel
22. Roebuck Bay Hotel
23. Coles Broome
24. Broome Recreation and Aquatic Centre
25. Son Ming Chinese Restaurant
28. The Old Courthouse
29. Green Mango Cafe

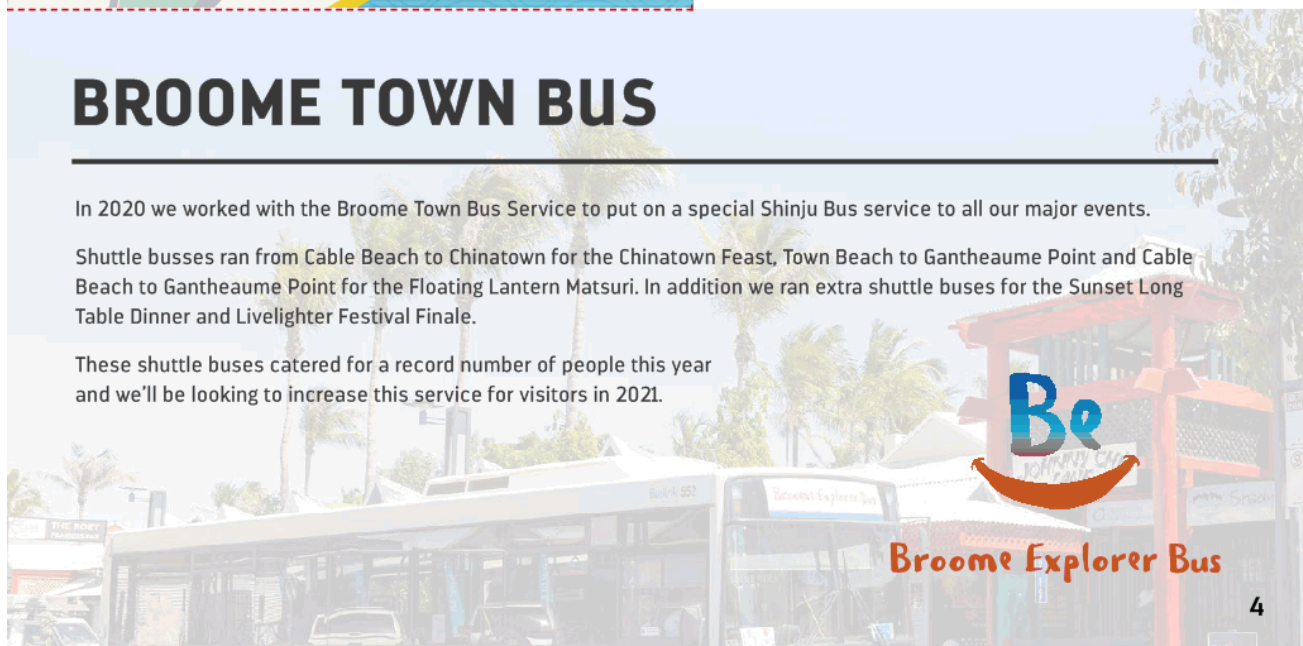
●—● Float Parade Route

## BROOME TOWN BUS

In 2020 we worked with the Broome Town Bus Service to put on a special Shinju Bus service to all our major events.

Shuttle busses ran from Cable Beach to Chinatown for the Chinatown Feast, Town Beach to Gantheaume Point and Cable Beach to Gantheaume Point for the Floating Lantern Matsuri. In addition we ran extra shuttle buses for the Sunset Long Table Dinner and Liveliighter Festival Finale.

These shuttle buses catered for a record number of people this year and we'll be looking to increase this service for visitors in 2021.



# EVENT SCHEDULE

TIME	EVENT	LOCATION
<b>SATURDAY 29 AUGUST</b>		
9:00am - 12:00pm	Shinju Matsuri Panoramic Town Tour	Cable Beach
10:30am - 7:00pm	Festival Hub	Sailmakers Shed
12:30pm - 4:45pm	3 in 1 Iconic Shinju Afternoon Tour: Matso's Brewery Shinju Flavours	Town Beach
1:00pm - 5:00pm	GUDIRR GUDIRR – Video Installation	Matso's Broome Brewery
5:30pm - 6:30pm	Lotterywest Opening Ceremony	Town Beach
7:30pm - 9:00pm	Ngan-Ga Burugun: Stories of Country	Town Beach
<b>SUNDAY 30 AUGUST</b>		
9:00am - 12:00pm	Shinju Matsuri Panoramic Town Tour	Cable Beach
10:00am - 1:00pm	Shinju Matsuri Retrospective	Broome Museum
10:30am - 7:00pm	Festival Hub	Town Beach
11:00am - 1:00pm	Learn and play Mahjong	Festival Hub
1:00pm - 5:00pm	GUDIRR GUDIRR – Video Installation	Sailmakers Shed
1:00pm - 5:00pm	Coppo's Family Fun Day	The Roebuck Bay hotel
3:30pm - 5:00pm	LiveLighter Float Parade	Civic Centre to Male Oval
5:00pm - 7:00pm	LiveLighter Mardi Gras	Male Oval
<b>MONDAY 31 AUGUST</b>		
10:00am - 1:00pm	Shinju Matsuri Retrospective	Broome Museum
10:00am - 11:00am	Free Women On a Savage Frontier	Heritage Centre Broome
10:30am - 7:00pm	Festival Hub	Town Beach
11:15am - 12:15pm	Sisters, Pearls & Mission Girls	Heritage Centre Broome
12:30pm - 4:45pm	3 in 1 Iconic Shinju Afternoon Tour: Matso's Brewery Shinju Flavours	Matso's Broome Brewery
6:00pm - 7:30pm	Art Awards Presentations	Civic Centre
<b>TUESDAY 1 SEPTEMBER</b>		
9:00am - 12:00pm	Shinju Matsuri Panoramic Town Tour	Cable Beach
10:00am - 11:00am	Free Women On a Savage Frontier	Heritage Centre Broome
10:00am - 1:00pm	Shinju Matsuri Retrospective	Broome Museum
10:00am - 5:00pm	Art Awards	Civic Centre
10:30am - 7:00pm	Festival Hub	Town Beach
11:00am - 1:00pm	Learn and play Mahjong	Festival Hub
11:15am - 12:15pm	Sisters, Pearls & Mission Girls	Heritage Centre Broome
12:30pm - 4:45pm	3 in 1 Iconic Shinju Afternoon Tour: Matso's Brewery Shinju Flavours	Matso's Broome Brewery
4:00pm - 6:00pm	Pets in the Park	Town Beach
4:30pm - 7:30pm	Salty Plum Social Small Bar Walking Tour "Shinju Edition"	Chinatown
5:00pm - 8:00pm	BUGARRIGARRA NYURDANY: Because of the Dreaming	Liyan-ngan Nyirrwa Cultural Wellbeing Centre
8:00pm - 10:00pm	Matso's Crash and Burn Comedy Show	Matso's Brewery
<b>WEDNESDAY 2 SEPTEMBER</b>		
9:00am - 12:00pm	Shinju Matsuri Panoramic Town Tour	Cable Beach
10:00am - 11:00am	Free Women On a Savage Frontier	Heritage Centre Broome
10:00am - 1:00pm	GUDIRR GUDIRR – Video Installation	Sailmakers Shed
10:00am - 1:00pm	Shinju Matsuri Retrospective	Broome Museum
10:00am - 5:00pm	Art Awards	Civic Centre
10:30am - 7:00pm	Festival Hub	Town Beach
11:00am - 1:00pm	Learn and play Mahjong	Festival Hub
11:15am - 12:15pm	Sisters, Pearls & Mission Girls	Heritage Centre Broome
3:30pm - 7:00pm	MOSAC Celebration 2020	11 Hamersley St Broome
3:30pm - 5:00pm	Discover Chinatown Walking Tour with Doug Fong	Chinatown
4:00pm - 7:00pm	GUDIRR GUDIRR – Video Installation	Sailmakers Shed
6:00pm - 9:00pm	Chinatown Feast - Makan Dulu	Carnarvon St

# EVENT SCHEDULE

TIME	EVENT	LOCATION
<b>THURSDAY 3 SEPTEMBER</b>		
9:00am - 12:00pm	Shinju Matsuri Panoramic Town Tour	Cable Beach
10:00am - 11:00am	Free Women On a Savage Frontier	Heritage Centre Broome
10:00am - 1:00pm	GUDIRR GUDIRR – Video Installation	Sailmakers Shed
10:00am - 5:00pm	Art Awards	Civic Centre
10:00am - 1:00pm	Shinju Matsuri Retrospective	Broome Museum
10:30am - 12:00pm	Senior Citizens Morning Tea	Pigram Garden Theatre
10:30am - 7:00pm	Festival Hub	Town Beach
11:00am - 1:00pm	Learn and play Mahjong	Festival Hub
11:15am - 12:15pm	Sisters, Pearls & Mission Girls	Heritage Centre Broome
3:00pm - 5:30pm	Wirrpana Foundation Community Football Clinic	Father McMahon Field at BRAC
3:00pm - 6:00pm	Walking Tour - Life of Guwan "Shinju Edition"	Various
4:00pm - 7:00pm	GUDIRR GUDIRR – Video Installation	Sailmakers Shed
4:00pm - 7:00pm	Willie Creek Pearls, Pearl Meat Cook Off	Pearl Luggers
5:00pm - 7:00pm	Flying boats of Roebuck bay	Town beach
<b>FRIDAY 4 SEPTEMBER</b>		
10:00am - 11:00am	Free Women On a Savage Frontier	Heritage Centre Broome
10:00am - 1:00pm	GUDIRR GUDIRR – Video Installation	Sailmakers Shed
10:00am - 1:00pm	Shinju Matsuri Retrospective	Broome Museum
10:00am - 5:00pm	Art Awards	Civic Centre
10:30am - 7:00pm	Festival Hub	Town Beach
4:00pm - 5:00pm	Circus on the Fly	Town Beach Precinct
4:00pm - 7:00pm	GUDIRR GUDIRR – Video Installation	Sailmakers Shed
4:30pm - 8:00pm	Floating Lantern Matsuri	Gantheaume Point Beach
4:30pm - 8:00pm	Paspaley Floating Lantern VIP	Gantheaume Point Beach
5:00pm - 8:30pm	Sisters, Pearls & Mission Girls	Heritage Centre Broome
6:15pm - 8:00pm	Flickerfest 2020 National Tour – Australian Shorts	Sun Pictures
8:30pm - 10:00pm	Flickerfest 2020 National Tour – Short Laughs Comedy	Sun Pictures
<b>SATURDAY 5 SEPTEMBER</b>		
8:00am - 8:30pm	Yum Cha @ Matso's	Matso's Brewery
9:00am - 12:00pm	Shinju Matsuri Panoramic Town Tour	Cable Beach
10:00am - 1:00pm	GUDIRR GUDIRR – Video Installation	Sailmakers Shed
10:00am - 1:00pm	Shinju Matsuri Retrospective	Broome Museum
10:00am - 5:00pm	Art Awards	Civic Centre
10:30am - 7:00pm	Festival Hub	Town Beach
11:00am - 1:00pm	Taiko On performance & workshop sets	Festival Hub
12:30pm - 4:45pm	3 in 1 Iconic Shinju Afternoon Tour: Matso's Brewery Shinju Flavours	Matso's Broome Brewery
4:00pm - 5:00pm	Circus on the Fly	Town Beach Precinct
4:00pm - 7:00pm	GUDIRR GUDIRR – Video Installation	Sailmakers Shed
5:00pm - 9:00pm	The Roey presents Beats and Eats	The Roebuck Bay Hotel
5:00pm - 10:00pm	Sunset Long Table	Cable Beach
7:30pm - 9:00pm	Sonus2 Concert	Sun Pictures
<b>SUNDAY 6 SEPTEMBER</b>		
10:00am - 1:00pm	Shinju Matsuri Retrospective	Broome Museum
10:00am - 2:00pm	Art Awards	Civic Centre
10:30am - 2:00pm	Festival Hub	Town Beach
5:00pm - 8:00pm	LiveLighter Festival Finale	Cable Beach Amphitheatre



# FESTIVAL HUB

The Festival Hub was a highlight of the 2020 festival and provided a central focus and meeting point for the community.

Located at the newly redeveloped Town Beach precinct, the Festival Hub was open daily from 10.30am – 7pm offering entertainment, markets, pop up bar, merchandise and ticket sales along with general event information. This provided a vibrant and unique gathering place and a central focus for the festival, leveraging the Shire and state government investment in the area. The Town Beach precinct also hosted the official opening ceremony and Stories of Country cultural event to a packed crowd and vibrant atmosphere.

There is great opportunity for daily engagement activations at the Festival Hub in future years as the awareness of the offering grows with the community.



## SHINJU MATSURI RETROSPECTIVE

This exhibition enabled visitors to relive the magic of festivals past. From Shinju Queens, Lugger Racers to enduring records and photos of Float Parades and many more happy memories from over 50yrs of Shinju Matsuri. With thanks to the Broome Historical Society and Broome Historical Museum



## HOME 2021

Last year's Shinju Matsuri Opening Ceremony marked the start of a project to commemorate its 50th Anniversary in 2020. With the anniversary year on the horizon, 'HOME' was the beginning of an artistic venture that connected local, interstate and international artists, and it invited the community to collaborate in an exploration of what it means to call a place 'Home'. It was the beginning of something special, and we were all invited.

The project began in 2019 with art workshops that connected artists with the community; this was to be a project for all of us to explore and be part of. The artists – Jody Loaring, Jacky Cheng, Tomoko Yamada, Lisa Foo (Malaysia), and Michael Torres (Melbourne) - represent diverse skills and styles that have strong links to their own cultures and to the history of Broome. Their work together was to culminate in a large-scale installation piece, a piece representing many hands working together, creating together.

Roebuck Bay is part of the story of Broome, and the journeys of its people and cultures. 2021 will welcome the end of the long journey Home...

### 2020 Workshop & Artwork Outcomes:

The 6 workshops were well attended with over 160 people participating. Throughout the week the cube was covered in beautiful and colourful cranes. Participants engaged well with the process and many people wandered into the workshops after seeing them happening. The artists recognised that this was a great process for testing the process of making art on the site and have learn how to adapt their processes slightly for next year.

"...as a visitor to Broome this project represents the beauty of the community..." Workshop participant

"...I enjoyed the challenge..." Workshop participant





# LOTTERYWEST OPENING CEREMONY

The Official Opening Ceremony had a new home for 2020 at the Town Beach Festival Hub. Rahaney Poelina hosted the event, welcoming the Hon Minister Papalia, Shire President Harold Tracey and festival patrons Gwen Knox and Chris Hill. Yawuru elders welcomed guests to Yawuru country with a welcome and smoking ceremony and the Cable Beach Primary School Choir performed in language.



“In between meetings with local police, liquor accords and councils I was lucky enough to be given the honour of officially opening the Shinju Matsuri festival in its milestone 50th year. Celebrating the rich and colourful history of the Broome pearling industry - it's a must attend event for all West Aussies!



Minister Papalia  
(Source: Instagram)



# STORIES OF COUNTRY

To ensure the ongoing cultural development and integrity of the festival Yawuru man Bart Pigram was invited to curate the story of the Bay. A free event for the public to enjoy, guests were taken on a Dreamtime journey under the stars, overlooking Roebuck Bay. Over 500 guests joined Bart as they journeyed through time and shared stories.

A reflective celebration of land and life in Broome where approximately 500 people experienced songs and stories on a balmy evening following on from the Lotterywest Opening Ceremony. Ngan-Ga Burugun will grow and develop as the Opening Night cultural celebration in 2021.





# LIVELIGHTER FLOAT PARADE

Over 2,000 people lined the streets of Broome on Sunday 30 August to witness the 19 colourful and creative entries of the LiveLighter Float Parade pass by.

Participants represented a broad range of Broome community and cultural groups, and prizes were awarded in the following categories:

## LiveLighter Float parade winners 2020:

**Best Community Float** – Broome SES

**Best Overall Float** – Sun Studios

**Best Schools float** – Broome Performing arts coop

**Best Novelty** – Parks and wildlife

**Best business** – Kleenheat

the  
Roey  
EST. 1990





# LIVELIGHTER MARDI GRAS

Following the LiveLighter Float Parade, the crowds gathered on Male Oval to enjoy the talents of the local Broome community at the LiveLighter Mardi Gras.

34 food vendors and stalls catered to the audience as they watched performances by WA Samba, Studio 34, Sammy the Dragon, Assumption Sisters, Broome Senior High School performers and contemporary dance students.



# SHINJU MATSURI ART AWARDS

Approximately 2,000 people visited Broome Civic Centre over the course of the festival to browse 69 entries into the 2020 Shinju Matsuri Art Awards.

Participating artists from Broome and the Kimberly displayed their work in a beautifully presented exhibition, which was opened on Monday 31st August with a ceremony to award prizes in the following categories:

Winners for the Shinju Matsuri Art Awards supported by Shire of Broome

## Shinju Matsuri Art Awards Winners

**Youth Art Award** - 'Dry Season' by Albert Clifton

**Sculpture** - 'The Best Kept Secret' by Jacky Cheng

**Mixed Media** - 'Closely Remote Region with Black Hotels' by Stephen Eastaugh

**Painting** - 'End of the Line' - Erin McManis

**Photography** - 'Bothers & Laughing Gas' by Alan Thomas Gray

**Aboriginal** - 'Rivers and Waterholes' by Dorothy Forest

**Shire of Broome Acquisitive Prize** - 'Heretic' - By Naomie Hatherley



## GUDIRR GUDIRR – VIDEO INSTALLATION

Marrugeku presented the Gudirr Gudirr video installation during the 2020 Shinju Matsuri at the Sail Makers Shed. The installation is developed from the compelling solo dance work Gudirr Gudirr created by Marrugeku and performed by Dalisa Pigram, which is re-imagined as a stunning three-screen video and audio work directed by Vernon Ah Kee and filmed on location in the Kimberley.

The guwayi bird calls when the tide is turning — to miss the call is to drown. By turns hesitant, restless, resilient and angry, Gudirr Gudirr lights a path from a broken past through a fragile present and towards an uncertain future.

The installation was open at selected times 29-30 August and 2-5 September. Over the six days it was open, the installation enjoyed 368 visitors, with a number of return visits.

The installation received an outstanding response

"Provocative, excellent",

"Absolutely amazing",

"Thought provoking",

"It's fantastic, very powerful".

The location of the installation in Sail Makers Shed was an ideal venue and added to the ambience of the installation.



REGIONAL  
ARTS WA



Department of Local Government, Sport and Cultural Industries  
Department of Primary Industries and Regional Development



# CIRCUS ON THE FLY

Theatre Kimberley's Act-Belong-Commit Sandfly Circus presented Circus on the Fly as part of Shinju Matsuri on 4 & 5 September.

The performances included 70 Sandfly students ages 6 to adult, and it was the circus's first site-specific outdoor show, performing to packed audiences overlooking Roebuck Bay, at the northern end of the new Town Beach Precinct.

Special thanks go to rigging and circus specialists Nel Simpson, Rachel Sawyer, Crystal Stacey and Reuben Pedlar for development of the show. This production was made possible by Healthway's Act-Belong-Commit Campaign, Lotterywest, the Shire of Broome, and the generosity of the Broome community.



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## PETS IN THE PARK

The much loved Pets in the Park returned in 2020 and celebrated at a new location, next to the very popular Festival Hub on Town Beach. Almost 50 eager owners entered the pets to share in a host of fun prizes. Competition was fierce to win the awards for Longest Tail, Biggest Ears, Best Dressed, Best Trick and Happiest Face!





# WILLIE CREEK PEARL MEAT COOK-OFF

The 2020 Pearl Meat Cook Off was hosted at Pearl Luggers as a stand-alone event on the Shinju Matsuri Festival Calendar and attracted a crowd of 277 people.

As in previous years, the event celebrates Broome's rich pearling history. The Pearl Meat Cook Off focuses on the Pearl Meat as a delicacy and by-product from Willie Creek Pearl Farm Pearling Operations.

Six local chefs competed for the cook off crown by creating a unique pearl meat recipe inspired by the theme 'Taste the Colours of the Kimberley'. Each dish was tried and judged by Anna Gare and Chef Stuart Laws, who chose a winner and runner-up. Event guests could also cast a vote for the People's Choice Award that was tallied at the end of the night.

**Pearl Meat Cook Off 2020 Winner**  
Harvest at Willie Creek Pearl Farm



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# WALKING TOURS

Shinju 2020 saw the introduction of a selection of new walking tours.  
All tours sold out with over 110 tickets sold between the following 5 events  
55% of all attendees to these tours came from outside the Kimberley Region

Tours included:

- Broome Panoramic Town Tour and Son Ming Flavours
- Salty Plum Small Bar Tour
- Flying Boats of Roebuck Bay
- 3 in 1 Iconic Shinju Afternoon Tour: Matso's Brewery Shinju Flavours by Broome and Around Tours
- Life of Guwan (Yinyja Town Tour) - Shinju Edition





# CHINATOWN FEAST

Chinatown Feast in 2020 saw an evolution of the previous Makan Dulu event to deliver a truly local Broome food celebration. The Hawkers style market brought together 6 of the best of Broome's local food vendors for an Asian inspired taste experience including Bao, Wok, Noodles and Satay.

Guests enjoyed all West Australian beverages from the cash bar, including local favourites from Matsos Brewery and Moontide Gin along with wines from Plantagenet Wines in the Great Southern and Gage Roads beer.

The event provides great leverage and exposure for the redeveloped Carnarvon St and the Chinatown precinct. With a sellout capacity of 500 well in advance of the festival and local Chinatown businesses reporting increased trade from the boost in visitors, the Chinatown Feast will only grow and cement its place as a regular feature of the festival.







“Broome is a nexus for so many different cultures, and as culture, inclusivity and this region are all things close to my heart, I've felt extremely privileged to have hosted this year's Shinju Matsuri Chinatown Feast. If you ever catch yourself in this incredible town please make sure to check out the local foodies (and rich culture too)!



Brendan Pang  
(Source: Instagram)



## SONUS2 CONCERT - TURA

The Sonus2 Tour featured Kimberley singer-songwriters Olive Knight and Stephen Pigram with an ensemble of instrumentalists renowned in their own right- Iranian percussionist Esfandiar Shahmir, cellist Tristen Parr and flautist Tos Mahoney. They performed and engaged with communities in Kununurra, Warmun, Halls Creek, Fitzroy Crossing, Kooljaman, Djarindjin, Lombadina, One Arm Point and Beagle Bay, before ending the tour in Broome as part of Shinju Matsuri's 50th anniversary celebrations.

Playing to a full house at Sun Pictures, Broome, it was a meeting of cultural forces ancient and contemporary through songs of outback Australia and commissioned music for the tour. New songs, new arrangements and captivating collaborations with local artists Patrick Davies and Mick Manolis featured in a program reflecting the Kimberley communities and landscape travelled through.

After traversing the collection of nations now known as the Kimberley, the Tour culminated with a special performance by Olive Knight, Stephen Pigram and the Tura Ensemble at the Liveliighter Festival Finale at Cable Beach, performing Pigram's iconic song Raindancing under a shower of fireworks to an audience of 5000 people.





# BUGARRIGARRA NYURDANY

## Because of the Dreaming

2020 welcomed the first Shinju Matsuri ticketed event presented by Nyamba Buru Yawuru at their Liyan-ngan Nyirrwa Centre. Guests were treated with delicious catering from the Mabu Mayi café and Chef Lenny Tang Wei using unique Native and Asian influenced flavours. Limited tickets were available to this unique cultural experience and sold out in advance of the event.

Guests were treated to a guided tour of the new centre, starting with a Smoking Ceremony by respected Elder Di Appleby. A walk through the beautiful gardens was an educational discovery of history and stunning artworks.

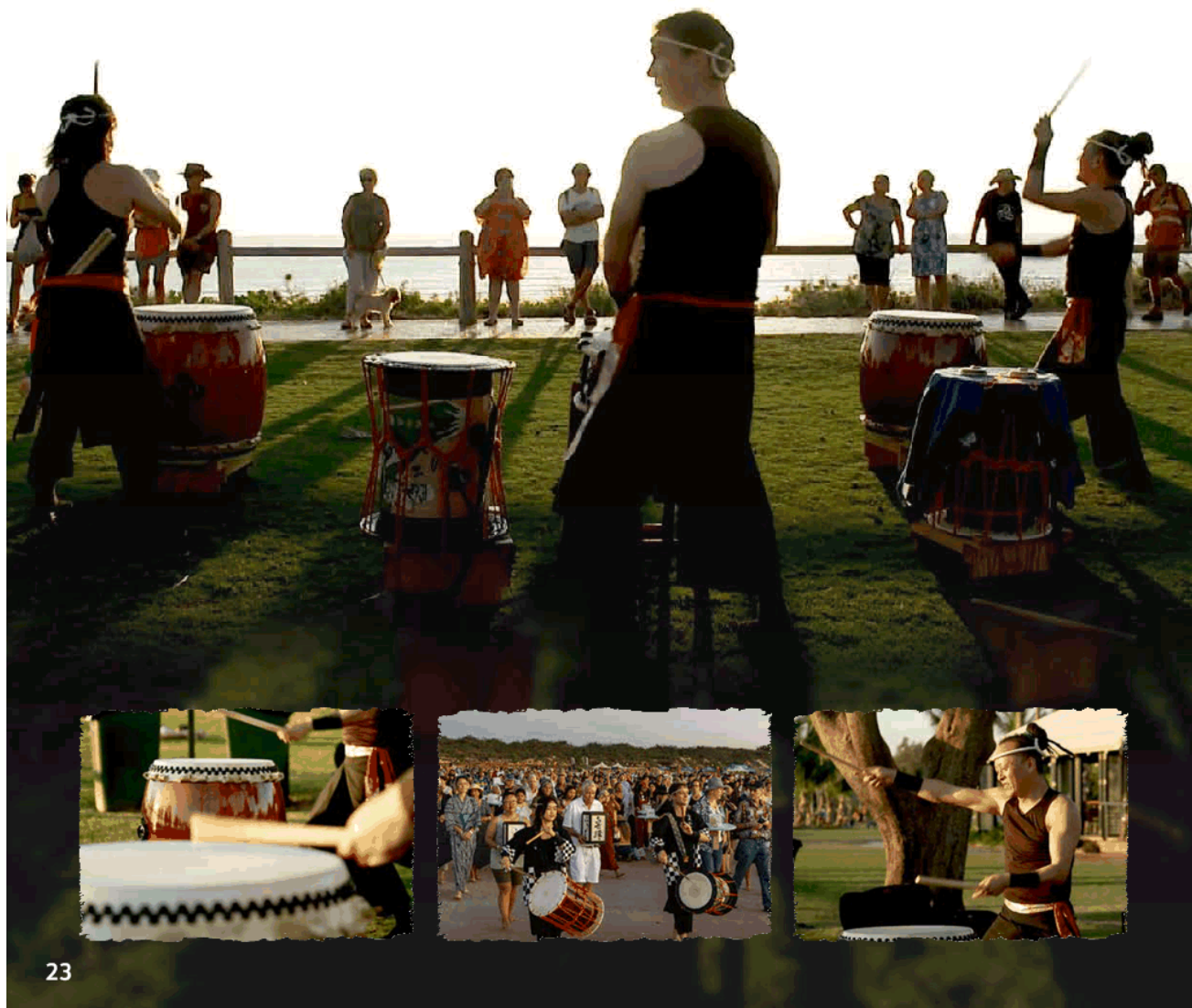


## TAIKO ON

With thanks to The Consulate-General of Japan, Perth Japanese Drumming group Taiko On were able to perform at the 50th Anniversary festival. Taiko On have been long time supporters of Shinju Matsuri and the festival was pleased to welcome them back again.

Taiko On led a crowd of over 3,000 people to the waters edge at Gantheume Point at the Floating Lantern Matsuri for the reflective and memorable lantern release. Will waiting eagerly to descend the stairs to Cable Beach and the Sunset Long Table Dinner guests were again treated to a truly engaging drumming display.

A number of free public and school workshops were also conducted by the group while they were in Broome and they have become a much loved and anticipated aspect of the festival annually.





# PASPALEY FLOATING LANTERN VIP

This year we welcomed Paspaley as the naming right sponsor for the Paspaley Floating Lantern VIP event. This signalled a new partnership with another premier pearling family from Broome.

The delicious stand up menu was curated by guest chef Derek Lau and the Heyder & Shears culinary team. Guests enjoyed free flowing drinks and canapes featuring Paspaley Pearl Meat as well as live music and entertainment from Taiko On Drummers. Following the release of the lanterns the Paspaley Floating Lantern VIP guests enjoyed the continuing menu and beverages while watching the crowd interact with the large scale fire installation.

## PASPALEY



# FLOATING LANTERN MATSURI

The Floating Lantern Matsuri is a reflective and thoughtful celebration of life and love. Approximately 3,500 guests joined Japanese Drumming group Taiko On in the memorable procession to the waters edge at Gantheume Point for the release of the lanterns.

In 2020, with the support of Horizon Power, the festival was able to deliver a more sustainable approach to the much loved family friendly event. The bases and keels used for the launching of the lanterns will gradually be upgraded to a renewable timber that can be reused every year. In 2020 the keels were replaced and in 2021 the bases will be replaced with the objective of reducing our impact on the environment even further.

With the support of Lotterywest and in celebration of the 50th Anniversary event, a large scale fire installation was constructed and ignited following the release of the lanterns. This was a highlight activation and provided a fantastic family friendly activity for families.





“Went to Broome for Shinju Matsuri, not only did I come back with such a great experience, but gained lifetime friendships. If you're in WA and haven't been up to Broome before you're 100% missing out. It's a trip I'll never forget and Broome, I will be back!!



Derek Lau  
(Source: Instagram)





# SUNSET LONG TABLE DINNER

The premier tourism event of Shinju Matsuri, the Sunset Long Table Dinner was a success in 2020, with tickets selling out in a matter of weeks. 482 lucky diners were served a four-course meal on Broome's iconic Cable Beach.

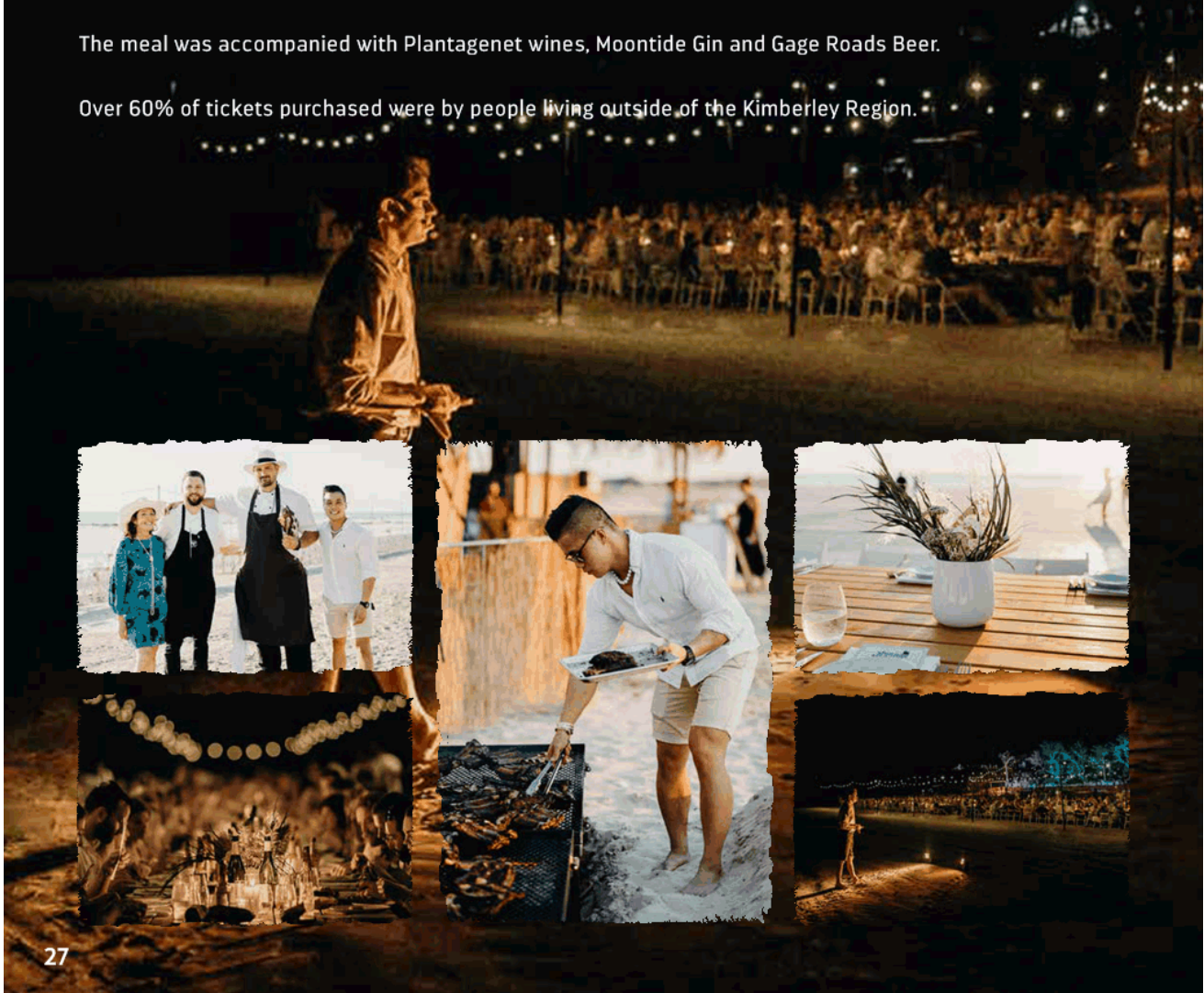
Guests were greeted in the cocktail area and enjoyed canapes accompanied by music from local artists Eloy and Becca. The evening was hosted by Anna Gare who introduced celebrity chefs Derek Lau and Stewart Laws to the attendees.

Bart Pigram carried out a very moving traditional story about the land in which the dinner is held.

Both Anna Gare, Stuart Laws and Derek Lau designed a course of the dinner menu, with each chef giving a description of the dish as it was being served and overseeing its preparation in the kitchen. Event catering company Heyder and Shears coordinated both the kitchen and front of house teams on the evening, ensuring a smooth service to all diners. The menu was created to reflect the cultures of Broome and an effort was made to source and showcase local produce where possible and included Pearl Meat from Willie Creek Pearls and Beef from Harvey Beef.

The meal was accompanied with Plantagenet wines, Moontide Gin and Gage Roads Beer.

Over 60% of tickets purchased were by people living outside of the Kimberley Region.



“2020 doesn't seem so bad when you can spend a week soaking up the “winter sun” in Broome. From enjoying a celebration of beef at the Sunset Long Table Dinner to 4WDing to James Price Point to eat a fire-cooked brekky wrap, and learning all about pearl farming at @williecreekpearls. What an adventure!

- Annoymous Dinner Attendee

“Well this was all kinds of spectacular. Show me a better place than WA, I dare ya. Thanks again to @shinjumatsuri

- Brodie Carr – Tourism WA





# LIVELIGHTER FESTIVAL FINALE

As is tradition, the Livelighter Festival Finale brought the 50th anniversary celebrations to a close in awe inspiring style with a stunning firework display. The concert was headlined by the Tura Ensemble and special guests Olive Knight and Stephen Pigram.

In celebration of the 50th Anniversary Shinju Matsuri welcomed the Broome International Airport as a partner of the festival and the presenting partner for the stunning firework display.

The LiveLighter Festival Finale is the culmination of the festival's culturally diverse



29



“A fabulous Shinju Matsuri Well done to all of the organisers. Loved the pearl meat cook off. Always a favourite and the finale fireworks are some of the best you can experience Thankyou

- Annoymous Festival Attendee



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# TRAVEL PACKAGES

In 2020, Shinju Matsuri partnered with tourism providers Broome, Kimberley and Beyond, So Broome and Sightseeing Perth to offer land-based travel packages which included accommodation and tickets to selected festival events. In addition, we partnered with and Broome and Around to sell some additional tickets to their package guests.

## Broome, Kimberley & Beyond

Sunset Long Table Dinner	7
Paspaley Floating Lantern VIP	10
Chinatown Feast -	12
Total	29 (up from 17 last year)

## So Broome

Sunset Long Table Dinner	11 (up from 6 last year)
Paspaley Floating Lantern VIP	9 (up from 2 last year)
Total	20

## Broome and Around

Sunset Long Table Dinner	2
Paspaley Floating Lantern VIP	2
Total	4

## Sightseeing Broome

Paspaley Floating Lantern VIP	2
Total	2

# TOURISM IMPACT

An Economic Impact Report commissioned by Tourism WA in 2017 showed that at the 2017 festival almost \$5m was spent directly in Broome by visitors to the region coming for Shinju Matsuri. In 2017 the out of region tickets sales (ticket purchases coming from outside the Kimberley) were approximately 35% of all sales. In 2020 the out of region sales were approximately 65% which would suggest the spend in Broome by visitors to the region coming for Shinju Matsuri would have been significantly higher.

A new Economic Impact study was scheduled to be conducted at the 2020 festival however due to COVID-19 it was decided that the detailed economic impact study would not be done until 2021.

As the festival moves into a new phase of development and looks towards it's next milestone the future looks bright. The ability of the festival to unite the community while also attracting significant attendance from out of region will allow for a flexible approach as the Global Pandemic and associated impact develops.

With the immediate timelines on interstate and international travel unknown, Shinju Matsuri is well placed to continue delivering benefit to the Kimberley region, regardless of where visitors may come from.





## PARTNERSHIPS

2020 was a particularly challenging year for all stakeholders with a very limited timeframe for delivery due to the ongoing impact from COVID-19.

The impact from COVID-19 on many sponsors and the delays due to postponement and subsequent reinstatement resulted in challenges for many partners. Many long term partners simply weren't in a position to contribute as they had previously. However the support received from a number of new and returning partners was extremely pleasing along with the in kind support received from local business and community members.

New partners Paspaley Pearls took a naming rights opportunity with the Paspaley Floating Lantern VIP event and the Broome International Airport committed valuable support to ensure the free community content continued. Horizon Power were also welcomed back along with the Roebuck Bay Hotel.

In celebration of the 50th Anniversary long time supporters Cygnet Bay Pearls produced a beautiful Mother of Pearl 50th Anniversary pendant and Matsos Broome Brewery crafted the Kimberley Ale that was available at the Festival Hub throughout the event.



# COMMUNITY

In 2020, 30 Shinju Matsuri Ambassadors volunteered over 350 hours of their time to help make the event happen. The majority of Ambassadors were local people wanting to contribute to the festival and their knowledge of the area is always an asset, particularly at the Info Booth, where visitors ask a variety of questions not related to the festival.

The Ambassador roles included:

Festival Hub and Information customer service

Liveliighter Duty of Care ambassadors

Sammy the Dragon and friends

Senior Citizens Morning Tea hosting

Liveliighter Float Parade and Liveliighter Mardi Gras marshals-

Pets in the Park hosting and event assistance

Floating Lantern Matsuri lantern preparation assistance and collection

A new partnership with the Kimberley Arts Network provided engagement and development opportunities for the emerging arts organisation and enabled the development and delivery of the Art Awards on a very tight timeline. The Kimberley Arts Network were responsible for the day to day management of the Art Awards including the artist liaison and exhibition install.

Regional events are well placed to drive much needed stimulus to local communities during very challenging times such as we have experienced in 2020. The Shinju Matsuri board and event management team prioritised local procurement to ensure that the direct investment from the event was delivered to the local businesses and contractors. Just over 60% of the event procurement costs were spent directly with Broome suppliers, contractors, businesses and individuals. This saw almost \$500,000 direct investment by the event team into the local community.





# MARKETING & MEDIA OVERVIEW

## Seven West Media



Facebook Advertising

**262,244**

IMPRESSIONS

**95,488**

UNIQUE REACH

**5,169**

LINK CLICKS



Print

**150,000+**

REACH

## Newsletter



Subscribers

**12,968**

6% INCREASE VS 2019

## Website Stats (26 Aug - 6 Sept 2020)



New Users

**9,200**

UP 100% VS 2019

Sessions

**15,000**

UP 81% VS 2019

## Facebook Stats (26 Aug - 6 Sept 2020)



Organic Reach

**60,227**

UP BY 20%

Page Likes

**8,735**

UP 10% VS 2019

Page Views

**4,116**

UP 52% VS 2019

## Instagram Stats



Followers

**1,966**

UP BY 37% VS 2019

## Radio Advertising



Reach

**493,000**

MIX 94.5

## Media Coverage



Print

**07**

Digital

**07**

TV

**03**

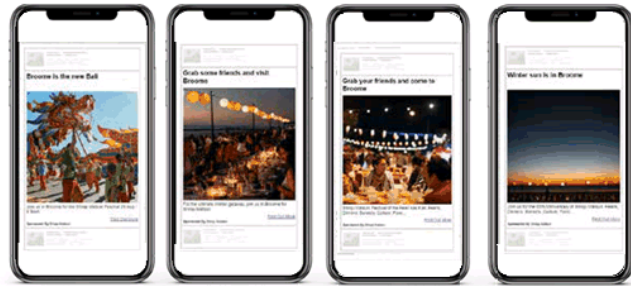
Radio

**05**

# THE WEST CAMPAIGN

## The West – Ripple Native Advertising

Best performing Ad – Broome is the new Bali with 2,014 clicks through to the Shinju site.



2,014 clicks

508 clicks

492 clicks

617 clicks

## Facebook Advertising

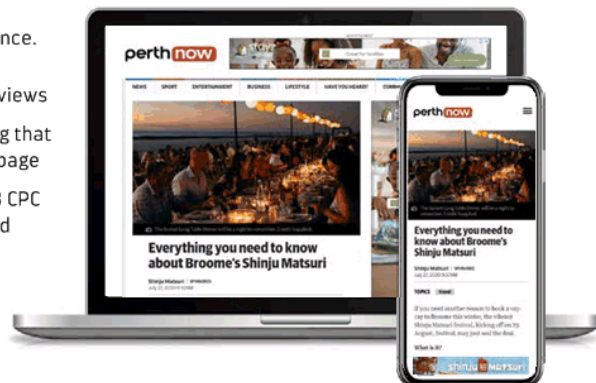
The ads achieved 6,932 post engagements (incl. link clicks, reactions, comments etc.) with 1,405 reactions, 156 comments, 166 shares, and 36 saves

Top performing ad (far left) delivered 48% (2,385) of link clicks, followed by ad near left delivering 26% (1,326) of link clicks.

## Native Article - The West Digital Campaign Highlights

The native article was certainly really well received by our audience.

- With a page view target of 3,000 this was exceeded by 1,200+ views
- Success of this article was due to the promotion and sharing that occurred predominantly across the PerthNow social media page
- The Ripple native advertising campaign delivered on a \$1.38 CPC meaning that there were over 1,900 additional clicks secured
- Engagement levels across the social media remarketing campaigns were considerably high and reassure that we were reaching a relevant audience on this platform



## STM – Half page Ad

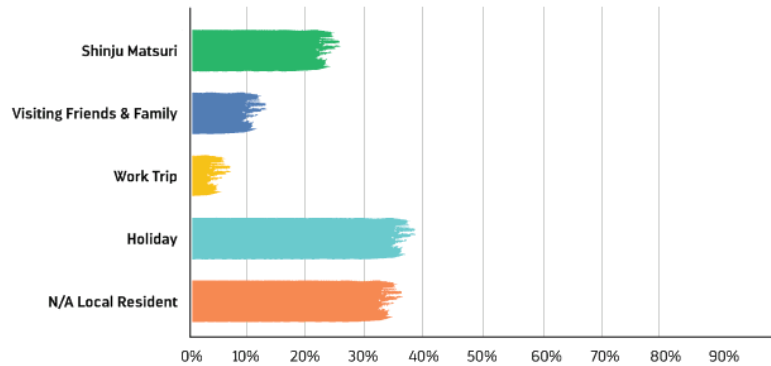


## The West - Escape full page advertorial

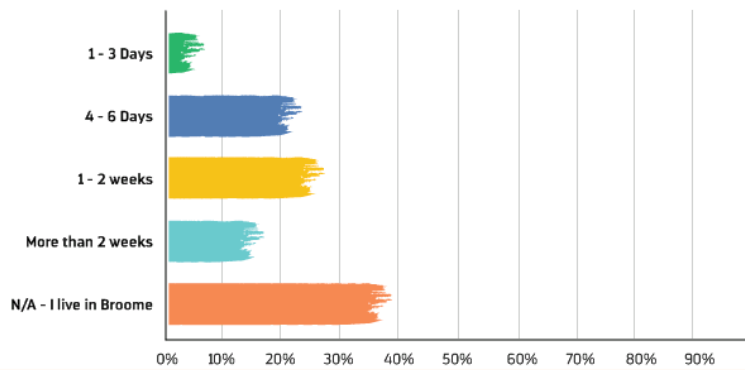


# SURVEY RESULTS

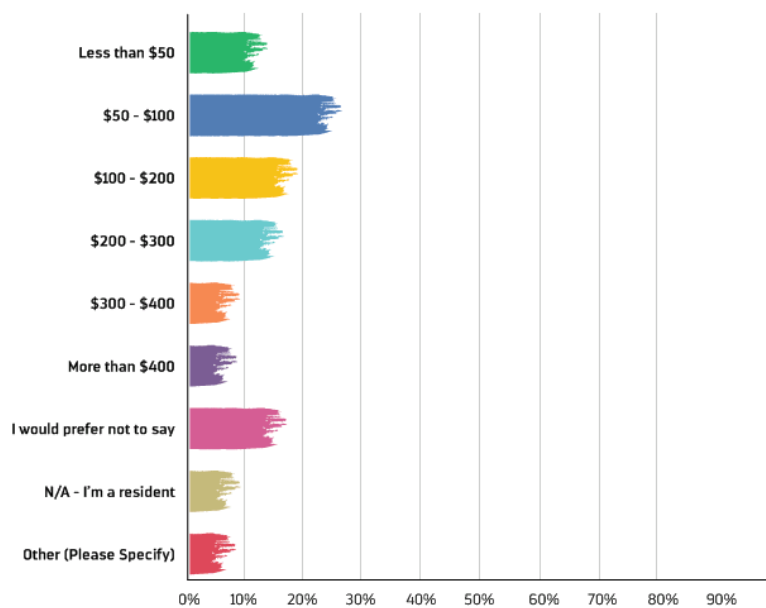
What was your main reason for visiting Broome?



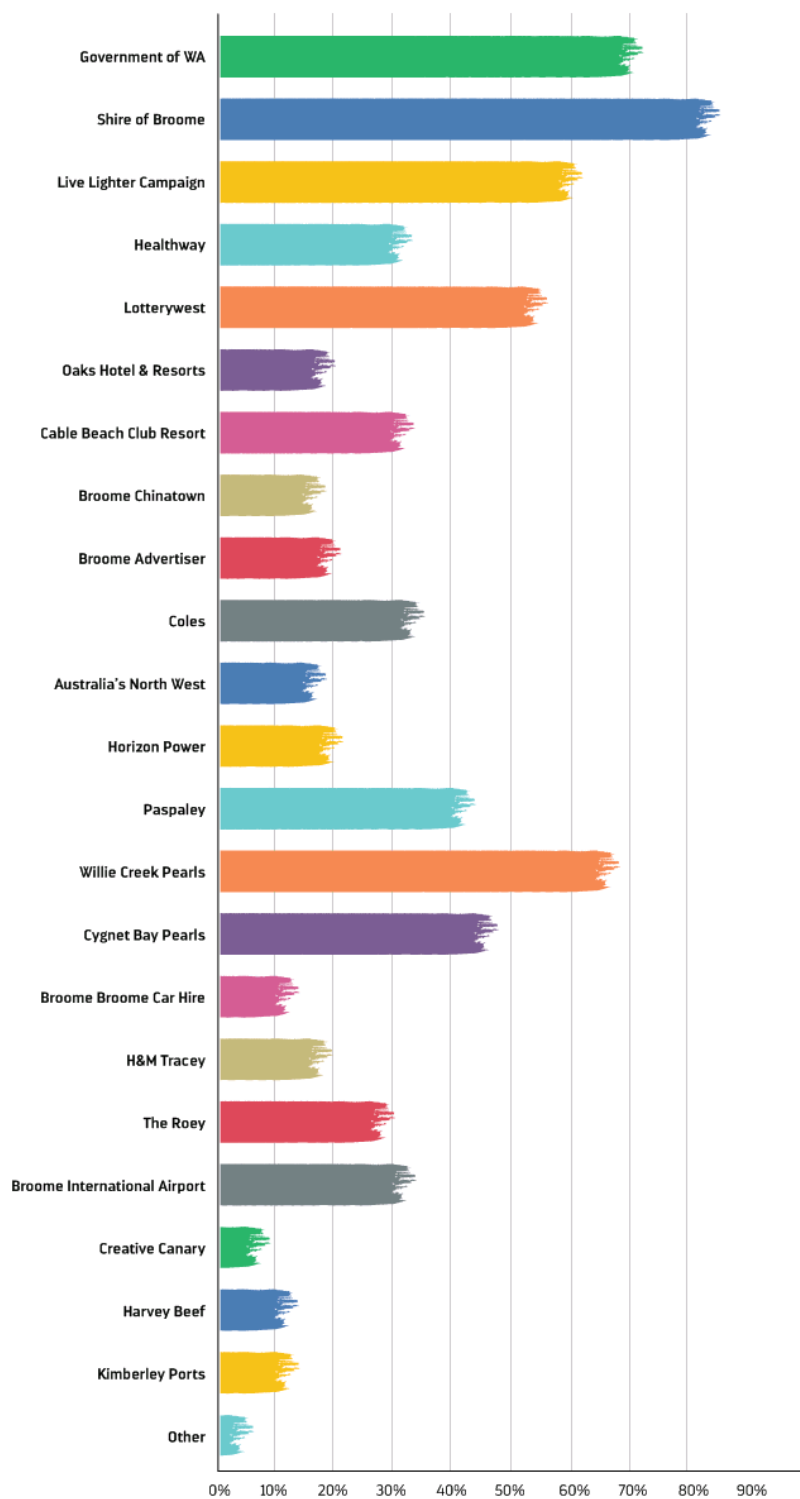
What was the duration of your stay in Broome?



What was your average daily spend on 'extra activities' throughout your stay in Broome?



### Who from the list do you recognise as a sponsor of Shinju Matsuri?



## PRESENTING PARTNERS



## MAJOR PARTNERS



## PEARL PARTNERS



## SUPPORTING PARTNERS



## BUSINESS PARTNERS

Broome Explorer Bus ▪ Gage Roads ▪ Japanese Consulate ▪ Matsos Brewery  
Moonlight Bay Suites ▪ Plantaganet ▪ Seashells ▪ Moontide Distillery



## Acquittal and Evaluation form

### Organisation information:

Organisation:	Shinju Matsuri Inc
Postal Address	PO Box 150
Contact person:	Claire Brand
Position:	Event Director
Phone:	+61 (0) 417 914 405
Email:	claire@project3.com

### Project Details:

Please indicate the funding area you received funding for:

Project title:	Shinju Matsuri 2020	
Commencement Date:	Saturday 29 August 2020	Completion date: Sunday 6 September 2020





**Outline Project Outputs (e.g. evidence of achieving the Purpose of Funds)**

Please refer to Shinju Matsuri 2020 Acquittal Document - Shire of Broome



### Outcomes and Evaluation

Please list the achievements against the outcomes that formed part of your application and Acceptance of Funding documents for the project and how these have been evaluated for the project. Information should include:

1. Outcomes and benefits of the events for the local community including:
  - a. Economic contribution to the local economy.
  - b. Potential for local businesses to tender or supply goods/services for the event.
  - c. Leveraged cash contribution from the proponent or other organisations.
2. Statistical data collected as part of the event such as number of attendees, normal place of residence, other attendee demographic information if available, and any trend comparison to past event data.

Please refer to Shinju Matsuri 2020 Acquittal Document - Shire of Broome



### Acknowledgement of Funding

Please include and attach evidence of the acknowledgement that the Shire of Broome received in relation to the financial assistance.

Please refer to Shinju Matsuri 2020 Acquittal Document - Shire of Broome



### Statement of Income and Expenditure:

Please complete the table below, including providing details of any significant variances from the budget in the application. The Shire of Broome reserves the right to request an audited financial statement for the project detailing:

1. Total income and expenditure for the funded event, including event management expenditure.
2. Itemised breakdown of expenditure of Shire of Broome funding, supported by supplier invoices as evidence of expenditure of the Shire of Broome's cash contribution.

#### PROJECT FINANCIAL REPORT

PROJECT INCOME				
Financial Year	Budgeted items	Cash Funding	In-kind Value	Funding Source
	Sponsorship	840,500		See detailed budget breakdown attached
	Ticket Sales	192,000		See detailed budget breakdown attached
<b>SUB TOTAL</b>		<b>1,032,500</b>		

PROJECT EXPENDITURE				
Financial Year	Budgeted items	Cash Cost	In-kind Cost	Provider
	Administration	372,189		
	Marketing	93,682		
	Operations	458,617		
	Home Artwork	89,500		
<b>SUB TOTAL</b>		<b>1,013,988</b>		

<b>BUDGET SURPLUS/DEFICIT</b>		<b>18,512</b>		
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#### Acquittal Checklist:

Before submitting your acquittal please ensure that you have included all necessary information and attachment.

- ☒ Fully completed Acquittal form
- ☒ Copies of invoices
- ☒ Documentation outlining how you have complied with the Funding Recognition Framework
- ☒ Any additional documentation that provides information on how the project was delivered and the outcomes.

Please submit your completed acquittal to:

**Shire of Broome**

PO Box 44

Broome WA 6725

Phone: (08) 9191 3456

Fax: (08) 9191 3455

Email: [shire@broome.wa.gov.au](mailto:shire@broome.wa.gov.au)



**Declaration:**

This declaration is made by the applicant:

- I declare that I am currently authorised to sign legal documents on behalf of the organisation.
- I declare that all of the information provided in this acquittal, including all attachments, are true and correct.
- I declare the funding was used for the purpose as per the approval as stated and provide in the application:
  - a final acquittal report within the acquittal term specified in the grant agreement; and
  - a statement of income and expenditure for the project (signed by the authorised signatory);

Name:

Chris Maher

Position:

Shinju Matsuri Board Member

Signature:

*Chris Maher*

Date:

3 December 2020



## 2020 PARTNERSHIP REPORT

### Shire of Broome

**Prepared by:** Project3  
**Project:** 2020 Shinju Matsuri  
**Date:** November 2020

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The following document provides post event reporting against recognition and acquittal requirements to the agreement made between Shinju Matsuri and event partners for the 2020 Shinju Matsuri. This document is to be accompanied by the Official Post Event Report and other supporting financial documentation as required. The post event report booklet is a public document that will be sent out to all major stakeholders and will be used to showcase the 2020 festival outcomes.

This document is and shall remain the property of Project3. The document may only be used for the purpose for which it was commissioned and in accordance with the Terms of Engagement for the commission. Unauthorised use or reproduction of this document in any form whatsoever is prohibited.



## 1. EXECUTIVE SUMMARY

2020 was a particularly challenging year for all stakeholders with a very limited timeframe for delivery due to the ongoing impact from COVID-19. However, the 50th Anniversary of Shinju Matsuri was an overwhelming success with over 30,000 people attending or participating in the festival with more than 50 individual events on offer over the nine days.

With hard border closures for WA in place a dedicated promotional campaign was launched to attract visitors from Perth to the Kimberley. The attendance at the festival across the board was significant with all ticketed events selling out prior to the event. An unprecedented increase in out of region visitors was also delivered with an approximate average of 65% of tickets sales going to out of region visitors. This is compared to approximately 35% in previous years.

New for 2020 was the introduction of the Festival Hub at the revitalized Town Beach precinct, offering entertainment, markets, pop up bar, merchandise and ticket sales along with general event information. This provided a vibrant and unique gathering place and a central focus for the festival, leveraging the Shire and state government investment in the area. The Town Beach precinct also hosted the official opening ceremony and Stories of Country cultural event to a packed crowd and vibrant atmosphere.

A renewed focus was given to the procurement where possible with local suppliers for the festival. This saw almost \$500,000 direct investment by the festival into the local economy. This combined with significant economic impact from the many visitors to the region for the festival resulted in a much-needed financial boost for the hard hit region.

The first weekend of the festival see's priority placed on the development and inclusion of community content. The LiveLighterFloat Parade and Mardi Gras events were well attended with much improved technical and production presentation. The second weekend is the highlight tourism focused offering with the Floating Lantern Matsuri and Sunset Long Table Dinner again selling to capacity well in advance of the festival.

As is tradition, the Livelighter Festival Finale brought the 50<sup>th</sup> anniversary celebrations to a close in awe inspiring style with a stunning firework display



## 2. COMMERCIAL PARTNERS

### 2.1 Commercial Strategy

As per previous years, Project3 took responsibility for developing the commercial offering Shinju Matsuri had to maximise the commercial opportunity. Project3 looked to both local businesses in the Kimberly as well as the wider corporate world. The focus is always to ensure long term commitments with new commercial partners and continue to diversify the funding streams.

The impact from COVID-19 on many sponsors and the delays due to postponement and subsequent reinstatement impacted on the ability of many partners to commit funds. Many long term partners simply weren't in a position to contribute cash sponsorship in 2020. However the support received from a number of new and returning partners was extremely pleasing along with the in kind support received from local business and community members.

New partners Paspaley Pearls took a naming rights opportunity with the Paspaley Floating Lantern VIP event and the Broome International Airport committed valuable support to ensure the free community content continued. Horizon Power were also welcomed back along with the Roebuck Bay Hotel.

Project3 work with the Shinju Matsuri Board to ensure that Project3's commercial strategy keeps in line with the history of the festival which can sometimes get lost when dealing with larger more corporate sponsors and partners. The below commercial hierarchy ensures businesses with similar investment are recognised appropriately and receive the true benefits from supporting the festival Commercial Partners.



## PRESENTING PARTNERS



## MAJOR PARTNERS



## PEARL PARTNERS



## SUPPORTING PARTNERS



## BUSINESS PARTNERS

Broome Explorer Bus ▪ Gage Roads ▪ Matsos Brewery ▪ Moonlight Bay Suites  
Plantaganet ▪ Seashells ▪ Moontide Distillery



## **2.2 Presenting Partners**

Presenting Rights were reserved exclusively for Tourism WA and Shire of Broome. Throughout the festival Tourism WA and the State Government were designated as Presenting Partners through the website, collateral produced including, but not limited to the event program, posters, event signage, press advertisement as well as majority signage recognition at all major events.

As part of the strategy to ensure Shinju Matsuri delivers maximum benefits to all sponsors the same hierarchy of investment level used to structure the different recognition.

## **2.3 Major Partners**

Major partner level is for partners investing between \$40,000 and \$100,000. Major level sponsor would receive assets including, but not limited to naming rights to tier 1 events such as the Opening Ceremony, Float Parade and Mardis Gras. Major sponsors of Shinju Matsuri in 2020 were:

- Healthway – promoting the Livelighter health message
- Lotterywest
- Kimberley Development Commission
- Australian Capital Equity (dedicated to the HOME 2021 Installation)
- Festivals Australia (dedicated to the HOME 2021 Installation)

Following the Coronavirus Pandemic the 50<sup>th</sup> Anniversary installation was postponed to 2021 with the sponsors reconfirming their support for 2021

## **2.4 Pearling Partners**

The introduction of sponsorship tier dedicated to the Pearling Partners has been very successful. This again secured long term support from both Cygnet Bay Pearls and Willie Creek Pearls. In 2020 Shinju Matsuri was very pleased to welcome Paspaley Pearls as a new pearling partner with a view to increased support again in 2021.

## **2.5 Supporting Partners**

Supporting partners was exclusive to partners that invested between \$5,000 and \$39,000 made up of both cash and value in kind and in return received presenting rights to key assets such as presenting rights to the Festival Finale Fireworks by the Broome International Airport.

## **2.6 Business Partners**

Business Partners invested between \$500 and \$4,900 made up of cash and value in kind and received recognition at key events and complimentary tickets to key signature events.

### 3. COMMUNICATIONS

The impact of COVID-19 required a flexible approach to the original goals and objectives outlined in the Strategic Marketing Plan. Although no attendance was possible from outside of WA the outcomes were very positive with a significant increase in out of region attendance.

#### 3.1 Goals & Objectives

- Increase awareness of the Shinju Matsuri festival in the Perth Metro area.
- Increase awareness of Shinju Matsuri on the East Coast of Australia.
- Increase visitation to Broome during the festival period.
- Increase media coverage of Shinju Matsuri pre-event (May onwards).

#### 3.2 KPI's

- Consolidate marketing presence in Kimberley region with a focus on radio.
  - *Only radio advertising and a small amount of print advertising.*
- Work closely with community and stakeholders to develop and supporting ticketed content (Beer with Bart, Dine with Albert etc).
  - In 2020 we launched 13 additional ticketed community events – 7 for which were new for 2020
    - Tura new music – Sonus2 Concert
    - Flying boats of Roebuck bay
    - Life of Guwan (Yinyja Town Tour) - Shinju Edition
    - BUGARRIGARRA NYURDANY (Because of the Dreaming)
    - Salty Plum Walking Tour
    - Discover Broome's Chinatown Walking Tour
    - Fishermen's mat workshop
    - Sisters Pearls and Mission Girls
    - Free women on a Savage Frontier
    - Shinju Matsuri Retrospective
    - Crash and Burn Comedy Show
    - Flickerfest National Tour
    - Willie Creek Pearl Meat Cook Off
- Development of travel packages and flight specials, including expansion into international market.
  - *Travel packages across the following agents were launched and available:  
New travel agents to come on board this year were: Broome and Around and Sightseeing Broome*
    - *Broome Kimberley and Beyond*
    - *So Broome*
    - *Broome and Around*
    - *Sightseeing Broome*
- Increase combined total followers on social channels to over 10,000.
  - *Across Instagram and Facebook we now have 10,701 followers! work is in progress to bring our Facebook following to over 10,000 by 2021.*

### 3.3 Media & Publicity

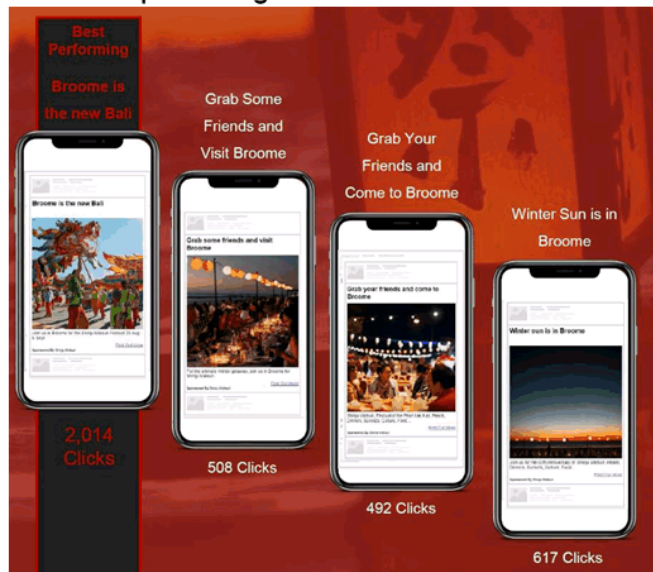
For details of the media coverage we received to date please see attached Publicity Report document.

### 3.4 Advertising and Radio

Shinju Matsuri Media Timings 2020			July				Aug				
Media activity	Theme	Artwork deadline	6	13	20	27	3	10	17	24	31
Tickets on sale announce											
<b>PRINT</b>											
STM - Half page ad											
The West Escape Full page and Advertorial	Event promo										
Broome Advertiser - Full page	Tickets on sale										
North West Travel Guide - Full Page AD	Event promo										
Broome Advertiser - Double Page Spread	Event Schedule										
<b>DIGITAL</b>											
The West - Ripple Advertising	Event promo										
The West - Ripple - remarketing advertising	Tickets purchase push										
The West - Native Article	Event Promo										
Facebook advertising - Tickets on sale	Ticket Purchase push										
<b>RADIO</b>											
<b>Tripple M</b>											
Shinju Matsuri - Join us for the 50th Anniversary of Shinju - Sunset long table dinner, Floating lanterns and much more.											
Mix 94.5 FM											
Mix 94.5 FM - Shinju Matsuri - Tickets on sale now.											

#### The West – Ripple Native Advertising

- **Best performing Ad** – Broome is the new Bali – with 2,014 clicks through to the Shinju site



### Facebook Advertising

The ads achieved 6,932 post engagements (incl. link clicks, reactions, comments etc.) with 1,405 reactions, 156 comments, 166 shares, and 36 saves

Top performing ad (far left) delivered 48% (2,385) of link clicks, followed by ad near left delivering



### Native Article





## The West Digital Campaign Highlights:

The native article was certainly really well received by our audience.

- With a page view target of 3,000 this was exceed by over 1,200 views.
- Success of this article was due to the promotion and sharing that occurred predominantly across the PerthNow social media page.
- The Ripple native advertising campaign delivered on a \$1.38 CPC meaning that there were over 1,900 additional clicks secured
- Engagement levels across the social media remarketing campaigns were considerably high and reassured that we were reaching a relevant audience on this platform.

## STM – Half page Ad

**FEATURE**



Chickenheart from left: Charlize Theron and her mom Linda Lumsden at the 2019 Oscars, with Theron's sister Aimee Lumsden at a screening of their film Bombshell, with daughter August, at this year's Vanity Fair Oscar party, in action in The Old Guard.

The midlife Theron did not feel a bombshell Theron least years ago on the set of 2005's *Alice in Wonderland*, when she fell on her neck and sustained a skull fracture. "It was pretty serious," she says. "They had to shut the film down. It was really close to my spinal cord. I could have been paralyzed."

At the time, Theron was coming off that Oscar win for her full-scale physical transformation to play serial killer Aileen Wuornos in 2003's *Monster*, and had yet to take a claim as one of film's most reliable action stars, who has dashed audiences in a string of blockbusters like *Atomic Blonde*, George Miller's dystopian epic *Mad Max: Fury Road* and the eldritch and sexy sci-fi *Mad Max: The Wasteland*.

She was also 40 years off from having children. But in that moment, she reckoned, she became more kindly aware that playing male-bulldozers can have some very real consequences. "The injury was really eye-opening," she says. "Especially (and even more so when you have children, it's like, wait a second... I want to be around for these things. What am I doing?)"

The question she was asking ultimately got answered when Theron decided that in future, she would not conform to the stereotypes often have around what constitutes an action star, or how she should play one. "I don't want to be like someone else's (version) of what an action star looks like - with me," she says. As a consequence, she believes the movies she has made since have inspired. "I guess, I've never going to be Tom Cruise jumping out of buildings," she cracks. "That's not my strength; I have a fear of heights. But you build on the strength instead of trying to manufacture something out of weakness. Therefore, when I like to say I do my stunts, it's all based on my strength."

Theron says her commitment is rubbing off on her children, while noticeably private when it comes to her family life, she recently shared a photo of her and Jackson on the set of *Mad Max: Fury Road* to mark five years since its release. "I see the empowerment from them watching

me on set. Physically, my kids are so confident," Theron says of her daughters (she adopted Jackson, eight, who is transgender, in 2012, and August, now five, in 2015). "They have both decided they are going to join a martial arts studio and I think it's great for whatever it turns out to be. All women should feel that they can take care of themselves. Which just means that you should feel confident in your body. Strength will make you feel more confident."

Reframing other women is critical to her story. She grew up on a farm outside Johannesburg, South Africa, in the '70s and '80s, and when she was 15, she witnessed her mother Linda shoot her alcoholic father after he'd come home in a drunken rage; he died of his injuries. Not long after, Theron, a home-baker's daughter, won a year's modelling contract that took her to Milan and eventually America. While an agency put an end to her dreams of becoming a dancer, Hollywood here has it: she was discovered by an acting agent who saw her in the midst of an impromptu interaction with a bank teller.

She has worked steadily since, landing her first major role alongside Tom Hanks in 1996's *The Thing You Can See*, but her feelings of loneliness have never led Theron to try to gloss over her upbringing. At 40, the spectre of domestic violence that shaped her childhood and the turmoil in her home country seems to

inform both the breadth of gritty roles she chooses, as well as the scope of her charity work. "When I started in the world of philanthropy, my body had been marinating in the turmoil of growing up in South Africa. It's impossible to come out of a country like that with apathy and a civil war almost breaking out - and not feel like you have to be part of the resolution. I was raised in a country where I felt that my educational system led to me about (the history). The film grew as I got older and started reading more and getting myself more informed. Something happens when your brain grows and you question more and you find out people might have lied to you... I don't know. For myself, I really lean towards looking back. Why did we make the mistakes in the first place - and why are we not born from there?"

In 2005, Theron started the Charlize Theron Africa Outreach Project to raise funds for grassroots organizations that work to empower youth in her home country. And the COVID-19 pandemic, she says, has only brought South Africa's social issues more fully into the light. "We reached out to the organizations through this crisis to say, 'What do you guys need? How can we help?' and the feedback we kept getting was that domestic violence and gender-based violence numbers were skyrocketing," Theron says. So in April, Theron started the Together for Her campaign to raise funds for domestic

**FEATURE**



violence shelters and community-based programs, and donated \$100,000 (\$714,000 of her own money) to the cause.

"Creating enough resources and places for women and children to go is really important to me," she says. "When you think of what we are asking people to do - to stay home to protect them from a virus - really what we are asking a lot of people to do is to stay home with their doubts. It's terrifying and it's devastating, and it makes me furious that it's the world we are living in."

Similar themes get explored in *The Old Guard*. The film, which is based on a graphic novel and also stars KiKi Layne and Chiwetel Ejiofor, tells the story of a group of immortal warriors fighting century after century to make the world better, even as history keeps repeating itself. While production wrapped well before a global pandemic and racial unrest in the US would come to define 2020 (the fact, Theron knew the story was topical. "This is not the first time that we've experienced many of these things," she points out. "The Old Guard (Lays' character) has been around for a while").

And this is not the first time that real life has so closely mirrored Theron's art. - Sitting on *Bombshell*, the 2019 film in which Theron portrayed Fox News host Megyn Kelly, began a year on from the explosive Harvey Weinstein revelations that ultimately burst open the

#MeToo movement. "Bombshell was right at the height of sexual abuse scandals. The timing couldn't have been more accurate," Theron says. Theron earned her third Academy Award nomination for her performance in *Bombshell*, which also gave her the chance to work with Nicole Kidman for the first time. Theron says she had been "bitching" to work with Kidman for years, so when her production company started casting for *Bombshell*, she immediately sought her to play Gretchen Carlson. "She was one of my dream people I wanted to work with, and boy, she did not disappoint. She came in as such a force as an actress, but she was (also) incredibly supportive of me as a producer... Nicole was a reminder that we, as women, just have to show up for each other. That's all we have to do. It's that simple."

And that mission only grows more important to Theron every time she considers the two young women she is raising - and who are behind every decision she makes both on and off screen. "I feel to make the world better for my kids," she says. "There is some responsibility in us having something behind that's better... I look at my girls every day and I say, 'You know what? I've been given this great platform, and I've been so fortunate and so blessed, how do I make it better for them?' I have to make it better for them."

**DO I FOUGHT THROUGH GIL... I HAD TO DO AN ENTIRE FIGHT ON FIVE DAYS WITH A THUMB THAT WAS TORN OFF THE BONE**

**CHARLIZE THERON ON DOING HER OWN STUNTS**



**shinju 50 YEARS Matsuri**

**Join us for 50th Anniversary celebrations**  
 29th August - 6th September  
 Tickets on sale NOW! at [shinjumatsuri.com.au](http://shinjumatsuri.com.au)

WESTERN AUSTRALIA Broomfield

## The West - Escape full page advertorial



**FESTIVAL OF THE PEARL**  
JACK MCCINN

It's a special part of the world and a special time of the year. It's the Festival of the Pearl, a celebration of the Pearl River Delta and its people. The festival is a time of joy and celebration, with a focus on the Pearl River Delta and its people. The festival is a time of joy and celebration, with a focus on the Pearl River Delta and its people.



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Join us for the 50th Anniversary Celebrations

29 August - 6 September

Tickets On Sale Now! [shinjumatsuri.com.au](http://shinjumatsuri.com.au)



## Broome Advertiser: Ads



**shinju 50 YEARS Matsuri**

**Chinatown Feast**

Wednesday, 2 September | 6pm - 9pm

Come and experience the finest Broome cuisine made by a collaboration of talented local chefs.  
Hosted by the Dumpling King Brendan Pang

Tickets On Sale Now! [shinjumatsuri.com.au](http://shinjumatsuri.com.au)









# shinju MATSURI

2020 Statistics

## Seven West Media



Facebook Advertising

**262,244**  
IMPRESSIONS

**95,488**  
UNIQUE REACH

**5,169**  
LINK CLICKS



Print

**150,000+**  
REACH

## Newsletter



Subscribers

**12,968**  
6% INCREASE VS 2019

## Website Stats (26 Aug - 6 Sept 2020)



New Users

**9,200**  
UP 100% VS 2019

Sessions

**15,000**  
UP 81% VS 2019

## Facebook Stats (26 Aug - 6 Sept 2020)



Organic Reach

**60,227**  
UP BY 20%

Page Likes

**8,735**  
UP 10% VS 2019

Page Views

**4,116**  
UP 52% VS 2019

## Instagram Stats



Followers

**1,966**  
UP BY 37% VS 2019

## Radio Advertising



Reach

**493,000**  
MIX 94.5

## Media Coverage



Print

**07**

Digital

**07**

TV

**03**

Radio

**05**



## 4. PARTNERSHIP ACKNOWLEDGEMENT

Post Shinju Matsuri, a survey was sent out to the Shinju Matsuri database and all major stakeholders to gain their feedback from the 2020 Festival. The survey received just under 300 responses with some of the key feedback below. .

### SOCIAL MEDIA

Shinju Matsuri Promoted the Shire of Broome numerous times on Facebook. The Shire of Broome were tagged in dedicated posts as well as active sharing of Shire initiatives.

#### Post 1:

**Engagements: 1,146**

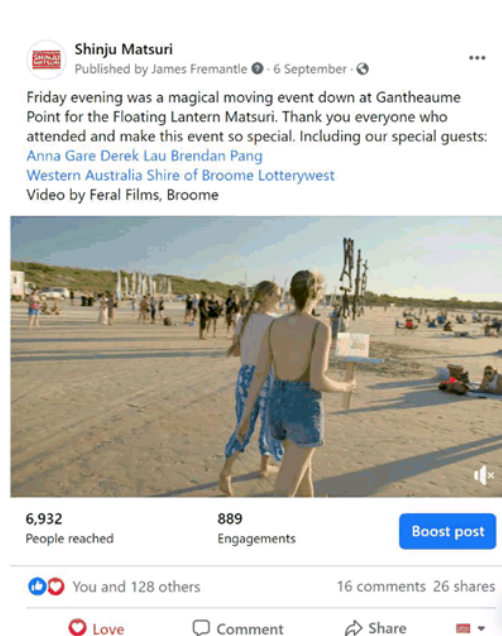
**Reach: 13,57**



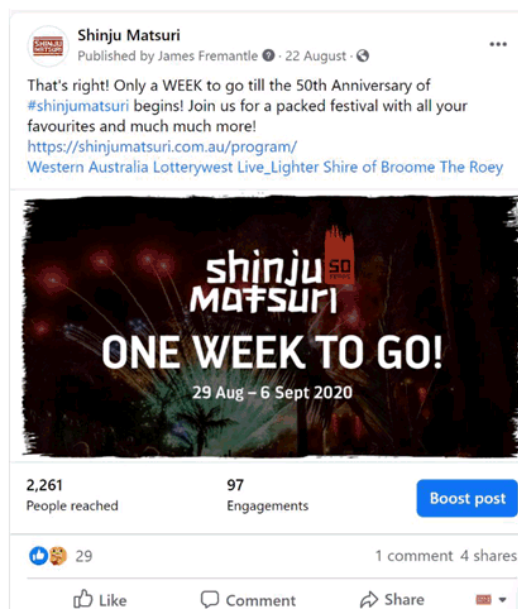
#### Post 2:

**Engagements: 889**

**Reach: 6,932**



**Post 3:**  
**Engagements: 97**  
**Reach: 2,261**



**Post 4:**  
**Engagements: 96**  
**Reach: 1,730**



## E-NEWSLETTERS

Monthly e-newsletters were sent out to the growing database (currently 12,159 as of September 2019). Readership levels were extremely high, with an average of 23.46% compared to the event industry average of 15.98%.

Below is how the key Shire of Broome e-newsletters performed

### E-news 1: Shinju Matsuri 2020 – It's Happening

<https://mailchi.mp/shinjumatsuri.com.au/shinju-matsuri-2020-is-going-ahead>

**Open Rate: 25.3%**

**Click through Rate: 2.7%**

### E-news 2: Tickets On Sale

<https://mailchi.mp/shinjumatsuri.com.au/tickets-on-sale-now-shinju-matsuri-2020>

**Open Rate: 18.3%**

**Click through rate: 5%**

### E-news 3: Post Event Survey

<https://mailchi.mp/shinjumatsuri.com.au/shinju-matsuri-thats-a-wrap>

**Open Rate: 21%**

**Click through rate: 5%**

## MC SCRIPTS

The following paragraph was included in all MC Notes for each major event. The acknowledgement were given by the MC where relevant at a minimum 2 times per event.

*In 2020 the much used phrase “without the valued support of our sponsors” has never been more true. Shinju Matsuri’s presenting partners – The WA State Government through Tourism WA’s Regional Events Program and the Shire of Broome have ensured we are all here today to celebrate the 50<sup>th</sup> Anniversary of Shinju Matsuri and the community who made it possible.*

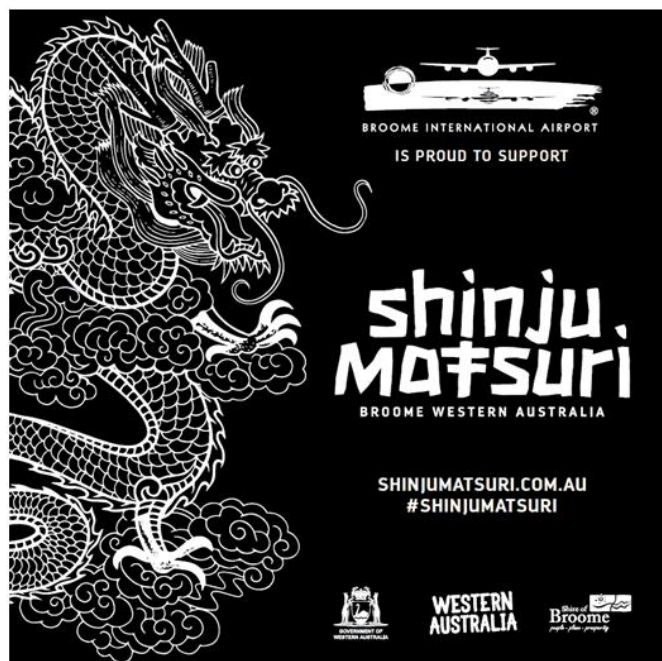
## INVITATIONS TO SPEAK

The Shire of Broome was invited to have a representative speak at the Lotterywest Opening Ceremony and the Art Awards event. Shire President Harold Tracey spoke at the Opening Ceremony with Minister Papalia and Shinju Matsuri President Chris Maher.

## SIGNAGE

The Shire of Broome logo was acknowledged on all partnership signage that was displayed at each key event and at the Festival Hub for the duration of the event.





Shinju Matsuri welcome sign located at the exit from the Airport Arrivals Hall



## 5. FINANCIAL REPORTING

### 5.1 Detailed Budget Breakdown

Separate detailed revenue and expenditure breakdowns are included with the post event reporting documents. The revenue breakdown details all sponsorship revenue from each partner and the expenditure breakdown provides detail across all areas of operations, administration, marketing and the 50<sup>th</sup> anniversary stage celebrations.

### 5.2 How the funds were spend

Below is an overview of all items the Shire of Broome funding was spent on. Attached are the relevant invoices.

<b>Equipment &amp; Suppliers</b>	
Kennards Equipment hire	\$15,427
Lift n Rig (various)	\$1,815
Werewolf Security	\$21,155.88
One20 Productions	\$30,250
Mudmap Studios	\$25,500
<b>Marketing</b>	
Southern Cross Austereo	\$6,105
The West Australian	\$4,166.80
Printing Ideas Broome	\$8,430.77
<b>Entertainment</b>	
Broome Civic Centre	\$6,479.50
Taiko On Performances	\$770
Fireworks	\$11,000
Fire Installation – Dangerous Delights	\$6,150
Sammy the Dragon	\$2,000
Narlijia Experiences	\$3,200
Broome Historical Society	\$5,000

Copies of invoices to support the Shire of Broome investment have been included with reporting documentation

### 5.3 Local Expenditure Breakdown

Following is a breakdown of the expenditure on event procurement made directly by the event with local suppliers and providers.

The event procurement costs for the festival were \$763,998, not including event management fee of \$250,000.

Just over 60% of the event procurement costs were spent directly with Broome suppliers, contractors, businesses and individuals. The indirect economic impact from the event would be considerably higher.

The 2017 Economic Impact Study done by Tourism WA showed almost \$5m was spent directly in Broome by visitors to the region coming for Shinju Matsuri. In 2017 the out of region tickets sales were approximately 35% of all sales. In 2020 the out of region sales were approximately 65% which would suggest the spend in Broome by visitors to the region coming for Shinju Matsuri would have been significantly higher.

Due to COVID-19 it was decided that the detailed economic impact study would not be done until 2021.

EXPENDITURE	Budget	Local Expense
<b>Administration</b>		
Administration	265,262	17,500
Approvals	26,008	23,729
Clothing & Merchandise	4,200	0
Travel	76,720	39,650
<b>Marketing</b>		
Advertising	39,000	9,000
Artwork & Production	24,740	11,300
Digital	6,782	0
Publicity	23,160	9,850
<b>Operations</b>		
General	47,814	41,514
Equipment	111,160	81,560
Programming	41,300	28,900
Catering	164,983	67,066
Labour	70,360	34,400
Security	23,000	23,000
<b>Home Artwork</b>		
General	54,500	47,500
Artists	35,000	26,000
<b>Total Expenditure</b>	<b>1,013,988</b>	<b>460,969</b>

## 6. STATISTICAL DATA

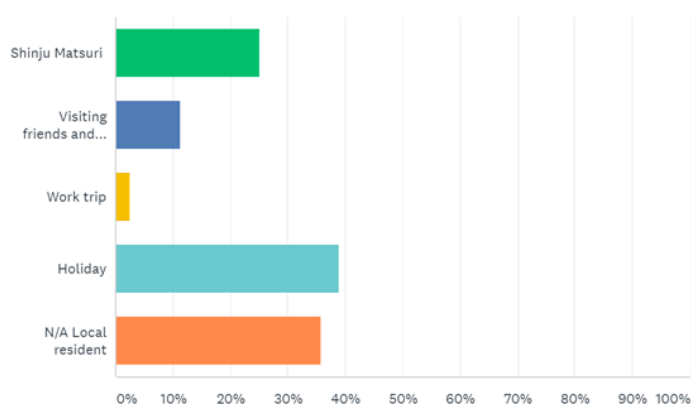
Post Shinju Matsuri, a survey was sent out to the Shinju Matsuri database and all major stakeholders to gain their feedback from the 2020 Festival. The survey received just under 300 responses with some of the key feedback below. .

### 6.1 Reason for visiting Broome

#### 2020 – Results

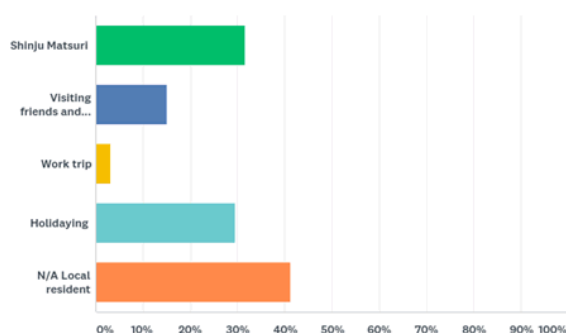
This year's result see a significant increase in people coming to Broome for a holiday vs 2019

What was your main reason for visiting Broome?

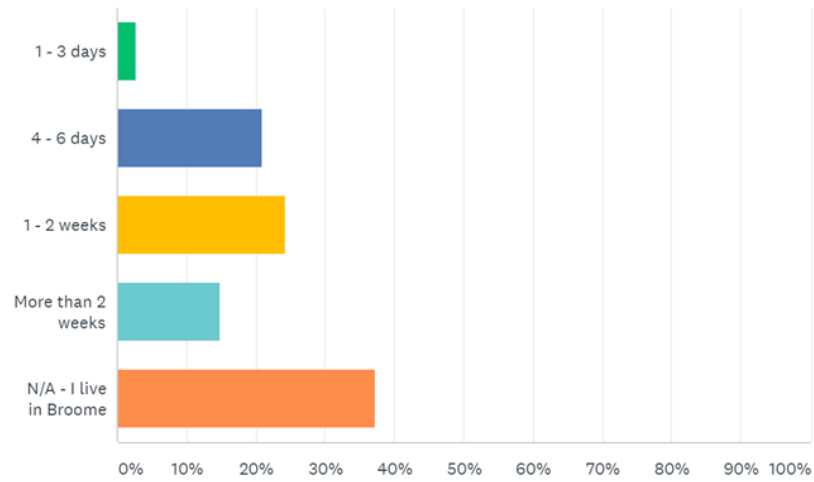


#### 2019 – Results

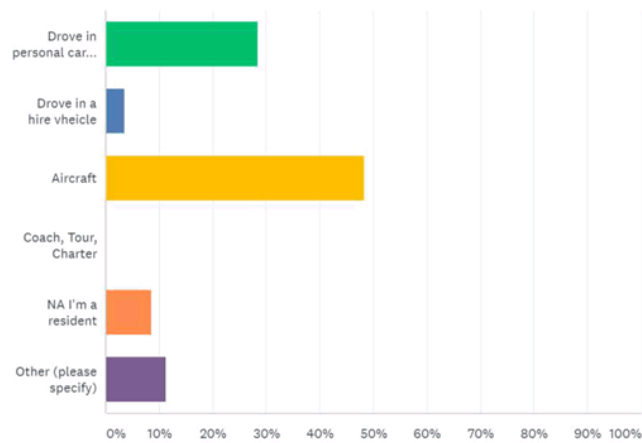
Q6 What was your main reason for visiting Broome?



## 6.2 Duration of Stay in Broome

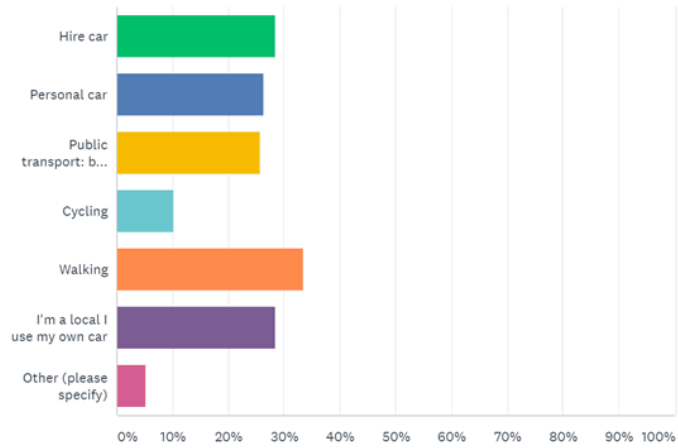


## 6.3 How did you get to Broome?

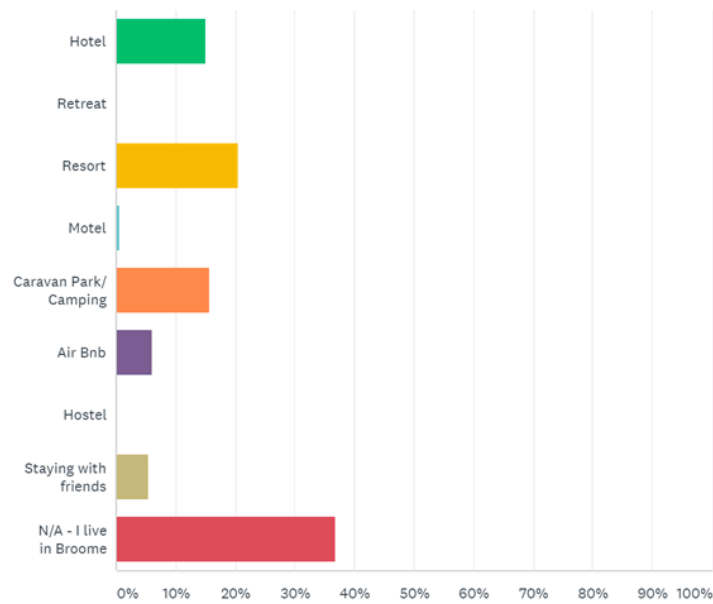




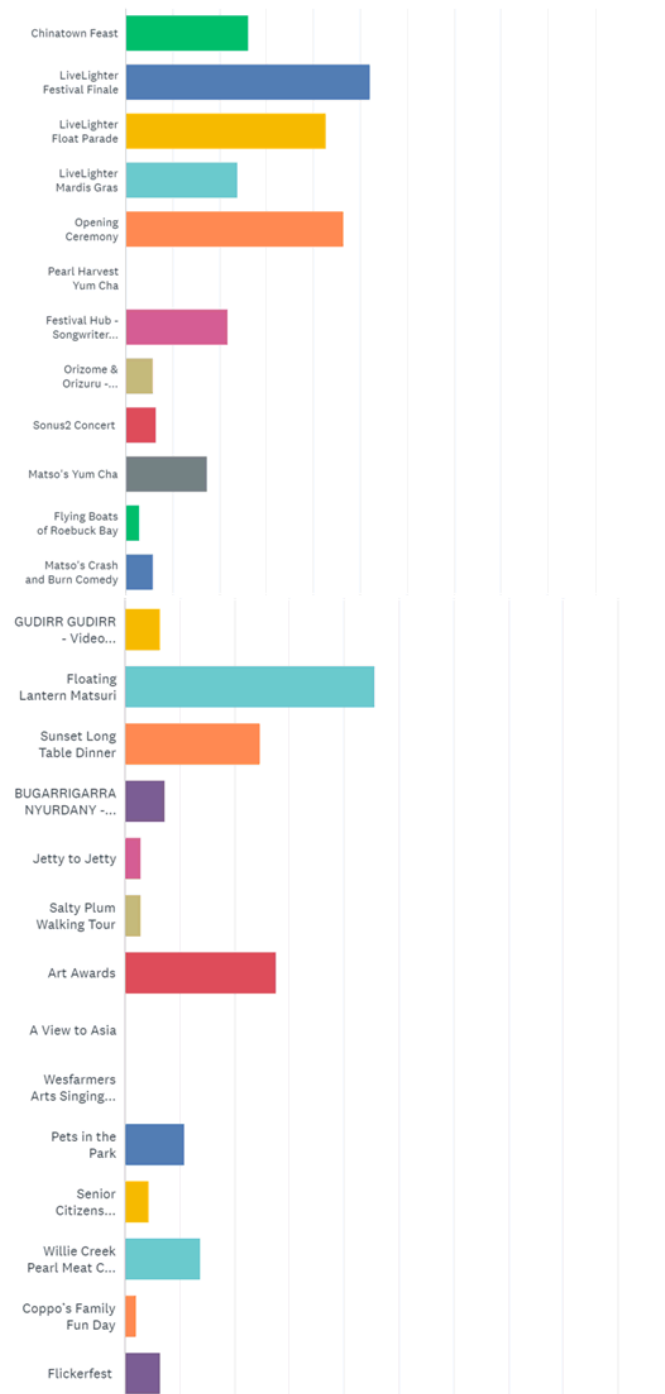
#### 6.4 How have you been travelling around Broome?



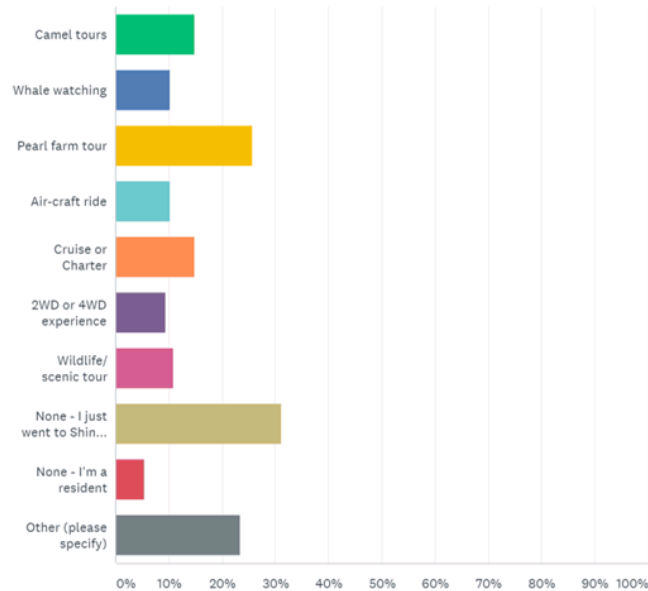
#### 6.5 What type of accommodation did you stay in?



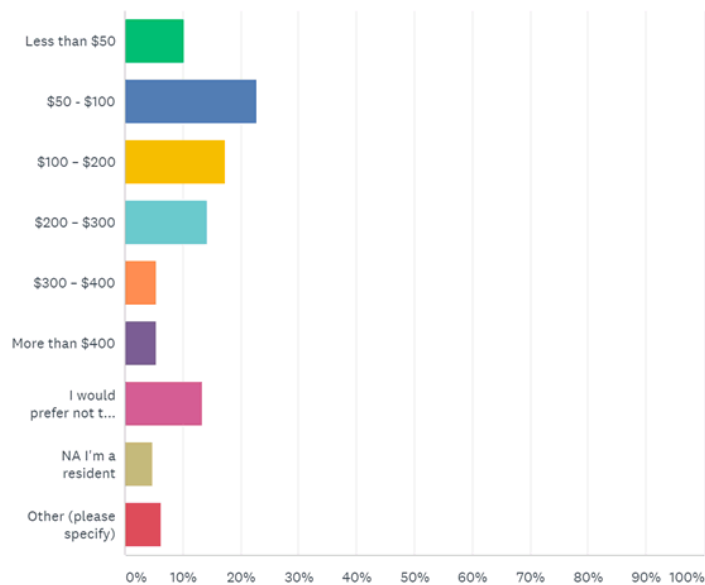
## 6.6 What events did you attend during the festival?



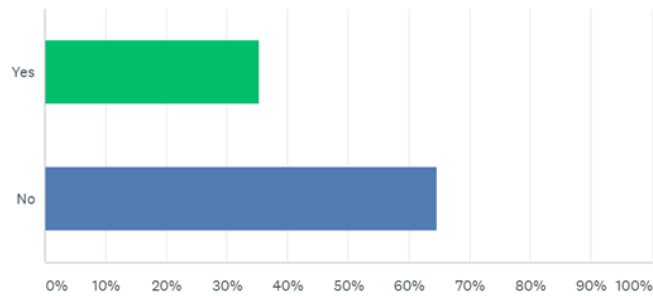
## 6.7 What other activities did you do while in Broome?



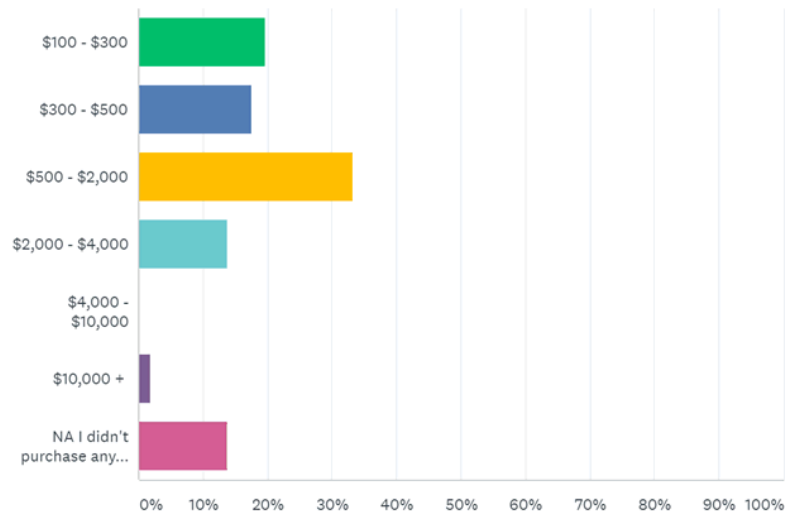
## 6.8 Average Daily Spend



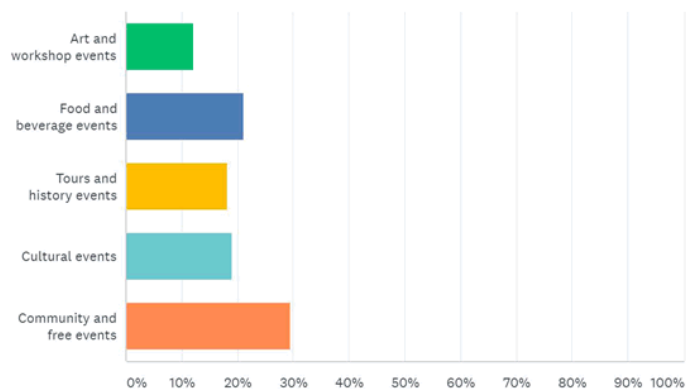
## 6.9 Pearl purchases



If yes, how much did you spend?

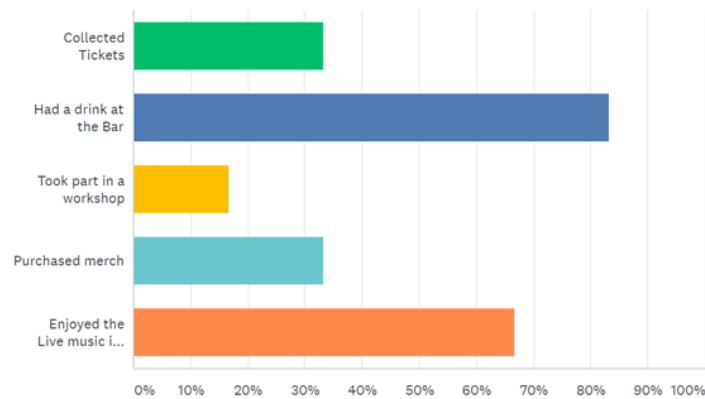


## 6.10 What events would you like to see more of?

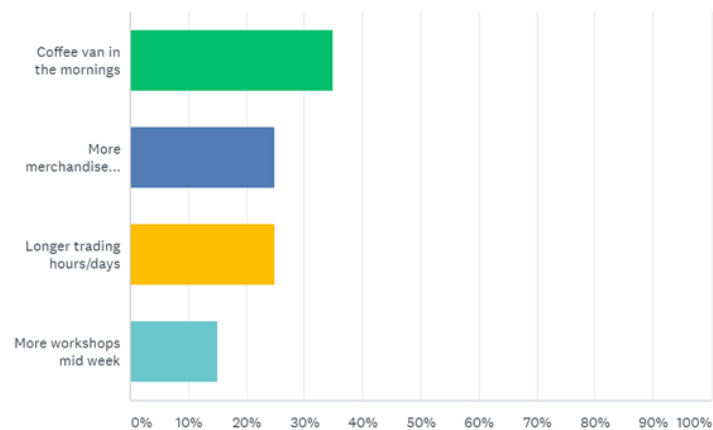




### 6.11 What activities did you take part in at the Festival Hub?



### 6.12 If you could add one thing to the Festival Hub what would it be?



### 6.13 Qualitative Data

Shinju Matsuri prides itself on the positive impact the festival has on the local community and business. With the Support of the partnership with Tourism WA the festival promoted the special discount fare that was made available in the lead up to the Shinju Matsuri festival. Flights prove to be the most popular mode of transport to get to Broome with nearly 50% of respondents that travelled to Broome making use of flights.

As part of encouraging visitors to visit Broome another key benefit the festival continues to deliver is on encouraging visitors to stay for as long as possible to enjoy all of the programming on offer. The most popular duration of stay from respondents was 1 – 2 weeks (23%) of the respondents over 35% of them stayed in 'Resort' or 'Hotel' style accommodation. This is 10% increase compared to the survey results we saw last year.

When tourists attend Shinju Matsuri, it is not only the official calendar of events that they choose to take part in. Nearly 100% of those that travelled to Broome chose to take part in some sort of tourist activity during their stay with pearl farm tours, camel tours and whale watching proving to be the most popular activities. Below shows the average spend on tourist activities visitors spent with over 40% of respondents saying they spent over \$100 a day of extra activities and tours.

Of particular note, and providing confirmation that the acknowledgement offered to the Shire of Broome is being recognised, the Shire of Broome had the highest awareness of any sponsor for prompted recall from respondents.



## 7. KEY LEARNINGS

The 50<sup>th</sup> Anniversary of Shinju Matsuri in 2020 has proven to be an overwhelming success at what was a very challenging time not only for the region but globally, due to the Coronavirus Pandemic.

To gain a detailed understanding of what worked well and what needs to be improved the Project3 team undertook a number of debrief meetings including:

- Post event survey to the Shinju Matsuri Database
- Post event debrief meetings with the Shinju Matsuri Board
- Post event debrief meeting with the Shire of Broome
- Post Event debrief with all major contractors and suppliers
- Post event feedback from key cultural community groups including Yawuru, Japanese community and Chinese community.

From the above feedback and post event meetings the following key points focus on what worked well and what we would like to develop in the future. These points will be considered in future planning for the festival to ensure continual growth and improvement.

### What Worked well

1. The new location for the Festival Hub and pop up bar at Town Beach
2. Continuing strong ticket sales to all events with all ticketed events selling out prior to the date of each event.
3. New ticketing system for both back of house management and ticket purchaser
4. The continuing development of satellite events and development of key partnerships with creative organisations such as Marrugeku and Tura New Music.
5. The schedule of the festival focusing tourism content towards the second half of the program to offer a condensed and achievable holiday option.
6. The naming rights opportunity for the Paspaley Floating Lantern VIP area continued the success and growth in ticket sales.
7. The development of the free to the public activation at the Floating Lantern Matsuri with a redesigned site layout incorporating a large scale fire installation.





### What we would like to develop

1. An extended opening period for the Festival Hub and pop bar for a full week prior to the festival opening event
2. Greater inclusion and featuring of local tour operators within the festival programming
3. Increased marketing presence in Kimberley Region much earlier with a focus on radio and a diverse print coverage.
4. Participation and support from the local community for volunteer resource during the festival





## 8. CONCLUSION

The 50<sup>th</sup> Anniversary of Shinju Matsuri resounding success, offering the Shire of Broome and the WA State Government significant recognition and acknowledgment as Presenting Partners of the festival.

With approximately 8 weeks to plan and deliver the festival, following the easing of restrictions, the positive outcomes speak for themselves. The overall marketing reach and recognition of the festival has increased on the previous year, not only delivering exceptional return on investment but also ensuring that the Shire of Broome is aligned with a premium and valued unique event.

As the festival moves into a new phase of development and looks towards it's next milestone the future looks bright. The ability of the festival to unite the community while also attracting significant attendance from out of region will allow for a flexible approach as the current Coronavirus Pandemic and associated impact develops.

With the immediate timelines on interstate and international travel unknown, Shinju Matsuri is well placed to continue delivering benefit to the Kimberley region, regardless of where visitors may come from. The Shire of Broome will continue to be recognised as a Presenting Partner responsible for delivering a high profile, premium festival to the Kimberley and WA community.

The large scale HOME collaborative installation be realised at Shinju Matsuri 2021, which will provide an increased opportunity for promotion and awareness raising. The 2021 festival will be held from Saturday 21 August to Sunday 5 September 2021.

On behalf of the Shinju Matsuri board we would like to thank the Shire of Broome for their continued support of this very important festival and we look forward to your support in the future.







Shire of Broome  
 ABN 94 526 654 007  
 27 Weld Street  
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 Phone: (08) 9191 3456  
 Fax: (08) 9191 3455  
 shire@broome.wa.gov.au  
 www.broome.wa.gov.au

## Acceptance of Funding

Funding period: 2020-2021

Organisation	Shinju Matsuri Inc
Project	Shinju Matsuri Festival
Project Completion Date	30 September 2020
Date Acquittal Due	30 December 2020
Amount of Funding	\$130,000

The following conditions and requirements should be read carefully. If you accept this offer please sign this document in the space provided and return a copy to the Shire of Broome. As an organisation approved for funding you agree to the following:

### 1. Payments

Payment of all funding under the Economic, Events and Tourism Development Funding Program will be made on receipt of a tax invoice and this signed Agreement, and in accordance with the following funding milestones:

- 50% on application approval – **PAID**
- 25% on all statutory/regulatory requirements being met and demonstration of initial recognition requirements being met.
- 25% on acquittal being received and demonstration that all recognition requirements have been met.

### 2. Period of Funding

Funds are to be expended within the timeframe specified in your approval letter unless a written request for an extension is agreed to by the Shire of Broome.

### 3. Unspent Funds



Funds which are unspent at the conclusion of the funding period must be returned to the Shire of Broome within 60 days of the completion of the project, activity or event, or at the end of the period of funding, whichever occurs first.

#### **4. Purpose of Funds**

Funds are allocated only for the purpose of the project as described in your application and must not be used for any other purpose or transferred or assigned to any other party without the prior approval of the Shire of Broome.

- \$30,000 - Venue hire of the Broome Centre fees, Banner Hire sites and event application fees;
- \$80,000 - Marketing and promotions and specified events infrastructure; and
- \$20,000 - Acknowledgement of the 50th anniversary celebration (e.g. civic events or ceremonies)

#### **5. Acknowledgement of Funding**

You must give due acknowledgement to the Shire of Broome for its contribution to the project/activity/event as described in your application.

#### **6. Acquittal**

You must submit an Acquittal and Evaluation Report to the Shire of Broome at the conclusion of the funding period for this event. The Acquittal and Evaluation Report is a written record detailing how the funding has been spent in accordance with the Council resolution from the Special Meeting of Council on 2 July 2020 and Ordinary Meeting of Council on 30 May 2019.

The Acquittal and Evaluation Report template is provided with this document. Failure to provide an acquittal may result in the organisation being ineligible for future funding. The Acquittal and Evaluation Report for the funding must be provided within 90 days of the end of the funding period.

The report must include:

- a) Provision of audited financial reports for the 2020 Shinju Matsuri events detailing:
  - i. Total income and expenditure for the funded events, including event management expenditure.
  - ii. Itemised breakdown of expenditure of Shire of Broome funding, supported by supplier invoices as evidence of expenditure of the Shire's cash contribution.
  - iii. Breakdown for the 2020 Festival to demonstrate the following expenditure of Shire of Broome funding as per:
    - venue hire of the Broome Civic Centre fees, Banner Hire sites and event application fees (\$30,000)
    - marketing and promotions and specified events Infrastructure (\$80,000)
    - an additional allocation of \$20,000 for the purpose of acknowledging the 50<sup>th</sup> anniversary celebration (e.g. civic events or ceremonies)
- b) Outcomes and benefits of the events for the local community including:
  - i. Economic contribution to the local economy.



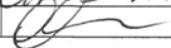
- ii. Potential for local businesses to tender or supply goods/services for the event.
  - iii. Leveraged cash contribution from the proponent or other organisations.
- c) Statistical data collected as part of the event such as number of attendees, normal place of residence, other attendee demographic information if available, and any trend comparison to past event data.
- d) Detail the acknowledgement that the Shire has received in relation to the financial assistance on any promotional materials, campaigns, social media, speaking engagements or other promotional avenues connected with the activities / projects and acknowledgment in the organisation's annual report and relevant publications.
- e) The event management cost has been provided as a lump sum in previous years. Councillors have requested to see this broken down across all sub-events.

Provision of detailed breakdown of expenditure and income across all sub-events, including the following categories for each sub event:

- Event management
  - Staffing (operational)
  - Marketing
  - Event infrastructure
  - VIP/guest
  - Food and beverage
  - Applications/bookings/licencing/venue hire
  - Other (list)
- f) Provision of data to demonstrate expenditure with local business or personnel, including the following:
- Total expenditure on local businesses in \$ and as a percentage of total event budget
  - Total expenditure on local personnel/staff in \$ and as a percentage of total event budget

You acknowledge that submitting the Acquittal and Evaluation Report does not mean "acceptance" of the report by the Shire of Broome. The Shire of Broome reserves its right to evaluate the report to determine whether or not it is satisfied with the contents therein.

I hereby certify that I have read, understood and accept the above conditions of funding.

Name:	CHERRY LAWTON	Position:	PRESIDENT
Signature:		Date:	29/8/2020

Please return a signed copy of this agreement using one of the following options:

Email to [cherry.lawton@broome.wa.gov.au](mailto:cherry.lawton@broome.wa.gov.au)





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## Acceptance of Funding

Funding period: 2021-2022

<b>Organisation</b>	Shinju Matsuri Inc
<b>Project</b>	Shinju Matsuri Festival
<b>Project Completion Date</b>	30 September 2021
<b>Date Acquittal Due</b>	30 December 2021
<b>Amount of Funding</b>	\$104,000

The following conditions and requirements should be read carefully. If you accept this offer please sign this document in the space provided and return a copy to the Shire of Broome. As an organisation approved for funding you agree to the following:

### 1. Payments

Payment of all funding under the Economic, Events and Tourism Development Funding Program will be made on receipt of a tax invoice and this signed Agreement, and in accordance with the following funding milestones:

- 50% on application approval.
- 25% on all statutory/regulatory requirements being met and demonstration of initial recognition requirements being met.
- 25% on acquittal being received and demonstration that all recognition requirements have been met.

### 2. Period of Funding

Funds are to be expended within the timeframe specified in your approval letter unless a written request for an extension is agreed to by the Shire of Broome.

### **3. Unspent Funds**

Funds which are unspent at the conclusion of the funding period must be returned to the Shire of Broome within 60 days of the completion of the project, activity or event, or at the end of the period of funding, whichever occurs first.

### **4. Purpose of Funds**

Funds are allocated only for the purpose of the project as described in your application and must not be used for any other purpose or transferred or assigned to any other party without the prior approval of the Shire of Broome.

- \$24,000 - Venue hire of the Broome Centre fees, Banner Hire sites and event application fees;
- \$80,000 - Marketing and promotions and specified events infrastructure

### **5. Acknowledgement of Funding**

You must give due acknowledgement to the Shire of Broome for its contribution to the project/activity/event as described in your application.

### **6. Acquittal**

You must submit an Acquittal and Evaluation Report to the Shire of Broome at the conclusion of the funding period for this event. The Acquittal and Evaluation Report is a written record detailing how the funding has been spent in accordance with the Council resolution from the Special Meeting of Council on 30 May 2019.

The Acquittal and Evaluation Report template is provided with this document. Failure to provide an acquittal may result in the organisation being ineligible for future funding. The Acquittal and Evaluation Report for the funding must be provided within 90 days of the end of the funding period.

The report must include:

- a) Provision of audited financial reports for the 2021 Shinju Matsuri events detailing:
  - i. Total income and expenditure for the funded events, including event management expenditure.
  - ii. Itemised breakdown of expenditure of Shire of Broome funding, supported by supplier invoices as evidence of expenditure of the Shire's cash contribution.
  - iii. Breakdown for the 2021 Festival to demonstrate the following expenditure of Shire of Broome funding as per:
    - Venue hire of the Broome Centre fees, Banner Hire sites and event application fees (\$24,000)
    - Marketing and promotions and specified events infrastructure (\$80,000)
- b) Outcomes and benefits of the events for the local community including:
  - i. Economic contribution to the local economy.
  - ii. Potential for local businesses to tender or supply goods/services for the event.



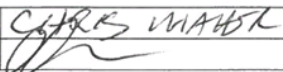
- iii. Leveraged cash contribution from the proponent or other organisations.
- c) Statistical data collected as part of the event such as number of attendees, normal place of residence, other attendee demographic information if available, and any trend comparison to past event data.
- d) Detail the acknowledgement that the Shire has received in relation to the financial assistance on any promotional materials, campaigns, social media, speaking engagements or other promotional avenues connected with the activities / projects and acknowledgment in the organisation's annual report and relevant publications.
- e) The event management cost has been provided as a lump sum in previous years. Councillors have requested to see this broken down across all sub-events.

Provision of detailed breakdown of expenditure and income across all sub-events, including the following categories for each sub event:

- Event management
  - Staffing (operational)
  - Marketing
  - Event infrastructure
  - VIP/guest
  - Food and beverage
  - Applications/bookings/licencing/venue hire
  - Other (list)
- f) Provision of data to demonstrate expenditure with local business or personnel, including the following:
- Total expenditure on local businesses in \$ and as a percentage of total event budget
  - Total expenditure on local personnel/staff in \$ and as a percentage of total event budget

You acknowledge that submitting the Acquittal and Evaluation Report does not mean "acceptance" of the report by the Shire of Broome. The Shire of Broome reserves its right to evaluate the report to determine whether or not it is satisfied with the contents therein.

**I hereby certify that I have read, understood and accept the above conditions of funding.**

<b>Name:</b>	CHERRY LAWTON	<b>Position:</b>	PRESIDENT
<b>Signature:</b>		<b>Date:</b>	29/8/2020

**Please return a signed copy of this agreement using one of the following options:**

Email to [cherry.lawton@broome.wa.gov.au](mailto:cherry.lawton@broome.wa.gov.au)



**9.2.2 DEVELOPMENT APPLICATION- 2021/22- LIONS EYE INSTITUTE STAGE 2**

<b>LOCATION/ADDRESS:</b>	45 FREDRICK STREET, BROOME 6725
<b>APPLICANT:</b>	LAIRD TRAN STUDIO
<b>FILE:</b>	FRE-1/45
<b>AUTHOR:</b>	Planning Officer
<b>CONTRIBUTOR/S:</b>	Coordinator Planning Services
<b>RESPONSIBLE OFFICER:</b>	Acting Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	NIL

**SUMMARY:**

The Shire has received a development application for Stage 2 of the Lions Eye Institute medical centre. Stage 2 involves the demolition of the existing building (facing Fredrick Street) and the construction of a new building that will be located in the same location. The application is referred to Council for determination as the development proposes a variation from Local Planning Policy 5.16 Old Broome Development Strategy. This report recommends the application be approved subject to conditions.

**BACKGROUND**Previous Considerations

Previously the site was utilised as the 'Kimberly Klub' tourist accommodation (backpackers), but in 2020 the Shire received a development application (2020/1) and issued approval under delegation for 'Grouped Dwellings' and a 'Medical Centre' both of which are 'D' or 'Discretionary' uses within the Mixed-Use zone under the Shire's Local Planning Scheme No.6. This application did not involve any new development or external modifications - just a change in land-use that is permissible in the zone and internal modifications.

The applicant then submitted an amended development application in 2020 (2020/86) to increase the car parking on site and replace the existing Toilet, Laundry and Store building with a new disabled toilet / Store building. The application, which included 11 additional parking bays, was approved under delegation. The application included 1.8m garrison fencing along the rear and side boundaries that stopped midway through the property.

## Site and Surrounds



The Lions Eye Institute is located at 45 Fredrick Street, Broome which is a 3227m<sup>2</sup> property fronting Fredrick Street to the North and Walcott Street to the East. The subject site is zoned 'Mixed Use' under the Shire's Local Planning Scheme No 6 (LPS6).

### Proposal

The application seeks approval for stage 2 of the Lions Eye Institute medical centre. Stage 2 involves the demolition of the existing building (facing Fredrick Street) and the construction of a new building that will be located in the same location. The building will include the following facilities:

- Administrations offices;
- Ad-hoc meeting area for health-related uses;
- Optometrist and consulting rooms; and
- Lunch Kiosk that will service the staff and patrons to the health facilities on site. The lunch kiosk will be open to the public attending the medical centre.

The existing carpark along Fredrick Street will remain in the same location, with some minor works undertaken. The new building will also be in the same location as the existing building with minor changes to the building footprint. The applicant advised that whilst originally it was intended to repurpose the existing building, technical concerns with this building and potential for considerable financial impacts have resulted in demolition and a new structure being proposed. In designing the new structure, the existing entrance has been



incorporated to retain a link to the site's previous use and built form and considered to represent 'Broome style architecture'.

## COMMENT

An assessment of the application against the relevant Local Planning Framework is set out below:

### Local Planning Scheme No 6 (LPS6)

The proposal meets Schedule 8 Development Standards as well as the parking requirements under Schedule 9. The required number of parking bays for the site is 33 with 35 proposed to be provided. 28 bays are proposed to be provided on site with the 7 existing bays in the Walcott Street verge continuing to be utilised.

The application states that the proposed kiosk will be provided for clients of the medical centre, therefore car parking has not been calculated for the kiosk. A condition is therefore recommended to clarify that the kiosk is approved as an incidental use.

### Local Planning Policy 5.6 (LPP5.6) – Parking

Part 3.3 of the Local Planning policy 5.6 outlines that within the 'Mixed Use' zone, a minimum of 50% of the required car parking bays are to be provided on-site. The proposal meets these criteria and the standards set in Local Planning Policy 5.6 as 80% of the parking bays will be located on site.

### Local Planning Policy 5.16 Old Broome Development Strategy

The proposed development is not consistent with the Local Planning Policy 5.16 Old Broome Development Strategy (**LPP5.16**) provisions for building setbacks. LPP5.16 outlines a nil setback is to be encouraged on Frederick Street. Additionally, LPP5.16 requires a consistent approach to the treatment of streets and car parking appropriate to the desired character and function of the applicable streets. The proposed setback from Frederick Street is 11.8m.

Although the application does not meet the desired nil setback that is intended to promote street activation, it does meet other objectives of the policy as outlined below:

**New development is to cater for priority pedestrian routes, crossings and connections identified in the Shire's Pathway Plan.**

The new structures cater for the existing pedestrian routes and connections along Fredrick Street.

**Development is to provide for sealed pathways along both sides of each 'priority active frontage' within Old Broome as identified on the Strategy Plan and along at least one side of each secondary street.**

Frederick Street is identified as a 'priority active frontage' and Walcott Street a Secondary Street. Pathways already exist along both sides of Fredrick Street. However, no pathways currently exist along Walcott Street. Figure 3 of the Old Broome Development Strategy identifies a proposed pedestrian pathway on the eastern side of Walcott Street. Given that the Walcott Street pathway is intended to be provided on the opposite side of the street, no pathway requirements are recommended as part of this development.

**Site landscaping is to provide shade, shelter, screening where required and visual relief, and uses plant species and materials that are suitable to Broome conditions.**

The applicant has submitted a landscaping plan which was referred to the Shire's Infrastructure team for comment, however the plan did not provide tree species and did not include the verge landscaping therefore a condition of approval has been included for the applicant to provide a landscaping plan including the location and type of existing trees for the application.

The landscaping that has been provided outlines the tree locations that provides shade and shelter within internal areas including pathways and seated areas. Verge landscaping will need to include plant species and material that are suitable to Broome conditions.

**Setbacks are used to achieve climate sensitive design outcomes and maintain the spacious character of Old Broome.**

The proposed development does not meet the nil setback requirement but achieves a climate sensitive design with extensive landscaping along the front and side boundaries as well as providing for breezes through the site and buildings. The spacious character of Old Broome would be maintained by having an 11.8m setback as opposed to a nil setback.

**A consistent approach to the treatment of streets and car parking appropriate to the desired character and function of streets is provided.**

The purpose of the desired nil setback along Frederick Street is to encourage a consistent an active frontage along the Mixed Business zone land that is a high-volume pedestrian route linking Chinatown to surrounding areas. Historically the streetscape along Frederick Street has *'not proceeded in any particular form, which leads to a disjointed appearance.'* Given the current streetscape and development trends, streetscape consistency including setbacks would only be achievable over the long term as redevelopment of sites occurs. However, this decision will provide some precedent on how this desired streetscape of Frederick Street is 'encouraged' in the future.

Given the redevelopment of the Frederick Street frontage maintaining a similar footprint to the existing building and incorporating the entrance feature in the new building, the most prominent change to the existing streetscape is likely to be the proposed 1.8m high garrison fence. Part 2.2.2 of the OBDS outlines that *'Front fencing is seldom provided, and when it is provided it is typically of a low height and does not appear visually dominant, enhancing a sense of openness.'* This statement focuses on the broader Old Broome precinct but does not consider Frederick Street on its own. In this regard, fencing on Frederick Street varies significantly from properties with no fencing to others of 1.8m height and of non permeable construction. The proposed fencing on the boundary may be considered to detract from the 'openness' of the site and discourage street activation. Subsequently, it has been recommended that a condition be imposed that prevents fencing on the boundary or in the street setback area.

Conclusion

The Stage 2 development of the Lions Eye Institute is generally consistent with the local planning framework. The development complies with the site and development requirement of LPS6 and achieves the purposes and objectives of the Mixed-Use zoning of the site. While the application would not result in a nil building setback encouraged by the Old Broome Development Strategy, it is consistent with existing development of the site and no prevalent or consistent setback currently exists along Frederick Street. However, the

proposed fencing may be considered to detract from the openness of the site and subsequently it is recommended that the development be approved excluding the fence.

## **CONSULTATION**

In accordance with Local Planning Policy 5.14 – Public Consultation, no public consultation is required, as the proposed land uses is a 'D' use under LPS6.

Internal consultation with the Shire's Infrastructure team occurred which resulted in conditions 2-7 being recommended to address the issues including access, car parking, finished floor levels, drainage and landscaping.

## **STATUTORY ENVIRONMENT**

*Planning and Development Act 2005*

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

*Local Planning Scheme No.6*

## **POLICY IMPLICATIONS**

Local Planning Policy 5.6 – Parking

Nil.

Local Planning Policy 5.16 – Old Broome Development Strategy

Approval would not result in the nil setback identified as the desired building setback for Frederick Street that is encouraged by the strategy.

## **FINANCIAL IMPLICATIONS**

Nil.

## **RISK**

Nil.

## **STRATEGIC CORPORATE PLAN OBJECTIVES**

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

***Outcome Six - Responsible growth and development with respect for Broome's natural and built heritage:***

6.3 Create attractive, sustainable streetscapes and green spaces

***Outcome Seven – Safe, well connected, affordable transport options:***

7.2 Provide safe, well connected paths and trails to encourage greater use of active

***Outcome Eight – Cost effective management of community infrastructure:***

## **VOTING REQUIREMENTS**

*Simple Majority*

REPORT RECOMMENDATION:

That Council:

1. Approves Development Application 2021/22 for an extension of the Lions Eye Institute medical centre at 45 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. Prior to the commencement of site works a stormwater drainage system is to be provided in accordance with the Shire of Broome's guidelines and specification for design and construction of stormwater drainage systems. The system shall be designed and documented by a practicing Civil Engineer to the satisfaction of the Shire. Drainage and any filling of the site must be carried out in accordance with the approved stormwater drainage system prior to the occupation of the development and then maintained at the owner's costs to the satisfaction of the Shire.
- c. The finished floor level of the proposed building must be set at a minimum height of 200mm above the surface level of the edge of seal or face of kerb.
- d. Prior to the occupation of the development, all vehicle crossovers must be designed and constructed (sealed, brick paving, bitumen, concrete) to the Shire's standard cross-over specification.
- e. A deed of agreement is to be prepared and executed at the owners cost between the owner and the Shire prior to the commencement of site works, under which the owner agrees and acknowledge the following:
  - i. The owner agrees to maintain the car parking, landscaping and any construction within the road verge; and
  - ii. The owner agrees to indemnify the Shire over any claim arising from the improvements in the road verge and agrees to take out and maintain public liability insurance for a minimum amount of \$10 million for any one claim;
  - iii. The deed of agreement is to permit the Shire to lodge a caveat against the Certificate of Title to the land to secure the performance of the obligations of the Deed
- f. Prior to the occupation of the development, areas set aside for parked vehicles and access lanes, as shown on the approved plans, must be:
  - i. Finished to a sealed standard (either asphalt, two-coat bitumen seal or concrete), drained and kerbed in accordance with the approved plan.
  - ii. Fully drained in accordance with the Shire of Broome's guidelines and specifications.
  - iii. Line marked and signed in accordance with AS 2890 (off street parking) and disabled bays to be in accordance with AS/NZS2890.6:2009.
  - iv. Maintained by the owner and kept available for these purposes.



- g. Prior to any construction or works starting onsite, a Landscaping Plan must be submitted to and approved by the Shire. It is highly desirable that mature trees already on site are incorporated into the development if feasible and practicable. For the purpose of this condition, a detailed Landscaping Plan must be drawn to an appropriate scale and show the following:
- i. The location and type of existing trees including girth sizes (to be measured around the width circumference); and how they interact with the proposed development.
  - ii. The location and type of new trees and shrubs including an estimate of ultimate girth sizes that are proposed to be installed as part of the landscaping.
  - iii. Any lawns to be established.
  - iv. Any natural landscape areas to be retained.
  - v. Those areas to be reticulated or irrigated.
  - vi. Please note, to allow establishment of landscaping a minimum area of landscaping 1 metre wide shall be installed and a minimum area of 1sqm minimum, should be kept clear of all impervious materials around existing and proposed tree trunks.
- h. The lunch bar / kiosk is to operate incidental to the predominant consulting rooms land use.
- i. No fencing is to be constructed on the Frederick Street boundary or within the Frederick Street building setback area.

#### Advice Notes

- Note 1 This is a Development Approval of the Shire under 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.
- Note 2 If the development, the subject of this approval, is not substantially commenced within two (2) years from the date of this letter, the approval shall lapse and be of no further effect. Where an approval has lapsed, development is prohibited without further approval being obtained.
- Note 3 If an 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.

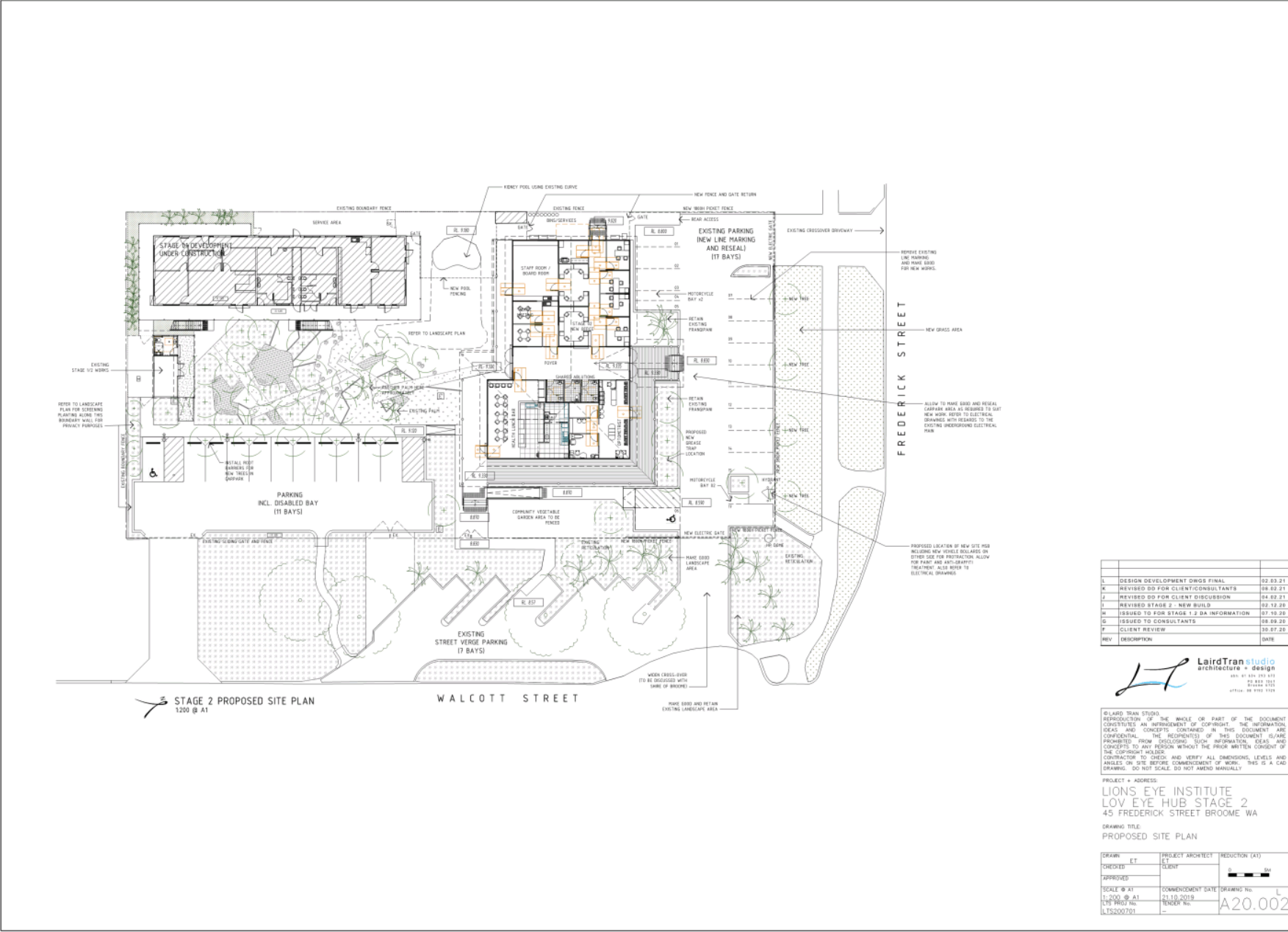
The application is to be made in accordance with the requirements in Part 8 of the Planning and Development (Local Planning Schemes) Regulations 2015 and dealt with under this Part as if it were an application for development approval; and may be made during or after the period within which the development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

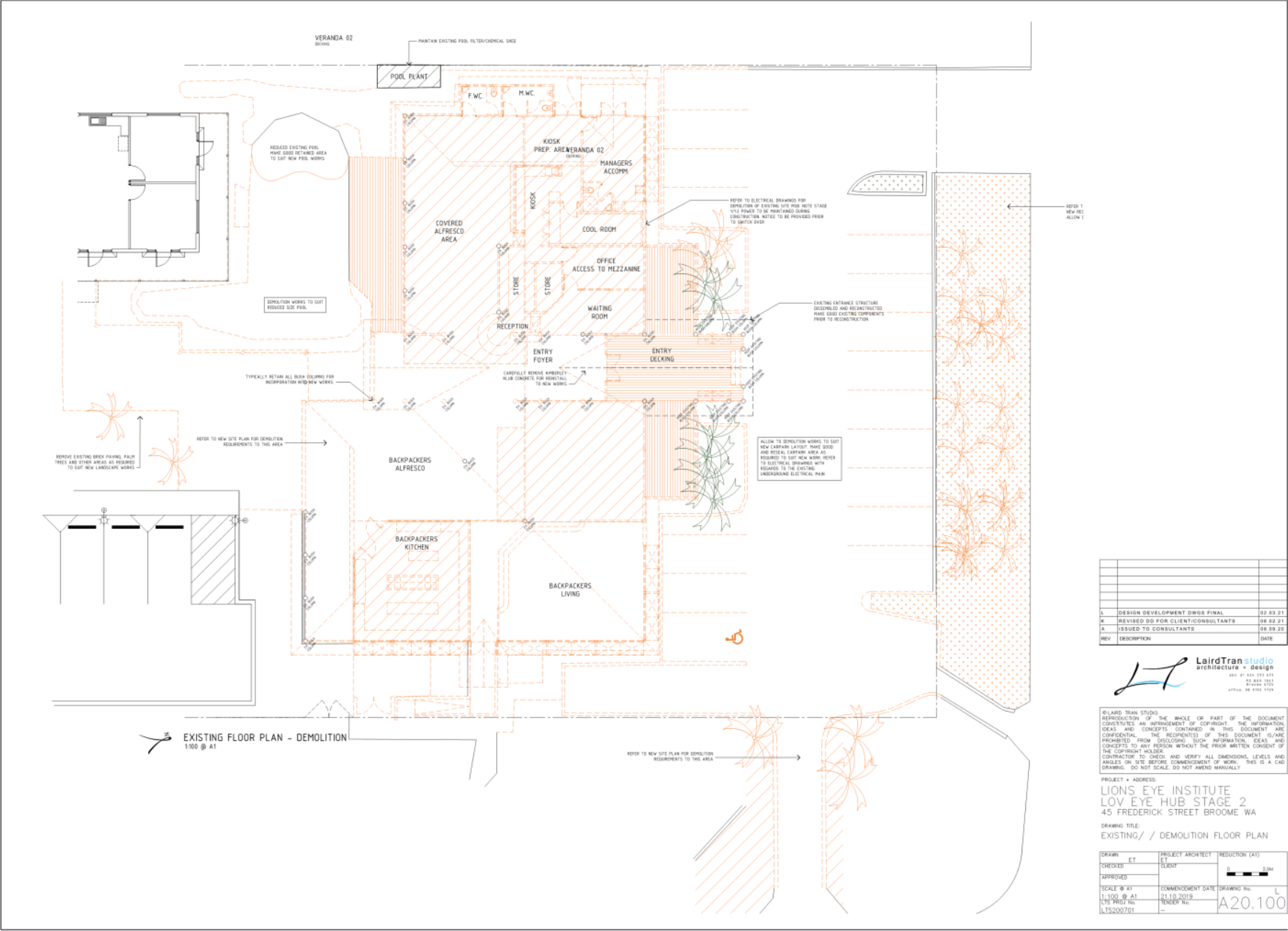
Note 5 The granting of this Development Approval is not a clearance there are no Aboriginal Heritage Sites on the land, not is it an approval under Section 18 of the Aboriginal Heritage Act 1972. The owner will need to make enquiry and application to the Department of Planning, Lands and Heritage in order to ensure compliance with the Aboriginal Heritage Act 1972.

Note 6 The proposed development is required to comply in all respects with the Building Code of Australia and Health (Public Buildings) Regulations 1992. Plans and specifications which reflect these requirements are required to be submitted with the Building Permit application.

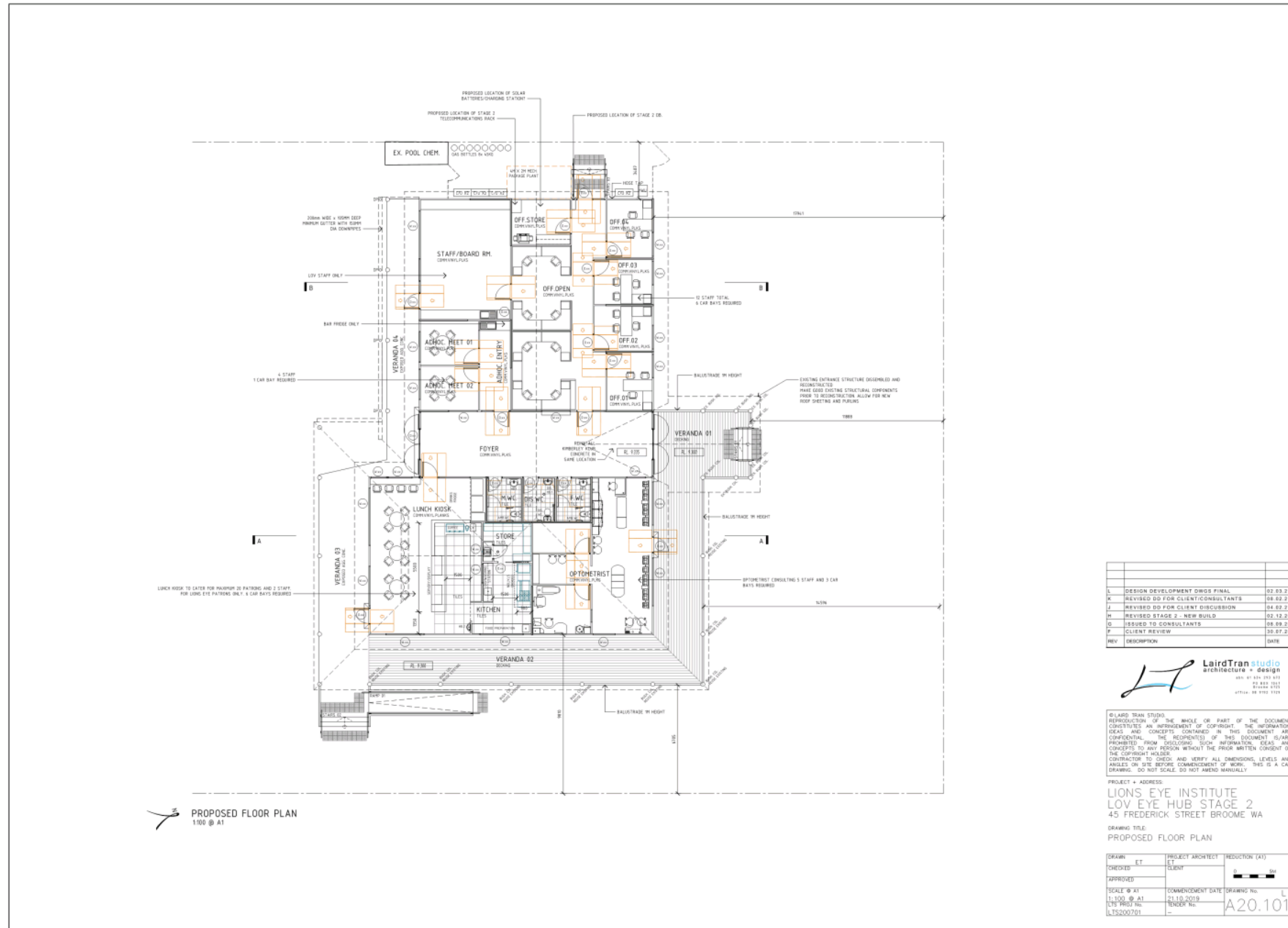
## **Attachments**

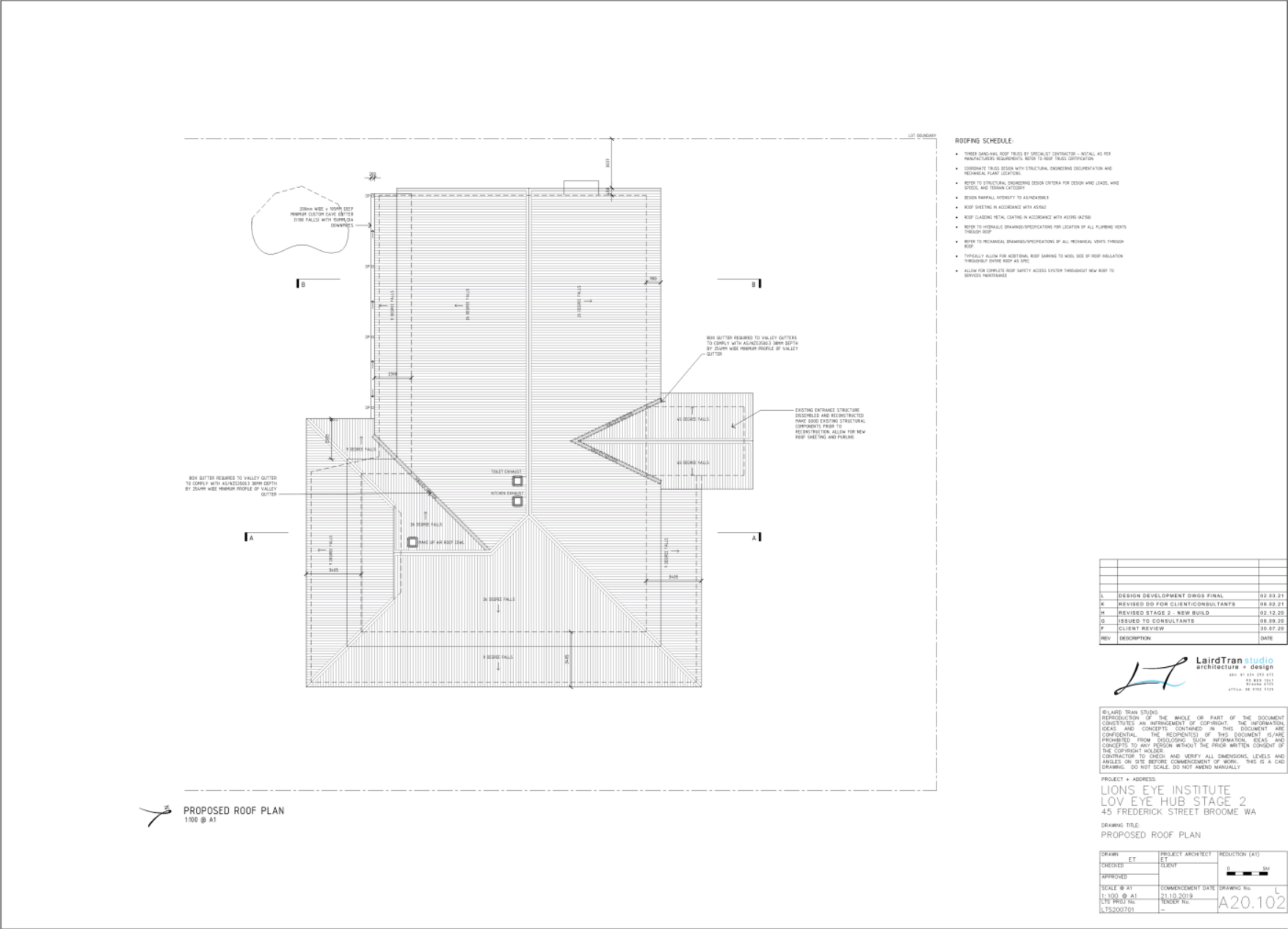
1. Attachment 1- Proposed Plans

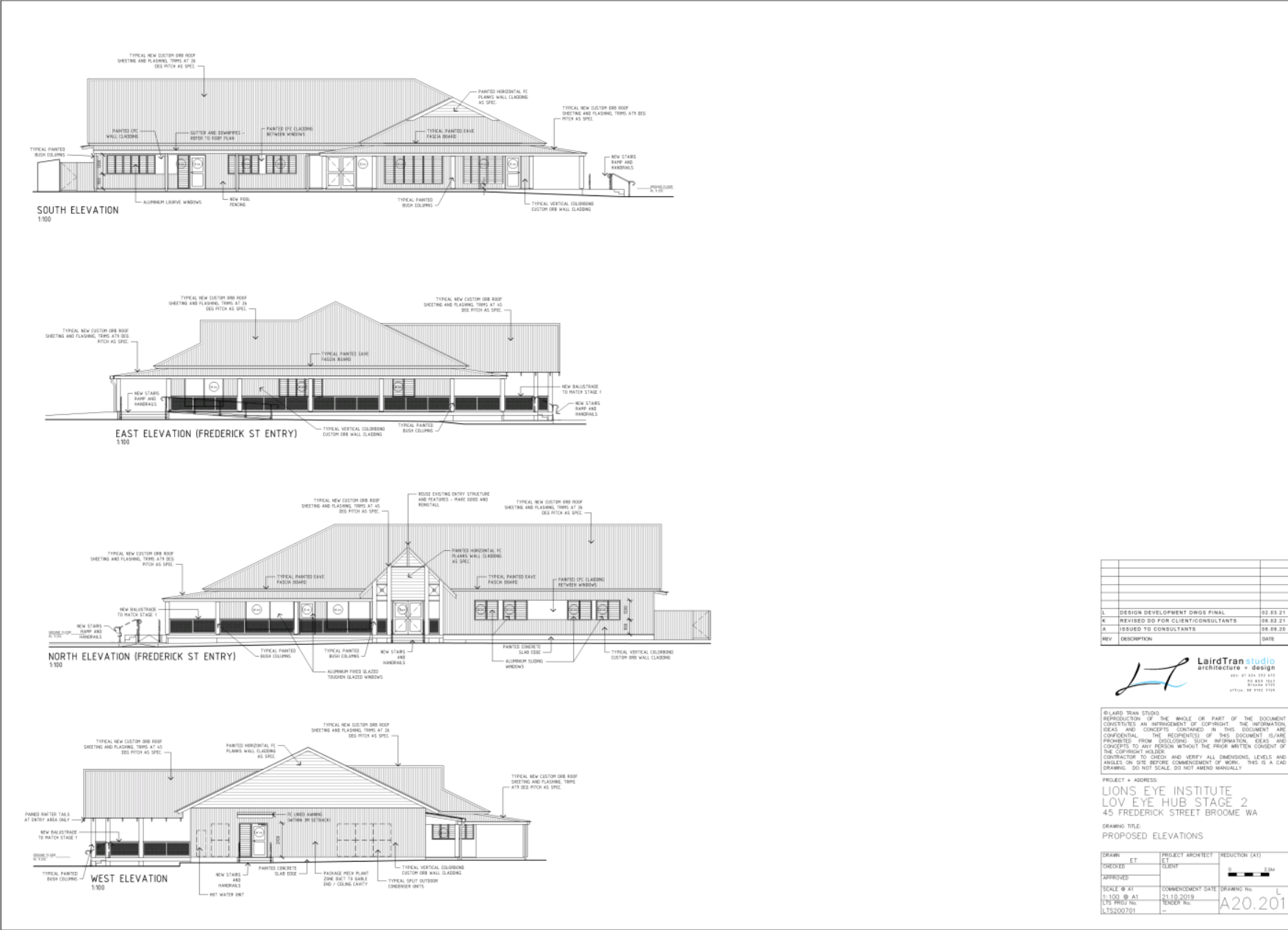


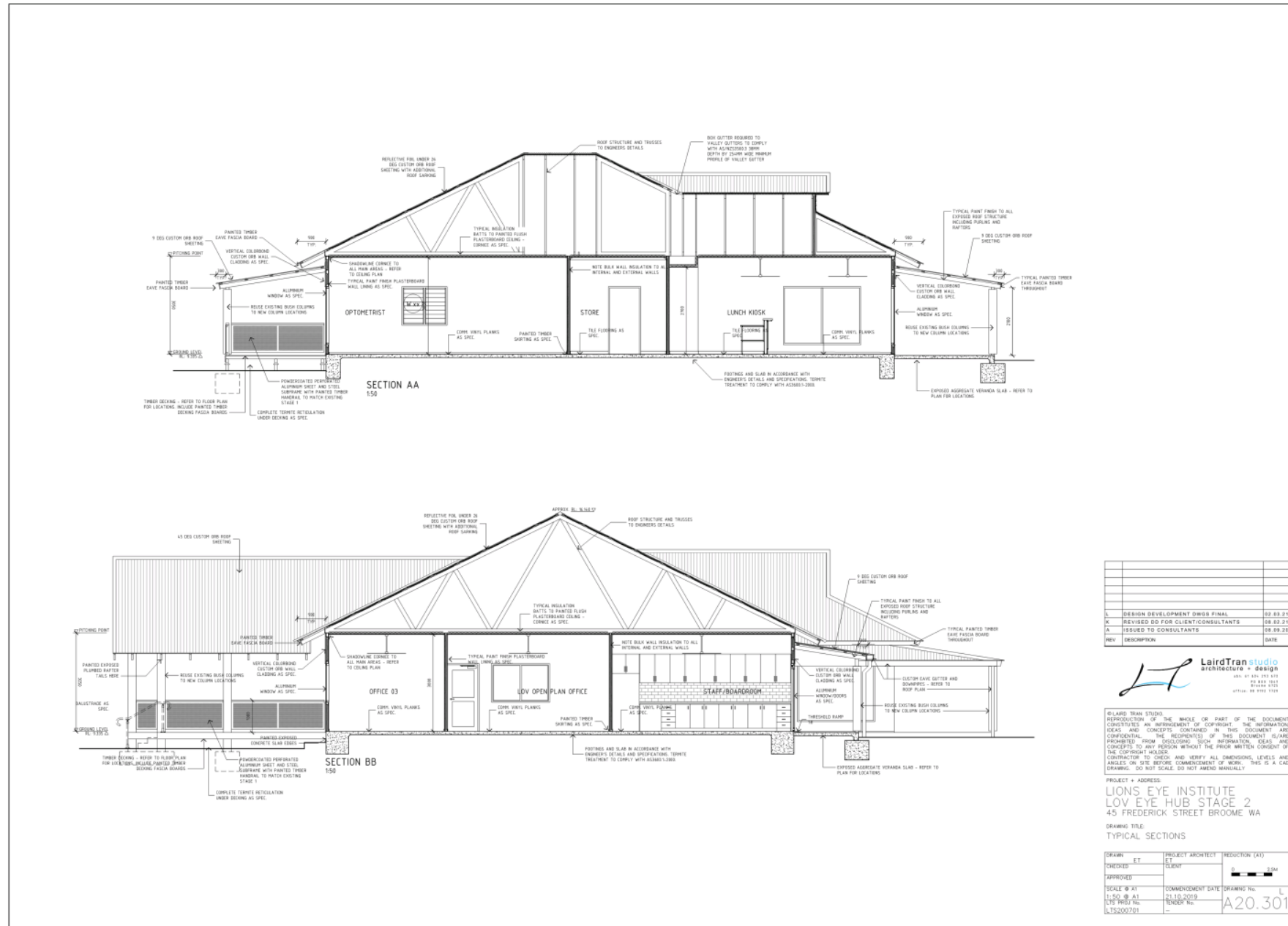














**9.2.3 SUBDIVISION - LOTS 3143 AND 3144 DICKSON DRIVE, BROOME**

<b>LOCATION/ADDRESS:</b>	8 Dickson Drive Cnr Pembroke Street, 20 Dickson Drive and 78 Dora Street
<b>APPLICANT:</b>	Urbis on behalf of Nyamba Buru Yawuru
<b>FILE:</b>	DIC-1/8, DIC-1/20, DOR-1/78
<b>AUTHOR:</b>	Coordinator Planning Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Acting Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The Shire has received a referral from Western Australian Planning Commission (**WAPC**) inviting comment on a proposed 4 lot re-subdivision of Lots 3143 (8-20) Dickson Drive and 3144 (78) Dora Street, Broome.

It is recommended that the Council does not support the current subdivision plan but provide support for a revised subdivision plan.

**BACKGROUND**Previous Considerations

OMC 26 May 2016	Item 9.2.4
OMC 30 March 2017	Item 9.2.3

Proposal

The proposed subdivision is to support a proposed Health and Wellbeing precinct and will see land redivided to create 4 lots and 3 reserves. Lots 1-3 would be vacant and lot 4 would include the existing Broome Aboriginal Short Stay Accommodation (BASSA) facility and Germanus Kent House Aged Care facility. The proposed reserves include 2 drainage reserves of 3,902m<sup>2</sup> and 9,919m<sup>2</sup> respectively. The third reserve would be an 18m wide road reserve traversing the site and linking with Dora and Clementson Streets.

Site and Surrounds

Lot 3143 and 3144 combined to include all lands bound by Dickson, Dora, Pembroke and Clementson' streets. Lot 3143 currently contains both BASSA and Germanus Kent house. In addition, Lot 3143 also includes a vacant grassed area known locally as Farrell Park. Lot 3144 is currently undeveloped and is covered in remnant vegetation.

Both sites were granted to the Yawuru Native Title Holders Aboriginal Corporation RNTBC through the Indigenous Land Use Agreement (**ILUA**). Additionally, the land is currently zoned 'Development' under the Shire's Local Planning Scheme No.6 (**LPS6**).



### Background

The subdivision application has been submitted primarily for the purpose of facilitating development of 'Health and Wellbeing' facilities including a proposed 'Step Up Step Down' facility and a Renal Hospital.

The site has been identified under the Local Planning Strategy as part of Precinct 3 and as Future Development Area (FDA) 5. The Strategy outlines the following:

*Precinct 3 consists of the post-war residential subdivisions of Broome located west of Herbert Street and south of Frederick Street to the boundary of the Light Industrial Area, including the Broome Cemetery reserves on Port Drive.*

*FDA 5 provides a total of around 13 hectares and is partially occupied by the Bran Nu Dae aged persons' accommodation. The vacant portions of the site could be developed for residential purposes, with consideration of the Water Corporation's odour buffer which constrains development in the south western corner.*

The Strategy acknowledges under the objectives and guidelines for the precinct to allow for urban renewal and infill subdivision and also that the precinct can provide for facilities which 'benefit from the close proximity to medical and hospital facilities'. Council has previously considered the proposed 'Step-Up, Step-Down' facility in 2017 (proposed at 57 Robinson Street) and resolved to request the Shire President and Chief Executive Officer to continue discussions with the Mental Health Commission and Department of Housing to

identify other suitable sites. During those discussion the Clementson Street site was identified as a potential location and Shire Officers have, when approached about similar type land uses, encouraged proponents to discuss potential opportunities at this location.

## COMMENT

The subdivision application has been submitted primarily for the purpose of facilitating development of a 'Step Up Step Down' facility and a Renal Hospital. The subdivided lots would also facilitate development with various 'Health and Wellbeing' land uses which may be needed in the future.

In accordance with Clause 3.44 – Development in the Development Zone, of Local Planning Scheme No 6, a structure plan is required prior to Development or Subdivision unless the local government is satisfied the proposed development, land use or subdivision is a minor extension to an existing land use, minor additional land use or minor land use change.

Officers advised the proponent that development/subdivision could only progress in lieu of a structure plan on the basis that the position was supported by WAPC, being the relevant decision maker; and, that they suitably demonstrate how relevant matters normally addressed through the Structure Plan stage would be addressed.

On this basis it was suggested that the following approach could be taken:

1. A Subdivision Application submitted to WAPC. Subdivision application to include:
  - a. An Urban Water Management Plan (UWMP)
  - b. Provision being made for East – West connectivity (particularly pedestrian movement).
  - c. Traffic volume estimates including rationale for road design and also cross-sections of the proposed future road to be delivered.
  - d. Public Open Space provision including an assessment of existing POS and accessibility for both the development site and surrounding lands.
  - e. Indicative land uses.
  - f. A bushfire management plan.
  - g. Cover letter and rational to support the proposed subdivision application demonstrating that through the preparation of the above, the key issues that would need to be addressed through the Structure Plan process have been accounted for in the subdivision layout and other matters can be addressed through a Local Development Plan.

It was further advised that the Shire would likely request that WAPC impose a condition on any subdivision approval requiring that a Local Development Plan (LDP) be prepared. This requirement would have two functions. Firstly, provide development standards that guide future development and assessment of proposals; and, provide a point for community consultation to occur.

Subdivision prior to a Structure Plan was considered a feasible approach by the Department of Planning, Land and Heritage (DPLH) which has contributed to the subdivision application being submitted. DPLH officers have since indicated that the Structure Plan process being bypassed is considered acceptable in this instance, with the understanding that a LDP can provide the land use direction normally provided by a Structure Plan.

Assessment of the submitted documents has occurred and found to be generally consistent with the Local Planning Framework with key matters of consideration detailed under headings below.

### Drainage Reserves

The subdivision proposes two drainage reserves intended to be vested with the Shire of Broome resulting in the Shire being responsible for their future function and maintenance.

Whilst it is common for drainage reserves to be created and vested to a Local Government, this would normally only occur in situations where they have been identified as providing strategic drainage function and/or addressing broader drainage issues (as determined by the Local Government). In this instance, the function of the drainage reserves would be limited to managing drainage issues created by the subdivision and development of the land included in the subdivision application.

As the proposed drainage reserve do not provide a strategic or broader drainage function external to the application site, it is recommended that vesting of drainage reserves to the Shire is not supported.

### Road Reserves

An internal road is proposed to provide for additional traffic movements that would result from development of the lots being created. Estimates by the applicant are that the resulting development will generate in the range of 3,000 to 5,000 vehicle movements per day (**VPD**). Officers are concerned that uncertainties remain on likely traffic volumes and are unclear on a development scenario where this many vehicle movements would result. This uncertainty is discussed further under the indicative land uses section of this report.

All four 4 lots (including the three vacant lots) being proposed already have access to at least one constructed road that has capability of supporting additional vehicle movements. Therefore, there is no current need for additional road access. Should any subsequent development of a lot being created necessitating additional road and or access requirements, this could be addressed as part of the development application process.

### Public Open Space

The proposed subdivision does not include any Public Open Space. It does identify the land located at the corner of Dickson and Dora Streets known as 'Farrell Park' as a future investigation area. This is intended to provide flexibility for the future use of this portion of the site. The Local Planning Strategy indicates a 'local park' generally at the location of Farrell Park. Farrell Park was previously maintained by the Shire until approximately 2012.

Local Parks are recommended to be approximately 0.4ha-0.5ha, and located within 300m of all dwellings. Currently the only Shire controlled public open space within 500m of the subject site is Demco Park. Alistair McAlpine Park is also within 500m of the subject site but is owned and maintained by the PCYC and therefore access could be restricted or removed at their discretion.

Subsequently, many dwellings south of Guy Street are not currently located within 300m of a Public Open Space and in many instances are in excess of 500m to the nearest Public Open Space. The subject site offers an opportunity to obtain land for Public Open Space.

The applicant has stated that no requirements for open space exists due to the number of lots being created and that of those lots being created, none are intended for 'Residential' use. It is contended that many of the indicative land uses suggested for the land by the applicant as appropriate for the site would incorporate a 'residential' component and therefore contribute to the demand for Public Open Space.

Under Local Planning Policy 5.22 Shire of Broome Structure Plan and Subdivision Standards (**LPP5.22**), a minimum contribution of five percent of the gross subdivisible area is to be given up free of cost for public open space by the subdivider. Five percent of the site would



equate to 0.64ha which is above the recommended 0.4-0.5ha recommended for a Local Park.

#### Indicative Land Uses

Approval requirements of land uses for the various land zonings are specified under the Zoning Table of LPS6. In relation to land zoned Development, the zoning table states:

*When considering land use, due regard shall be given to the zones delineated in a Structure Plan adopted in accordance with the deemed provisions.*

As it is intended that a Structure Plan will not be prepared for the land, it is considered important to provide direction to the relevant decision makers on what land uses may be appropriate or inappropriate. In lieu of a Structure Plan, all land uses would be subject to development approval (unless exempt i.e. public works). To assist in this process, it is proposed by that applicant that land uses be addressed under the LDP via a condition of subdivision approval.

The Regulations provide for 'due regard' to be had to a LDP where land use permissibility is not specified within the Local Planning Scheme's Zoning Table. However, as this is not a usual occurrence within a LDP, a standard format is not specified under the DPLH's 'Framework for Local Development Plans'.

It is noted that a draft LDP (**Attachment 2**) has been drafted by the applicant but does not include indicative land uses as now being suggested by the applicant as a way of addressing future land uses. The report recommendation includes a condition for WAPC's consideration in the event they decide to approve the subdivision. A LDP required by a condition would be subject to a separate approval process which would include public consultation in accordance with the Shire's Local Planning Policy 5.14 Public Consultation – Planning Matters.

In addition to providing guidance for the assessment of future development applications, indicative land uses are also important for determining the appropriate level of servicing required for the land at subdivision. For example, road construction standards will be linked to the number and type of vehicle movements expected. Uncertainty may lead to either insufficient infrastructure or an over provision of infrastructure. Insufficient infrastructure has the potential to stifle future development. Over provision of infrastructure has adverse financial implications due to the need to maintain the infrastructure assets provided.

#### **Conclusion**

The proposed subdivision will result in a number of uncertainties relating to the future development of the new lots. If approved as currently proposed, infrastructure (i.e. a public road and reserves) will be provided which will ultimately become Shire assets which will have financial implications. Whilst the concept is supported, it is unknown when demands for 'Health and Wellbeing' services and facilities will result in the land being fully developed. It is also unknown whether the infrastructure proposed under the current subdivision plan will appropriately service the land and concerns remain that an oversupply of infrastructure would result. Officer's expect under-utilisation of the proposed infrastructure well after the asset handover period where the Shire becomes responsible for the infrastructure management and maintenance.

#### **CONSULTATION**

The Regulations do not require public consultation for subdivision applications.

Internal consultation was undertaken with the Infrastructure Directorate.

Should WAPC approve the subdivision and require a Local Development Plan, the approval of the Local Development Plan would include public consultation.

## **STATUTORY ENVIRONMENT**

*Planning and Development Act 2005*

*Planning and Development Regulations 2009*

## **POLICY IMPLICATIONS**

Asset Management Policy - Any assets vested to the Shire through subdivision will be subject to this policy.

5.22 Shire of Broome Structure Plan and Subdivision Standards

## **FINANCIAL IMPLICATIONS**

Subdivision will likely lead to the land being used differently to how it is currently. This may result in the rating structure and rates payable for the land being altered.

## **RISK**

There is a risk that demand for 'Health and Wellbeing' services and facilities may result in portions of the land remaining vacant or underdeveloped for an extended period. Should assets be delivered at an early stage, they may be underutilised and become financially burdensome.

There is also a risk that the decision of WAPC may be perceived as a decision of the Shire. In particular, it may be perceived that community input by way of public consultation is diminished if a Structure Plan is not required.

## **STRATEGIC ASPIRATIONS**

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

***Outcome Six - Responsible growth and development with respect for Broome's natural and built heritage:***

6.1 Promote sensible and sustainable growth and development.

***Outcome Eight – Cost effective management of community infrastructure:***

8.1 Deliver defined levels of service to provide and maintain Shire assets in the most cost effective way.

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

***Outcome Ten – Appropriate infrastructure to support sustainable, economic growth:***

10.1 Invest strategically in property to stimulate economic growth.

**Performance – We will deliver excellent governance, service and value, for everyone.****Outcome Eleven – Effective leadership, advocacy and governance:**

11.2 Deliver best practice governance and risk management.

**VOTING REQUIREMENTS**

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. Does not support the current subdivision proposal 160435 of Lots 3143 and 3144 Dickson Drive, Broome as shown on plan dated 10 February 2021 as it proposes assets (a public road and drainage reserves) being vested in the Shire that would provide limited public benefit and have adverse financial implications on the Local Government.
2. Supports a revised subdivision proposal of Lots 3143 and 3144 Dickson Drive, Broome, being submitted that limits assets being vested to the Shire to assets that provide broad public benefit and are financially sustainable to manage and maintain.
3. Requests that should the WAPC approve the current subdivision proposal 160435 of Lots 3143 and 3144 Dickson Drive, Broome as shown on plan dated 10 February 2021, the following conditions and notes be imposed:

PART 2 – Amenity Conditions

AM5 A notification, pursuant to Section 165 of the Planning and Development Act 2005 is to be placed on the certificates of title of the proposed lot(s) advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

"This lot is in close proximity to known mosquito breeding areas. The predominant mosquito species is known to carry viruses and other diseases."  
(Western Australian Planning Commission)

AM6 Note: Decommissioning proposed and State Government funding commitment made.

A notification, pursuant to Section 165 of the Planning and Development Act 2005 is to be placed on the certificate(s) of title of the proposed lot(s) advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

"This lot is in close proximity to the Broome South Waste Water Treatment Plant and may be adversely affected by virtue of odour emissions from that facility." (Western Australian Planning Commission)

PART 3 – Building and use conditions

B2 Uniform fencing being constructed along the boundaries of all of the proposed lots abutting Clementson, Dora and Pembroke Streets. (Local Government)

PART 4 – Drainage and Site Works

D1. Engineering drawings and specifications are to be submitted, approved, and works undertaken in accordance with the approved engineering

- drawings, specifications and approved plan of subdivision, for grading and/or stabilisation of the site to ensure that:
- a) lots can accommodate their intended use; and
  - b) finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground levels of the land abutting. (Local Government)
- D2. Prior to the commencement of subdivisional works, an urban water management plan is to be prepared and approved, in consultation with the Department of Water and Environmental Regulation, consistent with any approved Local Water Management Plan (Local Government)
- D3. Engineering drawings and specifications are to be submitted and approved and works undertaken in accordance with the approved engineering drawings and specifications and approved plan of subdivision, for the filling and/or draining of the land, including ensuring that stormwater is contained on-site, or appropriately treated and connected to the local drainage system. Engineering drawings and specifications are to be in accordance with an approved Urban Water Management Plan (UWMP) for the site, or where no UWMP exists, to the satisfaction of the Western Australian Planning Commission. (Local Government)
- D4. The land being filled, stabilised, drained and/or graded as required to ensure that:
- a) Lots can accommodate their intended development; and
  - b) finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground levels of the land abutting; and
  - c) stormwater is contained on-site, or appropriately treated and connected to the local drainage system. (Local Government)
- D5. Prior to the commencement of subdivisional works, the landowner/applicant is to provide a pre-works geotechnical report certifying that the land is physically capable of development or advising how the land is to be remediated and compacted to ensure it is capable of development;
- D7. Suitable arrangements being made for connection of the land to the comprehensive district drainage system at the landowner/applicant's cost. (Local Government)
- D8. Drainage easements and reserves as may be required by the local government for drainage infrastructure being shown on the diagram or plan of survey (deposited plan) as such, granted free of cost, and vested in that local government under Sections 152 and 167 of the Planning and Development Act 2005. (Local Government)
- D9. A management plan detailing how risk of drainage, erosion and sedimentation or other environmental impacts into nearby water bodies/reserves will be minimised during subdivision is to be:
- a) prepared by the landowner/applicant and approved prior to the commencement of subdivisional works; and
  - b) implemented during subdivisional works. (Department of Biodiversity, Conservation and Attractions)

Drainage and site works advise:

- Da1 Condition D2, & D3 has been imposed in accordance with Better Urban Water Management Guidelines (WAPC 2008). Further guidance on the contents of urban water management plans is provided in "Urban Water Management Plans: Guidelines for preparing and complying with subdivision conditions" (Published by the then Department of Water 2008).



PART 9 – Lot design conditions

L3. Local Development Plan(s) being prepared and approved for lots shown on the plan dated 11.01.2021 (attached) that address the following:

a) Land use

b) Control of vehicle access points

c) Orientation of development to streets and public reserves

d) Drainage

i. Preliminary designs of downstream stormwater discharge points must be provided and developer must acknowledge that it is their responsibility to secure access and fund any downstream works.

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

e) Development standard for future buildings including but not necessarily limited to:

i. boundary setbacks

ii. site coverage

iii. landscaping

to the satisfaction of the Western Australian Planning Commission. (Local Government)

L4 The landowner/applicant shall make arrangements to ensure that prospective purchasers of lots subject of a Local Development Plan are advised in writing that Local Development Plan provisions apply. (Local Government)

PART 10 – Reserves conditions

R2 The proposed reserve(s) shown on the approved plan of subdivision being shown on the diagram or plan of survey (deposited plan) as reserve(s) for public open space and/or drainage and vested in the Crown under Section 152 of the Planning and Development Act 2005, such land to be ceded free of cost and without any payment of compensation by the Crown. (Local Government)

PART 12 – Transport, roads and access conditions

T1. Engineering drawings and specifications are to be submitted, approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications, to ensure that those lots not fronting an existing road are provided with frontage to a constructed road(s) connected by a constructed road(s) to the local road system and such road(s) are constructed and drained at the landowner/applicant's cost.

T2. Engineering drawings and specifications are to be submitted and approved, and subdivisional works undertaken for construction of roads in accordance with the approved plan of subdivision, engineering drawings and specifications to ensure that:

a) street lighting in accordance with dark sky principles is installed on all new subdivisional roads to the standards of the relevant licensed service provider and/or

b) roads that have been designed to connect with existing or proposed roads abutting the subject land are coordinated so the road reserve location and width connect seamlessly and/or

c) temporary turning areas are provided to those subdivisional roads that are subject to future extension and/or

- T3. Engineering drawings and specifications are to be submitted, approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications, for the provision of shared paths through and connecting to the application area in accordance with the approved local development plan.  
The approved shared paths are to be constructed by the landowner/applicant.

(Local Government)

- T11. All local streets within the subdivision being truncated in accordance with the Western Australian Planning Commission's Liveable Neighbourhoods policy/DC 1.7 General Road Planning. (Local Government)

Transport, roads and access conditions advise:

- Ta2. The landowner/applicant and the local government are advised to refer to the Institute of Public Works Engineering Australia Local Government Guidelines for Subdivisional Development (current edition). The guidelines set out the minimum best practice requirements recommended for subdivision construction and granting clearance of engineering conditions imposed.

- Ta3. In regard to Condition T1 & T2, the landowner/applicant is advised that the road reserves, including the constructed carriageways, laneways, truncations, footpaths/dual use paths and car embayment's, are to be generally consistent with the approved plan of subdivision.

- Ta6 In regard to Condition T2, the landowner/applicant is advised that to achieve the dark sky principles, new street lighting is to comply with a correlated colour temperature of 3,000 kelvins or less, shielded luminaires and in accordance with AS4282:2010 – control of the obtrusive effects of lighting.

SOB Engineering Conditions:

1. Satisfactory arrangements being made with the Shire of Broome, in accordance with the adopted Development Plan, for the construction and upgrading of the Dora Street and Clementson Street intersection, including any road widening associated with the subdivision site. (Local Government)
2. The payment of the full drainage headworks fees to the Shire of Broome being in accordance with the adopted Development Plan and Shire Policy. The headworks will be payable by way of a charge per lot, based on final number of lots with the headworks charge being adjusted for inflation at each subdivision stage. (Local Government)
3. All land being graded and stabilised at the subdividers cost to the satisfaction of the Shire of Broome. (Local Government)
4. The land being filled and/or drained at the subdivider's cost to the satisfaction and to specifications approved by the Shire of Broome and any easements and/or reserves necessary for the implementation thereof, being provided free of cost. (Local Government)
5. The stabilisation of the site and all road reserves during the development of the site. (Local Government)
6. Two-metre-wide dual use paths are to be located along all roads within the subdivision and connected to the existing path system being constructed

*and drained at the subdividers cost to the satisfaction of the Shire of Broome. (Local Government)*

**Attachments**

1. Subdivision Plan
2. Draft Local Development Plan



Proposed Freehold Subdivision Plan  
Broome Health and Wellbeing Campus

Level 14, The Quadrant, 1 William Street | Perth WA 6000 Australia | +61 8 9346 0500 | URBIS Pty Ltd | ABN 50 105 256 228

DATA SOURCE  
MNG  
PROJECTION  
BRO94

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DevelopmentWA

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PROJECT NO.  
P0022385  
DRAWING NO.  
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DATE  
11.01.2021  
REVISION  
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## 9.2.4 DESIGNATED COUNCIL PARKING AREAS AND TIME RESTRICTIONS PLAN AMENDMENTS FOR POST-CHINATOWN REVITALISATION PROJECT STAGE 2 CONSTRUCTION

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	PLA94
<b>AUTHOR:</b>	Manager Environmental Health Emergency and Rangers
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Acting Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

### SUMMARY:

The Designated Council Parking Areas Layout and Time Restrictions Plan (Parking Plan) determines the type of vehicles and the length of time vehicles are permitted to park within parking stalls in the Chinatown Precinct.

Under the Shire of Broome Parking and Parking Facilities Local Law 2012, a resolution of Council is required to adopt an amendment to the Parking Plan.

Council, at its Ordinary Meeting of 29 October 2020 resolved to adopted interim revisions of the Parking Plan to assist businesses and the public with traffic flow and customer access by during the Chinatown Revitalisation Project Stage 2 construction works (Stage 2).

The completion of Stage 2 is scheduled for mid-2021. Following completion of the new streetscape further amendments to the Parking Plan are required to suit the new street and parking stall alignments.

This report recommends Council adopts Revision S of the Parking Plan to be implemented following Stage 2 construction being completed.

### BACKGROUND

#### Previous Considerations

OMC 3 November 2005	Item 9.5.2
OMC 28 July 2016	Item 9.2.3
OMC 30 August 2018	Item 12.3
OMC 13 December 2018	Item 9.2.6
OMC 29 October 2020	Item 9.2.3

Under the provisions of the *Shire of Broome Parking and Parking Facilities Local Law 2012* (the Local Law), Council may resolve, in relation to the following matters, and relevant to parking stalls and parking facilities:

- The permitted time and conditions of parking in parking stalls and parking facilities;
- Permitted classes of vehicles which may park in the parking stalls and parking facilities; and
- Permitted classes of persons who may park in specified parking stalls and parking facilities.

Such a resolution then enables an 'Authorised Officer' (Shire Ranger) to enforce the provisions of the Local Law.

The Parking Plan was originally adopted by Council in November 2005. Following completion of the Chinatown Revitalisation Project Stage 1, which included extensive stakeholder engagement, Council, at the 13 December 2018 Ordinary Meeting, resolved to adopt Revision L of Designated Council Parking Areas Layout and Time Restrictions Plan, dated 21 November 2018 (refer **Attachment 1**).

Revision L of the Parking Plan identified a seasonal parking arrangement with a mix of:

- time-regulated (15-minute and 2-hour) parking stalls;
- untimed parking stalls;
- specific vehicle use parking stalls during April and October; and
- untimed parking in the previously mentioned 2-hour time restricted stalls between November and March each year, with 2-hour time restrictions applying between 8am and 5pm daily.

At its Ordinary Meeting of 29 October 2020, Council resolved to adopt Revisions N and P of the Parking Plan to assist traffic flow and provide suitable similar parking alternatives during the construction of Stage 2 of the Chinatown Revitalisation Project. At this time Council also resolved to reimplement year-round time regulated parking throughout the Chinatown Precinct.

## COMMENT

Construction of Stage 2 of the Chinatown Revitalisation Project is nearing completion. In addition to the works conducted as part of Stage 1, the completion of the Stage 2 works will see most of the Chinatown streetscape realigned and on-street parking options changed.

### Online Survey

An online survey, conducted in early September 2020, was sent to the Chinatown Place Activation Coordinator's contact list to obtain views on the perceived benefit of the time-restricted parking period in the 2020 dry season and whether time-restricted parking should be undertaken during the Chinatown Revitalisation Project - Stage 2 construction period.

Of approximately 180 recipients who were emailed the survey link, 68 people responded (a return rate of 37.8%). Comments were received, as part of the survey, indicating that several respondents would prefer the existing 2-hour time restriction period be extended to 3-hours.

Observations and comments received from the public have also indicated that the existing 15-minute parking near the Broome Post Office does not provide for enough time to undertake business in the Post Office. Suggestions made indicate that a 30-minute period would be more beneficial.

### Parking Stall Utilisation

Parking stall utilisation has been actively monitored daily by Shire Rangers since November 2019 to gain an understanding of parking behaviour within the precinct.

The monitoring splits up the Precinct into 11 areas, with the data collected focussing on unoccupied parking stalls and prevalence of specific vehicle type, including motorcycles, Recreational Vehicles, etc.

The utilisation monitoring indicates that the areas with the lowest average stall vacancy rates are Carnarvon Street (North), Short Street (East) and Short Street (West).

### Post-Construction Parking Plan

To find a balance of suitable parking options and user turnover in the Chinatown Precinct the following changes are proposed for commencement as Stage 2 construction works are completed (refer **Attachment 2**):

- The north-bound side of Carnarvon Street, between Short and Gray Streets be designated as 30-minute parking stalls. This will allow customers to easily access the Broome Post Office and undertake short visits into Paspaley Plaza e.g. to purchase lunch
- The south-bound side of Carnarvon Street, between Short and Gray Streets be designated as 1-hour parking stalls except for two parking stalls outside the ANZ Bank, which are proposed to be 15-minute parking stalls. This will encourage customers to visit businesses but still stimulate turnover in busy areas.
- Short Street, both sides from the eastern driveway of the Paspaley Plaza carpark to Dampier Terrace be designated as 1-hour parking stalls. This will encourage customers to visit businesses but still stimulate turnover in busy areas.
- All other previously 2-hour designated parking stalls be changed to designated as 3-hour parking stalls. This will encourage customers to linger in the precinct longer, allowing them to shop, eat at one of the food businesses and enjoy the precinct and its history without rushing to leave.

The Chinatown Stakeholder and Community Reference Group noted the proposed amendments to the Parking Plan at its meeting of 12 May 2021.

## **CONSULTATION**

Chinatown Stakeholder and Community Reference Group  
Chinatown Revitalisation Project – Stage 2 Steering Committee  
Chinatown Revitalisation Project – Stage 2 Technical Advisory Group

## **STATUTORY ENVIRONMENT**

Local Government Act 1995

*Shire of Broome Parking and Parking Facilities Local Law 2012*

### **Part 2 – Parking Stalls and Parking Facilities**

#### **2.1 Determination of parking stalls and parking facilities**

- (1) *The Council may by resolution constitute, determine and vary –*
  - (a) *parking stalls;*
  - (b) *parking facilities;*
  - (c) *permitted time and conditions of parking in parking stalls and parking facilities which may vary with the locality;*
  - (d) *permitted classes of vehicles which may park in parking stalls and parking facilities;*
  - (e) *permitted classes of persons who may park in specified parking stalls or parking facilities; and*
  - (f) *the manner of parking in parking stalls and parking facilities.*
- (2) *Where the Council makes a resolution under subclause (1) it shall erect signs to give effect to the determination.*



## POLICY IMPLICATIONS

Nil.

## FINANCIAL IMPLICATIONS

Amendments to existing signage will be met through a combination of the Chinatown Revitalisation Project Stage 2 budget and the current maintenance budget.

## RISK

The management and allocation of parking stalls throughout the Chinatown precinct is important to maintain the availability of parking in proximity to businesses. There is a risk if the number and distribution of timed parking stalls is not adequate potential customers may be inclined not to access the precinct in favour of other shopping areas where they have parking in closer proximity to stores.

## STRATEGIC ASPIRATIONS

**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.**

### **Outcome One - A safe community:**

1.2 Modify the physical environment to improve community safety.

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

### **Outcome Seven – Safe, well connected, affordable transport options:**

7.1 Provide safe and efficient roads and parking.

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

### **Outcome Eleven – Effective leadership, advocacy and governance:**

11.2 Deliver best practice governance and risk management.

### **Outcome Fourteen – Excellence in organisational performance and service delivery:**

14.1 Embrace best practice approaches and new innovations to improve business efficiencies and the customer experience.

## VOTING REQUIREMENTS

*Simple Majority*

### REPORT RECOMMENDATION:

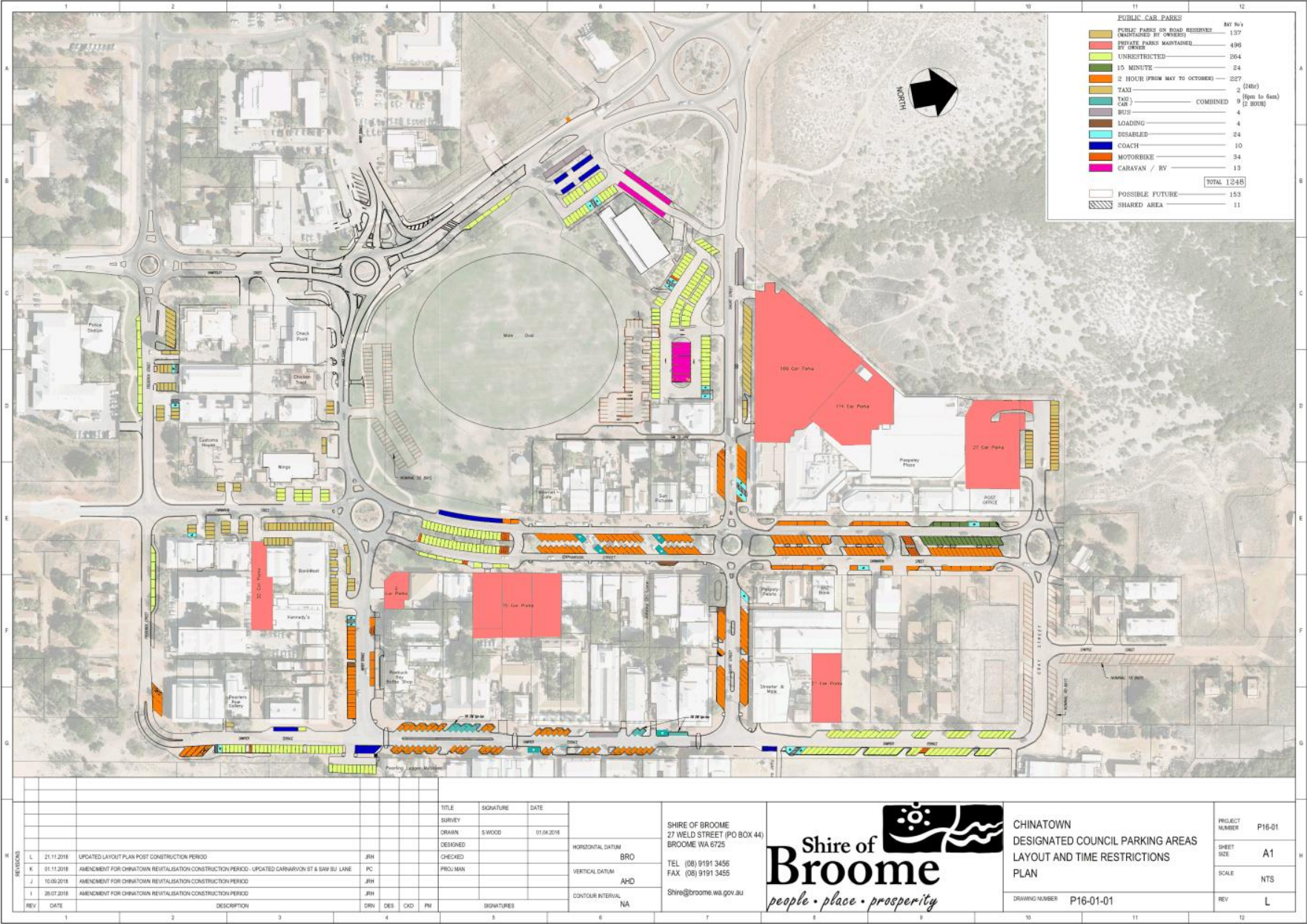
*That Council, pursuant to Clause 2.1(1) of the Shire of Broome's Parking and Parking Facilities Local Law 2012:*

- 1. Adopts the Designated Council Parking Areas Layout and Time Restrictions Plan (Revision S), as shown in Attachment 2, for implementation as construction of the Chinatown Revitalisation Project – Stage 2 construction works are completed;*

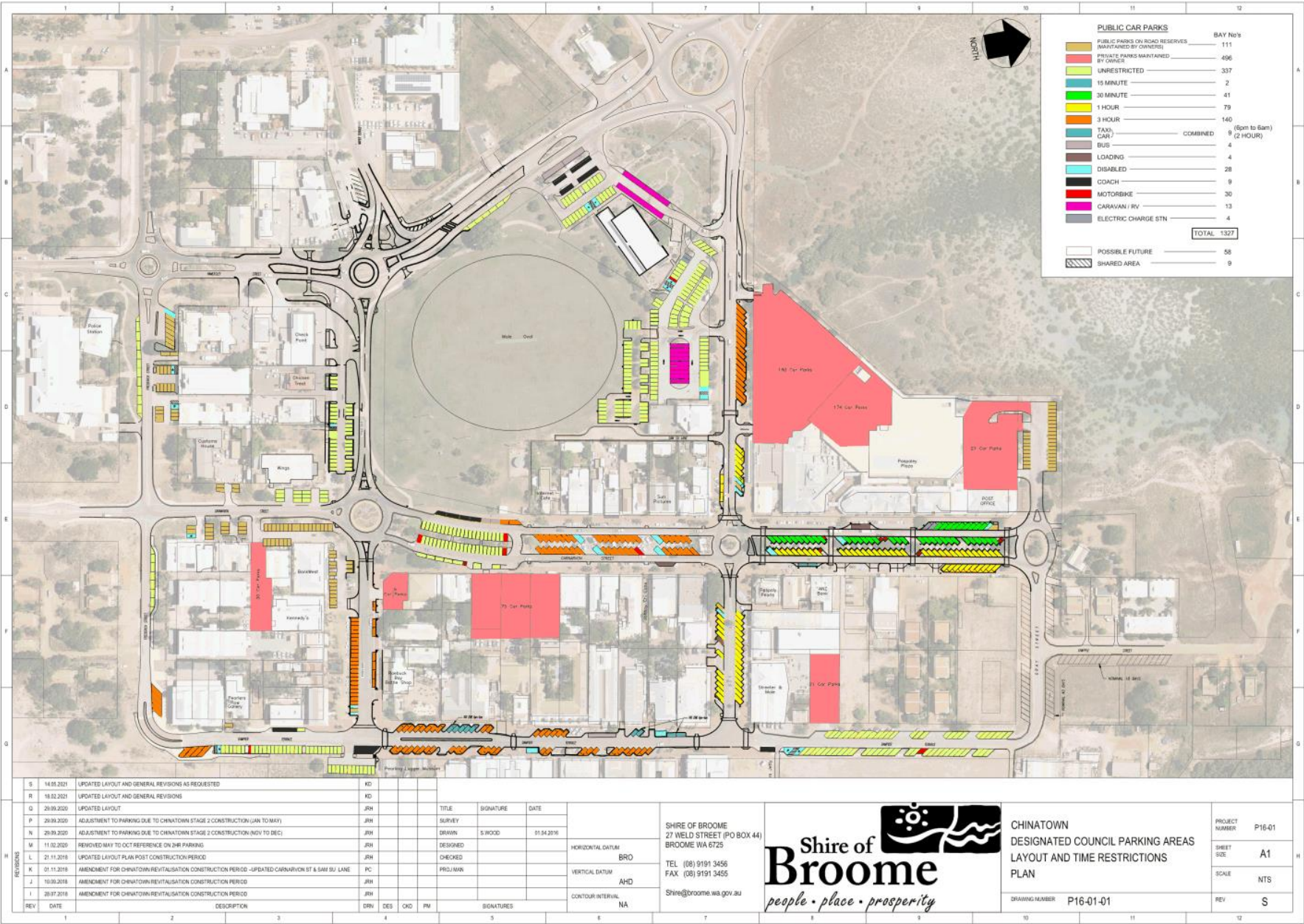
2. *Requests that the Chief Executive Officer revise existing signage to give effect to the Designated Council Parking Areas Layout and Time Restrictions Plan, as adopted.*

**Attachments**

1. Attachment 1 - Designated Council Parking Areas Layout and Time Restrictions Plan (Revision L)
2. Attachment 2 - Designated Council Parking Areas Layout and Time Restrictions Plan (Revision S)







## 9.2.5 ENDORSEMENT OF SHIRE OF BROOME LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS 2021 AND LOCAL RECOVERY PLAN 2021

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	EMS02
<b>AUTHOR:</b>	Manager Environmental Health Emergency and Rangers
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Acting Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

### SUMMARY:

The Shire of Broome is required under the Emergency Management Act 2005 to have Local Emergency Management Arrangements (LEMA) and a Local Recovery Plan (LRP) in place. These documents are required under legislation to be reviewed every five years.

The existing LEMA 2014 and LRP 2014 documents were due for review in 2020. This review has now been completed and a draft LEMA 2021 and LRP 2021 have been prepared and endorsed by the Local Emergency Management Committee.

This report proposes that Council endorse the Shire of Broome LEMA 2021 and LRP 2021 and propose that the document be forwarded to the District Emergency Management Committee and State Emergency Management Committee for noting.

### BACKGROUND

#### Previous Considerations

OMC 27 February 2014	Item 10.1
OMC 24 July 2014	Item 10.3
OMC 23 October 2014	Item 10.2
OMC 30 April 2015	Item 10.4

The Local Emergency Management Committee (LEMC) is established under the *Emergency Management Act 2005* as a function of Councils. Its purpose is to assist the Broome Local Emergency Coordinator (Officer in Charge of Police sub-district) to develop and maintain effective emergency management arrangements for the local area. Its objectives include;

1. Liaise with participating agencies in the development, review and testing of emergency management arrangements.
2. Assist with the preparation of emergency management operating procedures for application in the local area.
3. Prepare an annual report on Committee activities for submission to the District Emergency Management Committee.
4. Participate in the emergency risk management process.
5. Carry out other emergency management functions as directed by the District Emergency Management Committee.



As part of delivering these objectives the Shire of Broome is required to have LEMA and a LRP in place. These documents are required to be reviewed every five (5) years.

The existing LEMA 2014 and LRP 2014 are due for their 5-year review

## COMMENT

In 2019 a consultant was engaged to assist with the process of reviewing the LEMA 2014 and LRP 2014.

The review process required the LEMC to undertake emergency risk-management workshops to assess the Shire of Broome's top five hazards as determined by the Department of Fire and Emergency Services. The top five hazards identified were Cyclone, Flood, Fire, Road Traffic Crash and Human Epidemic. The consultant facilitated the first workshop with the remaining workshops being run "in-house".

The emergency risk-management workshops involved assessing risk statements aligned with their economic, social, environmental, people and public administration impacts for the five nominated hazards risk statements. These risk statements were given maximum consequence, likelihood and confidence ratings to define if treatments were required.

Following completion of the emergency risk-management workshops the draft LEMA 2021 and LRP 2021 documents were prepared and reviewed by a working group made up of representatives from the LEMC.

The review and resulting draft documents were not significantly changed in content from the 2014 versions, with most of the work being in integrating the plan information into the updated document template. The remainder of the work involved updating the contact and resource list attachments in both the draft LEMA and LRP and supporting plan templates in the LRP.

The draft documents were sent to the DFES District Emergency Management Advisor for review and comment. The comments were noted, and changes made to the drafts before tabling the updated drafts at LEMC.

The LEMC endorsed the draft LEMA 2021 and LRP 2021 documents at its quarterly meeting of 10 March 2021. A period of public consultation was then undertaken with the draft LEMA 2021 and LRP 2021 being posted on the Shire website for a period of three weeks. There were no submissions received as a result of this period.

The LEMA 2021 (refer **Attachment 1**) and Local Recovery Plan 2021 (refer **Attachment 2**) are now returned to Council for endorsement, signing of the document by the Shire President and approval to forward the documents to DEMC and SEMC accordingly.

## CONSULTATION

Local Emergency Management Committee members  
District Emergency Management Advisor  
Community consultation period

## 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.*

#### *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

An extensive risk assessment process has been undertaken to inform the drafting of the LEMA 2021 and LRP2021 documents.

There is a risk that the Shire of Broome would be considered non-compliant with its obligations under the *Emergency Management Act 2005* should the LEMA and LRP documents not be provided to the SEMC for noting.

## STRATEGIC ASPIRATIONS

**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.**

### **Outcome One - A safe community:**

1.3 Increase awareness and engagement in community safety education and crime prevention programs.

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

### **Outcome Five - Responsible management of natural resources:**

5.1 Mitigate climate change and natural disaster risks.

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

### **Outcome Eleven – Effective leadership, advocacy and governance:**

11.2 Deliver best practice governance and risk management.

## VOTING REQUIREMENTS

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council:*

1. *Endorses the Shire of Broome's Local Emergency Management Arrangements 2021 and the Shire of Broome's Local Recovery Plan 2021 as attached;*
2. *Forwards the Local Emergency Management Arrangements 2021 and Local Recovery Plan 2021 to the District Emergency Management Committee and State Emergency Management Committee for noting.*

## Attachments

1. Attachment 1 - Local Emergency Management Arrangements 2021
2. Attachment 2 - Local Recovery Plan 2021



# DRAFT

## Shire of Broome Local Emergency Management Arrangements 2021

Endorsed by Local Emergency Management Group (LEMC):

Endorsed by the Shire of Broome:

Noted by the District Emergency Management Committee (DEMC):

Noted by the State Emergency Management Committee (SEMC):

☒

Public Version

☐

Restricted Version



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DRAFT

## **Disclaimer**

The Shire of Broome makes no representations about the suitability of the information contained in this document or any material related to this document for any purpose. The document is provided without warranty of any kind to the extent permitted by law. The Shire of Broome hereby disclaims all warranties and conditions of merchantability, fitness for particular purpose, title and non-infringement. In no event shall the Shire of Broome be liable for any special, indirect or consequential damages resulting from the loss of use, data or profits, whether in an action of contract, negligence or other tortious action, arising out of or in connection with the use of information available in this document. The document or material related to this document could include technical inaccuracies or typographical errors.

The Shire of Broome Emergency Management Arrangements have been prepared pursuant to Section 41(1) of the *Emergency Management Act 2005* and endorsed by the Local Emergency Management Committee. A copy of the arrangements has been submitted to the Kimberley District Emergency Management Committee (DEMC) for noting in accordance with State Emergency Management Preparedness Procedure 8: Local Emergency Management Arrangements and then for noting with the State Emergency Management Committee (SEMC) pursuant to Section 41(5) of the *Emergency Management Act 2005*.

DRAFT



#### LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

These arrangements have been produced and issued under the authority of S. 41(1) of the *Emergency Management Act 2005*, endorsed by the Broome Local Emergency Management Committee and the Council of the Shire of Broome. The Arrangements have been tabled for noting with the Kimberley District Emergency Management Committee and State Emergency Management Committee.

_____	10/03/2021
Chair	Date
Cr Chris Mitchell	
Endorsed by Council	Date
_____	_____
<Insert resolution number>	
Endorsed by Local Emergency Management Committee	Date
_____	_____
<Insert resolution number>	

---

Shire of Broome: Local Emergency Management Arrangements – Draft 2020

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## DISTRIBUTION

Official copies of this document are distributed in pdf format only and are provided electronically to the organisations and individuals named below. Members of the public wishing to obtain a copy of this document can do so by application to the Shire of Broome through the following email address: [shire@broome.wa.gov.au](mailto:shire@broome.wa.gov.au).

Hard copy versions of this document may not be accurate.

Distribution list	
Organisation	Number of copies
Shire of Broome:	
Chief Executive Officer	1
Shire of Broome Council	1
Local Emergency Management Committee:	
Chair	1
Executive Officer	1
Kimberley District Police Office	1
Broome Police Station	1
Bidyadanga Police Station	1
DFES Broome	1
Department of Parks and Wildlife	1
Department of Communities, Child Protection and Family Support	1
Department of Health	1
St John Ambulance Broome	1
NORFORCE	1
Bureau of Meteorology Broome (??)	1
Broome Volunteer Sea Rescue	1
Broome Regional Volunteer Bush Fire Brigade	1
Horizon Power Broome	1
Water Corporation Broome	1
Broome International Airport	1
Broome Chamber of Commerce	1
Department of Planning, Lands and Heritage Broome	1
Department of Transport Broome	1
Community Emergency Management Officer	1
Main Roads WA	1
Australian Red Cross Broome	1
Kimberley Ports Authority	1
Indigenous Coordination Centre Broome	1
Kimberley Land Council	1
Ardyaloon Community Council	1
Bidyadanga Community Council	1
Lombadina Community Council	1
Djarindjin Community Council	1
Public Copy	
Broome Public Library	1
Committees:	
Kimberley District Emergency Management Committee (DEMC)	1
State Emergency Management Committee (SEMC)	1

#### AMENDMENT RECORD

Suggestions and comments from the community and stakeholders can help improve the arrangements and subsequent amendments.

Feedback can include:

What you do or do not like about the arrangements;

Unclear or incorrect expression;

Out of date information or practices;

Inadequacies;

Errors, omissions or suggested improvements.

To forward feedback, copy the relevant section, mark the proposed changes and forward it to:

The Chairperson

Local Emergency Management Committee

Shire of Broome

PO Box 44 BROOME WA 6725

The Chairperson will refer any correspondence to the LEMC for consideration and or approval.

Amendments promulgated are to be certified in the below table when updated.

Number	Date	Amendment summary	Author
1	10/03/2021	Endorsed by LEMC	J Jankowski SoB
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

#### GLOSSARY OF TERMS AND ACCRONYMS

Terminology used throughout this document shall have the meaning as prescribed in either section 3 of the *Emergency Management Act 2005* or as defined in the [State EM Glossary](#) or the [WA Emergency Risk Management procedure](#).

**District:** means an area of the State that is declared to be a district under section 2.1 *Local Government Act 1995*.

**Municipality:** Means the district of the local government.

General acronyms used in these arrangements

BFS	Bush Fire Service
CEO	Chief Executive Officer
Communities	Department of Communities
DBCA	Department of Biodiversity, Conservation and Attractions
DEMC	District Emergency Management Committee
ECC	Emergency Coordination Centre
EM	Emergency Management
DFES	Department of Fire and Emergency Services
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordination Group
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SOP	Standard Operating Procedures



## 1 INTRODUCTION

### 1.1 Community consultation

The Shire of Broome Local Emergency Management Committee sought community consultation through the Local Emergency Management Committee, District Emergency Management Committee and public comment in regard to the Local Emergency Management Arrangements for a period of three weeks, having published a draft copy on the Shire website inviting public comment.

### 1.2 Document availability

The Local Emergency Management Arrangements will be made available to members of the public free of charge in electronic format on the Shire's website <https://www.broome.wa.gov.au/Home> - 'Have your say' or on application to [shire@broome.wa.gov.au](mailto:shire@broome.wa.gov.au). Hard copies will be available free of charge from the Shire's Administration Office, located Cnr Weld and Haas Street, Broome, during normal office hours (Mon – Fri 0900 – 1600).

### 1.3 Area covered

The Shire of Broome Local Emergency Management Arrangements comprise the geographic boundaries of the Broome Shire. Located in the Kimberley region of Western Australia, the Shire of Broome covers an area of 55,796km<sup>2</sup>, and is approximately 2,200km north of Perth. The Shire of Broome is located adjacent to the Derby-West Kimberley Shire to the East, the East Pilbara Shire to the South and the Indian Ocean to the West. Refer to Appendix 6 – District Map.

### 1.4 Shire profile

With a population of approximately 16,900 people, the population increases during the main tourist season with 268,000 visitors annually (Tourism WA – Visitor Fact Sheet, [https://www.tourism.wa.gov.au/Publications%20Library/Research%20and%20reports/2017/LGAs%20and%20sub-regions/Broome\\_2017%20Factsheet.pdf](https://www.tourism.wa.gov.au/Publications%20Library/Research%20and%20reports/2017/LGAs%20and%20sub-regions/Broome_2017%20Factsheet.pdf)). Broome is home to one of the oldest human cultures. The Broome population has expanded over time to include a mix of people and cultures as a result of its Aboriginal and pearling history, including Yawuru and other Aboriginal Australians, as well as settler Australians such as Chinese, Japanese, Sri Lankans, Filipinos, Malays, Roumah, Koepangers and the Ambonese. A total of 84 Aboriginal communities are located within the Shire, of which 78 are classified as remote (Local Government Advisory Board, 2008). Strong traditional ties to land have created a significant range of native title claims and determinations within the Shire of Broome.

### Natural Landscape

The terrain ranges from sandy coastal areas in some parts to rugged ancient sandstone escarpments. Inland areas are sparsely vegetated and comprise red pindan soils supporting extensive pastoral activity.

The Kimberley experiences two seasons – the 'dry or winter season' and the 'wet, summer or cyclone season'. The main focus in the dry season – May to November is tourism, with intrastate, interstate and international tourists visiting the region in vast numbers; whilst

the wet season – November to May is a period of extremely high humidity, cyclones and substantial rains resulting in, at times, much of the region being inaccessible by road.

The pristine waters, wide empty beaches, abundant wildlife, tropical climate and breathtaking colours attract thousands of visitors each year. Broome is the gateway to the magnificent wilderness region of the Kimberley. It's also home to the world-famous white sands of Cable Beach, making it one of the State's most popular holiday destinations.

#### The built environment

The architecture and built environment is a result of Broome's rich history and culture adding to its unique identity and style. Broome has ample shopping facilities including retail outlets, restaurants and cinemas. There are a range of education providers including public and private schools to year 12, 1 University and 1 TAFE. The recreation and sporting facilities available in Broome are extensive and provide a regional base for sport in the Kimberley.

The Port of Broome is vital to the region's economy being a key logistical gateway for the Kimberley region. The port facility supports industries such as pearling, fishing, tourism, livestock export while also servicing offshore oil and gas operations. It is the main fuel and container receipt point for the region.

Broome's road network includes sealed roads within the townsite and the fully sealed Great Northern Highway linking the Kimberley towns. An unsealed road network links up the Aboriginal communities, outstations and cattle / pastoral stations with the main highway and forms the main rural road network throughout the region. At times during the wet season, these roads are impassable due to flooding or are too wet to support traffic.

#### 1.5 Aim

The aim of these arrangements is to provide an understanding of the emergency management arrangements for the district and ensure collaboration and a consistent approach to emergency management between agencies and stakeholders in the event of an emergency within the Shire boundaries.

#### 1.6 Purpose

The purpose of these emergency management arrangements is to set out:

- a. the Shire of Broome's policies for emergency management;
- b. the roles and responsibilities of public authorities and other persons involved in emergency management in the Shire of Broome;
- 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 Shire of Broome;
- e. strategies and priorities for emergency management in the Shire of Broome;
- f. other matters about emergency management in the Shire of Broome prescribed by the regulations; and
- g. other matters about emergency management in the Shire of Broome the local government considers appropriate. (s.41(2) of the *Emergency Management Act 2005* (EM Act)).

### **1.7 Scope**

These arrangements are to ensure the community is prepared to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for Hazard Management Agencies (HMA) in dealing with an emergency. These should be detailed in the HMAs' individual plans.

Furthermore:

- This document applies to the local government district of the Shire of Broome
- This document covers areas where the Shire of Broome provides support to HMAs in the event of an incident;
- This document details the Shire of Broome's capacity to provide resources in support of an emergency, while still maintaining business continuity; and
- The Shire of Broome's responsibilities in relation to recovery management.

These arrangements are to serve as a guideline to be used at the local level. Incidents may arise that require action or assistance from district, state or federal level.

## 2 RELATED DOCUMENTS & ARRANGEMENTS

### 2.1 Local Emergency Management Policies

The Shire of Broome does not currently have any formal local emergency management policies.

### 2.2 Existing plans & arrangements

#### 2.2.1 Local Plans

**Table 1: Local plans**

Document	Owner	Location	Date
Local Emergency Management Arrangements 2021 (this Plan)	Shire of Broome	Shire's website	10 March 2021
Local Recovery Plan 2021	Shire of Broome		10 March 2021
Local Emergency Welfare Plan – Shire of Broome	Department of Communities	Distributed electronically to: Department of Communities (west Kimberley) Shire of Broome LEMC	August 2020
Shire of Broome Waste Management – Recovery	Shire of Broome	To be developed	
Local Animal Welfare in Emergencies	Shire of Broome	To be developed	
KPA Marine Oil and Pollution Tactical Response Plan	Kimberley Port Authority		September 2020
Bidyadanga COVID-19 Local Pandemic Action Plan	Bidyadanga Aboriginal Community La Grange Inc	CEO Bidyadanga Shire	August 2020
Community plans Bidyadanga (draft) Beagle Bay Djarindjin/Lombadina Ardyaloon	Bidyadanga Community	Bidyadanga Community	

## 2.2.2 Agreements, understandings & commitments

Table 2: Agreements, understandings and commitments

Parties to the Agreement		Summary of the Agreement	Special Considerations
Shire of Broome	Department of Child Protection and Family Support	Letter Agreement – Use of Broome Aquatic Facility (BRAC) as a Welfare Centre	Nil
Shire of Broome	Department of Fire and Emergency Services	Memorandum of Understanding – DFES assisting local government carry out responsibilities for the management and control of bush fire brigades and bush fire and emergency services under the <i>Bush Fires Act 1954</i>	Nil

## 2.3 Special considerations

Document any specific factors that need to be identified such as;

- Major influxes of tourists
  - Dry season (May to November)
  - School holidays
- Large public events
  - Mardi Gras (February)
  - Cable Beach Polo and Fat Bikes Challenge (May)
  - Gibb River Road Challenge (May)
  - Broome Race Round (May – August)
  - Shinju Matsuri Festival (September)
  - Broome / Saltwater Rodeo (October)
- Seasonal conditions
  - Cyclones and flooding – December to May
  - Bushfires – April to December
  - Stingers – November to May
  - Crocodiles – all year
- Isolated Communities
  - A total of 84 Aboriginal communities are located within the Shire, of which 78 are classified as remote
- Others
  - Cruise ships



### 3 RESOURCES

The Hazard Management Agency (HMA) is responsible for the determination of resources required to combat the hazards for which they have responsibility. The Shire of Broome has conducted a broad analysis of resources available within the Shire of Broome and collated these in the Shire of Broome Emergency Resource Register at Appendix 4.

### 4 ROLES & RESPONSIBILITIES

#### 4.1 Local roles and responsibilities

Table 3: Local roles and responsibilities

Local role	Description of responsibilities
Local government	The responsibilities of the Shire of Broome are defined in section 36 of <a href="#">the EM Act</a> .
Local emergency coordinator	The responsibilities of the LEC are defined in section 37 of <a href="#">the EM Act</a> .
Local recovery coordinator	<p>To ensure the development and maintenance of effective recovery management arrangements for the local government. In conjunction with the local recovery committee to implement a post incident recovery action plan and manage the recovery phase of the incident.</p> <p>The Shire of Broome has designated the Director Development and Community to perform the duties of the Local Recovery Coordinator. Should the Director Development and Community not be available, the role will be performed by the Manager Environmental Health, Emergency and Rangers or another senior staff member at the direction of the CEO.</p>
LG welfare liaison officer	<p>During an evacuation where a local government facility is utilised by the Department of Communities provide advice, information and resources regarding the operation of the facility in accordance with the Shire of Broome Emergency Welfare Shelter Procedures.</p> <p>The Shire of Broome has designated the Manager Sport and Recreation to perform the duties of the Local Government welfare liaison officer. In the event the Manager Sport and Recreation is not available the role will be performed by another senior staff member at the direction of the CEO.</p>
LG liaison officer (to the ISG/IMT)	<p>During a major emergency, the liaison officer attends ISG meetings to represent the Shire of Broome and provide local knowledge input and details in the LEMA.</p> <p>The Shire of Broome has designated the Manager Environmental Health, Emergency and Rangers to perform the duties of the Local Government liaison officer.</p> <p>Where an ISG has not been formed, the liaison officer may be called upon to represent the local government directly to the Incident Controller. The LG liaison officer has authority to offer Shire resources and services to support the emergency response.</p>

Local government – Incident management	<ul style="list-style-type: none"><li>• Ensure planning and preparation for emergencies is undertaken</li><li>• Implement procedures that assist the community and emergency services deal with incidents</li><li>• Ensure all personnel with emergency planning and preparation, response and recovery responsibilities are properly trained in their role</li><li>• Keep appropriate records of incidents that have occurred to ensure continual improvement of the Shires emergency response capability.</li><li>• Liaise with the incident controller (provide liaison officer)</li><li>• Participate in the ISG and provide local support</li><li>• Where an identified evacuation centre is a building owned and operated by local government, provide a liaison officer to support the Department of Communities.</li></ul>
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#### 4.2 LEMC roles and responsibilities

The Shire of Broome has established a Local Emergency Management Committee (LEMC) under section 38(1) of [the EM Act](#) to oversee, plan and test the local emergency management arrangements.

The LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the community.

The LEMC plays a vital role in assisting our communities become more prepared for major emergencies by

- Developing, enhancing and testing preparedness planning from a multi-agency perspective having local knowledge of hazards, demographic and geographic issues; they provide advice to Hazard Management Agencies to develop effective localised hazard plans
- providing a multi-agency forum to analyse and treat local risk
- providing a forum for multi-agency stakeholders to share issues and learnings to ensure continuous improvement.

The LEMC has the following functions under section 39 of [the EM Act](#):

- To advise and assist the local government in ensuring that local emergency management arrangements are established for its district;
- To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- To carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

The LEMC membership must include at least one local government representative and the Local Emergency Coordinator. Relevant government agencies and other statutory authorities will nominate their representatives to be members of the LEMC.

The term of appointment of LEMC members shall be determined by the local government in consultation with the parent organisation of the members.

Table 4: Local Emergency Management Committee executive roles and responsibilities

Local role	Description of responsibilities
LEMC Chair	<p>The Chairperson of the LEMC is appointed by the local government (s. 38 of the Emergency Management Act 2005).</p> <p>Responsibilities of the Chair include, provide leadership and support to the LEMC to ensure effective meetings and high levels of emergency management planning and preparedness for the local government district is undertaken.</p>
LEMC Executive Officer	<p>Provide executive support to the LEMC by:</p> <ul style="list-style-type: none"> <li>• Provide secretariat support including: <ul style="list-style-type: none"> <li>– Meeting agenda;</li> <li>– Minutes and action lists;</li> <li>– Correspondence;</li> <li>– Committee membership contact register;</li> </ul> </li> <li>• Coordinate the development and submission of committee documents in accordance with legislative and policy requirements including; <ul style="list-style-type: none"> <li>– Annual Report;</li> <li>– Annual Business Plan;</li> <li>– Local Emergency Management Arrangements;</li> </ul> </li> <li>• Facilitate the provision of relevant emergency management advice to the Chair and committee as required; and</li> <li>• Participate as a member of sub-committees and working groups as required;</li> </ul>

#### 4.3 LEMC administration

The Shire of Broome LEMC is comprised of and is reflective of the community:

- A Chairperson, as appointed by the Shire of Broome;
- The Local Emergency Coordinator (LEC), as appointed by the State Emergency Coordinator (SEC);
- Local Recovery Coordinator;
- At least one Local Government representative;
- Representatives from local emergency management agencies located in the Shire of Broome;
- Welfare support agencies;
- State Government agencies;
- Local Industry representatives;
- Local Indigenous representatives;
- Special needs group representatives;

- Any other representatives as determined by the Shire of Broome (e.g. community champions); and
- Secretarial and administration support provided by the Shire of Broome.

#### 4.4 Agency roles and responsibilities

In the event of an emergency, the local government will need to liaise with a range of state agencies who will be involved in the operational aspects of the emergency. The following table summarises the key roles.

**Table 5: Agency roles and responsibilities**

Controlling agency	<p>The Controlling Agency as defined by the State Emergency Management Policy section 5.2.1 as the agency with responsibility, either through legislation other than the Emergency Management Act 2005, or by agreement between a Hazard Management Agency (HMA) and one or more agencies, to control the response activities to an incident, as specified in the appropriate State Hazard Plan (formerly WESTPLAN). In most instances, when an incident escalates to become an emergency, the Controlling Agency and the HMA are the same agency.</p> <p>In response to an incident the Controlling Agency must appoint an Incident Controller (IC). The Incident Controller is responsible for:</p> <ul style="list-style-type: none"> <li>• The overall control of an incident within a defined incident area, which may include the whole State in some incidents;</li> <li>• Leading an incident management team;</li> <li>• Assessing the incident level - if an incident is assessed as a Level 2 or Level 3 incident, the IC must make an incident level declaration in accordance with State EM Response Procedure 2;</li> <li>• Ensuring the accuracy of the 'emergency public information', approving its release in coordination with all relevant agencies and terminating its broadcast;</li> <li>• In consultation with the HMA, ensuring effective strategies for evacuation are implemented; and</li> <li>• Management of traffic during an emergency response.</li> </ul> <p>Where the Controlling Agency is not also the Hazard Management Agency, they shall conduct the above duties in consultation with the HMA.</p> <p>In the instance of an event requiring an emergency response where it is not clear who the Controlling Agency should be under existing statutory law or agency responsibilities, and a satisfactory agreement cannot be reached, then the WA Police shall assume control of the incident until such time as the appropriate Controlling Agency can be determined.</p>
Hazard management agency	<p>A Hazard Management Agency (HMA) is 'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency management aspect, in the area prescribed of the hazard</p>



	<p>for which it is prescribed.' (s.4 of the Emergency Management Act 2005].</p> <p>The HMA is prescribed in the Emergency Management Regulations 2006.</p> <p>The function of the HMA is to:</p> <ul style="list-style-type: none"> <li>• Undertake responsibilities where prescribed in the Emergency Management Regulations 2006 for these aspects;</li> <li>• Appointment of Hazard Management Officers (s.55 of the Emergency Management Act 2005);</li> <li>• Declare/ Revoke Emergency Situation (s.50 and s.53 of the Emergency Management Act 2005);</li> <li>• Coordinate the development of the WESTPLAN for that hazard SEMP No 1.5 Development and Review of State Emergency Management Plans; and</li> <li>• Ensure effective transition to recovery by local government.</li> </ul>
Combat agencies	<p>A combat agency is defined by the State Emergency Management Policy section 5.3.3 as being responsible for response tasks at the request of the Controlling Agency/HMA in accordance with their legislative responsibilities or specialised knowledge.</p> <p>An example of this is the Fire and Rescue Service undertaking extrication of casualties at a motor vehicle accident where WA Police is the HMA and Controlling Agency.</p>
Support organisation	<p>A Support Organisation is responsible for specific activities in support of the Controlling Agency/HMA and may also support Combat Agencies and other Support Organisations upon request. An example may be the Salvation Army providing meals to a welfare centre.</p>

#### 4.5 LEMC – Terms of Reference

The Shire of Broome Local Emergency Management Committee, Terms of Reference (adopted 14 November 2019), sets out the membership, objectives and meeting obligations. A copy of the Terms of Reference can be obtained upon request.

## 5 MANAGING RISK

### 5.1 Emergency Risk Management

The Emergency Risk Management (ERM) process forms the foundation of local emergency management arrangements. The ERM process supports the negotiation and development of shared responsibilities necessary for the establishment of effective arrangements within local government.

Emergencies cause great damage to property and cause even greater economic loss through damage to infrastructure, crops and livestock. ERM is an essential part of a community's ability to identify what risks exist within the community and how these risks should be dealt with to minimise future harm to the community.

As part of the ERM process it is essential that community stakeholders are consulted when developing measures that reflect the ERM project being conducted. Through the development of related mitigation initiatives, the community is then able to work towards reducing the likelihood and/or consequence of further emergencies order to develop a more sustainable community.

One of the ERM outputs should be to identify critical infrastructure in the community and its vulnerability to hazards.

For details of the Risk Register refer to Appendix 3.

## 5.2 Description of emergencies likely to occur

The following is a table of emergencies that are likely to occur within the Shire of Broome area which have been derived through the Emergency Risk Management process:

Table 6: Description of emergencies likely to occur in local area

Hazard	Controlling Agency	HMA	Local Combat Role	Local Support Role	State Hazard Plan (Westplan)	Local Plan (Date)
Cyclone	DFES	DFES	SES WA Police St John Ambulance WACHS	Department of Communities	Cyclone May 2016 (due review 2020)	
Flooding	DFES	DFES	SES WA Police St John Ambulance WACHS	Dept of Communities	Flood May 2016 (due review 2020)	
Bush fire	DFES	DFES	Bushfire Brigade WA Police St John Ambulance WACHS DBCA	Dept of Communities	Fire Nov 2019	
Road crash	WA Police	Commissioner of Police	VFRS St John Ambulance WACHS	Dept of Communities	Crash Emergency Oct 2019	
Human epidemic	Department of Health	Department of Health / State Human Epidemic Controller	WA Police DFES St John Ambulance	Dept of Communities	Human Biosecurity May 2019	

These arrangements are based on the premise that the Controlling Agency is responsible for the above risks and will develop, test and review appropriate emergency management plans for their hazard.

It is recognised that the HMA's and Combat agencies may require Shire of Broome resources and assistance in emergency management. The Shire of Broome is committed to providing assistance/support if the required resources are available through the Incident Support Group when and if formed.

### **5.3 Emergency management strategies and priorities**

Shire of Broome emergency management strategies and priorities:

1. Current and compliant Local Emergency Management Arrangements including a local recovery plan
2. Current Emergency Risk Management Process which results in the development of a risk register; and the prioritisation of risks to be treated
3. Development of appropriate subplans to the LEMA, in addition to the Local Recovery Plan, as determined by the Shire of Broome in consultation with the Local Emergency Management Committee

Please refer to Appendix 3 for details of priority hazards facing the Shire of Broome.

## **6 COORDINATION OF EMERGENCY OPERATIONS**

It is recognised that the Hazard Management Agencies and combat agencies may require local government resources and assistance in emergency management. The Shire of Broome is committed to providing assistance/support if the required resources are available through the Incident Support Group when and if formed.

## **7 INCIDENT SUPPORT GROUP (ISG)**

The ISG is convened by the Controlling Agency appointed Incident Controller to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

The role of the ISG is to provide support to the incident management team. The ISG is a group of people represented by the different agencies who may have involvement in the incident.

### **7.1 Triggers for an ISG**

The triggers for an incident support group are defined in State EM Policy statement 5.2.2 and State EM Plan section 5.1. These are;

- a. where an incident is designated as Level 2 or higher;
- b. multiple agencies need to be coordinated.

### **7.2 Membership of an ISG**

The Incident Support Group is made up of agencies' representatives that provide support to the Controlling Agency. Emergency Management Agencies may be called on to be liaison officers on the Incident Support Group.

The recovery coordinator should be a member of the ISG from the onset, to ensure consistency of information flow, situational awareness and handover to recovery.

The representation on this group may change regularly depending upon the nature of the incident, agencies involved, and the consequences caused by the emergency.

Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

### 7.3 Frequency of Meetings

The frequency of meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one meeting per incident. Coordination is achieved through clear identification of priorities and objectives by agencies sharing information and resources.

### 7.4 Location of ISG Meetings

The Incident Support Group meets during an emergency and provides a focal point for a coordinated approach. The following table identifies suitable locations where it can meet within the District.

**Table 7: Local Incident Support Group meeting locations**

Facility	Address
Broome SES	Orr Street, Broome
Broome Volunteer Bush Fire Brigade	Wattle Drive, Broome
WA Police Kimberley District Office	Corner Hamersley and Frederick Streets

## 8 MEDIA MANAGEMENT AND PUBLIC INFORMATION

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. The provision of this information is the responsibility of the Controlling Agency.

### 8.1 Public warning systems

During times of an emergency one of the most critical components of managing an incident is getting information to the public in a timely and efficient manner. This section highlights local communication strategies.

### 8.2 Local Systems

Refer to Appendix 8.

## 9 FINANCIAL ARRANGEMENTS

State EM Policy section 5.12, State EM Plan section 5.4 and 6.10 and State EM Recovery Procedures 1-2 outlines the responsibilities for funding during multi- agency emergencies. While recognising the above, the Shire of Broome is committed to expending such

necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors. The Chief Executive Officer should be approached immediately an emergency event requiring resourcing by the Shire of Broome occurs to ensure the desired level of support is achieved.



## 10 EVACUATION AND WELFARE

### 10.1 Evacuation

Comprehensive emergency management planning should involve planning for community evacuations. Although the actual act of evacuating a community is the responsibility of the Controlling Agency, the local government with the assistance of its LEMC has clear responsibilities to undertake pre emergency evacuation planning. A comprehensive evacuation plan is of considerable value to all agencies with a role in evacuation and can be very effective in assisting the controlling agency to make timely and informed decisions.

Consideration also needs to be given to receiving evacuees from other local governments.

To assist with emergency evacuation planning SEMC has endorsed the [Western Australian Community Evacuation in Emergencies Guideline](#) which has a section on pre emergency evacuation planning for local governments and LEMCs and dot point items for consideration.

### 10.2 Vulnerable groups

Town based Aboriginal and remote communities are always to be considered vulnerable groups during and following emergency events. The sick and elderly in these communities must be considered for evacuation to safer places should time permit. Itinerant workers, FIFO workers and tourists must also be considered. In addition, town based organisations catering for the most vulnerable in the community are listed in Appendix 2.

## 11 ROUTES & MAPS

The main routes through the Shire of Broome are:

- Great Northern Highway: Provides access from Port Hedland to the south and Derby to the north-east
- Broome Road: turn-off from Great Northern Highway into Broome townsite
- Gubinge Road, access to Port
- Broome Cape Leveque Road: partially sealed road providing access to various Aboriginal communities on the Dampier Peninsula

See Appendix 6 – Map of District.

## 12 WELFARE

The Department of Communities has the role of managing welfare. The Department of Communities have developed a local Welfare Emergency Welfare Plan for your local government area.

A copy of the Department of Communities Local Emergency Welfare Plan, Shire of Broome (updated August 2020) is available as per Table 1.

### 12.1 Local Welfare Coordinator

The Local Welfare Coordinator is appointed by the Department of Communities District Director to:

- a. Establish, chair and manage the activities of the Local Welfare Emergency

- Committee (LWEC), where determined appropriate by the District Director;
- b. Prepare, promulgate, test and maintain the Local Welfare Plans;
  - c. Represent the department and the emergency welfare function on the Local Emergency Management Committee and Local Recovery Committee;
  - d. Establish and maintain the Local Welfare Emergency Coordination Centre;
  - e. Ensure personnel and organisations are trained and exercised in their welfare responsibilities;
  - f. Coordinate the provision of emergency welfare services during response and recovery phases of an emergency; and
  - g. Represent the department on the Incident Management Group when required

The Department of Communities has appointed District Emergency Services Officer, as the Local Welfare Coordinator for the Shire of Broome.

Shire of Broome LGWLO	Contact Details
District Emergency Services Officer	0427 196 037

#### 12.2 Local (Government) Welfare Liaison Officer

The Local (Government) Welfare Liaison Officer is nominated by the local government to coordinate welfare response during emergencies and liaise with the Local Welfare Coordinator.

This role will provide assistance to the Local Welfare Centre, including the management of emergency evacuation centres such as building opening, closing, security and maintenance.

It is important to identify the initial arrangements for welfare to occur, particularly in remote areas, where it may take some time for Department of Communities to arrive.

The role and responsibilities of the LG Welfare Liaison Officer are outlined in section 2.3, Roles and Responsibilities of this document.

Shire of Broome LGWLO	Contact Details
Manager Sport and Recreation	0400 824 849

The Shire of Broome has designated the Manager Sport and Recreation to perform the duties of the Local Government welfare liaison officer. In the event the Manager Sport and Recreation is not available the role will be performed by another senior staff member at the direction of the CEO.

#### 12.3 Register. Find. Reunite

When a large scale emergency occurs and people are evacuated or become displaced, one of the areas Department of Communities has responsibility for is recording who has been displaced and placing the information onto a National Register. This primarily allows friends or relatives to locate each other. Because of the nature of the work involved Department of Communities have reciprocal arrangements with the Red Cross to assist with the registration process.

#### 12.4 Animals (including assistance animals)

Local animal welfare in emergencies procedure is being developed by the Shire of Broome.

#### 12.5 Welfare centre information

For a list of evacuation / welfare centres refer to Appendix 5.

### 13 RECOVERY

Managing recovery is a legislated function of local government and the Local Recovery Management Plan is a compulsory sub-plan of the LEMA. The Shire of Broome has prepared a Local Recovery Plan.

### 14 EXERCISING, REVIEWING AND REPORTING

#### 14.1 The aim of exercising

Testing and exercising are essential to ensure that emergency management arrangements are workable and effective. Testing and exercising are important to ensure individuals and organisations remain aware of what is required of them during an emergency response situation.

The exercising of a HMA's response to an incident is the HMA responsibility however it could be incorporated into the LEMC exercise.

Exercising the emergency management arrangements will allow the LEMC to:

- Test the effectiveness of the local arrangements
- Bring together members of emergency management agencies and give them knowledge of, and confidence in, their roles and responsibilities
- Help educate the community about local arrangements and programs
- Allow participating agencies an opportunity to test their operational procedures and skills in simulated emergency conditions
- Test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination between them.

#### 14.2 Frequency of exercises

State EM Policy section 4.8, State EM Plan 4.7 and State EM Preparedness Procedure 19 outline the State's arrangements for EM exercising, including the requirement for local governments to exercise on an annual basis. Additionally, LEMAs must be validated through exercise or activation within 12 months of any significant amendments made through a comprehensive or targeted review (State EM Policy section 1.5.10).

#### 14.3 Types of exercises

Some examples of exercise types include:

- desktop/discussion;
- a phone tree recall exercise;
- opening and closing procedures for evacuation centres or any facilities that might be

operating in an emergency;

- operating procedures of an Emergency Coordination Centre; or
- locating and activating resources on the Emergency Resources Register.

#### 14.4 Reporting of exercises

Each local government reports their exercise schedule to the relevant DEMC prior to the start of the calendar year for inclusion in the DEMC report to the SEMC State Exercise Coordination Team (SECT).

Once local government exercises have been completed, post-exercise reports should be forwarded to the DEMC to be included in reporting to the SECT as soon as practicable.

### 15 REVIEW OF LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

The Local Emergency Management Arrangements (LEMA) shall be reviewed in accordance with State EM Policy section 2.5 and amended or replaced whenever the local government considers it appropriate (s.42 of the EM Act). However, according to State EM Preparedness Procedure 8, the LEMA (including recovery plans) are to be reviewed and amended in the following situations:

- after an event or incident requiring the activation of an Incident Support Group or an incident requiring significant recovery coordination; and
- an entire review is undertaken every five (5) years, as risks might vary due to climate, environment and population changes.

Consider quarterly reviews of contact lists. ([Refer to Appendix 7 – Contacts](#)) Consider also reviewing arrangements after exercises.

#### 15.1 Review of Local Emergency Management Committee Positions

The Shire of Broome, in consultation with the parent organisation of members shall determine the term and composition of LEMC positions.

#### 15.2 Review of resources register

The LEMC Chairperson shall have the resources register checked and updated on an annual basis, ongoing amendments occur at each LEMC meeting.

#### 15.3 Annual Reporting

The annual report of the LEMC is to be completed and submitted to the DEMC within 2 weeks of the end of the financial year for which the annual report is prepared. The LEMC is required to submit a signed hard copy of the annual report to the Executive Officer of the DEMC.

The information provided by the LEMC annual report is collated into the SEMC Annual Report which is tabled in Parliament.

The SEMC issue the annual report template.

## APPENDICES



## Appendix 1. Critical Infrastructure

### DETAILS NOT FOR PUBLIC DISSEMINATION

Should you wish to obtain information which may be contained in this Appendix, please contact the Chairperson of the LEMC, through the Shire of Broome.

## Appendix 2. Special needs / Vulnerable groups

### DETAILS NOT FOR PUBLIC DISSEMINATION

Should you wish to obtain information which may be contained in this Appendix, please contact the Chairperson of the LEMC, through the Shire of Broome.

## Appendix 3. Risk Register Schedule

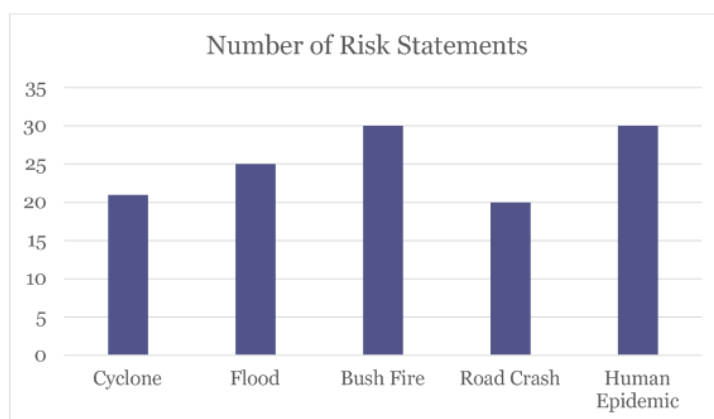
### Risk Analysis

Five hazard scenarios were workshopped with Local Emergency Management Committee (LEMC) representatives using the WA Risk Register and tools:

- Cyclone
- Flood
- Bush fire
- Road crash
- Human epidemic

The LEMC representatives at each workshop developed the risk statements for each risk scenario and determined the maximum consequence, percentage likelihood of the risk occurring and level of confidence for each of the risk statements. This information then informs the level of risk for each of the risk statements for each of the five hazards scenarios.

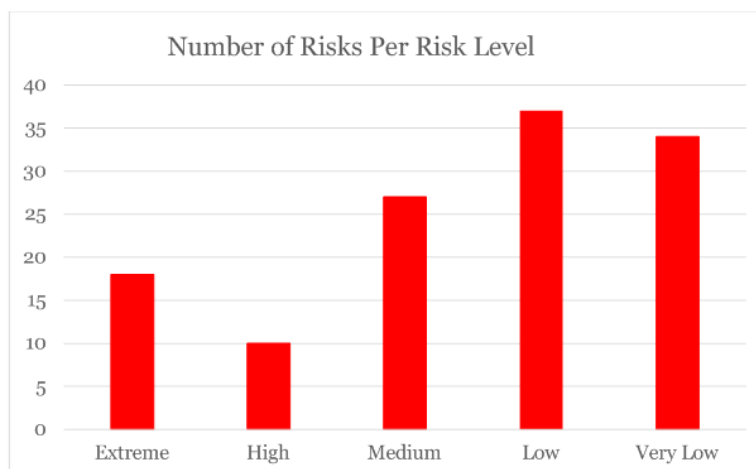
Number of risk statements per hazard scenario is illustrated in the graph below.



Bush fire and human epidemic risk scenarios each had a total of thirty risk statements, followed by flood with twenty five, cyclone with twenty one and road crash with twenty risk statements.

A total of 126 risks statements were identified for the five hazard scenarios, risk levels were categorized as extreme, high, medium, low and very low.

## Appendix 3. Risk Register Schedule



Summary of the total number of hazard statements by risk level as follows:

- Extreme 18 (14%)
- High 10 (8%)
- Medium 27 (21%)
- 37 low (30%)
- 34 very low (27%)

There was a total of eighteen risk statements with extreme level of risk and a total of ten risk statements with high level of risk. A summary of extreme and high risk level risk statements is provided below.

### Extreme Risk Level

Scenario: Human epidemic

- Eight extreme level risk statements impacting the economy, two of which are considered catastrophic. These ratings relate to the impact on workforce attendance and the tourist industry resulting in financial losses.
- Four extreme level risk statements impacting public administration, one considered catastrophic, due to the increased demand on WA health services at the local level, impacting their ability to maintain core services.
- Two extreme level risk statements impacting people, both being catastrophic. These ratings relate to the impact on the health of people and likeliness to cause serious injury or death.
- One extreme level risk statement impacting social setting.

## Appendix 3. Risk Register Schedule

Scenario: Road crash

- Two extreme level risk statements impacting people, both being catastrophic. Given the scenario included two deaths, the maximum consequence had to apply.
- One extreme level risk statement impacting public administration, also catastrophic. This was rated catastrophic due to the increased demand on the local WA health services and ability to maintain core services.

### High Risk Level

Scenario: Human epidemic

- Three high level risk statements impacting social setting, as a result of isolation impacting on community well being, breakdown in family support networks and community social networks.
- Two high level risk statements impacting public administration. Concerns relate to the continuation of school and medical services.
- Two high level risk statements impacting people. Rating related to the potential impact on remote health services and people with existing illnesses.

Scenario: Flood

- Both high level risk statements impacting economy as result of disruption to business activities and recovery costs to local government.

Scenario: Road crash

- One high level risk statement impacting public administration as a result of increased demand on St John Ambulance service and their ability to maintain core services.

### Catastrophic Maximum Consequence

There is a total of eight risk statements with a maximum consequence of catastrophic, all within the extreme risk level. Five of the eight risk statements with a maximum consequence of catastrophic related to human epidemic and the remaining three to road crash.

Given the road crash scenario included two fatalities, the three catastrophic maximum consequences were not surprising, two were directly related to the impact area of 'people' being impact on health resulting in serious injury or death.

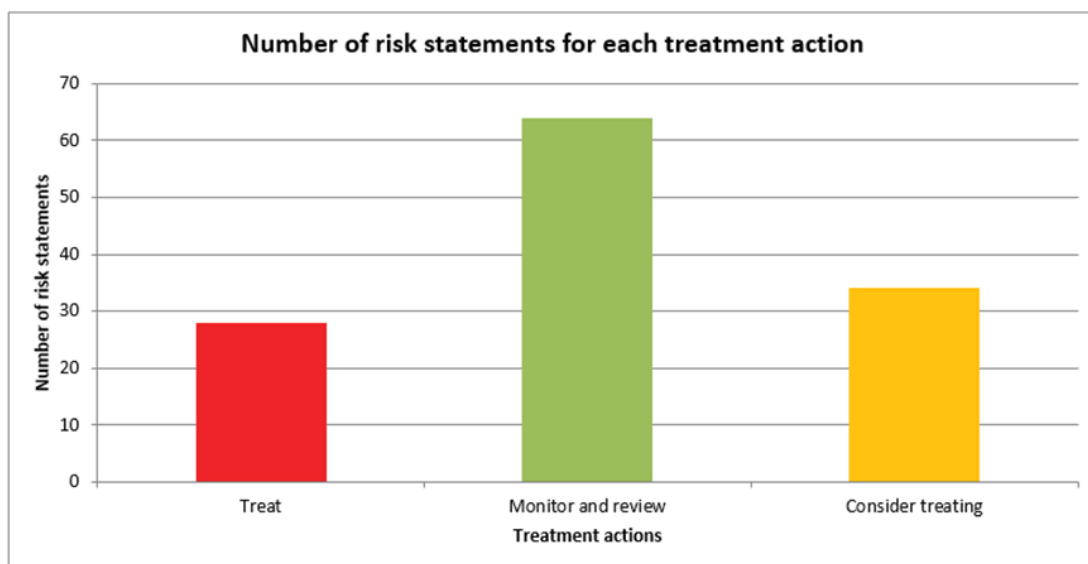
### Treatments

Treatment action is required for risk statements with an extreme or high risk level. Risk statements with a medium risk rating, treatment should be considered. Risk statements with a low risk rating and moderate consequence should also consider treatment. All other levels of risk require monitor and review.



## Appendix 3. Risk Register Schedule

A total of twenty eight risk statements require treatment, eighteen extreme risk and ten high risk level. Thirty four risk statements treatment should be considered and the remaining sixty four risk statements to be monitored and reviewed.



The risk statements requiring treatment are as follows:

- Risk scenario: Human epidemic
  - Fifteen extreme risk statements
  - Seven high risk statements
- Risk scenario: Road crash
  - Three extreme risk statements
  - One high risk statement
- Risk scenario: Flood
  - Two high risk statements

### Summary

Five hazard scenarios were workshopped with LEMC representatives using the WA Risk Register and tools.

A total of 126 risks statements were identified for the five hazard scenarios, risk levels were categorized as extreme, high, medium, low and very low.

## Appendix 3. Risk Register Schedule

A total of twenty eight risk statements require treatment, eighteen extreme risk and ten high risk level. Thirty four risk statements treatment should be considered and the remaining sixty four risk statements to be monitored and reviewed.

### Appendix 3. Risk Register Schedule

DETAILS NOT FOR PUBLIC DISSEMINATION

Should you wish to obtain information which may be contained in this Appendix, please contact the Chairperson of the LEMC, through the Shire of Broome.

#### Appendix 4. Resources

**DETAILS NOT FOR PUBLIC DISSEMINATION**

Should you wish to obtain information which may be contained in this Appendix, please contact the Chairperson of the LEMC, through the Shire of Broome.

## Appendix 5. Welfare centre information

	Details
Establishment/ Facility:	Broome Recreation and Aquatic Centre (BRAC)
Physical Address	Cable Beach Road East, cross of Jewell Street, Broome
General Description of the Complex	Primary Welfare Centre - Stadium
Site Limitations	400
Telephone No	08 9191 8720
Fax No	08 9193 6714
Email Address	<a href="mailto:shire@broome.wa.gov.au">shire@broome.wa.gov.au</a> <a href="mailto:brac@broome.wa.gov.au">brac@broome.wa.gov.au</a>

### Contacts

Name	Position	Work Contact	A/Hrs Contact
Vacant	Director Development and Community	0418 231 486	0418 231 486
Casey Zepnick	Manager Sport and Recreation	0400 824 849	0400 824 849





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## Appendix 7. Contacts

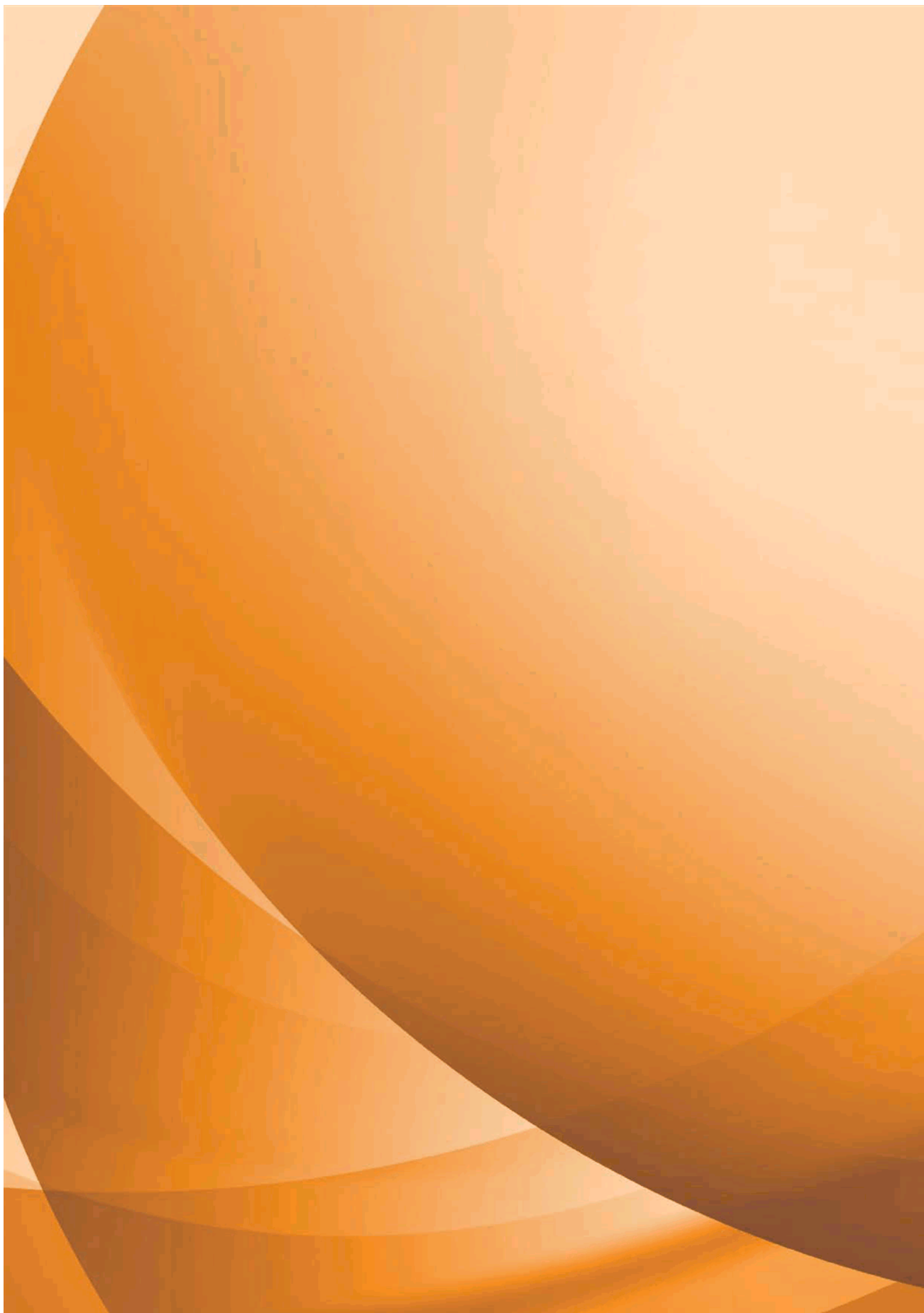
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### DETAILS NOT FOR PUBLIC DISSEMINATION

Should you wish to obtain information which may be contained in this Appendix, please contact the Chairperson of the LEMC, through the Shire of Broome.

## Appendix 8. Local public warning systems

Description	Contact Person	Contact Number
Broome Police Station – cyclone status lights (Blue, yellow and red)		





## Shire of Broome Local Recovery Plan 2021

Endorsed by LEMC: 10 March 2021  
Endorsed by the Shire of Broome:  
Full Review Date: 2026



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## **Disclaimer**

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The Shire of Broome Local Recovery Plan has been prepared pursuant to Section 41(1) of the *Emergency Management Act 2005* and endorsed by the Local Emergency Management Committee. A copy of the Local Recovery Plan has been submitted to the Kimberley District Emergency Management Committee (DEMC) for noting in accordance with State Emergency Management Preparedness Procedure 8: Emergency Management for Local Government and then for noting with the State Emergency Management Committee (SEMC) pursuant to Section 41(5) of the *Emergency Management Act 2005*.

#### CERTIFICATE OF ENDORSEMENT

The Shire of Broome Local Emergency Management Arrangements (LEMA) have been prepared by the Shire of Broome Local Emergency Management Committee (LEMC) in accordance with sections 36 and 41 of the *Emergency Management Act 2005* and *Emergency Management Regulations 2006*.

The Shire of Broome Local Recovery Plan has been prepared under the authority of the Shire of Broome LEMC in consultation with local hazard management agencies, support organisations, government and non-government organisations and the community.

The Shire of Broome Local Recovery Plan has been submitted to the Shire of Broome LEMC and Council for endorsement. A copy has been forward to the District Emergency Management Committee for endorsement and State Emergency Management Committee for noting.

Shire of Broome Local Emergency Management Committee

\_\_\_\_\_  
Chair  
Cr Chris Mitchell

Date: 10/03/2021

Endorsed by Council

Date

\_\_\_\_\_  
<Insert resolution number>

Endorsed by DEMC

Date:

Noted SEMC:

Date:

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## DISTRIBUTION

Official copies of this document are distributed in pdf format only and are provided electronically to the organisations and individuals named below. Members of the public wishing to obtain a copy of this document can do so by application to the Shire of Broome through the following email address: shire@broome.wa.gov.au

Hard copy versions of this document may not be accurate.

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Bidyadanga Police Station	1
DFES Broome	1
Department of Parks and Wildlife	1
Department of Communities, Child Protection and Family Support	1
Department of Health	1
St John Ambulance Broome	1
NORFORCE	1
Bureau of Meteorology Broome (??)	1
Broome Volunteer Sea Rescue	1
Broome Regional Volunteer Bush Fire Brigade	1
Horizon Power Broome	1
Water Corporation Broome	1
Broome International Airport	1
Broome Chamber of Commerce	1
Department of Planning, Lands and Heritage Broome	1
Department of Transport Broome	1
Community Emergency Management Officer	1
Main Roads WA	1
Australian Red Cross Broome	1
Kimberley Ports Authority	1
Indigenous Coordination Centre Broome	1
Kimberley Land Council	1
Ardyaloon Community Council	1
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Kimberley District Emergency Management Committee (DEMC)	1
State Emergency Management Committee (SEMC)	1



### AMENDMENT RECORD

Suggestions and comments from the community and stakeholders can help improve the arrangements and subsequent amendments.

Feedback can include:

- What you do or do not like about the Local Recovery Plan;
- Unclear or incorrect expression;
- Out of date information or practices;
- Inadequacies;
- Errors, omissions or suggested improvements.

To forward feedback, copy the relevant section, mark the proposed changes and forward it to:

The Chairperson  
Local Emergency Management Committee  
Shire of Broome  
PO Box 44 BROOME WA 6725

The Chairperson will refer any correspondence to the LEMC for consideration and or approval. Amendments promulgated are to be certified in the below table when updated.

Number	Date	Amendment summary	Author
1	10 March 2021	Endorsed by LEMC	J Jankowski SoB
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

#### GLOSSARY OF TERMS AND ACCRONYMS

Terminology used throughout this document shall have the meaning as prescribed in either section 3 of the *Emergency Management Act 2005* or as defined in the [State EM Glossary](#) or the [WA Emergency Risk Management procedure](#).

**District:** means an area of the State that is declared to be a district under section 2.1 *Local Government Act 1995*.

**Municipality:** Means the district of the local government.

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General acronyms used in these arrangements

BFS	Bush Fire Service
CEO	Chief Executive Officer
Communities	Department of Communities
DBCA	Department of Biodiversity, Conservation and Attractions
DEMC	District Emergency Management Committee
ECC	Emergency Coordination Centre
EM	Emergency Management
DFES	Department of Fire and Emergency Services
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordination Committee
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SOP	Standard Operating Procedures

## 1. INTRODUCTION

### 1.1 Authority

The Shire of Broome Local Recovery Plan (SBLRP) has been prepared in accordance with section 41(4) of the *Emergency Management Act 2005* and forms part of the Shire of Broome Local Emergency Arrangements.

### 1.2 Purpose

The purpose of this plan is to facilitate the recovery of affected individuals, communities and infrastructure as quickly as reasonably possible and to identify roles and responsibilities of participating organisations and agencies.

### 1.3 Objectives

The objectives of this plan are to:

- Describe the roles, responsibilities, available resources and procedures for the management of recovery from emergencies for the Shire of Broome.
- Establish a basis for the coordination of recovery activities at the local level;
- Promote effective liaison between all Hazard Management Agencies (HMA), emergency services and supporting agencies, which may become involved in recovery; and
- Provide a framework for recovery operations.

### 1.4 Scope

The scope of this Recovery Plan is limited to the boundaries of the Shire of Broome and forms a part of its Local Emergency Management Arrangements. It details the local recovery arrangements for the community.

### 1.5 Shire profile

With a population of approximately 16,900 people, the population increases during the main tourist season with 268,000 visitors annually (Tourism WA – Visitor Fact Sheet, [https://www.tourism.wa.gov.au/Publications%20Library/Research%20and%20reports/2017/LGAs%20and%20sub-regions/Broome 2017%20Factsheet.pdf](https://www.tourism.wa.gov.au/Publications%20Library/Research%20and%20reports/2017/LGAs%20and%20sub-regions/Broome%202017%20Factsheet.pdf)).

A total of 84 Aboriginal communities are located within the Shire, of which 78 are classified as remote (Local Government Advisory Board, 2008). The main Aboriginal communities extend from Bidyadanga to the south and Beagle Bay, Lombadina, Djarindjin and Ardyaloon on the Dampier Peninsula to the north of Broome, along with a number of pastoral stations.

### 1.6 Recovery Aboriginal Communities

Where an emergency event impacts an Aboriginal community within the Shire of Broome Local Government Area, the Shire will as far as reasonably possible ensure support is provided. Due to the Commonwealth funding and service arrangements to Aboriginal communities within the region, the Shire believes the agencies funded to provide these services are best placed to provide for recovery activities within the affected Aboriginal community and to support the community.

## 2. RELATED DOCUMENTS AND ARRANGEMENTS

This Recovery Plan forms part of the Shire of Broome Local Emergency Management Arrangements which has been created in accordance with the recommendations of the State

Emergency Management Local Recovery Guidelines May 2018.

### 2.1 Agreements, Understandings and Commitments

The following agreements (Memorandums of Understanding) are currently in place:

Table 1: Agreements, understandings and commitments

Parties to the Agreement	Summary of the Agreement
Shire of Broome / Department of Child Protection and Family Support	Letter Agreement – Use of Broome Aquatic Facility (BRAC) as a Welfare Centre
Shire of Broome / Department of Fire and Emergency Services	Memorandum of Understanding – DFES assisting local government carry out responsibilities for the management and control of bush fire brigades and bush fire and emergency services under the <i>Bush Fires Act 1954</i>

### 2.2 State Plans and policies

Table 2: State plans and policies

Document	Owner
State Emergency Management Plan for the Provision of Welfare Support (Westplan Welfare) Link:	Office Emergency Management (OEM)
5.12 State Emergency Policy – Funding for Emergency Response Link:	OEM
6.10 State Emergency Management Plan Financial Assistance Link:	OEM
State EM Recovery Procedure 1 – Management of Public Fundraising and Donations Link:	OEM
State EM Recovery Procedure 2 – Emergency Management Funding Link:	OEM
State EM Recovery Procedure 4 – Comprehensive Impact Assessment Link:	OEM
Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA) guide for Local Government	OEM
Lord Mayor's Distress Relief Fund (LMDRF)	LMDRF Board

## 3 RESOURCES

The Local Recovery Coordinator for the Shire of Broome is responsible for determining the resources required for recovery activities in consultation with the Hazard Management Agency and Support Organisations.

Shire of Broome resources are identified in the Asset Register of the Shire of Broome. Resources available and contact details for recovery have been identified and are included in [Attachment 1](#).



The following table identifies suitable Local Recovery Coordination Centres in the local government area:

Centre Name	Address	Capacity and Available Resources	Contacts
Shire of Broome Administration Office	Cnr Weld and Haas Streets, Broome	Function Room Capacity 44 (COVID guidelines)	Director Development and Community 0418 231 486

### 3.1 Financial Arrangements

The primary responsibility for safeguarding and restoring public and private assets affected by an emergency rests with the owner, who needs to understand the level of risk and have appropriate mitigation strategies in place.

The Shire of Broome has arrangements in place to insure its assets. Assets are recorded and managed through Asset Management Plans in accordance with the Department of Local Government Asset Management Framework and Guidelines.

[https://www.dlgsc.wa.gov.au/docs/default-source/local-government/integrated-planning-and-reporting/integrated-planning-and-reporting-asset-management-framework-guidelines.pdf?sfvrsn=d6c24373\\_3](https://www.dlgsc.wa.gov.au/docs/default-source/local-government/integrated-planning-and-reporting/integrated-planning-and-reporting-asset-management-framework-guidelines.pdf?sfvrsn=d6c24373_3)

The Shire of Broome has the following arrangements to fund recovery activities if necessary:

- Understanding the use of section 6.8(1)(b) or (c) of the Local Government Act 1995, allowing for expenditure not included in the annual budget to be authorised in advance by an absolute majority decision of the Council, or by the mayor or president in an emergency and then reported to the next ordinary meeting of the Council;
- Understanding the use of section 6.11(2) of the Local Government Act 1995, utilise cash reserve established for another purpose, subject to one month public notice being given of the use for another purpose. Local Government Financial Management Regulations 1996 – regulation 18(a) provides and exemption for giving local public notice to change the use of money in a reserve where the mayor or president has authorised expenditure in an emergency. This would still require a formal decision of the Council before money can be accessed.
- Understanding the use of section 6.20(2) of the Local Government Act 1995 to borrow funds, subject to one month's local public notice of the proposal and exercising of the power to borrow by an absolute majority decision of the Council;
- Understanding the need to manage cash flow requirements by making use of the option of submitting progressive claims for reimbursement from WANDRAA or Main Roads WA.

The State EM Policy Section 6 and State EM Plan Section 6 outlines the States recovery funding arrangements. Relief programs include:

- Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA);

- Centrelink; and
- Lord Mayor's Distress Relief Fund (LMDRF).

Information on these relief arrangements can be found in State EM Plan Section 6.10.

### 3.1.2 Donations

Organisations wishing to establish public appeals for cash donations should use the Lord Mayor's Distress Relief Fund managed by the City of Perth, as detailed in the State Emergency Management Policy (<https://semc.wa.gov.au/emergency-management/policy/Documents/StateEMPpolicy.pdf#search=donations>).

## 4 ROLES & RESPONSIBILITIES

### 4.1 Local Recovery Coordinator

The Shire of Broome has appointed the following key personnel and officers to lead and support the community recovery process and may appoint more than one person to the position of LRC in accordance with *Emergency Management Act 2005*, S 41. (4). By appointing and training more than one person to undertake the role of LRC, coverage is ensured in the event the primary appointee is unavailable when an emergency occurs.

LRCC Position	Primary	Secondary
LRCC Chair	Elected Member	Shire President
LRC	Director Development and Community	Manager Environmental Health, Emergency and Rangers
Support Officer	Executive Support Officer	Executive Support Officer

The Local Recovery Coordinator (LRC) is responsible for the development and implementation of the recovery arrangements for the Shire of Broome.

Attachment 2 of this Plan provides a Local Recovery Coordinator/Coordination Group Action Checklist.

The functions of the LRC can be found in Attachment 3.

### 4.2 Local Recovery Coordination Group

The Local Recovery Coordination Group (LRCG) comprises a core membership of Shire of Broome Executive Management Group, Hazard Management Agency representatives, support agency representatives and community representatives.

The role of the Local Recovery Coordination Group is to coordinate and support local management of the recovery processes within the community.

The role and functions for the LRC Group can be found in Attachment 4.

### 4.3 Local recovery Coordination Group subcommittees (where required)

It may be appropriate to consider establishing one or more subcommittees to assist the Local Recovery Coordinator and Coordination Group by addressing specific components of the recovery process.

Consideration will be given to establishing the following subcommittees, dependent on the nature and extent of the recovery:

1. Community (Social);
2. Infrastructure (Built);
3. Environment (Natural); and
4. Finance (Economic).

Roles and functions for the Subcommittees can be found in Attachment 5.

#### **4.4 Activation**

The decision to activate the Recovery Plan will be made by the Shire President after consultation with the Local Recovery Coordinator and Chief Executive Officer. The decision to activate the Recovery Plan must take into account a Post Impact Assessment (PIA) of the emergency and an assessment of the assistance required for recovery made by either the Incident Management Team or through consultation with the Hazard Management Agency, the Incident Controller and the Local Emergency Coordinator.

Once the Plan has been authorized for activation, the LRC is responsible for implementing the recovery processes including the activation of the LRCC.

#### **4.5 Impact Assessments and Recovery Planning**

It is essential that an assessment of the recovery and restoration requirements be conducted as soon as possible after the impact of the event. Impact assessment should not interfere with response operations. Access to the affected area may be restricted by the HMA until it is determined to be safe to enter.

Sources that may assist in the collection of impact assessment data include the:

- Hazard Management Agency;
- Welfare agencies - to identify persons in need of immediate assistance;
- Local government building inspectors and engineers;
- Insurance assessors;
- Business associations, e.g. local chamber of commerce

#### **4.6 Operational Recovery Plan**

The Shire of Broome has prepared this local recovery plan to encompass all of the elements of WESTPLAN - RECOVERY as a general recovery management plan. However, following a major emergency where substantial damage has occurred to residential, commercial and government buildings and other community infrastructure, and where significant reconstruction and restoration is required, an operational recovery plan should be prepared by the Local Recovery Coordination Committee.

The operational recovery plan should provide a full description of the extent of the damage, both physical and human, and detail plans for restoration and reconstruction of the affected community. Each operational recovery plan will be different depending upon the nature of the

emergency and the severity of the destruction and disruption.

Please refer to Attachment 6 – Template Operational Recovery Plan.

#### 4.7 Communication plan

Management of communication in a crisis is critical and should be structured, well coordinated and effective. During the response phase, public information is strictly the domain of the Hazard Management Agency. Once transition from response to recovery has taken place, the responsibility shifts to the Shire of Broome and this response will be led by the Chair of the Local Recovery Coordinating Committee.

A communication strategy will be developed that is specific to the situation and direct the communication response. The communication strategy will be prepared by the Local Recovery Coordination Committee in collaboration with the Shire President. Both internal and external communications will be directed by the strategy, which will ensure alignment with Local Recovery Coordination Committee response objectives and with the communications policy.

The provisions of the Local Government Act 1995 essentially direct that only the Shire President, or the CEO if authorised, may speak on behalf of the local government.

Communications Key Messages can be found in Attachment 6A and Media Release Template in Attachment 6B.

Key groups who need to receive recovery information, the methods available and potential locations where information can be found in Attachment 7.



## APPENDICES AND ATTACHMENTS



ATTACHMENT 1 TO LOCAL RECOVERY PLAN  
RECOVERY RESOURCE AND CONTACT LISTING

DETAILS NOT FOR PUBLIC DISSEMINATION

Should you wish to obtain information which may be contained in this Appendix,  
please contact the Chairperson of the LEMC, through the Shire of Broome.

## ATTACHMENT 2 TO LOCAL RECOVERY PLAN

### LOCAL RECOVERY COORDINATOR/COORDINATION GROUP ACTION CHECKLIST

(Please note this listing is a guide only and is not exhaustive)

Task Description	Complete
Within 48 hours*	
Local Recovery Coordinator to contact and alert key local contacts	
Local Recovery Coordinator to liaise with the Controlling Agency and participate in the incident management arrangements, including the Incident Support Group and Operations Area Support Group where appropriate	
Local Recovery Coordinator to receive initial impact assessment from the Controlling Agency	
Local Recovery Coordinator to determine the need for the Local Recovery Coordination Group to be convened and its members briefed, in conjunction with the local government	
Local Recovery Coordinator and the local government to participate in the determination of state involvement in conjunction with the State Recovery Coordinator	
Meet with specific agencies involved with recovery operations to determine actions	
Further develop and implement event specific Communication Plan, including public information, appointment of a spokesperson and the local governments internal communication processes.	
Consider support required, for example resources to maintain a record of events and actions	
Within 1 week	
Participate in consultation on the coordination of completion of a Comprehensive Impact Assessment by the Controlling Agency	
Activate a recovery coordination centre if required	
Identify special needs groups or individuals.	
Determine the need to establish subcommittees, and determine functions and membership if necessary	
Develop an Operational Recovery Plan which determines the recovery objectives and details the recovery requirements, governance arrangements, resources and priorities	

Task Description	Complete
Within 1 week cont.	
Confirm whether the event has been proclaimed an eligible natural disaster under the WA Natural Disaster Relief Arrangements and if so what assistance measures are available.	
Manage offers of assistance, including volunteers, material aid and donated money.	
Report to organisational hierarchy on likely costs/impact of involvement in recovery activities.	
Activate outreach program to meet immediate needs and determine ongoing needs. Issues to be considered should include the need for specialist counselling, material aid, accommodation, financial assistance and social, recreational and domestic facilities.	
Establish a system for recording all expenditure during recovery (includes logging expenditure, keeping receipts and providing timesheets for paid labour)	
Consider establishing a call centre with prepared responses for frequently asked questions	
Establish a 'one-stop shop' recovery centre to provide the affected community with access to all recovery services.	
Manage restoration of essential infrastructure/.	
Brief media on the recovery program.	
Within 12 months	
Determine longer-term recovery strategies	
Debrief recovery agencies and staff	
Implement transitioning to mainstream services	
Evaluate effectiveness of recovery within 12 months of the emergency	

\*Timeframes are approximate only

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### ATTACHMENT 3

#### LRC FUNCTIONS

- Ensure the Local Recovery Plan is established;
- Liaise with the Controlling Agency, including attending the Incident Support Group and Operations Area Support Group meetings where appropriate;
- Assess the community recovery requirements for each event, in conjunction with the HMA, Local Emergency Coordinator (LEC) and other responsible agencies;
- Provide advice to the Mayor/Shire President and Chief Executive Officer (CEO) on the requirement to convene the Local Recovery Coordination Group (LRCG) and provide advice to the LRCG if convened;
- Ensure the functions of the Executive Officer are undertaken for the Local Recovery Coordination Group;
- Assess for the LRCG requirements for the restoration of services and facilities with the assistance of the responsible agencies where appropriate;
- Determine the resources required for the recovery process in consultation with the Local Recovery Coordination Group;
- Coordinate local level recovery activities for a particular event, in accordance with plans, strategies and policies determined by the LRCG;
- Monitor the progress of recovery and provide periodic reports to the Local Recovery Coordination Group and State Recovery Coordination Group, if established;
- Liaise with the State Recovery Coordinator on issues where State level support is required or where there are problems with services from government agencies locally;
- Facilitate the acquisition and appropriate application of the resources necessary to ensure an effective recovery;
- Ensure the recovery activities are consistent with the principles of community engagement;
- Arrange for the conduct of an operational debriefing of all participating agencies and organisations as soon as possible after cessation of the arrangements; and
- Arrange for an evaluation of the effectiveness of the recovery activities in relation to the recovery plan, within 12 months of the emergency.

## ATTACHMENT 4

### LRCG ROLE AND FUNCTIONS

#### ROLE

The role of the Local Recovery Coordination Group is to coordinate and support local management of the recovery processes within the community.

#### FUNCTIONS

- Establishing subcommittees as required;
- Assessing requirements, based on the impact assessment, for recovery activities relating to the social, built, economic and natural wellbeing of the community with the assistance of the responsible agencies where appropriate;
- Developing an operational plan for the coordination of the recovery process for the event that:
  - takes account of the local government long term planning and goals;
  - includes an assessment of the recovery needs and determines which recovery functions are still required;
  - develops a timetable and identifies responsibilities for completing the major activities;
  - considers the needs of youth, the aged, the disabled, and culturally and linguistically diverse (CALD) people;
  - allows full community participation and access; and
  - allows for the monitoring of the progress of recovery.
- Overseeing the delivery of projects that support the social, built, economic and natural environments of recovery to ensure that they are community-owned and targeted to best support the recovery of impacted communities;
- Facilitating the provision of services, public information, information exchange and resource acquisition;
- Providing advice to the State and Local Government/s to ensure that recovery programs and services meet the needs of the community;
- Negotiating the most effective use of available resources including the support of State and Commonwealth agencies;
- Monitoring the progress of recovery, and receiving periodic reports from recovery agencies;
- Ensuring a coordinated multi agency approach to community recovery;
  - Providing a central point of communication and coordination for the actions of the wide range of recovery-related services and projects being progressed outside of the direct control of the Committee; and
  - Making appropriate recommendations, based on lessons learnt, to the LEMC to improve the community's recovery preparedness.



## ATTACHMENT 5

### Recovery Subcommittee Role Statements

#### COMMUNITY (OR SOCIAL) SUBCOMMITTEE

##### Objectives

- To provide advice and guidance to assist in the restoration and strengthening of community well-being post the event;
- To facilitate understanding on the needs of the impacted community in relation to community wellbeing;
- To assess and recommend priority areas, projects, and events to assist with the recovery process in the immediate and short-term regarding the restoration and strengthening of community wellbeing;
- To assess and recommend medium and long term priority areas to the local government for consideration to assist in the restoration and strengthening of community wellbeing; and
- To ensure the affected community is informed and involved in the recovery processes so actions and programs match their needs.

#### ENVIRONMENT (OR NATURAL) SUBCOMMITTEE

##### Objectives

- To provide advice and guidance to assist in the restoration of the natural environment post the event;
- To facilitate understanding of the needs of the impacted community in relation to environmental restoration;
- To assess and recommend priority areas, projects and community education to assist with the recovery process in the immediate and short-term regarding the restoration of the environment including weed management and impacts on; and
- To assess and recommend medium and long term priority areas to the local government for consideration to assist in the restoration of the natural environment in the medium to long term.

#### INFRASTRUCTURE (OR BUILT) SUBCOMMITTEE

##### Objectives

- Assist in assessing requirements for the restoration of services and facilities in conjunction with the responsible agencies where appropriate;
- To provide advice and assist in the coordination of the restoration of infrastructure assets and essential services damaged or destroyed during the emergency; and
- To assess and recommend priority infrastructure projects to assist with the recovery process in the immediate and short, medium and long term.

## **FINANCE (OR ECONOMIC) SUBCOMMITTEE**

### **Role**

To make recommendations to the Lord Mayor's Distress Relief Fund (LMDRF) on the orderly and equitable disbursement of donations and offers of assistance to individuals having suffered personal loss and hardship as a result of the event.

### **Functions**

- the development of eligibility criteria and procedures by which payments from the LMDRF will be made to affected individuals which:
  - ensure the principles of equity, fairness, simplicity and transparency apply;
  - ensure the procedures developed are straightforward and not onerous to individuals seeking assistance;
  - recognise the extent of loss suffered by individuals;
  - complement other forms of relief and assistance provided by government and the private sector;
  - recognise immediate, short, medium and longer term needs of affected individuals; and
  - ensure the privacy of individuals is protected at all times.
- facilitate the disbursement of financial donations from the corporate sector to affected individuals, where practical.

### **Sample LMDRF Eligibility Criteria and Levels of Financial Assistance**

*(Criteria used by the Shire of Mundaring for the Parkerville-Stoneville-Mt Helena Fire on 12 January 2014)*

#### **Owners/Owner Occupiers**

For Owners/Owner Occupiers of properties impacted by the event, there are three levels of LMDRF grant assistance available as follows:

- Level One – shall apply in those instances where the house/house and contents have been totally destroyed;
- Level Two – shall apply in those instances where the house/house and contents have been damaged but the house remains habitable; and
- Level Three – shall apply in those instances where there has been other property damage/loss, e.g. sheds, shed contents, pergolas, outdoor furniture etc.

#### **Occupiers**

For Occupiers (those renting) of properties impacted by the event, there are two levels of LMDRF grant assistance available as follows:

- Level Four – shall apply in those instances where the house contents have been totally destroyed as a consequence of the house being totally destroyed; and
- Level Five – shall apply in those instances where there has been partial damage/ loss of house contents and other personal effects.

## ATTACHMENT 6

### Operational Recovery Plan Template

#### Shire of Broome Local Recovery Coordination Committee

##### 1. Introduction

###### 1.1. Background on the Nature of the emergency or incident

Details of emergency, i.e. TC, flood as a result of.....

###### 1.2. Aim or purpose of the plan:

- Establish the organisation and procedures for the management and recovery from xxxxxx emergency in the Shire of Broome;
- Identify the roles and responsibilities of participating organisations / agencies
- Establish the basis for the coordination of recovery for the community.
- Promote effective liaison between all Hazard Management Agencies, emergency services and supporting agencies.

###### 1.3. Authority for the plan

This Local Recovery Plan has been prepared in accordance with the requirements of the *Emergency Management Act 2005 {s41(4)}* and forms part of the Local Emergency Management Arrangements for the Shire of Broome. This plan has been endorsed by the Broome Local Emergency Management Committee and tabled for information and comment with Kimberley District Emergency Management Committee. This plan has been approved the Shire of Broome at OMC 30 April 2015.

###### 1.4. Scope

The scope of this plan is limited to the Shire of Broome boundaries and forms part of the Local Emergency Management Arrangements. It details the local recovery arrangements for the affected community.

## 2. Assessment of Recovery Requirements

2.1. Details of loss and damage to residential, commercial and industrial buildings, transport, essential services (including State and Local Government infrastructure)  
refer Attachment 3

Essential Service / asset	Details of loss / damage	Estimated cost of damage

2.2. Temporary accommodation requirements (including details of emergency welfare centres)

Welfare Centre	Dept of Communities Activated (date and time)	Number seeking refuge	Cessation
BRAC			

2.3. Documents related to this plan:

- List any relevant plans, arrangements, MoU's

2.4. Additional personnel requirements (general specialist)

2.5. Human services (personnel and psychiatric support) requirements

## 2.6. Other health issues

### 3. Organisational Aspects

#### 3.1. Details of the composition, structure and reporting lines of the committees and sub-committees set up to manage the recovery process

Refer to Annex D – Local recovery Coordinating Committee Flowchart

#### 3.2. Details of the inter-agency relationships and responsibilities

Refer to Annex E: Organisational Responsibilities

#### 3.3. Details of the roles, key tasks and responsibilities (see 3.2) of the various committees and those appointed to various positions including Recovery Coordinator



Agency	Task

#### 4. Operational Aspects

##### 4.1. Details of resources available and required

Resource Required (equipment, volunteer, service etc.)	Availability (Organisation / agency)	Period Required	Contact Details

##### 4.2. Redevelopment plans (includes mitigation proposals)

##### 4.3. Reconstruction restoration program and priorities, (including estimated timeframes)

(Includes programs and strategies of government agencies to restore essential services and policies for mitigation against future emergencies and includes the local government program for community services restoration)

Refer to 2.1

Essential Service / asset	Proposed restoration	Priority	Time Frames

##### 4.4. Financial arrangements (assistance programs (WANDRRA), insurance, public appeals and donations)

Refer to 2.1

Essential Service / asset	Estimated Cost	Funding source

#### 4.5. Public information dissemination

Who needs the information?	How – what communication method will be used?	Where will the information be provided?
Affected community Recovery workers Vulnerable Groups Others	Radio Social Media – FB Other	Public meeting Target groups - locations

See Attachment A & B (below)

## Attachment 6A

### Key Messages

For additional information please refer to SEMC *Communicating in Recovery Guidelines*.

<https://semc.wa.gov.au/emergency-management/em-tools/Documents/CommunicatingInRecoveryGuidelines.pdf>

The following are samples only of key messages that may be considered for use.

**NOTE:** Past experience has shown that the public are only too willing to donate goods to people affected by emergency events (white goods, used clothing, bicycles, food etc.). Donation of goods becomes a huge burden for the local government and should at all times be discouraged. Ensure that in every message the need is for donations of money only to best aid the community recovery through the Lord Mayor's Distress Relief Fund.

#### Key message 1:

Our primary concern continues to be the wellbeing of the people in our community. On behalf of the Shire of Broome to all affected by the incident. Shire of Broome, together with <insert relevant organisations> are doing everything possible to care for the families/employees/communities impacted.

Consider the following information:

- Financial support provided
- Counselling support provided
- The Shire of Broome immediate priority will continue to be to support affected employees/families/communities
- Family visits, community debriefs, and other actions taken.
- Next stages - what is known.

#### Key message 2:

The Shire of Broome is cooperating in investigations of <insert relevant> to avoid reoccurrence of the incident. There will be a full investigation into the incident, and we will provide whatever assistance we can to investigators.

- The review will be headed by <insert name and organisation>
- Our review will focus on operational and emergency response issues
- The results are expected to be released <insert timeframe>
- Our priority is to avoid reoccurrence of the incident and reduction of impacts on <insert relevant stakeholders>
- Timeframe for specific information to be confirmed and released
- Describe next steps - positives for the local government's future.

## Attachment 6B

### Writing a Media Release

**Media Release (1 page) Attn:** <insert name of media contact>

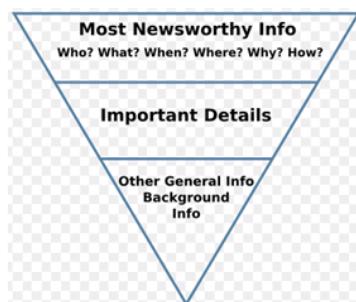
**Time:** <insert time>

**Date:** <insert date>

**Headline:**

**Structuring a media release:**

- What do you want to say? Try and summarise it in one short statement before you start to expand or develop your ideas;
- Ask yourself what is the most important information for the intended audience and prioritise this;
- Write only about the confirmed facts;
- Write short sentences. Ideally don't have more than two sentences to a paragraph;
- Provide as much Contact information as possible, at the end of the release;
- Ensure that you answer the Five Golden Rules: (who, what, where, when, why?);
- Use the 'pyramid' approach to writing your release:



**Style and language:**

1. Make sure the first sentence release is effective, as this is most important;
2. Avoid excessive use of adjectives, keep language simple;
3. Include a quote from a person, identifying the person by name and title and putting the comments in quotation marks;
4. Finally, ensure that the release undergoes a proof and edit and that sign off authority is obtained.



## ATTACHMENT 7

Key groups who need to receive recovery information

Who needs information?	How – what communication methods will be used?	Where will the information be provided?
<Affected Community Recovery workers Vulnerable Groups>	<Types of Social media available Website>	<Potential public meeting venues Potential one-stop-shop locations>

ATTACHMENT 8 – Critical Assets

DETAILS NOT FOR PUBLIC DISSEMINATION

Should you wish to obtain information which may be contained in this Appendix, please contact the Chairperson of the LEMC, through the Shire of Broome.



**9.2.6 REVIEW OF OPERATION OF TEMPORARY CARAVAN AND CAMPING FACILITIES POLICY**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	ADM28
<b>AUTHOR:</b>	Manager Governance, Strategy & Risk
<b>CONTRIBUTOR/S:</b>	Manager Environmental Health Emergency and Rangers
<b>RESPONSIBLE OFFICER:</b>	Acting Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

Officers have undertaken a review of the Operation of Temporary Caravan and Camping Facilities Policy in response to the current accommodation shortage and imminent peak dry season period. Minor changes are recommended to provide additional flexibility to support the opening of temporary facilities and to include Roebuck Plains Roadhouse Caravan Park and Broome's Gateway into the assessment of overall occupancy of Permanent Caravan Park Facilities.

**BACKGROUND**Previous Considerations

OMC 28 April 2016

This policy governs the conditions under which approval will be given to operate temporary caravan and camping facilities during the peak dry season period in Broome. For the upcoming season there will be 3 temporary facilities that are expected to operate as follows:

1. Mango Camp Ground	20 sites
2. Broome Pistol Club	75 sites
3. Broome Seventh Day Adventist Church	32 sites
<b>Total</b>	<b>127</b>

The Shire has been advised that the Broome PCYC that previously operated 60 sites will not be opening this year due to the area being redeveloped.

**COMMENT**

The review of the policy has identified two minor changes.

Firstly, the reference to pets and allowing stays of up to 28 days has been removed. When the policy was first introduced the permanent caravan park operators did not provide for those travelling with pets. This is no longer the case and therefore specific reference to pets within the policy is recommended for removal.

Secondly, the definition of "Permanent Caravan Park" has been extended to include the Roebuck Plains Caravan Park and Broome's Gateway that are located outside the Broome townsite. This change supports the investment that the proprietors have made in these facilities and mitigates against any commercial disadvantage experienced by the opening

of temporary caravan and camping facilities for those travellers who have not forward booked.

## **CONSULTATION**

Policy changes were discussed at the Council Workshop on 11 May 2021, with Councillors Male, Mitchell, Taylor, Wevers and West present.

## **STATUTORY ENVIRONMENT**

***Caravan Parks and Camping Grounds Act 1995***

***Caravan Parks and Camping Grounds Regulations 1997***

### **54 . Temporary licence**

- (1) A local government may, on payment of the fee set out in item 3 of Schedule 3, grant a temporary licence for a facility which is to remain in force for such period of less than one year, as is provided in the licence.
- (2) A local government is to endorse on a temporary licence for a facility as conditions of the licence —
  - (a) the maximum number of sites that may be used at the facility; and
  - (b) the maximum number of sites of particular types that may be used at the facility; and
  - (c) the services and facilities that are to be provided.

## **POLICY IMPLICATIONS**

As detailed in the body of report.

## **FINANCIAL IMPLICATIONS**

Nil

## **RISK**

Currently the accommodation shortage being experienced across large parts of the state is likely to be creating some reputational risk for the Shire.

Measures such as the operation of the temporary caravan and camping facilities assist with the mitigation of this risk.

## **STRATEGIC CORPORATE PLAN OBJECTIVES**

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

***Outcome Nine – A strong, diverse and inclusive economy where all can participate:***

9.1 Increase Broome's domestic and international trade in tourism, agriculture, aquaculture, minerals and energy, culture and the arts, and other emerging industries.



## **VOTING REQUIREMENTS**

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council adopts the reviewed Operation of Temporary Caravan and Camping Facilities Policy (Attachment 1) inclusive of minor changes.*

## **Attachments**

1. Operation of Temporary Caravan and Camping Facilities Policy - Clean
2. Operation of Temporary Caravan and Camping Facilities Policy - Tracked Changes



## Operation of Temporary Caravan and Camping Facilities

### Policy Objective

The policy aims to maximise visitor numbers to Broome in the period of peak demand, when options for caravan users and campers can otherwise be limited.

### Policy Statement

If Permanent Caravan Park site availability collectively approaches full capacity due to high demand, the Shire may grant a Temporary Licence to operate a Temporary Approved Facility to accommodate travellers who are unable to secure accommodation in a Permanent Caravan Park, as follows:

- a) The Shire of Broome will issue a Temporary Licence to a Temporary Approved Facility subject to a satisfactory inspection being recorded for that facility;
- b) The Temporary Licence will include the maximum number of permitted sites and specific licence conditions;
- c) The opening of Temporary Approved Facilities is permitted on notice from the Shire of Broome;
- d) The maximum length of stay in a Temporary Approved Facility will be up to seven nights in any three-month period, unless otherwise approved by the Shire;
- e) Temporary Licence conditions will be consistent with the requirements of the *Caravan and Camping Ground Regulations 1997* and provide flexibility to meet accommodation demands within the Shire of Broome;
- f) The Shire may revoke a Temporary Licence at any time should any regulatory, policy or licence conditions not be complied with; and
- g) The Shire will direct that Temporary Approved Facilities close when it determines that peak tourist demand has eased such that sufficient capacity exists within Permanent Caravan Parks.

The Shire may approve one or more caretakers to reside at the Temporary Approved Facility for the term of the Temporary Licence. A request must be submitted in writing stating the number of caretakers and justification for such number. Their names, contact details and permanent address must be provided.

The Shire will provide operators of Temporary Approved Facilities seven days notice to cease operations.

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Pg 1

## Definitions

**‘Permanent Caravan Park’** means a facility licenced in accordance with the *Caravan Parks and Camping Grounds Act 1995* located within the Broome townsite, Roebuck Plains Roadhouse Caravan Park and Broome’s Gateway. This does not include nature-based parks, transit parks or temporary facilities.

**‘Temporary Approved Facility’** means a facility issued with a Temporary Licence in accordance with this policy.

**‘Temporary Licence’** means a licence issued by the Shire of Broome in accordance with *Caravan Parks and Camping Grounds Regulations 1997* for a period of less than a year with specific conditions, services and facilities to be provided.

All other terms have the meaning as defined in the *Caravan Parks and Camping Grounds Act 1995*.

Document Control Box							
Document Responsibilities:							
Owner:	Director Development and Community			Owner Business Unit:	Development and Community		
Reviewer:	Manager Health, Emergency and Rangers			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	<a href="#">Caravan Parks and Camping Grounds Act 1995</a> <a href="#">Caravan Parks and Camping Grounds Regulations 1997</a>						
Industry:							
Organisational:							
Document Management:							
Risk Rating:	Low	Review Frequency:	Triennial	Next Due:	12/2022	Records Ref:	
Version #	Decision Reference:		Synopsis:				
1.	18 December 2007		OMC Initial adoption				
2.	12 December 2019		Review and converted to new Policy Template				
3.							

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## Operation of Temporary Caravan and Camping Facilities

### Policy Objective

To ensure visitors to Broome are able to source accommodation in the Broome townsite during periods of high demand, when Permanent Caravan Parks are not able to accommodate travellers with pets, or may be full.  
The policy aims to maximise visitor numbers to Broome in the period of peak demand, when options for caravan users and campers can otherwise be limited.

### Policy Statement

During periods of peak tourist demand for caravan and camping accommodation, Council may grant a Temporary Licence, upon application, to a facility to accommodate travellers that cannot otherwise be accommodated in a Permanent Caravan Park within the townsite of Broome, as follows:

- a) ~~If Permanent Caravan Parks do not provide adequate accommodation options for travelers with pets during times of peak tourist demand, Council may grant Temporary Licences to facilities to provide accommodation for travelers with pets for a period of up to 28 days;~~
- b) ~~If one or more Permanent Caravan Park elects to accept travellers with pets during times of peak tourist demand, Council will review the conditions attaching to Temporary Licences that have been granted to determine if sites within a Permanent Caravan Park accepting travellers with pets should be filled prior to the use of a Temporary Approved Facility;~~
- c) ~~Travellers with large vehicles, or travelers with other genuine requirements that preclude them staying in a Permanent Caravan Park may receive approval to stay at a temporary facility; and~~
- d) ~~Any facility choosing to accept pets will need to comply with the Caravan Park and Camping Grounds Regulation 1997 at all times.~~

If Should accommodation in Permanent Caravan Park site availability collectively Facilities in the Broome townsite become unavailable due to high demand, approaches full capacity due to high demand, Council the Shire may grant a Temporary Licence to operate a Temporary Approved Facility to accommodate travellers who are unable to secure accommodation in a Permanent Caravan Park in the Broome townsite, as follows:

- a) The Shire of Broome will issue a Temporary Licence to a Temporary Approved Facility subject to a satisfactory inspection being recorded for that facility;
- b) The Temporary Licence will include the maximum number of permitted sites and specific licence conditions;
- c) The opening of Temporary Approved Facilities is permitted on notice from the Shire of Broome;
- a) d) The maximum length of stay in a Temporary Approved Facility will be up to seven nights in any three-month period, unless otherwise approved by the Shire Council;
- b) Council may impose licence conditions on Temporary Approved Facilities subject to seasonal demands. These conditions may change from time to time but will be designed to not financially disadvantage Permanent Caravan Park Facilities whilst seeking to maximise visitor numbers to Broome;
- e) e) Temporary Licence conditions will be consistent with the requirements of the Caravan and Camping Ground Regulations 1997 and provide flexibility to meet accommodation demands within the Shire of Broome;
- f) f) The Shire Council may revoke a Temporary Licence at any time should any regulatory policy or licence conditions not be complied with; and
- g) g) The Shire Council will direct that Temporary Approved Facilities close when it determines that peak tourist demand has eased such that sufficient capacity exists within Permanent Caravan Parks.

The Shire Council may approve one or more caretakers to reside at the Temporary Approved Facility for the term of the Temporary Licence. A request must be submitted in writing stating the number of caretakers and justification for such number. Their names, contact details and permanent address must be provided.

The Shire will provide oOperators of Temporary Approved Facilities ~~will be given~~ seven days notice to cease operations.

## Definitions

**‘Permanent Caravan Park’** means a facility licenced in accordance with the *Caravan Parks and Camping Grounds Act 1995* located within the Broome townsite, and Roebuck Plains Roadhouse Caravan Park and Broome's Gateway. This does not include nature-based parks, transit parks or temporary facilities.

**‘Temporary Approved Facility’** means a facility issued with a Temporary Licence in accordance with this policy.

**‘Temporary Licence’** means a licence issued by the Shire of Broome in accordance with *Caravan Parks and Camping Grounds Regulations 1997* for a period of less than a year with specific conditions, services and facilities to be provided.

All other terms have the meaning as defined in the *Caravan Parks and Camping Grounds Act 1995*.

Document Control Box							
Document Responsibilities:							
Owner:	Director Development and Community			Owner Business Unit:	Development and Community		
Reviewer:	Manager Health, Emergency and Rangers			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	<a href="#">Caravan Parks and Camping Grounds Act 1995</a> <a href="#">Caravan Parks and Camping Grounds Regulations 1997</a>						
Industry:							
Organisational:							
Document Management:							
Risk Rating:	Low	Review Frequency:	Triennial	Next Due:	12/2022	Records Ref:	
Version #	Decision Reference:	Synopsis:					
1.	18 December 2007	OMC Initial adoption					
2.	12 December 2019	Review and converted to new Policy Template					
3.							

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## 9.2.7 REVIEW OF APPROVAL TO CAMP FOR UP TO 3 MONTHS IN AREAS OTHER THAN CARAVAN PARKS AND CAMPING GROUNDS POLICY

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	ADM28
<b>AUTHOR:</b>	Manager Governance, Strategy & Risk
<b>CONTRIBUTOR/S:</b>	Manager Environmental Health Emergency and Rangers
<b>RESPONSIBLE OFFICER:</b>	Acting Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

### SUMMARY:

Officers have undertaken a review of the Approval to Camp for up to 3-months in Areas Other than Caravan Parks and Camping Grounds Policy in response to the current accommodation shortage and imminent peak dry season period. Minor changes are recommended to provide additional flexibility to support camping applications that exceed the 3-months duration.

### BACKGROUND

#### Previous Considerations

OMC 18 December 2007.

This Policy guides the Shire in the administration of Regulation 11 – Camping other than at caravan park or camping ground under the *Caravan Parks and Camping Grounds Regulations 1997*.

The Shire can approve a compliant camping application for a period of up to 3-months. Applications exceeding 3 months are referred to the Minister for Local Government for consideration.

### COMMENT

The current policy discourages camping for greater than 3-months by stating that the Shire of Broome will not support applications to the Minister for Local Government.

In response to the current accommodation shortage the policy wording has been revised to allow the Shire the flexibility to consider providing support for applications exceeding 3-months on a case by case basis.

This relaxation is aimed at providing an additional accommodation option during the upcoming peak dry season period where the accommodation shortfall particularly for seasonal workers and those being displaced from rentals is forecast to be acute.

### CONSULTATION

Policy changes were discussed at the Council Workshop on 11 May 2021, with Councillors Male, Mitchell, Taylor, Wevers and West present.

**STATUTORY ENVIRONMENT*****Caravan Parks and Camping Grounds Act 1995*****CARAVAN PARKS AND CAMPING GROUNDS REGULATIONS 1997 - REG 11****11 . Camping other than at caravan park or camping ground**

- (1) A person may camp —
  - (a) for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, and may camp for longer than 3 nights on such land if he or she has written approval under subregulation (2) and is complying with that approval; or
  - (b) for up to 24 consecutive hours in a caravan or other vehicle on a road side rest area; or
  - (c) for up to 24 consecutive hours in a caravan or other vehicle on a road reserve in an emergency, unless to do so would cause a hazard to other road users or contravene any other written law with respect to the use of the road reserve; or
  - (d) on any land which is —
    - (i) held by a State instrumentality in freehold or leasehold; or
    - (ii) dedicated, reserved, or set apart under the Land Administration Act 1997 or any other written law, and placed under the care, control or management of a State instrumentality, in accordance with the permission of that instrumentality; or
  - (e) on any unallocated Crown land or unmanaged reserve, in accordance with the permission of the Minister within the meaning of the Land Administration Act 1997, or a person authorised by the Minister to give permission under this paragraph.
- (2) Written approval may be given for a person to camp on land referred to in subregulation (1)(a) for a period specified in the approval which is longer than 3 nights —
  - (a) by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months; or
  - (b) by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or
  - (c) despite paragraph (b), by the local government of the district where the land is situated —
    - (i) if such approval will not result in the land being camped on for longer than 12 consecutive months; and
    - (ii) if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a permit has effect in relation to the land.

**POLICY IMPLICATIONS**

Changes to the Policy are designed to provide additional flexibility to assist with the current accommodation shortage where all other conditions are met.

**FINANCIAL IMPLICATIONS**

Nil

## RISK

There are a variety of risks that the current accommodation shortage poses, and this small policy change provides an additional control measure that can be considered.

The policy change itself creates the potential for an increase in the level of complaints relating to illegal camping. This will be mitigated as part of normal compliance monitoring by Shire Officers.

## STRATEGIC ASPIRATIONS

**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.**

**Outcome Two - Everyone has a place to call home:**

2.1 Promote access to safe, affordable accommodation to meet all needs, including itinerants, homeless people, those at risk, youth and the elderly.

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

**Outcome Nine – A strong, diverse and inclusive economy where all can participate:**

9.1 Increase Broome's domestic and international trade in tourism, agriculture, aquaculture, minerals and energy, culture and the arts, conservation economy and other emerging industries.

## VOTING REQUIREMENTS

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council adopts the reviewed Approval to Camp for up to 3-Months in Areas Other than Caravan Parks and Camping Grounds Policy (Attachment 1) inclusive of minor changes.*

## Attachments

1. Approval to Camp for up to 3-Months Policy - Clean
2. Approval to Camp for up to 3-Months Policy - Track Changes



## Approval to Camp for up to 3 Months in Areas Other Than Caravan Parks and Camping Grounds

### Policy Objective

Enable people to temporarily use caravan accommodation for short stays in a period of extreme shortage but to limit/discourage periods of extended and unapproved stays in certain areas, e.g. light industrial areas

To minimise the volume of administrative matters being placed before Council and provide guidance for staff and the public regarding use of caravan accommodation.

### Policy Statement

In each instance:

1. Application for approval must be made to the Shire of Broome by completing in full the Application to Camp for up to 3 Months in Areas Other Than Caravan Parks & Camping Grounds.
2. A maximum of one caravan per property may be approved in accordance with the criteria listed in the table below. If an application falls outside the criteria, approval will only be given at the discretion of Council. Approval will only be given in special circumstances and providing there are sufficient ablution facilities and space.

Zone	Period of Stay (As approved by the Shire of Broome)	Number of Caravans	A Requirement to Be Employed in Broome
Residential	3 months only	1 caravan or 1 tent	No (can be friends and relatives)
Rural	3 months only	1 caravan	No (can be friends and relatives)
Parks & Recreational Areas (sporting clubs etc.)	3 months	1 caravan	Yes

Approval to camp in the above areas for in excess of 3 months will need to be obtained from the Minister for Local Government.

The Shire of Broome may support applications made to the Minister to camp for in excess of 3 months in all areas other than Parks and Recreational Areas.

3. The premises is to have toilet, shower and laundry facilities, available for use by the person/people camping, that comply with the Building Code of Australia, Council's Local Laws and *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*. Details of these services are required to be provided as part of the application.
4. The camp is to be located wholly on the property and be at least one (1) metre from the property boundary, and at least one (1) metre from any vehicle access areas.
5. All caravans to satisfy cyclone safety standards equivalent to those required for caravans in licensed facilities by clause 48 of schedule 7 of the *Caravan Parks and Camping Grounds Regulations 1997*.

***It should be noted for a caravan to safely survive a cyclone it should be housed in a cyclone rated shed.***

6. Approval, in writing, is to be obtained from owners of the property. Occupiers of adjacent properties are to be notified in writing and any responses are to be included in the application for consideration by the Shire.
7. Council reserves the right to withdraw the approval at any stage.

**ADDITIONAL REQUIREMENTS FOR CAMPING OUTSIDE OF CARAVAN PARKS FOR PERIODS IN EXCESS OF THREE (3) MONTHS WITHIN ANY 12 MONTH PERIOD.**

8. An application for approval to camp outside a caravan park for a period in excess of 3 months in any 12-month period will need to be made to the Minister for Local Government.
9. The Shire of Broome may support applications made to the Minister for long term stays (longer than 3 months) in Residential, Rural, Light and Service Industry, Industrial areas.
10. The Shire will make the following conditions of approval:
  - a. Camping is only permitted in a caravan.
  - b. Caravan is to be licensed for normal transport on public roads.

**ADDITIONAL REQUIREMENTS FOR CAMPING OUTSIDE OF CARAVAN PARKS FOR PERIODS UP TO (12) MONTHS DURING THE CONSTRUCTION OF A DWELLING.**

11. Approval may be granted within the Broome Townsite.
12. Approval will only be granted where a building licence has been issued and the concrete slab or equivalent has been laid.

<b>Document Control Box</b>							
<b>Document Responsibilities:</b>							
<b>Owner:</b>	Director Development and Community			<b>Owner Business Unit:</b>	Health, Emergency & Rangers		
<b>Reviewer:</b>	Manager Health, Emergency & Rangers			<b>Decision Maker:</b>	Council		
<b>Compliance Requirements:</b>							
<b>Legislation:</b>	<a href="#">Caravan Parks and Camping Grounds Act 1995</a> <a href="#">Caravan Parks and Camping Grounds Regulations 1997</a>						
<b>Industry:</b>							
<b>Organisational:</b>							
<b>Document Management:</b>							
<b>Risk Rating:</b>	Low	<b>Review Frequency:</b>	Triennial	<b>Next Due:</b>	12/2022	<b>Records Ref:</b>	
<b>Version #</b>	<b>Decision Reference:</b>		<b>Synopsis:</b>				
1.	18 December 2007		Initial Adoption				
2.	12 December 2019		Review and converted to new Policy Template				

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## Approval to Camp for up to 3 Months in Areas Other Than Caravan Parks and Camping Grounds

### Policy Objective

Enable people to temporarily use caravan accommodation for short stays in a period of extreme shortage but to limit/discourage periods of extended and unapproved stays in certain areas, e.g. light industrial areas

To minimise the volume of administrative matters being placed before Council and provide guidance for staff and the public regarding use of caravan accommodation.

### Policy Statement

In each instance:

1. Application for approval must be made to the Shire of Broome by completing in full the Application to Camp for up to 3 Months in Areas Other Than Caravan Parks & Camping Grounds.
2. A maximum of one caravan per property may be approved in accordance with the criteria listed in the table below. If an application falls outside the criteria, approval will only be given at the discretion of Council. Approval will only be given in special circumstances and providing there are sufficient ablution facilities and space.

Zone	Period of Stay (As approved by the Shire of Broome)	Number of Caravans	A Requirement to Be Employed in Broome
Residential	3 months only	1 caravan or 1 tent	No (can be friends and relatives)
Rural	3 months only	1 caravan	No (can be friends and relatives)
Parks & Recreational Areas (sporting clubs etc)	3 months	1 caravan	Yes

Approval to camp in the above areas for in excess of 3 months will need to be obtained from the Minister for Local Government.

The Shire of Broome ~~will not~~may support applications made to the Minister to camp for in excess of 3 months in all areas other than Parks and Recreational Areas.

3. The premises is to have toilet, shower and laundry facilities, available for use by the person/people camping, that comply with the Building Code of Australia, Council's Local Laws and *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*. Details of these services are required to be provided as part of the application.
4. The camp is to be located wholly on the property, and be at least one (1) metre from the property boundary, and at least one (1) metre from any vehicle access areas.  
~~and at least six (6) metres from any road boundary.~~
5. All caravans to satisfy cyclone safety standards equivalent to those required for caravans in licensed facilities by clause 48 of schedule 7 of the *Caravan Parks and Camping Grounds Regulations 1997*.  
  
It should be noted for a caravan to safely survive a cyclone it should be housed in a cyclone rated shed.
6. Approval, in writing, is to be obtained from owners of the property. Occupiers of adjacent properties are to be notified in writing and any responses are to be included in the application for consideration by the Shire.
7. Council reserves the right to withdraw the approval at any stage.

**ADDITIONAL REQUIREMENTS FOR CAMPING OUTSIDE OF CARAVAN PARKS FOR PERIODS IN EXCESS OF THREE (3) MONTHS WITHIN ANY 12 MONTH PERIOD.**

8. An application for approval to camp outside a caravan park for a period in excess of 3 months in any 12-month period will need to be made to the Minister for Local Government.
9. The Shire of Broome ~~will not~~may support applications made to the Minister for long term stays (longer than 3 months) in Residential, Rural, Light and Service Industry, Industrial areas.
- ~~10.- The Shire of Broome will only recommend to the Minister that approval be given to private persons employed in Broome who are seeking approval to camp in a caravan on a Park or Recreational area as a caretaker. Applications to the Minister from community organisations and sporting clubs may be supported by the Shire of Broome following submission of a completed application form in accordance with the provisions of this policy.~~
- 10.11. The Shire will make the following conditions of approval:
  - A. Camping is only permitted in a caravan.
  - B. Caravan is to be licensed for normal transport on public roads.

**ADDITIONAL REQUIREMENTS FOR CAMPING OUTSIDE OF CARAVAN PARKS FOR PERIODS UP TO (12) MONTHS DURING THE CONSTRUCTION OF A DWELLING.**

11. Approval ~~will not be~~may be granted within the Broome Townsite.
12. Approval will only be granted where a building licence has been issued and the concrete slab or equivalent has been laid.

Document Control Box							
<b>Document Responsibilities:</b>							
<b>Owner:</b>	Director Development and Community			<b>Owner Business Unit:</b>	Health, Emergency & Rangers		
<b>Reviewer:</b>	Manager Health, Emergency & Rangers			<b>Decision Maker:</b>	Council		
<b>Compliance Requirements:</b>							
<b>Legislation:</b>	<a href="#">Caravan Parks and Camping Grounds Act 1995</a> <a href="#">Caravan Parks and Camping Grounds Regulations 1997</a>						
<b>Industry:</b>							
<b>Organisational:</b>							
<b>Document Management:</b>							
<b>Risk Rating:</b>	Low	<b>Review Frequency:</b>	Triennial	<b>Next Due:</b>	12/2022	<b>Records Ref:</b>	
<b>Version #</b>	<b>Decision Reference:</b>		<b>Synopsis:</b>				
1.	18 December 2007		Initial Adoption				
2.	12 December 2019		Review and converted to new Policy Template				

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## **9.2.8 TEMPORARY TRIAL OF OVERNIGHT CAMPING BY TRAVELLERS IN SELF-CONTAINED CARAVANS/ RECREATIONAL VEHICLES (RVs) IN THE CABLE BEACH SURF CLUB CARPARK**

<b>LOCATION/ADDRESS:</b>	Portion of Reserve 36477 - Cable Beach Surf Club Carpark (southern section)
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	ENH51
<b>AUTHOR:</b>	Manager Environmental Health Emergency and Rangers
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Acting Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

### **SUMMARY:**

This report proposes a trial permitting overnight (5pm-7am) free camping by travellers in self-contained caravans/recreational vehicles (RVs) in the southern section of the Cable Beach Surf Club carpark (portion of Reserve 36477). The purpose of the trial is to temporarily support travellers who have not been able to source accommodation upon their arrival in Broome.

The trial will permit camping for a maximum of 3 nights in any 28 consecutive nights and is proposed to run initially for four weeks during the period when the Temporary Approved Facilities (overflow caravan parks) are permitted to open as part of the 2021 peak tourist season.

## **BACKGROUND**

### Previous Considerations

OMC 12 April 2016                      Item 9.2.6

The 2021 tourist season in Broome is expected to see an increased number of vehicle-based travellers seeking accommodation in both permanent and temporary caravan parks and camping grounds compared to previous years.

There are six Permanent Caravan Parks located in the Broome townsite and an additional two Permanent Caravan Parks within 33km of the townsite by road. These facilities provide over 2,500 caravan and camping sites that can be used to accommodate travellers.

Historically, under the Shire of Broome's Operation of Temporary Caravan and Camping Facilities Policy, Temporary Approved Facilities are approved to accommodate travellers in peak periods when Permanent Caravan Parks are at or near capacity. These temporary facilities have operated at the Broome Pistol Club, Broome PCYC and Broome Seventh Day Adventist Church. A small camping ground (Mango Campground) is also operated for part of the year to support vehicle-based backpacker style visitors.

This year the Broome PCYC has indicated that they will not be operating their temporary facility of 60 sites and the Mango Campground has reduced their site numbers from 30 to 20 following a reduction in their lease area from the Department of Biosecurity, Conservation and Attractions.

Temporary Facility	Previous Approved Sites	2021 Capacity
Broome Pistol Club	65	75
7 <sup>th</sup> Day Adventist Church	32	32
Mango Campground	30	20
Broome PCYC	60	0
<b>Total</b>	<b>187</b>	<b>127</b>

An assessment has been undertaken of land and properties within the Broome townsite that could be given approval to operate as Temporary Approved Facilities. There are currently no other locations in the Broome townsite that have the existing infrastructure and facilities that would enable a Temporary Facility Licence to be issued.

For a number of years RV clubs and associations have been encouraging the Shire of Broome to progress towards becoming an "RV friendly Town". There are several criteria that must be satisfied to be considered an "RV friendly Town". Broome already meets some of the criteria and the trial could demonstrate Broome's commitment to working towards obtaining accreditation.

## COMMENT

Given the combination of an expected increase in vehicle-based travellers visiting Broome in the 2021 tourist season and a net reduction in available Temporary Approved Facility caravan/ camping sites, consideration has been given to identifying a site for a proposed limited trial of a free-camping location for fully self-contained caravans/ RVs for the 2021 tourist season. Should the trial be successful, consideration will be given to formalising the activity on an annual basis.

Several locations across the townsite of Broome were identified and assessed as potential sites for the trial. The main considered locations included:

Location	Pros	Cons
BRAC ovals carpark	<ul style="list-style-type: none"> <li>• Size of area available</li> <li>• Access to ablution facilities in the Glenn and Pat Medlend Pavilion</li> </ul>	<ul style="list-style-type: none"> <li>• Pending carpark renovation works – unsealed carpark surface</li> <li>• Treated wastewater used to water BRAC ovals</li> <li>• Seasonal sporting programs</li> </ul>
Broome Visitor Centre carpark	<ul style="list-style-type: none"> <li>• Size of available area</li> <li>• Proximity to Chinatown precinct</li> <li>• Sealed carpark surface</li> <li>• Additional activation of the precinct</li> <li>• Passive surveillance in the precinct</li> </ul>	<ul style="list-style-type: none"> <li>• Possible antisocial behaviour issues</li> </ul>
Broome Turf Club	<ul style="list-style-type: none"> <li>• Size of the available area</li> </ul>	<ul style="list-style-type: none"> <li>• Seasonal horse racing rounds fortnightly through the tourist season</li> <li>• Unsealed carpark surface</li> <li>• Remote from other facilities</li> </ul>
Stockpile site	<ul style="list-style-type: none"> <li>• Size of available area</li> </ul>	<ul style="list-style-type: none"> <li>• Remote from other facilities</li> <li>• Unsealed surface</li> </ul>

Cnr Gubinge and Old Broome Roads	<ul style="list-style-type: none"> <li>• Proximity to main traffic routes</li> </ul>	<ul style="list-style-type: none"> <li>• Site still in operational use as a stockpile by the Shire</li> </ul>
Cable Beach Surf Club carpark	<ul style="list-style-type: none"> <li>• Proximity to Cable Beach</li> <li>• Proximity to nearby services</li> <li>• Sealed carpark surface</li> <li>• Size of available area</li> </ul>	<ul style="list-style-type: none"> <li>• Proximity to Permanent Caravan Parks</li> </ul>

Of the locations identified, the Cable Beach Surf Club carpark was considered to be the most suitable site for the trial. The carpark is close to the beach, the Cable Beach Store, café's, restaurants and other activities located in the Cable Beach Precinct and is located close to a main transport route.

It is proposed that a trial be run for an initial 4-week period during the time that the Temporary Approved Facilities are permitted to open as part of the 2021 peak tourist period. This timing should ensure minimal business impact on the Permanent Caravan Parks.

The trial is proposed to be run in the southern section (refer **Attachment 1**) of the Cable Beach Surf Club carpark (portion of Reserve 36477) and will involve the trial of:

- overnight camping by travellers in fully self-contained caravans/ RVs;
- camping permitted from 5pm to 7am daily;
- camping permitted for a maximum of 3 nights in any 28 nights; and
- from 7am-5pm daily any vehicles remaining in the trial area must be parked within the bounds of a marked parking stall (as per the Parking Local Law) and not be set up to camp.

The proposed maximum stay length of 3 nights in any 28 nights is to ensure compliance with the requirements of the *Caravan Parks and Camping Grounds Act 1995*. The length of stay will provide travellers who have not secured space in a Permanent Caravan Park or Temporary Approved Facility with somewhere to stay while they arrange a site in an approved facility.

The proposed daily time limitation on when people can camp in the trial area (5pm-7am) and the requirement to park within the bounds of a marked parking stall outside of the approved camping hours should ensure that parking stalls are available for use for parking in the precinct during daytime hours. The time limitation should also encourage trial area users to actively seek accommodation in a Permanent Caravan Park or Temporary Approved Facility to extend their stay in Broome.

The Shire of Broome *Local Government Property and Places Local Law 2016* requires people who wish to camp on a public place to obtain a permit. Solutions to meet permit application requirements are currently being investigated for implementation at the commencement of the trial. It is possible an online product, such as SpaceToCo, could be used to satisfy the permit requirements as part of the trial.

In addition to the requirement for a permit, each camper in the trial area will be required to comply with a set of Conditions of Use. Signage will be installed at the trial location that identifies the approved trial area and the Conditions of Use. The Conditions of Use will also be posted on the Shire of Broome website.

The proposed Conditions of Use are listed below noting that these may be changed prior to the trial to ensure the proper and orderly use of the site:

1. Overnight camping is permitted only from 5pm to 7am, daily;



2. Camping is permitted for a maximum of 3 nights in any 28 nights;
3. Camping must only occur in a fully self-contained caravan or RV that includes their own on-board toilet and shower facilities;
4. Tents, camper trailers, mini vans, back packer vans or the like are not permitted;
5. All wastes are to be retained in the vehicle for disposal at established dump points;
6. No fires are permitted, including fires for cooking;
7. No amplified music is permitted;
8. Pets must be kept on a leash and restrained at all times;
9. Animal waste, must be collected and disposed of to refuse;
10. Portable generators are not permitted;
11. Between 7am-5pm daily, any vehicles remaining in the trial area must be parked within the bounds of a marked parking stall and not set up to camp. If a vehicle cannot fit within a marked parking stall during this time it must leave the approved trial area;
12. All campers must follow reasonable directions from Shire of Broome staff at all times.
13. Non-compliance with Conditions of Use will result in campers being directed to leave the area. Infringements may apply.

It is proposed that the trial area be advertised on the Shire of Broome website and also via a platform/ mobile app such as CamperMate. These listings will include details of the trial area, Conditions of Use and any other relevant restrictions and information.

Ranger Services will be required to monitor the trial area to ensure travellers are only camping in the approved trial area, the maximum length of stay is not exceeded, and the trial area is being used in compliance with the Conditions of Use.

Officers are recommending that the Chief Executive Officer is given authorisation to cease, or alternately extend, the trial dependant on its success. Authorisation is recommended to ensure officers can respond appropriate should compliance or other issues become apparent during the trial.

## **CONSULTATION**

The trial proposal has been discussed with the Manager of the Broome Visitor Centre, who was generally supportive of the trial.

Correspondence has been sent to the operators of the Permanent Caravan Parks in Broome providing details of the proposed trial.

## **STATUTORY ENVIRONMENT**

### ***Caravan Parks and Camping Grounds Act 1995***

## **Caravan Parks and Camping Grounds Regulations 1997**

### **11. Camping other than at caravan park or camping ground**

#### **(1) A person may camp —**

- (a) for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, and may camp for longer than 3 nights on such land if he or she has written approval under subregulation (2) and is complying with that approval; or
- (b) for up to 24 consecutive hours in a caravan or other vehicle on a road side rest area; or
- (c) for up to 24 consecutive hours in a caravan or other vehicle on a road reserve in an emergency, unless to do so would cause a hazard to other road users or contravene any other written law with respect to the use of the road reserve; or
- (d) on any land which is —
  - (i) held by a State instrumentality in freehold or leasehold; or
  - (ii) dedicated, reserved, or set apart under the Land Administration Act 1997 or any other written law, and placed under the care, control or management of a State instrumentality, in accordance with the permission of that instrumentality; or
- (e) on any unallocated Crown land or unmanaged reserve, in accordance with the permission of the Minister within the meaning of the Land Administration Act 1997, or a person authorised by the Minister to give permission under this paragraph

#### **(3) In this regulation —**

**emergency** means a situation where to move the caravan or other vehicle to a more suitable area would constitute an immediate and serious hazard due to the condition of the caravan or other vehicle, or a vehicle towing the caravan, or of the driver, or passengers, of any such vehicle;

**permit** means a building permit or a demolition permit as defined in the Building Act 2011 section 3;

**road side rest area** means an area designated by a traffic sign erected in accordance with a written law, as an area which may be used for 24 hours for —

- (a) resting; or
- (b) stopping; or
- (c) camping, in a vehicle;

**State instrumentality** has the same meaning as it has for the purposes of the Land Administration Act 1997;

**unallocated Crown land** has the same meaning as it has for the purposes of the Land Administration Act 1997;

**unmanaged reserve** has the same meaning as it has for the purposes of the Land Administration Act 1997.

## **Shire of Broome Local Government Property and Places Local Law 2016**

### **3.3 Permit required to camp outside a facility**

#### **(3) A person must not without a permit –**

- (a) camp on, lodge at or occupy any structure at night for the purpose of sleeping in a public place;
- (b) undertake camping in a public place;
- (c) erect any tent, camp, hut or similar structure in a public place other than a beach shade or windbreak erected for use during the hours of daylight and which is dismantled during those hours on the same day; or
- (d) park a vehicle in a public place for the purpose of camping in or around the vehicle.

### **3.5 Application for permit**

- (1) Where a person is required to obtain a permit under this local law, that person must apply for the permit in accordance with subclause (2).

- (2) An application for a permit under this local law must –
  - (a) be in the form determined by the local government;*
  - (b) be signed by the applicant;*
  - (c) provide the information required by the form; and*
  - (d) be forwarded to the CEO together with the application fee.**
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit*
- (4) The local government may require an applicant to give local public notice of the application for a permit.*
- (5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2).*

## **POLICY IMPLICATIONS**

The Shire of Broome's Operation of Temporary Caravan and Camping Facilities Policy aims to maximise the visitor numbers in Broome in the period of peak demand, when options for caravan users and campers can be otherwise limited.

The Policy stipulates that if accommodation in Permanent Caravan Park Facilities approaches maximum occupancy due to high demand, the Shire may grant a Temporary Licence to a Temporary Approved Facility to accommodate travellers who are unable to secure accommodation in a Permanent Caravan Park.

Aligning the Temporary trial of 3-night stays by self-contained caravans / RVs with the period the Temporary Approved Facilities are permitted to operate will allow a test of the market and community expectations while not having a major impact on the existing Permanent Caravan Parks.

## **FINANCIAL IMPLICATIONS**

Currently there is no fee listed in the adopted 2020/2021 Fees and Charges for a permit to camp in a public place.

Providing the opportunity for self-contained travellers to free-camp will potentially have a detrimental financial impact on both Permanent Caravan Park and Temporary Caravan Park operators, however there is evidence from other jurisdictions that travellers who free camp in a location tend to spend more in other local businesses when they are not spending money to cover accommodation each night.

The trial will have an impact on Ranger Services operations with Rangers having to patrol the area twice per day to ensure the Conditions of Use are being complied with. Signage will also need to be installed at the location. The cost of the signage will be funded out of the current operational budget.

## **RISK**

There is a reputational risk involved for the Shire of Broome due to the financial impact free camping may have on Permanent Caravan Parks and Temporary Facilities. This risk is mitigated by limiting the trial to only self-contained caravans / RVs being permitted to participate in the trial and that the trial area will be required to be effectively vacated by campers between the hours of 7am and 5pm daily.

Additionally, aligning the trial with the Shire's Operation of Temporary Caravan and Camping Facilities Policy mitigates any potential impacts on Permanent Caravan Park Operators.

There are 60 less sites available in the Temporary Approved Facilities compared to previous years with Broome PCYC not opening and Mango Campground reducing in size for the 2021 season.

Shire of Broome Rangers will be required to undertake monitoring of the trial area including compliance with the Conditions of Use and other associated compliance risks, including littering.

## **STRATEGIC ASPIRATIONS**

**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.**

**Outcome Two - Everyone has a place to call home:**

2.1 Promote access to safe, affordable accommodation to meet all needs, including itinerants, homeless people, those at risk, youth and the elderly.

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

**Outcome Six - Responsible growth and development with respect for Broome's natural and built heritage:**

6.1 Promote sensible and sustainable growth and development.

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

**Outcome Nine – A strong, diverse and inclusive economy where all can participate:**

9.1 Increase Broome's domestic and international trade in tourism, agriculture, aquaculture, minerals and energy, culture and the arts, conservation economy and other emerging industries.

## **VOTING REQUIREMENTS**

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council:*

1. Approve a temporary trial permitting overnight free camping (5pm-7am) by travellers in self-contained caravans / recreational vehicles (RVs) for a maximum of 3 nights in any 28 consecutive nights in the southern section of the Cable Beach Surf Club carpark, being a portion of Reserve 36477, during the period that Temporary Approved Facilities are approved by the Shire of Broome to operate during the 2021 peak tourist season;
2. Permit people to camp in compliance with approved Conditions of Use in a fully self-contained caravan / RV in the nominated area of Reserve 36477 as part of the trial as identified in Attachment 1;

3. *Approve the trial for an initial 4-week period and authorise the Chief Executive Officer to reduce or extend the length of the trial as deemed necessary;*
4. *Requests the Chief Executive Officer to remove or install any signage necessary to give effect to the trial during the trial period; and*
5. *Requests the Chief Executive Officer to present a report to Council at the conclusion of the 2021 peak tourist season with regards to the trial and recommendations for the 2022 peak tourist season.*

**Attachments**

1. Attachment 1 - Temporary Trial Area Site Maps and Photos



Attachment 1 – Trial Area Site Maps and Photos







## 9.3 PROSPERITY

### 9.3.1 ECONOMIC DEVELOPMENT STRATEGY

<b>LOCATION/ADDRESS:</b>	Nil.
<b>APPLICANT:</b>	Nil.
<b>FILE:</b>	EDP013
<b>AUTHOR:</b>	Acting Director Development and Community
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Acting Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil.

**SUMMARY:** The Shire of Broome Economic Development Strategy 2021-2026 provides an overarching approach to economic development by the Shire for the next five years. The draft Strategy is presented to Council for adoption following the close of the 6-week public submission period.

## BACKGROUND

### Previous Considerations

OMC 25 February 2021

Item 9.3.1

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, attachment 1**) has been developed to support the Shire's role and contribution following Council's endorsement of the Strategic Community Plan 2021 – 2031 and in alignment with 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 on this project has 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.

A Stakeholder Engagement Plan for this project was presented to Council 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 Council's August 2020 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):

Organisation	Position
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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>

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 several Council Workshops dating back to August 2020.

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.

## COMMENT

At its Ordinary Meeting held 25 February 2021 Council passed the following resolution:

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

**Minute No. C/0221/013**

**Moved: Cr B Rudeforth**

**Seconded: Cr C Mitchell**

#### **That Council:**

- 1. 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.**
- 2. 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.**

The public comment period commenced 27 February 2021 and closed on 12 April 2021.

The following methods were used to advertise this public comment period:

- Press Release;
- Shire website;
- Social media;
- Inclusion in the Shire News section in the Broome Advertiser;
- Promotion at Shire facilities;
- Distribution through stakeholder networks;
- Direct email to Tier 2 Stakeholders which included the Broome District's Aboriginal communities, broader State and Federal Government agencies, and other key stakeholders; and
- One-on-one meetings offered to provide further clarification if required.

Following the close of the public submission period 31 submissions were received from 29 members of the public and stakeholders. Submissions were reviewed by officers and the consultant with responses developed. A Submission Schedule including responses (Attachment 2) was presented to Council at the Workshop held 11 May 2021 (attended by Councillors Male, Mitchell, Taylor, Wevers and West).

While a small number of submissions for an Economic Development Strategy, there were no negative responses from State Government Agencies, with positive comments and offers to partner and potential value add content. Responses from major institutions including Broome Airport, Kimberley Ports and Northern Regional TAFE indicated broad support for the Strategy.

Several responses provided further data and information relating to Aboriginal employment participation, Aboriginal businesses and corporations and culture and artistic economy. These have been considered for approval and where appropriate the document has been adjusted.

Environs Kimberley provided a submission containing broadly negative feedback. Several other submissions from individuals provided identical (or very similar) submissions. Predominantly the issues raised are considered to be outside of the scope of the development of an Economic Development Strategy, or alternately are not supported by the Strategy. The exception is the commentary surrounding the lack of climate change references which was considered pertinent and has been accommodated within the Strategy as presented.

Submissions centred on the following themes. Responses have been incorporated into the final Strategy

Theme	Response	Action
Limited references to climate change	Incorporate Climate Change implications for Broome in revised COVID19 section – change to an External Drivers section.	Yes
Prioritise increased Aboriginal workforce participation	This issue is expressly assessed in the Strategy, though further data and information on Aboriginal population, labour force and	Yes

	corporations provided by several stakeholders will be reviewed for potential update/inclusion.	
Editing issues / forewords missing	The document has undergone a final QA prior to completion. Forewords have been completed and included.	Yes
Lack of references to the economic value of the arts	Data and information provided by key arts organisations in Broome to be reviewed to potentially incorporate/update the Strategy where appropriate.	Yes
Replace photo of Aboriginal dancers	Originally photo identified as East Kimberley Dancers. To be changed in the Final draft.	Yes
The Strategy seeks to build an economy based on fossil fuels	While reference is made to the Oil and Gas sector and associated supply chain opportunities, the Strategy seeks to promote and encourage a diversified multi-faceted economy including tourism, horticulture/agriculture, transport, manufacturing, renewables and population services.	No
The Strategy does not include any evidence	The Strategy incorporates comprehensive economic and social data, statistics and indicators throughout the document as well as qualitative analysis and assessment of key attributes of the Broome economy.	No
Building on the Broome Growth Plan	Reference is made in the Strategy to the Broome Growth Plan, though the Strategy itself is not an update to the Growth Plan itself. It is an independent document for the Shire of Broome.	No
Need to include a risk assessment cost benefit analysis of different Industry	Risk assessments and cost benefit analysis tools are not included within an Economic Development Strategy. WA Treasury advises Risk and Cost Benefit assessments to be used as part of investment decision making processes like Business Cases.	No
Strategy timeframe is too short	The Strategy is for 5 years which is reflected in the timeframes for related actions, but all analysis and evidence extends out to 20 years where available.	No

The Strategy has been updated post the submission period with the following minor changes made:

- Expanded on the economic benefit delivered through Aboriginal Community Controlled Organisations and Aboriginal Business within the Shire.
- Increased emphasis on the economic benefit generated through the Shire's arts and cultural sector.
- Included references to sub-optimal boat launching facilities in "Factor Condition challenges" section.
- Included community participation in boating activities to "related and supporting industries – Advantages".



An “External Drivers” section has also been introduced expanding on the previous COVID-19 section of the Strategy. In addition to the external impact of COVID-19 the section also includes the impact of the following external factors:

- climate change and sea level rise
- local housing supply and availability.

Noting the importance of both these external factors the following actions have also been included in the “Investment Attraction, Branding and Liveability” goals:

- Monitor State, National and Global climate change policies and regulations and advocate for new industries and investments;
- Collaborate with DevelopmentWA and other State Government agencies to explore opportunities to increase the availability of housing supply and accommodation in Broome.

The Strategy is now presented to Council for adoption.

## **CONSULTATION**

*Please see the engagement process undertaken to-date outlined in the Background and Comment sections of this report.*

The public comment period commenced on 27 February 2021 and closed on 12 April 2021.

The following methods were used to advertise this public comment period:

- Press Release;
- Shire website;
- Social media;
- Inclusion in the Shire News section in the Broome Advertiser;
- Promotion at Shire facilities;
- Distribution through stakeholder networks;
- Direct email to Tier 2 Stakeholders which included the Broome District's Aboriginal communities, broader State and Federal Government agencies, and other key stakeholders; and
- One-on-one meetings offered to provide further clarification if required.

Following the close of the public submission period 31 submissions were received from 29 members of the public and stakeholders. Submissions were reviewed by officers and the consultant with responses developed. Submissions and responses were presented to Council at the Workshop held 11 May 2021 (attended by Councillors Male, Mitchell, Taylor, Wevers and West).

Responses have been incorporated into the final Strategy where appropriate as outlined in the Comment section above.

## **STATUTORY ENVIRONMENT**

### ***Local Government Act 1995***

## **POLICY IMPLICATIONS**

Community Engagement

## FINANCIAL IMPLICATIONS

Nil.

Any Actions contained within the Strategy that are progressed by Council will need to be considered as part of the annual budget process.

## 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.

<b>Risk</b>	<b>Type</b>	<b>Rank</b>	<b>Mitigation</b>
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>Councillors received detailed information regarding the submissions and related responses at the 11 May 2021 Workshop.</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 has been undertaken over a six-week period. 31 separate submissions were received from 29 individuals and stakeholders.</p> <p>Submissions have been 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>
Delays in finalising Strategy	Financial / Reputational	Medium	<p>Timeframe extensions to the project have resulted in 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 finalisation of the Strategy.</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 ASPIRATIONS

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

***Outcome Nine – A strong, diverse and inclusive economy where all can participate:***

9.1 Increase Broome's domestic and international trade in tourism, agriculture, aquaculture, minerals and energy, culture and the arts, conservation economy and other emerging industries.

9.4 Support business growth, innovation and entrepreneurship.

9.5 Grow the size and depth of Broome's labour market with improved access to training and development opportunities.

9.6 Promote and support Buy Local campaigns.

## VOTING REQUIREMENTS

*Simple Majority*

**REPORT RECOMMENDATION:**

*That Council adopts the Economic Development Strategy 2021-2026 for the Shire of Broome as contained within Attachment 1.*

**Attachments**

1. Economic Development Strategy 2021-2026
2. Economic Development Strategy - Submission Schedule



# Economic Development Strategy 2021-2026

FOR THE SHIRE OF BROOME





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## FOREWORD

### Deputy President's foreword

In December 2020, the Shire of Broome endorsed a new vision: *Broome – A Future for Everyone*.

Part of this new tagline is our local government throwing its arms open to new residents, visitors and investors as Broome looks towards a vibrant future.

The State Government has identified our town as possessing the potential to become a major regional city in the near future – an aspiration shared by our progressive Council and dynamic administration.

The purpose of this Economic Development Strategy is to identify existing strengths to be maximised and potential opportunities to be pursued, while mapping out a future path to affluence and prosperity.

Broome has long been synonymous with the tourism industry and our region remains a key destination for travellers to, and within, Western Australia.

There is no doubt that tourism plays a key role in the local economy and will continue to be the lifeblood of our town.

However, I'm sure you will agree after reading this strategy, the potential for growth and diversification in Broome's economy is very exciting.

The diverse industries that are growing, new ventures being established and projects coming online breeds confidence that the vision of our town blossoming into a key regional centre is achievable in the not-too-distant future.

While economic development is not the core function of a local government, the Shire of Broome believes a collaborative effort is the best method for collective success.

Our Shire president Harold Tracey and the rest of our Council have Broome's best interests at heart and collectively our elected members have urged the administration to be bold, ambitious and to move into certain areas that are not necessarily associated with local government.

That is why the Shire led the way in collaboration with other key regional stakeholders in compiling this strategy – the latest in a swathe of important informing documents for the West Kimberley.

The Broome Growth Plan was collated in partnership with leaders in our region, while the 3-Year Broome COVID-19 Recovery Plan was driven by the Shire in 2020 to help our community in times of economic hardship.

There is no doubt that the Shire has a significant role to play in furthering Broome's economy and we are directly creating employment opportunities through a number of exciting infrastructure projects.

More than \$50 million has been invested by the Shire and State Government across the Town Beach Redevelopment Project and Chinatown Revitalisation Project over recent years.

These projects have refreshed two of Broome's key precincts, stimulated employment and provided the opportunity for economic development.

The Shire has big aspirations for the future, with the Cable Beach Foreshore Redevelopment, Broome Boating Facility and other projects firmly in the pipeline and set to be the foundation for the further economic development of our town.

Thank you for taking the time to review this strategy – I'd encourage you to reach out to the Shire's economic development team to be part of Broome's future prosperity.

**Desiree Male**  
Shire of Broome deputy president

The purpose of this Economic Development Strategy is to identify existing strengths to be maximised and potential opportunities to be pursued, while mapping out a future path to affluence and prosperity.

Economic Development Strategy 2021-2026 for the Shire of Broome

## Chief Executive Officer Foreword

The Shire of Broome is committed to playing an important role in the economic growth of our town – something our community has undoubtedly asked us to take a lead in.

After conducting our Community Perceptions Survey in 2020, we worked hard to collate the extensive feedback and submissions, with a few trends emerging.

One of the areas that residents, businesses and ratepayers asked us to focus on in the short term was economic development.

We have firmly listened to this feedback and are working hard on several fronts to make Broome an even more appealing place to live, work, visit and invest in.

The Shire constantly strives to facilitate investment in Broome and by providing rejuvenated key areas in our town has developed the setting for economic prosperity.

I am very proud of the work undertaken to refresh and rejuvenate Town Beach and Chinatown over the last few years – these projects have improved these two key precincts.

The Shire is not resting on our laurels and has big plans to refresh the foreshore around Cable Beach to maximise the potential of our world-class environmental asset.

All these projects create the ideal environment for economic prosperity in many forms and will be critical to our collective prosperity.

It is clear a collaborative approach with relevant stakeholders and all tiers of government is required to achieve a shared vision and the Shire has been proactive in this regard in recent years.

It is fair to say Broome is at something of a crossroads in relation to our short-term future, and it is essential that the Shire gets the future planning of our town right to enhance our community's prospects and reach the considerable potential detailed in this document.

One thing you can be assured of is the Shire's executive group, management team and staff are working tirelessly in the pursuit of Broome's positive evolution.

The organisation is at the forefront of facilitating new investment in our town and I'd invite any person or business interested in learning more to contact our dedicated community development team.

**Sam Mastrolembo**  
Chief Executive Officer

## 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?

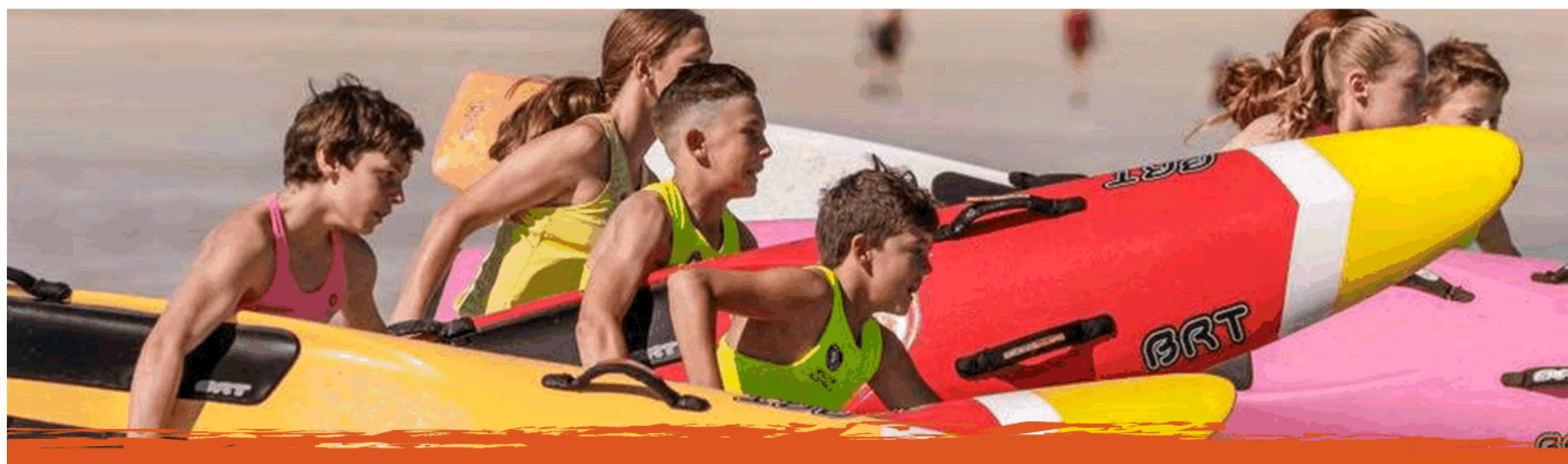
The economic development of Broome is a shared responsibility. It represents the collaborative and collective effort of key economic development stakeholders across all three levels of Government, Traditional Owners and other indigenous groups and communities, local and national businesses, major economic 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 impact, the Shire of Broome manages the Broome Library as well as the Broome Recreation and Aquatic Centre and Broome Civic 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 the 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.

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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





## 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: Complete



### 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.
- Department of Primary Industries and Regional Development: alignment of local government economic development and COVID19 recovery with regional and State Government plans and policies.

## 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: Nyamba Buru Yawuru



## 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

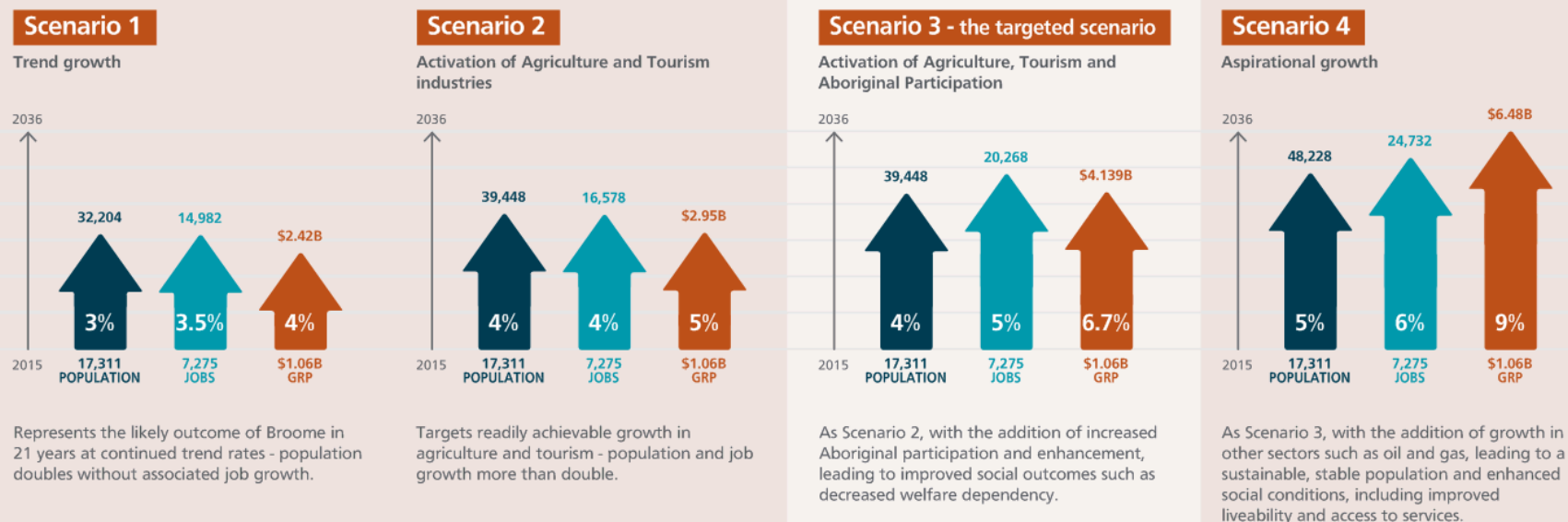
investment in the future of the local area as Aboriginal people are also far less likely to move away from the region.

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 (formerly 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 completed and endorsed a major review of the Plan in December 2020.

### 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 (5)

**16,907**

Broome Shire population

**1.09%**

Annual population growth since 2011

**35,901**

Kimberley population

**24.2%**

Share of population 0-14

**7.5%**

Share of population 65+

**28.2%**

Share of population Aboriginal

**9.7%**

Unemployment rate (Dec 19)

**1,265**

Number of registered businesses

**15.9%**

Health care share of jobs

**446,181**

Number of visitors (Dec 19)

**\$1.54b**

Gross regional product (\$b)



## 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 such as INPEX Ichthys). 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 the Yawuru Nagulagun / Roebuck Bay Marine Park 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 and Yawuru Park Joint Management Rangers in and around Broome. These 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 Yawuru Park 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
- Bidyadanga
- Djarindjin (Lombadina)

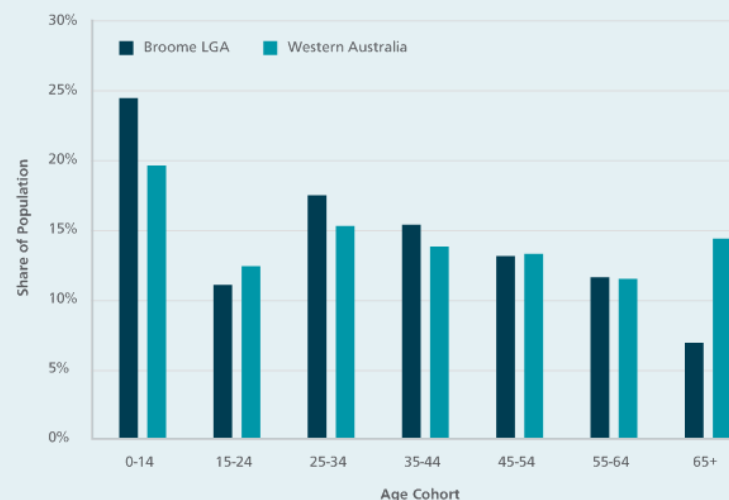
While the population of these communities fluctuate, it ranges from 300-400 people each in Ardyaloon, Beagle Bay and Djarindjin on the Dampier Peninsula to over 600

people in Bidyadanga 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 constraints in the capacity of local health and aged care services as well as the trend among households of sending older school age students away to Perth and other locations for secondary and tertiary schooling.



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.

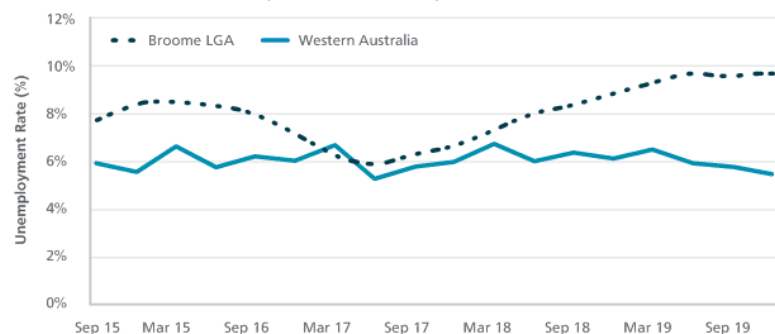
Higher incomes in part also reflect the higher cost of living in the Shire and wider Kimberley. Data from the WA Government indicate that prices in Broome were 13.6% higher than Perth in 2019, with the rest of the Kimberley region even higher at 15.6%. The higher prices reflect a combination of the relative 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. With Aboriginal people accounting for 75.1% of the Jobseeker (15+) caseload in the Shire of Broome since 2015.

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



## 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 and Rubibi (Yawuru). Native title determinations still to be decided include Joombarn-buru and Mount Jowalenga.

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.

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# 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

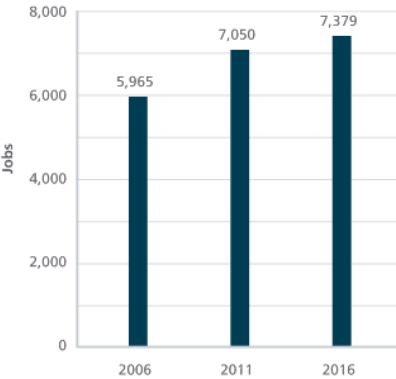
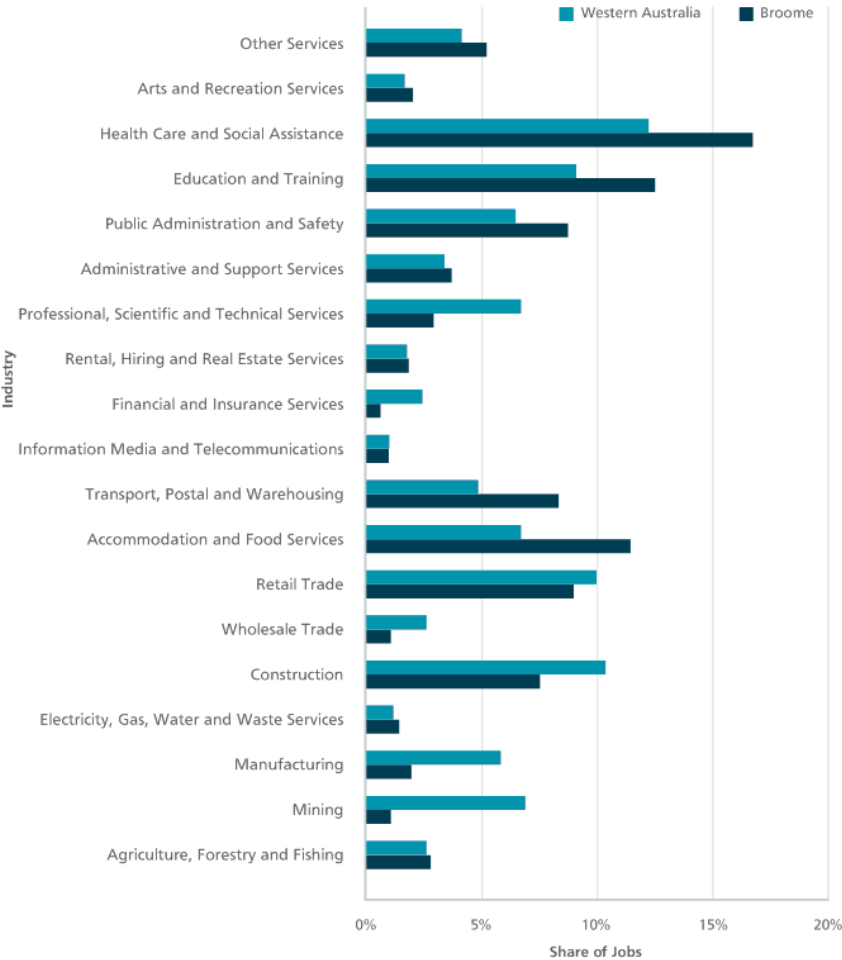


FIGURE 9 SHARE OF JOBS BY INDUSTRY, BROOME LGA AND WA, 2016





Economic Development Strategy 2021-2026 for the Shire of Broome

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.

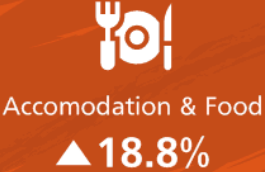
Interestingly, the sectors that experienced the strongest growth over the 10 years to 2016 were also the same sectors that experienced the largest employment impact during COVID-19.

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.

Aboriginal Community Controlled Organisations (ACCO and Aboriginal Businesses represents significant commercial and employing entities in the Shire. Three Broome based organisations – KLC, KAMs and NAC – recorded a combined income in 2020 of over \$100m and employed over 400 people and represents significant contributors to the local economy.

FIGURE 10 CHANGE IN JOBS, BROOME LGA, 2006-2016





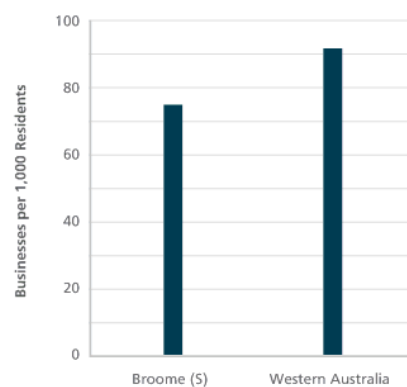
Broome, however, has a higher share of employing businesses, with only 54% of businesses classified as "non-employing" compared to 65% at State and national levels. A review of employing businesses confirms a higher share of businesses employing 5-19 workers (compared to the Kimberley and WA) but a below 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)

## 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. The vast majority of visitors express a desire to experience an authentic Indigenous tourism product and this is arguably an underexploited 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 residence 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. This includes promoting Broome’s rich cultural and arts sector, leveraging national trends with more than 4 in 10 international tourists engaging in the arts during their visits.

FIGURE 12 TOURIST/VISITORS, BY TYPE, BROOME AND ROEBUCK SA2S, 2010 TO 2019

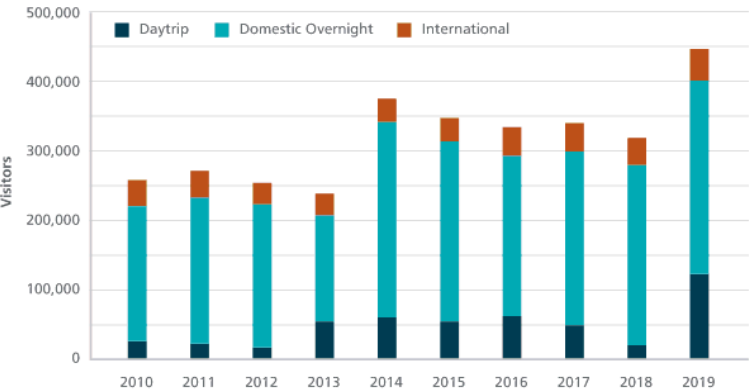


FIGURE 13 TOP 5 COUNTRIES OF RESIDENCE OF INTERNATIONAL VISITORS, BROOME (S) AND WESTERN AUSTRALIA, 2019



## 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 a 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.

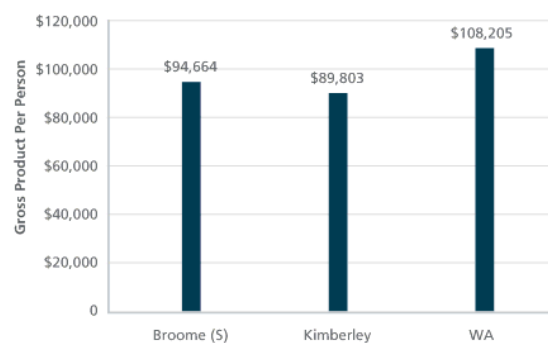
Note that the ABS industry classifications do not include a tourism sector. Instead tourism activity is spread principally across Accommodation and Food Services, Retail and Transport, Postal and Warehousing.

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**



## External Drivers and Trends

Broome is a nationally and globally exposed economy through its core strengths in tourism, trade, offshore supply chains and agriculture and food production. This exposure represents a significant opportunity but also presents risks and challenges to the Broome economy from both short-term external shocks and long-term trends.

Three specific external drivers and trends have been profiled to provide context for this Economic Development Strategy:

- COVID-19 and the impact of travel restrictions,
- Climate change and sea level rise; and
- Local housing supply and availability

### Impact of COVID-19

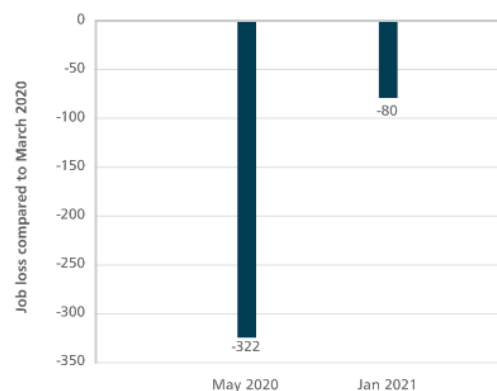
The COVID-19 pandemic has delivered a level of disruption to communities across Australia unprecedented in recent decades. Regional economies across northern Australia that are highly reliant on dry season tourism have already been deeply impacted due to the timing of the travel restrictions and social gathering limits.

A review of impact estimates for the Shire of Broome confirms that employment fell by 80 jobs or 1% over the year to January 2021. This is the 14th worst impact over this period among Australian Local Government Areas, reflecting the disproportionately large impact on the Broome international tourism sector.

It is however a significant improvement in joblessness since the peak impact in May 2020 of -322 jobs or 4.2%, reflecting the recovery of the local population servicing and domestic tourism economy during this time.

The Shire of Broome was the lead agency in the development of the Broome COVID-19 Recovery Plan which aims to stimulate the economy in concert with regional and State recovery plans by the State Government.

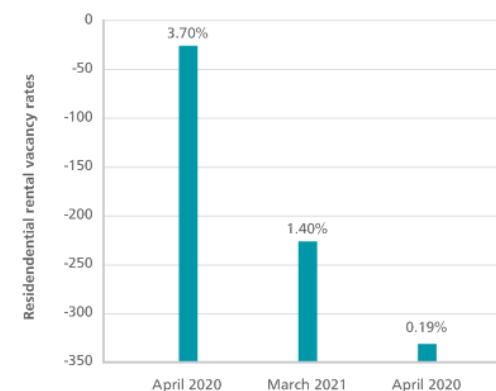
**FIGURE 15 IMPACT OF COVID-19 ON EMPLOYMENT, SHIRE OF BROOME, MAY 2020 AND JANUARY 2021**



### Housing Supply

The Broome housing market has historically experienced a high degree of seasonality in the availability of housing stock. This includes rental accommodation, which is utilised by long-term residents, temporary visitors, tourists and workers alike. However, at the time of preparing of this Strategy, a combination of the unwinding of COVID-19 related tenancy moratoriums and traditional seasonality has seen residential rental vacancy rates fall to a decade low of 0.19% (as at April 2021).

**FIGURE 16 RESIDENTIAL RENTAL VACANCY RATES, BROOME, 2020 AND 2021**



This raises significant implications for Broome residents and visitors in accessing quality affordable accommodation. This includes critical social and community challenges such as the increased risk of homelessness and housing stress. It also placing considerable constraints on short-term workforce availability, particularly for seasonal workers and new migrants to the area critical for the region's tourism and agriculture sectors.



### Impact of Climate Change

Climate change is an urgent and complex global issue that creates both challenges and opportunities for the Shire of Broome and Western Australia. The Broome community and environment are all at risk from increases in climate volatility associated with climate change.

Key risks include

- increased frequency of extreme temperatures
- increased frequency of cyclones and other major storm events
- Increased risk of coastal erosion and inundation.

All levels of government, along with business and the community, have a role to play in responding to the challenge.

The Broome economy will also need to respond to changes in state, national and global responses to climate change and the impacts this has on energy and trade. The State Government's aspiration of net zero emissions by 2050 will require a transformation of energy generation and use, the promotion of new clean low emissions industries, increased resilience in regional communities and the promotion of lower-carbon transport.

Broome must therefore be flexible and ready to respond to changes in global economic and regulatory settings in response to climate change. In 2017, Council developed the Broome Townsite Coastal Hazard Risk Management and Adaptation Plan which responds to coastal hazard as a result of climate-change linked storm surge inundation and the erosion of the shoreline. This Economic Development Strategy also seeks to build on the region's natural environmental assets to promote new industries and sectors, to help to further diversify and grow the Broome economy in a sustainable and resilient manner.

**Climate change** is an urgent and complex global issue that creates both challenges and opportunities for the Shire of Broome and Western Australia



## BROOME'S COMPETITIVE ADVANTAGES AND CHALLENGES

### Assessing Local Competitiveness

The economic success of a town or shire is increasingly dependent on its level of regional, national and global competitiveness. Competitiveness means the ability of a region to compete effectively in global markets.

Competitiveness is more than simply competition – it also reflects the level of innovation, business and industry dynamism, sustainability, resilience and skills in an economy:

- Competitive economies are prosperous economies, that are more resilient in the face of external shocks and grow faster than the baseline across key sectors and industries of advantage. Infrastructure is optimised to realise the economic potential of a region and not constrain or impact investment and production decision market.
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- Competitive economies are outward-focused economies, eager to engage with the world for new ideas, people, skills and markets.

There is no single method of measuring competitiveness as it can include price and non-price factors that influence the ability of local economies to trade globally and generate prosperity for businesses, workers and residents.

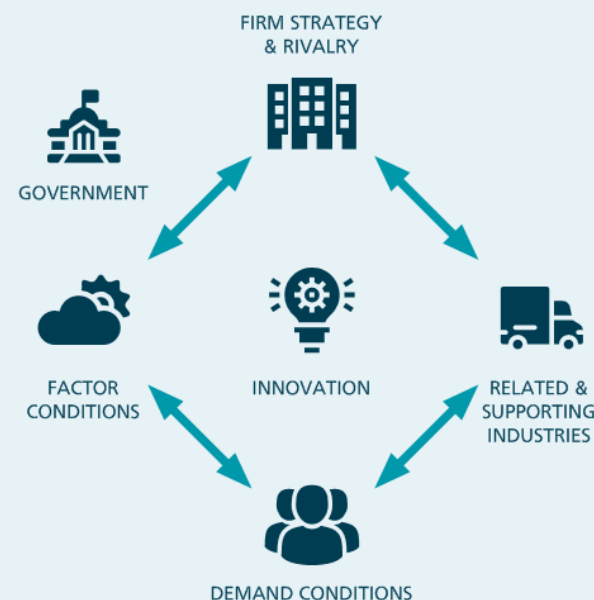
A leading method for assessing competitiveness is the *Porter's Diamond*. This model is designed to help understand the competitive advantage that towns, regions or even countries possess due to certain factors available to them.

The groups of conditions that can be assessed include:

- **Factor Conditions** – refers to the factors of production such as land, climate/environment, resources, labour and infrastructure and their relative quality, accessibility and suitability;
- **Demand Conditions** – refers to the state of the market for goods and services. Strong markets with sophisticated and quality-focused consumers provide businesses with an incentive to innovate and grow into exporting firms through access to regional and international markets;
- **Related and Supporting Industries** – refers to the depth and diversity of businesses that input into the supply chain of the principal activity. This can include direct inputs to production as well as activities that enhance business performance and operation (e.g. a high amenity location that supports the attraction and retention of skilled labour);
- **Firm Strategy, Structure and Rivalry** – represents the impact of local competition on the propensity of businesses to innovate and the suitability of their strategies and corporate structures to facilitate this innovation; and
- **Innovation** – includes core facilities, technologies, processes and services that support innovation by industry such as proximity to research and development capacity (like a university), access to quality telecommunications technology and the emergence of new business models (such as e-commerce, crowdsourced financing and cloud computing).

The assessment tool helps to explain and justify the role that different levels of government can play as catalysts and drivers of a region's prosperity, by identifying competitive advantages that can be leveraged and challenges and constraints that can be removed or mitigated.

FIGURE 17 PORTER'S DIAMOND MODEL OF REGIONAL COMPETITIVENESS





## Advantages and Challenges of the Broome Economy

Drawing on the evidence and analysis in this Strategy and engagement with key economic development stakeholders in the region, the following assessment outlines the competitive advantages and challenges facing the Broome economy. A number of the conditions are then profiled in the following section which recognises their importance as an economic asset.

TABLE 4 BROOME COMPETITIVENESS ASSESSMENT

	Advantages	Challenges
Factor Conditions	<ul style="list-style-type: none"> <li>Coastal tropical location with high amenity beaches and foreshore areas attractive to residents and visitors (e.g. <b>Cable Beach</b>).</li> <li>Largely unspoiled natural environment of the area.</li> <li>Rich Indigenous culture in town and in the Shire as a whole, with established Aboriginal corporations.</li> <li>Key logistics infrastructure including <b>Broome International Airport</b>, <b>Port of Broome</b>, <b>Great Northern Highway</b>.</li> <li>Proximity to key Asian markets.</li> <li>Revitalised central business district (<b>Chinatown</b>).</li> <li>Strong ground water aquifer access in key horticultural areas (<b>La Grange Agricultural Area</b> and Skuthorpe).</li> <li>Identified mining, oil and gas resources (including off-shore and mineral sands).</li> <li>Sufficient residential land supply through major releases (i.e. <b>Broome North</b> from Development WA).</li> <li>Sufficient industrial/commercial land availability at key locations including Port and Airport and along major heavy haulage routes).</li> <li>Large scale land parcels emerging as part of a land tenure reform process (e.g. <b>Ex-Waterbank Station</b>).</li> <li>Increased accessibility to the <b>Dampier Peninsula</b>.</li> <li>Established training and higher education campuses (i.e. <b>University of Notre Dame</b> and <b>North Regional TAFE</b>).</li> <li>Strong solar radiation capability (<b>Asian Renewable Energy Hub</b>).</li> </ul>	<ul style="list-style-type: none"> <li>Distance from Perth and Darwin.</li> <li>Remoteness from key services and utilities.</li> <li>Length and complexity of supply chains.</li> <li>Effective distance to Asian markets (e.g. poor infrastructure, low production, and absent trading relationships).</li> <li>Higher cost of living.</li> <li>Higher cost of doing business.</li> <li>Dry/Wet season impacts and interruptions project delivery and tourism sector.</li> <li>Structurally high unemployment.</li> <li>Lower labour force participation rates, particularly among Aboriginal communities and groups.</li> <li>Transient workforce.</li> <li>High welfare dependency.</li> <li>Complexity associated with balancing environmental, heritage and development values potentially impacting possible economic development and activation across the shire including Dampier Peninsula.</li> <li>Complex land tenure in place.</li> <li>Inadequate facilities for small craft impacting on safety, and access restricting potential for greater visitation, recreation, marine tourism, and events.</li> </ul>
Demand Conditions	<ul style="list-style-type: none"> <li>Access to international markets through Port of Broome (export of product).</li> <li>Cruise ship access with increasing interest from this sector to increase the frequency and size of ships through Port of Broome (pre-COVID19).</li> <li>Service demand from across the Kimberley.</li> <li>Established national and international tourism brand linked to major assets (i.e. <b>Cable Beach</b>).</li> <li>Attractive lifestyle associated with water, fishing, camping and other activities available.</li> <li>Increasing demand for niche / unique products (e.g. bush foods, bush medicine).</li> <li>Increase interest in local specific cultural experiences.</li> <li>Global demand for natural resources extraction (e.g. <b>Browse Basin</b> and <b>Thunderbird Mineral Sands Project</b>).</li> <li>Internationally recognised pearl industry.</li> <li>Growing international demand for renewable energy production and export generation sources available from Broome and the Kimberley.</li> </ul>	<ul style="list-style-type: none"> <li>Lack of population critical mass and flat/declining population growth in recent years.</li> <li>Lower national awareness of non-tourism investment opportunities.</li> <li>Highly seasonal tourism sector (high vs low seasons).</li> <li>Shallow labour market and skills with dependence of several sectors on "backpackers" and international labour.</li> <li>Areas of low organisational capacity or experience in niche business start-up.</li> <li>Cost of delivering services to a large geographical area.</li> <li>Dependency on fluctuating global financial conditions and international markets (resource extraction, demand for product, livestock costs, tourism expenditure).</li> <li>Lack of large scale investment in renewable energy projects in the region to-date.</li> </ul>

TABLE 4 BROOME COMPETITIVENESS ASSESSMENT (CONTINUED)

	Advantages	Challenges
Related & Supporting Industries	<ul style="list-style-type: none"> <li>Existing multi-product port with strong direct access to global markets for select products.</li> <li>Capability to accept and service cruise ships.</li> <li>Services and processing capacity at the Broome International Airport.</li> <li>Private investment interest in the Kimberley Marine Offloading Facility.</li> <li>Existing capabilities in offshore oil and gas exploration/servicing (e.g. Broome International Airport Heliport, helicopter refuelling and support etc.).</li> <li>Strong construction and transport business profile.</li> <li>Strong presence of government social, health and education services (population driven).</li> <li>Strong reputation for arts and culture which is enhancing the social character and lifestyle of Broome.</li> <li>Strong community participation in boating activities and clubs.</li> </ul>	<ul style="list-style-type: none"> <li>Limited horticultural processing and cold storage capacity.</li> <li>Expensive and lengthy lead times for establishment of international air services with a low population base.</li> <li>Gap in medium and large employing businesses.</li> <li>Limited 'welcoming infrastructure' for cruise ship arrivals at the Port.</li> <li>Dependency of many businesses on servicing the tourism sector (e.g. can experience volatility).</li> <li>High number of low paid, transient jobs associated with current scale of tourism and agricultural enterprises.</li> <li>Historically dependent on government subsidies and service delivery with a need to transition and attract private investment in the traded economy and associated supporting industries.</li> <li>Population is vulnerable to the volatile commodity markets affecting industry in the Kimberley and Pilbara.</li> <li>Inadequate infrastructure to address long standing boating safety and access issues.</li> </ul>
Firm Strategy, Structure & Rivalry	<ul style="list-style-type: none"> <li>Strong growth in local healthcare services in recent years.</li> <li>Established pastoral enterprises across the Kimberley.</li> <li>Established horticultural production with strong potential for expansion (fresh produce).</li> <li>Established pearling enterprises.</li> <li>The level of collaboration across traditional owner groups, government and industry, as highlighted in the Broome Growth Plan, results in greater investor confidence.</li> <li>Established ILUA and Aboriginal Corporation in Broome with confirmed projects and implementation strategy.</li> <li>Native Title has largely been determined across the Shire. This means that there is minimal uncertainty relating to ongoing claims and established Prescribed Body Corporates which hold Native Title.</li> <li>Established tourism and public assets/destinations recently revitalised.</li> <li>Established tourism accommodation offerings.</li> <li>Captured market due to distance to nearest larger population centre (e.g. Port Hedland, Kununurra).</li> <li>Business ingenuity and resourcefulness often associated with having to operate remotely.</li> <li>Agile corporate structures associated with high/low earning seasons.</li> <li>High membership base for many of the peak industry bodies such as the Broome Chamber of Commerce and Industry, Australia's North West Tourism, and Broome Visitor Centre.</li> <li>Increase in awareness of benefits and participation in Destination Marketing.</li> </ul>	<ul style="list-style-type: none"> <li>Strong competition from Pilbara and Darwin for offshore oil and gas support services and processing.</li> <li>High cost tourism destination.</li> <li>Limited local pastoral and horticultural processing and supply chain capacity, with products routinely transported to Perth/Darwin for processing and export.</li> <li>Aquaculture production outside of pearling currently limited.</li> <li>Balancing the disruption of traditional tourism accommodation models with managing new "sharing economy" supply (i.e. AirBNB).</li> <li>Need for improved connections between tourism assets to create and promote integrated tourism product.</li> <li>Cost and time associated with changing highly regulated industries or land use (e.g. First Port of Entry status, pastoral lease diversification).</li> <li>Need for small-medium local business collaboration to increase tender competitiveness.</li> <li>Need to improve remote access to major mentoring and business support programs (e.g. offered online rather than regularly in-person).</li> <li>Capacity and experience developing complex tender submissions and grant applications.</li> </ul>



Economic Development Strategy 2021-2026 for the Shire of Broome

TABLE 4 BROOME COMPETITIVENESS ASSESSMENT (CONTINUED)

	Advantages	Challenges
Innovation	<ul style="list-style-type: none"><li>• Presence of tertiary education facilities and services.</li><li>• Presence of centre of excellence in marine service simulations.</li><li>• Presence of accredited training organisations.</li><li>• Product and services offered that are fit-for-purpose or unique to the Broome's climate and remote conditions.</li><li>• Professional, Scientific and Technical Services feature prominently in Broome's Count of Business profile.</li><li>• Leadership and decision-making ability of Government services based in Broome.</li></ul>	<ul style="list-style-type: none"><li>• Shallow labour market with most technical skills imported from Perth or eastern Australia.</li><li>• Intermittent or poor telecommunications connectivity outside of Broome townsite.</li><li>• Low exposure to crowdfsource financing, angel investors and venture capital opportunities.</li><li>• Low risk culture of financial institutions and government grant programs to fund business start-ups.</li><li>• Many research projects and consultancies are based external to Broome with a fly-in/fly-out culture.</li><li>• Many students from Broome often leave the region for tertiary education.</li></ul>



## Economic Assets & Drivers

This section profiles a number of Broome's 'Factor Conditions' from the previous section. This draws attention to their role as an economic asset. This section also touches on opportunities to further drive economic growth through these assets. Economic assets are the physical attributes and characteristics of a region that help to underpin or drive economic activity. They can include the natural environment and man-made assets supporting tourism, transport, horticulture/agriculture, education and training and infrastructure.

Please note this is not an exhaustive list. It does, however, highlight the diversity of those assets across natural, logistics and training facilities for both community and industry benefit. This diversity is a beneficial attribute of the Broome economy.

**TABLE 5 MAJOR ECONOMIC ASSETS, SHIRE OF BROOME**

Economic Asset	Economic Profile
<b>Cable Beach</b>	Cable Beach is located on the western edge of Broome and stretches to a total of 22km in length. Broome's population increases dramatically during the peak tourism season and Cable Beach acts as a major attraction for tourists. Cable Beach is the setting for various beach activities, tourism and food/beverage enterprises. The Cable Beach Foreshore Redevelopment project represents an opportunity to expand Broome's peak season by stimulating commercial and tourism activation and ensure one of Broome's high-quality natural assets increases its potential as a global drawcard. Elements include amphitheatre upgrade, foreshore enhancements and landform changes. A growth in commercial and small business opportunities will be enhanced by the promenade development linking together points of interest and include tourism, cultural and leisure attractions. The buried seawall will support coastal management and the reconfiguration of car parking will ease current parking and traffic flow issues.
<b>Broome International Airport</b>	<p>Broome International Airport supports the regional hub of north western Australia and is used by more than 400,000 passengers a year (pre COVID-19). Considered to be the 'gateway to Kimberley', the airport is servicing multiple market segments including Broome and Kimberley residents, tourism and business travel, emergency services (e.g. Royal Flying Doctor Service Base) and the offshore oil and gas sector (e.g. Browse Basin).</p> <p>It employs over 90 direct staff members and generates close to 800 jobs in Broome and the Kimberley region. In 2014 the airport was awarded National Regional Airport of the Year Award after investing in new economic opportunities in the offshore oil and gas industry (i.e. heliport base). In 2018 the airport was awarded the Innovation and Excellence Award in partnership with the Djarindjin Airport at the Australian Airports Association (AAA) National Airport Industry Awards.</p> <p>The airport is currently working toward establishing a permanent Singapore-Broome connection service after successful trial flights in 2018 and 2019. Strategically targeting the connection with Singapore will open a gateway to Europe which is a significant tourist market for Broome. The Airport is also looking to further expand direct flights to eastern Australia in the peak and shoulder seasons. Broome International Airport is currently investing \$14 million in infrastructure upgrades to terminals which will enable the processing of over 1 million passengers per year.</p>
<b>Port of Broome</b>	<p>The Port is managed by the Kimberley Ports Authority. As of 1 July 2021, the Kimberley Ports Authority will also have responsibility for managing port operations at Wyndham, Yampi Sound (Cockatoo and Koolan Islands), and Derby. The Port of Broome predominately services mining/oil/gas, live cattle export and cruise ship sectors and is the major fuel import facility for the region. It also services vessels associated with pearling, fishing, charter and naval/customs. Recent government investments in facility upgrades and dredging means that the Port can accommodate heavier loads and can better manage access through tidal changes.</p> <p>The Kimberley Ports Authority is working closely with the Kimberley Marine Support Base Pty Ltd to increase Broome's role as a logistics hub for the region. The proposed floating wharf and associated onshore terminal facilities aim to service the growing oil and gas industry from Broome rather than from Darwin or the Pilbara.</p> <p>Investigations are underway to also register the Port of Broome as a First Port of Entry with associated quarantine, biosecurity and border management for international arrivals/processing. This will facilitate growth in the cruise ship sector and potential for a Direct Container Service.</p>

TABLE 5 MAJOR ECONOMIC ASSETS, SHIRE OF BROOME (CONTINUED)

Economic Asset	Economic Profile
Dampier Peninsula	<p>There has been increased attention on the Dampier Peninsula as a result of tourism, recreation, aquaculture (e.g. pearling) and proposed new land uses such as timber production, oil and gas support facilities, bush foods/medicines/goods and cultural tourism. To accommodate this there has been recent focus and commitment to realising social and economic development in the area. In 2015 the Dampier Peninsula Planning Strategy was published which details a 25-year strategic planning framework for the area. The plan set out to define a vision for future economic development, identify guiding principles, include a strategic land use plan and ensure that the interests of Aboriginal and other cultural heritage are appropriately identified in development decisions.</p> <p>More recently the Dampier Peninsula Project was established in 2019 by State Government to maximise the social and economic opportunities for Aboriginal businesses and communities arising from the investment to fully seal the Broome-Cape Leveque road. It also aims to mitigate potential impacts through partnering with the Traditional Owners and community to protect the unique social, cultural and environmental values of the area.</p>
Chinatown Broome	<p>Broome Chinatown acts as the historic centre and Central Business District of Broome making it a significant feature. In order to maintain Chinatown's status as a primary commercial and retail precinct in Broome, the Shire of Broome announced the Chinatown Revitalisation Project to reinvigorate economic and development opportunity. The \$14.2 million Stage One was completed in September 2019 and a further \$15 million is being invested in Stage Two, due for completion in May 2021. The investment will increase the amenities of the commercial and retail streetscape. Stage Two also includes a Transit Hub, refurbishment of Streeter's Jetty, new visitor amenities, Smart Cities technology and a continued focus on public art, interpretation and place activation.</p>
University of Notre Dame – Broome Campus	<p>The University of Notre Dame is a national Roman Catholic private university with over 12,000 students and campuses in Fremantle, Sydney, and Broome. The Broome campus, established in 1994, had 165 students in 2018.</p> <p>The campus is the home to the Nulungu Research Institute which specialises in native title, archaeology, social history, governance, alternative economies and policy, climate change, alternative food production systems and carbon farming. Notre Dame also hosts the Marjarlin Kimberley Centre for Remote Health which facilitates allied health and nursing student placements across the region.</p> <p>The campus offers a number of venues available for hire to the public, up to a capacity of 300 people.</p>
North Regional TAFE – Broome	<p>The North Regional TAFE is the largest provider of training and vocational services in North Western Australia with 11 campuses spread across one million square kilometres from Newman in the south to Wyndham in the north. It offers more than 200 nationally recognised qualifications to over 8,000 students each year. It has extensive facilities such as a trades workshop, music room and recording studio, computer classrooms and video-conferencing facilities, and a horticulture shed and growing compound.</p> <p>The North Regional TAFE also hosts two specialist centres: the Broome Maritime Simulation Centre (BMSC) and the Broome Aquaculture Centre (BAC). BMSC specialises in state-of-the-art maritime simulation services for new and existing ports and offers technical training (e.g. RotorTug Training in partnership with Seaway Consultants). BAC was built to support the training, research, production and development of the aquaculture industry.</p>
Great Northern Highway	<p>At 3,195 kilometres long the Great Northern Highway is the longest highway in Australia and is the main north-south route between Perth and the northern areas of Western Australia. It is the only sealed road between the Northern Territory border and major population centres such as Broome in the north of Western Australia.</p> <p>Economically it acts as a vital link between these population centres and the resource rich regions of the Wheatbelt, Mid-West, Pilbara and Kimberley. The key industries of mining, agriculture and pastoral stations are all highly dependent on it as a significant and sometimes the only method of transport. Tourism also accounts for a significant portion of the road's traffic and is a potential growth source for regional economies. In the wet season, regular road closures disrupt supply chains for industry and communities and add to the cost of operating in the Kimberley region.</p>



TABLE 5 MAJOR ECONOMIC ASSETS, SHIRE OF BROOME (CONTINUED)

Economic Asset	Economic Profile
Browse Basin	The Browse Basin covers an area of approximately 140,000 km <sup>2</sup> and lies entirely offshore, north of Broome. The area can be serviced from Broome and Derby, which have port and air facilities. Exploration commenced in the Browse Basin in 1967. Since then, more than 105 wells have been drilled and there have been over 20 hydrocarbon discoveries. Current and proposed operations includes Woodside's Browse Joint Venture and Shell's Prelude development.
Thunderbird Mineral Sands	<p>The Thunderbird Mineral Sands Project with Sheffield Resources is located on the Dampier Peninsula approximately halfway between Derby and Broome.</p> <p>The Thunderbird deposit is the first major mineral sands deposit to be discovered in the Canning Basin and one of the largest mineral sands deposits to be discovered in the last 30 years. The high proportion of zircon in the product suite sets Thunderbird apart from many of the world's operating and undeveloped mineral sands projects which are dominated by lower value ilmenite. Sheffield Resources is committed to achieving strong regional and national benefits. Thunderbird is expected to provide approximately 400 construction jobs and 200 Kimberley-based operational jobs for the 37-year lifespan.</p>
Ex-Waterbank Station	<p>Located adjacent to Great Northern Highway within the Shire of Broome, Waterbank Station is a former pastoral lease purchased by the WA Government in 1996. The land totals 75,000 ha (approximately).</p> <p>The size of the parcel, coupled with its long-term strategic economic development nature, means it presents an opportunity for a diverse range of land extensive enterprises. At the time of this Strategy, the WA Government had called for Registrations of Interest from potential proponents seeking proposals which will deliver significant social, cultural or economic benefit to the State, locality and region. Possible uses for the parcel (or part thereof) identified to date include pastoral activities, multipurpose agricultural business (by the Mibala Burru) and sustainable tourism and economic opportunities for local Aboriginal people.</p>
La Grange and Skuthorpe Agriculture Areas	<p>The La Grange project was established in 2012 to investigate the opportunities for irrigated agricultural development south of Broome. The feasibility project involved researching soil, water, land tenure, markets, investment opportunities, cultural and environmental areas of significance and regional landholder aspirations.</p> <p>La Grange is located south of Broome and extends from Roebuck Plains Station south to Mandora Station, taking in seven pastoral properties, two horticulture businesses and four Native Title Determinations. The major project is underway to assess the suitability and potential for further agricultural developments using available groundwater resources.</p> <p>Similarly, the area east of Broome known as Skuthorpe, has been identified by State Government as suitable for significant irrigated horticulture opportunities. There is 1,000 ha earmarked with approximately 350-400 ha already developed. These areas provide significant opportunities in the long term for agriculture to reach a scale whereby processing, cold storage, value add and export to diverse markets becomes viable. This will further contribute to the depth and diversity of Broome's economic and jobs profile.</p>
Asian Renewable Energy Hub	<p>The Asian Renewable Energy Hub will generate 26,000 MW of renewable energy in Western Australia. Up to 3,000 MW of generation capacity will be dedicated to large energy users in the Pilbara region, which could include new and expanded mines and downstream mineral processing. The bulk of the energy will be used for large scale production of green hydrogen products for domestic and export markets.</p> <p>From a 14,000-square kilometre initial land package, 6,500 square kilometres of land in the East Pilbara region of Western Australia was selected to accommodate 26,000 MW of wind turbines and solar photovoltaic panels. Outstanding wind and solar resource and large project scale will result in competitively priced renewable energy with a high capacity factor.</p> <p>In November 2020, investigations were underway by the project proponents to produce ammonia at the site for export.</p>

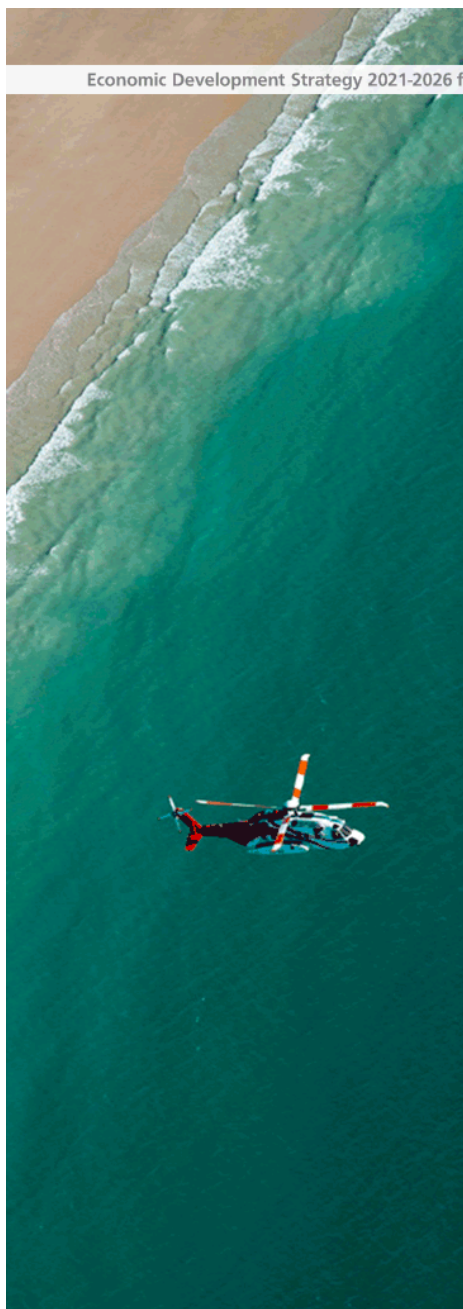
## Economic Development Opportunities

Other short to mid-term projects (non-Shire led) that are seeking funding or final approvals are outlined below. These are highlighted to demonstrate breadth of development, confidence of key organisations in Broome's future and areas of service need. It also recognises the direct and indirect economic stimulation associated with the construction and operational phases for local businesses and labour market.

The Shire of Broome has an important advocacy, promotion and facilitation role in these emerging projects. A number of these projects will also undergo formal statutory planning processes with the Shire.

Project Details	Description
<b>KIMBERLEY MARINE OFFLOADING FACILITY</b> KMSB Pty Ltd Value: \$110 million	<p>The Kimberley Marine Offloading Facility (KMOF) at the Port of Broome has been approved by the State Government, pending complete environmental approvals, project and financial agreements and a final design and commissioning plan. This project will position Broome as the future service hub for the growing oil and gas industry.</p> <p>The \$110 million facility will be constructed and funded by Kimberley Marine Support Base Pty Ltd, and comprise a floating wharf, along with associated onshore terminal facilities. Construction and ongoing operation of the innovative facility will help stimulate both economic and employment opportunities in the Kimberley region and add further capacity at the Port of Broome.</p>
<b>KIMBERLEY CENTRE FOR ARTS, CULTURE AND STORY</b> Nyamba Buru Yawuru Value: \$41 million	<p>The Kimberley Centre for Arts, Culture and Story will be of global significance because it will reconcile the history of Broome and the Kimberley in an honest, challenging but ultimately empowering way. The Centre will present to visitors the rich culture of the world's oldest living civilisation in an innovative and inspiring way that contributes significantly to the Kimberley economy, supports tourism, and enhances the sustainability of Indigenous culture through the region.</p> <p>The Centre will serve as the regional embodiment of reconciliation and the Kimberley's own unique form of Makarrata (a Yolngu word meaning "coming together after a struggle"). A business case has been developed for the full project. This stages the project for success with Stage 1 focusing on establishing the governance model, site selection and activation approach.</p>





Project Details	Description
<b>BROOME BOATING FACILITY</b> Department of Transport Value: \$71 million	<p>This is essential to address critical safety and access difficulties particularly associated with boat launching and retrieval and passenger transfer between vessels and shore. Large tides, strong currents, wind and waves can at times create hazardous conditions at the existing exposed beaches and boat ramps where conditions can change very quickly.</p> <p>The boating facility will include four ramp lanes and up to two finger jetties, sheltering arms and detached offshore breakwater screen, trailer parking, and access road. Significant consultation has been undertaken and investigation completed to understand environmental and local cultural and heritage considerations. Computer modelling is underway to define the marine structure size, shape and cost.</p>
<b>BROOME HEALTH AND WELLBEING CAMPUS</b> Nyamba Buru Yawuru Value: \$50 million	<p>The Broome Health and Wellbeing Campus will be a health services hub that is designed as an indigenous led clinical and allied health service centre for Broome and the wider Kimberley region.</p> <p>The project is being developed by Nyamba Buru Yawuru in partnership with a range of stakeholders, and will be an innovative hub of co-located, complimentary health service facilities that will operate and collaborate under the guidance of Yawuru's Mabu Liyan philosophy and Measurement Framework. The site for the project already accommodates the Bran Nue Dae Aged Care Facility and the newly constructed Broome Aboriginal Short Stay Accommodation project.</p> <p>Nyamba Buru Yawuru has secured support and initial funding (\$750,000) from the State Government to support the procurement of consultants for the design of all infrastructure requirements for the site. There are existing commitments from the Western Australian Country Health Service (WACHS) for their proposed new 20 Bed Renal Dialysis Hostel to be located on the campus (approx. budget \$6.7 million). The estimated infrastructure cost is in the order of \$7.5 million which has been funded by State Government.</p>
<b>ENHANCING ACCESS TO THE DAMPIER PENINSULA</b> Main Roads WA Value: Current stage has \$68.9 million fully funded; Next stage valued at \$22.8 million	<p>The sealing of the Broome-Cape Leveque Road will improve safety and access for Aboriginal communities as well as reduce delays caused by road closures during the wet season. The more efficient road network will also support the growth in economic activity, including through tourism visitation. The project involves the construction and sealing of the remaining unsealed sections, reconstruction and sealing of the 'narrow seal' section, upgrade of the Broome-Cape Leveque Road and Broome Highway intersection, alignment/geometric and drainage improvements and installation of culverts, fauna underpasses and floodways.</p> <p>Funding has also been provided for ablution, shade and picnic facilities at the 100-year old Beagle Bay Catholic Church; visitor facilities at Lombadina; improvements to the aquaculture hatchery access track at Ardyaloon Community; upgrades to Kooljaman Resort access track; and Camping with Custodian camp grounds at Djarindjin.</p> <p>The next stage that requires investment is to enhance the lateral roads that connect to the Broome-Cape Leveque Road on the Dampier Peninsula. This builds on the significant investment and project benefits already being achieved and also maintains mobilisation of already engaged local businesses and remote communities.</p>



## ECONOMIC DEVELOPMENT VISION AND DESIRED OUTCOMES

### Foundation for Future Growth and Prosperity

From this assessment the following core advantages and challenges have been identified:

FIGURE 18 ADVANTAGES AND CHALLENGES FOR THE BROOME ECONOMY

#### Advantages



Transport infrastructure & proximity to Asia



Major tourism assets



Natural resources



Service hub of the Kimberley



Aboriginal partnership

#### Challenges



Lack of population critical mass



Unemployment & job participation



Business creation & supply chains



Distance from Perth



Cost of living

The Shire of Broome has one of the most diverse set of economic advantages and drivers of any location in regional Western Australia. It possesses:

- An established, domestic and internationally recognised tourism sector with significant long-term growth potential;
- direct transport access to Asian and global markets;
- a rich and diverse Aboriginal culture with history of collaborative engagement across the Shire;
- exposure to diverse natural resources, including mineral resources, offshore oil and gas, solar resources and water resources (for pastoral and horticultural activities);
- an existing and growing concentration of Local, State and Federal Government agency services not only in Broome but the wider Kimberley region.

Leveraging and realising the potential prosperity from these competitive advantages is principally constrained by the sub-optimal size of the local population base. With a residential population below 20,000 people, the Shire of Broome (and the town of Broome in particular) lacks the critical mass to support a diverse consumer market, private sector-led land development and diverse education and health options. But most critically, the small size of the population means that the region lacks the depth of the labour market necessary to bring forward many of the major

projects mooted to take advantage of the key economic assets and opportunities in the town.

While the population of Broome has been declining marginally now for a number of years, the town has experienced periods of robust growth in the past. The scale and size of Broome's economic opportunities and competitive advantages means that the Shire must be ready to respond to a sudden shift towards accelerated growth at any time, particularly as major natural resources-linked projects progress towards delivery phases.

The skills and capabilities of the current labour force are therefore critical. Despite having limited depth in the labour market, the Shire has seen its unemployment rate rise in recent years, creating potential social challenges (including safety) while creating disincentives for some to participate more fully in the economy.

Developing technical and applied skills (including employability skills) is therefore critical to maximise the size, scale, depth and diversity of the Broome labour market in the short-term, to facilitate and enable major projects to be developed. This approach will not only help Broome bridge the current gap to a more optimal critical mass of population and labour but will also maximise the "buy-in" of all people to the shared economic prosperity of the town and region. Critical to activating these assets is the stability embodied in the relationships across sectors in the shire with a shared vision.

## Economic Development Framework

The Shire of Broome's economic development activity will be managed through a tiered framework that draws on the evidence within this Strategy to:

- establish an aspirational Economic Development Vision for Broome;
- identify a series of Desired Outcomes; and
- outline the Economic Development Programs for the Shire.

This approach creates a clear line between any economic development action undertaken by, for or with Council and the overarching economic development vision. It also provides a concise framework to ensure all actions and initiatives are contributing to the achievement of the Desired Outcomes through each of the Economic Development Programs.

FIGURE 19 ECONOMIC DEVELOPMENT FRAMEWORK

### Desired outcomes



More people



More investment



More business



More economic diversity

### Economic development programs



Business & Industry Support



Skills Development & Training



Investment Attraction, Branding & Liveability



Connectivity, Transport & Access





## Vision for the Broome Economy

An effective vision statement is one that expresses the collective aspirations, goals and objectives of all economic development stakeholders in the community. This economic-specific vision supports the overarching vision for the Shire of Broome.







Broome - economically  
diverse, for **everyone.**



## Desired Outcomes

The Shire of Broome has identified a series of Desired Outcomes for economic development activity in Broome. These Desired Outcomes represent what success will look like if the Shire and other economic development stakeholders of Broome work together to realise the vision for the Broome economy.

Four Desired Outcomes have been identified through the research and engagement with stakeholders:

Desired Outcome	Description	Expected Benefits
<b>More People</b> 	By 2025, Broome will have positive population growth and will be on track to reach 20,000 residents within the next 10 years.	There are greater opportunities for population-driven businesses to attract customers due to increased market size. Labour force pool will also increase, including Aboriginal employment, making it easier for new businesses to establish and existing business to grow and expand.
<b>More Investment</b> 	<p>Broome is recognised nationally as an attractive destination for private and public investment.</p> <p>Broome is securing investment interest and funds on major projects and programs from national and global investors, businesses and funds.</p>	Realising the economic potential of Broome will require further and expanded investment by the private sector. The Shire's role, and government more broadly, as the direct fund source for economic activity and investment will proportionally decrease and instead the Shire will play a greater role in facilitating, advocating and promoting.
<b>More Businesses</b> 	<p>Broome has a large, diverse and dynamic business community servicing households, other businesses, industry and major projects.</p> <p>Broome's business creation rate is above the Regional WA average and new businesses are regularly created by local residents (including members of Aboriginal communities) as well as being attracted to the Shire.</p> <p>Broome fosters a growth-oriented and export-focused business community.</p>	Employment growth and prosperity in Broome in the medium and long-term are contingent on private business growth. Fostering a dynamic and scalable business community in Broome is essential to realising the vision for the Broome economy.
<b>More Economic Diversity</b> 	Broome is a more diverse economy, with domestic and international tourism complemented by an expanded private sector population services capacity, mineral and energy production support, and agricultural and aquaculture processing.	<p>A more diverse economy will provide greater sustainability of economic outcomes and prosperity in the long-term, decreasing Broome's reliance on tourism and the risks associated with external shocks to this sector (i.e. increase resilience).</p> <p>Broome's role as the "hub" for the Kimberley will provide opportunities to leverage planned private investment in mining/energy, transport, cultural tourism, renewable energy and horticultural activities to capture local supply chain expenditure in manufacturing, logistics, storage and services.</p> <p>Economic activity in Broome will include a proportional share of Aboriginal business and investment activity, providing local Aboriginal residents and communities with direct benefits from the Broome's economic potential.</p>

## SHIRE OF BROOME'S ECONOMIC DEVELOPMENT PROGRAMS

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. These Programs will provide high level direction for actions, initiatives and investments to contribute to achieving the Desired Outcomes and Vision. The following tables outline current and recent actions and also potential actions for further investigation by the Shire of Broome and its partners over the next five years.

Overarching these Programs is a cultural commitment from the Shire of Broome to be innovative, sustainable, customer focused and responsive across all disciplines, including approvals and project delivery.

The four key **Economic Development Programs** are profiled below.



### Business & Industry Support

#### Program Description

Broome has a diversity of economic advantages that could be leveraged to generate significant employment and prosperity for the community. Increased focus should be on:

1. Support medium business growth. This is key to growing and diversifying the employment opportunities in Broome. Broome is underrepresented in terms of medium size businesses (20 workers+) which is the core business group that generates employment in local areas. This partly reflects the decline in manufacturing over the decade to 2016, which historically accounted for a large share of medium size businesses in the Shire.
2. Enhance competitiveness of supply chain support, logistics and servicing of the mining, oil and gas and the renewables sector.
3. Facilitate up-scale and downstream processing for the agriculture sector including horticulture, pastoral and aquaculture enterprises.
4. Encourage connectivity to new global markets and creation of bespoke tourism products.
5. Promoting business support services and access to education and training.
6. Facilitate new and emerging sectors such as renewable energy enterprise, carbon farming, bush foods, bush medicine, broader aquaculture projects.


#### Current and Continuing Actions

- **Provide** and deliver on the Small Business Friendly Local Government Charter
- **Provide** efficiencies and compliance through amendments and updates to the Shire of Broome's Regional Price Preference Policy and the Purchasing Policy.
- **Facilitate** high local content outcomes in major capital projects (e.g. Chinatown Revitalisation, Town Beach Redevelopment).
- **Facilitate** and promote training and education programs available for business.
- **Provide** accelerated forward capital works and asset maintenance as part of the Shire of Broome's COVID-19 Support Package to provide tendering opportunities for local small businesses.
- **Provide** tender information sessions regarding the launch of VendorPanel to make it easier for the region's businesses to win local government contracts.
- **Provide** a 'Buy Local' campaign highlighting a positive message to the community to shop locally during the COVID-19 measures and highlighting a positive message to the community to shop locally.
- **Provide** a responsive and transparent approach to planning and building services.


#### Potential Actions for Consideration / Investigation

- **Partner** with the Broome Chamber of Commerce and Industry in developing a Local Business Capability Database.
- **Advocate** to State and Federal Governments to fund new regional business incentive programs.
- **Provide** and promote local capture of Shire expenditure.
- **Partner** with the Broome Chamber of Commerce and Industry to ensure that businesses have one point of contact to coordinate the Shire of Broome's services and approvals.
- **Advocate** to State and Federal Government to provide increased business support services to the Dampier Peninsula and remote communities (e.g. financial / legal advice, grant writing, business case development, innovation support and networking).
- **Provide** and update procurement policies to incorporate Aboriginal engagement principles.
- **Facilitate** with stakeholders a "Welcome to Broome" initiative for Broome's seasonal / backpacker / international workforce to increase social and community engagement.




 Skills Development & Training	
<b>Program Description</b>	<p>Developing the skills and employment capacity of the existing workforce is critical to improving current unemployment levels and providing a skilled, engaged workforce for existing and new businesses and major projects. This includes both technical skills and the development of attributes and capabilities to support long-term employability and engagement in the workforce.</p> <p>Increased focus should be on:</p> <ol style="list-style-type: none"> <li>1. Ensuring education and training offerings are matched with skills required in current and emerging industries, sectors and major projects.</li> <li>2. Expanding the delivery of more informal skills and training support for workers and small business including business management, IT, marketing, online sales and grant/funding applications.</li> </ol>
<b>Current and Continuing Actions</b>	<ul style="list-style-type: none"> <li>• <b>Partner</b> with the West Kimberley Alliance to investigate the Kimberley University Centre concept.</li> <li>• <b>Provide</b> regular and varied traineeship opportunities across the disciplines in the Shire of Broome (including project administration support, parks and gardens, infrastructure works).</li> </ul>
<b>Potential Actions for Consideration / Investigation</b>	<ul style="list-style-type: none"> <li>• <b>Facilitate</b> and promote business skills courses and programs offered by other stakeholders.</li> <li>• <b>Facilitate</b> the establishment of a Broome Skills Group including leading business/industry, school and post-school education and community representatives to identify and coordinate industry-education partnerships and programs in Broome.</li> <li>• <b>Partner</b> with stakeholders to tailor and target skills development and training programs to meet the unique needs of Aboriginal communities across the Shire.</li> <li>• <b>Advocate</b> for further investment in school and post-school education and training facilities and services, building upon the existing strengths of current TAFE and university offerings.</li> </ul>



 Investment Attraction, Branding & Liveability	
Program Description	<p>Enhancing the attractiveness of Broome as a place to live, work, visit and run a business is critical to driving growth and prosperity. This includes efforts to attract investment in new industries and business, growing Broome's destination branding in domestic and international tourism markets and investing in critical amenities supporting workforce attraction and retention.</p> <p>Increased focus should be on:</p> <ol style="list-style-type: none"> <li>1. Promoting a single, centralised and coordinated "brand" for Broome. This "brand" should have buy-in from a wide range of economic development stakeholders and be used collaboratively to communicate the advantages, attributes and story of Broome to state, national and global audiences.</li> <li>2. Promote investment opportunities associated with available serviced residential, commercial, and industrial land.</li> <li>3. Improving community safety and decreasing incidences of anti-social behaviour.</li> <li>4. Ensure access to fit-for-purpose population services (e.g. health, mental health, education, housing).</li> <li>5. Promote healthy and active lifestyle choices through sport and recreation, arts and culture, and community development events.</li> </ol>
Current and Continuing Actions	<ul style="list-style-type: none"> <li>• Fund a financial contribution to the operations of Broome Visitor Centre, Australia's North West Tourism and Cruise Broome.</li> <li>• Fund sponsorship of a broad range of events and community groups through grants: <ul style="list-style-type: none"> <li>• Economic, Events and Tourism Development Fund</li> <li>• Community Annual Matched Fund / COVID-19 Community Support Grant</li> <li>• Community Ad Hoc Fund</li> </ul> </li> <li>• Provide community and activation events through grants and budget allocation.</li> <li>• Provide theTown Beach Redevelopment.</li> <li>• Provide the Chinatown Revitalisation Project Stage 1 and 2.</li> <li>• Fund and provide project management support for Broome Golf Club New Clubhouse and Refurbishment.</li> <li>• Fund and provide project management support for Broome Surf Life Saving Club Refurbishment.</li> <li>• Provide the Jetty to Jetty Trail.</li> <li>• Provide the Broome Recreation and Aquatic Centre Renewal project.</li> <li>• Facilitate and advocate for the Broome Boating Facility project.</li> <li>• Advocate for the delivery of the Cable Beach Foreshore Redevelopment project.</li> <li>• Advocate for government investment in the Broome Urban Renewal project.</li> <li>• Facilitate and advocate for a Takeaway Alcohol Management System and Banned Drinkers Register.</li> <li>• Provide the following informing strategies: <ul style="list-style-type: none"> <li>• Community Development Framework</li> <li>• Youth Framework</li> <li>• Community Safety Plan</li> <li>• Arts and Culture Strategy</li> </ul> </li> <li>• Facilitate and partner with Discovery Holiday Parks Pty Ltd to upgrade Roebuck Bay Caravan Park.</li> <li>• Provide recreation areas infrastructure.</li> <li>• Provide investment portfolio management services to responsibly maximise community and economic benefit generated from Shire of Broome property and assets.</li> <li>• Monitor State, National and Global climate change policies and regulations and advocate for new industries and investments</li> <li>• Collaborate with DevelopmentWA and other State Government agencies to explore opportunities to increase the availability of housing supply and accommodation in Broome.</li> </ul>
Potential Actions for Consideration / Investigation	<ul style="list-style-type: none"> <li>• Provide and maintain an online Broome "Project Pipeline".</li> <li>• Partner with the community and key stakeholders to develop a "Broome Investment Prospectus".</li> <li>• Partner and fund the establishment of a "Broome Investment Brand" with other stakeholder groups.</li> <li>• Advocate for joint venture and partnership projects in future major project delivery (e.g. McMahon Estate development).</li> <li>• Partner and fund a campaign for Broome as a residential place of choice in partnership with Industry and the Broome Chamber of Commerce and Industry.</li> <li>• Advocate for key worker accommodation as required by Broome's industry sectors.</li> </ul>



 <b>Connectivity, Transport &amp; Access</b>	
<b>Program Description</b>	<p>A key strength of the Broome economy is its access to national and global markets through enabling infrastructure including telecommunications, road, seaport and airport.</p> <p>Increased focus should be on:</p> <ol style="list-style-type: none"> <li>1. Facilitating the growth and expansion of offerings at the Port of Broome and Broome International Airport to drive service delivery, exports, and to diversify tourism markets.</li> <li>2. Enhancing the accessibility experience of people and workers within the Shire. This means continued investment in the regional road network to address safety and accessibility concerns and constraints, while also maximising connectivity between market precincts, economic assets and emerging drivers.</li> <li>3. Increasing the reliability, safety and convenience of access from Broome to the wider Kimberley region will not only enhance Broome as an investment destination of public and private sector services and capabilities but will also ensure residents and businesses in the Kimberley have full access to essential services in the town.</li> <li>4. Advocate for upgrades and fit-for-purpose telecommunications infrastructure to ensure digital and mobile connectivity to address impacts on safety, social remoteness, access to health services and ability for business to operate efficiently.</li> </ol>
<b>Current and Continuing Actions</b>	<ul style="list-style-type: none"> <li>• <b>Provide</b> road and footpath infrastructure throughout the Shire of Broome.</li> <li>• <b>Provide</b> a dedicated cruise ship drop-off point as part of Chinatown Revitalisation Project Stage 2</li> <li>• <b>Advocate</b> for improved infrastructure through the State Government's Regional Telecommunications Project</li> <li>• <b>Facilitate</b> improved access to safe, affordable public transport, marine and aviation services.</li> </ul>
<b>Potential Actions for Consideration / Investigation</b>	<ul style="list-style-type: none"> <li>• <b>Advocate</b> for and facilitate with the Kimberley Ports Authority for Port expansion projects.</li> <li>• <b>Advocate</b> in partnership with key stakeholders for expanded trials of direct flights from South East Asia to Broome (post COVID-19) to take advantage of European connection through Singapore.</li> <li>• <b>Advocate</b> for affordable airfares.</li> <li>• <b>Provide</b> identified major amenity and accessibility enhancement projects across Broome and facilitate / advocate for projects being delivered by other stakeholders (namely Department of Transport and Main Roads WA).</li> <li>• <b>Advocate</b> for funding to enhance the lateral roads that connect Broome-Cape Leveque Road on the Dampier Peninsula.</li> <li>• <b>Facilitate</b> connectivity options for Broome's major precincts for community and visitors (e.g. Town Beach, Cable Beach, Chinatown)</li> <li>• <b>Advocate</b> to State and Federal Government to better understanding freight and logistics for Broome and the Kimberley to improve supply chain connectivity and competitiveness.</li> <li>• <b>Facilitate</b> and advocate for First Point of Entry status (Federal Government process) at Port of Broome.</li> <li>• <b>Advocate</b> for Broome to be the logistics supply hub for mining, oil and gas, agriculture, cruise ship services, renewables and other emerging industries.</li> </ul>



## IMPLEMENTATION AND MONITORING

### Partnering for Success

The Shire of Broome has a central role to play in driving economic outcomes for residents and businesses in the future. However, the Broome Growth Plan and recent COVID-19 Recovery Plan both demonstrated the power of the Shire working in partnership with other economic development agencies and organisations to deliver meaningful change and support tangible growth for the economy.

The Shire of Broome will therefore seek to partner with a wide variety of organisations to attract new businesses and investment, grow new industries and sectors, enhance the skills of the local workforce and ensure that all residents benefit from the economic potential of the region.

Key partners in Broome's current and future economic development include:

- Kimberley Development Commission
- Nyamba Buru Yawuru
- Regional Development Australia Kimberley
- Broome Chamber of Commerce and Industry
- West Kimberley Alliance
- Australia's North West Tourism
- Broome Visitor Centre
- Kimberley Ports Authority
- Broome International Airport
- Development WA
- State and Federal departments delivering services in the Kimberley
- Cruise Broome
- KMSB Pty Ltd
- Sheffield Resources
- Rio Tinto
- Woodside
- Department of Primary Industries and Regional Development



### Monitoring Progress and Measuring Outcomes

Successful economic development activities should be tailored and targeted to the vision of the Broome community and region. As such, the measures of success, progress, and outcomes of local economic development activities will also be unique to the Shire of Broome.

Key Measures that will be monitored and tracked include:

- **Unemployment Rate and Labour Force Engagement** – decreasing the rate of unemployment in the Shire of Broome to Regional WA levels without a decrease in labour force engagement and participation;
- **Incomes and Welfare** – decreasing the share of households with Government pensions as their primary income and increasing overall personal income levels over time.
- **Business Registrations** – increasing the rate of business creations per 1,000 residents to above Regional WA averages and increasing the share of locally registered businesses with 20 or more employees.
- **Tourism Diversification** – increasing the diversity and mix of places of origin of both domestic and international tourists and increasing the share of tourists directly accessing Broome from overseas (through the Broome International Airport or Port of Broome).
- **Gross Regional Product** – increasing the Gross Regional Product of the region, both in total and per person, with increased diversity of sectors contributing to growth.
- **Residential Population** – returning to positive growth in local residential population and set the path to reaching 20,000 people by 2036.

All of these Measures can be readily and regularly tracked using publicly available and timely data sets and will be reviewed every two years over the life of the Strategy.

It is proposed that an Implementation and Action Plan be prepared by the Shire of Broome to complement the **Strategy**



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Credit: Nyamba Buru Yawuru

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## DRAFT Economic Development Strategy 2021-2026 for the Shire of Broome

### Public Comment Period Submissions

Reference Point	Comment	Response	Action
<b>1. Broome International Airport</b>			
1.1	Congratulations on the completion of the Draft EDS	NA	No action
<b>2. Department of Water and Environmental Regulation</b>			
2.1	Acknowledged public comment period		No action
<b>3. Department of Communities</b>			
3.1	Acknowledged receipt		No action
<b>4. Kimberley Pilbara Cattleman's Association</b>			
4.1	Queried missing sections	Forewords completed upon finalisation of the draft. Complete	No action
<b>5. Kimberley Ports Authority</b>			
5.1	All fine from KPAs point of view.		
5.2	Recommended additional reference to Inpex	Reviewed INPEX references	Review LNG references and identify appropriate level of reference to INPEX.
<b>6. Infrastructure WA</b>			
6.1	Acknowledged receipt		No action
<b>7. Department of Transport</b>			
7.1	Acknowledged receipt.		No action
7.2	Identified areas of interest for further discussions/engagement with the Shire	The Shire to progress engagement with DoT on identified matters.	No action for the EDS.
<b>8. Tourism WA</b>			
8.1	Acknowledged receipt and issued congratulations on completion of the draft.		No action



8.2	Tourism WA notes that issues to do with tourism investment, development and marketing have been well considered within the Strategy and therefor Tourism WA supports the Draft without further comment from this Agency.	No action
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#### 9. North Regional TAFE

9.1	NR TAFE agrees that working in partnership with the Shire and participating regional higher education, training and employment organisations	No action
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9.2	North Regional TAFE agrees that 'developing the skills and employment capacity of the existing workforce is critical to improving current unemployment levels and providing a skilled, engaged workforce for existing and new businesses and major projects'	No action
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9.3	North Regional TAFE supports the identified education and training related recommendations and initiatives	No action
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	NR TAFE strongly agrees with the statement: "Aboriginal people have enormous potential to be at the heart of regional growth and transformation and the experience of the last 20 years indicates this will not occur with strategies that mirror old approaches"	No action
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#### 10. Department of Jobs, Science, Tourism and Innovation

10.1	No formal comment	No action
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10.2	JTSI broadly support the EDS's aim to attract more people, investment and larger employing businesses to Broome and diversify its economy. The diversification agenda is broadly consistent with Diversify WA and its priority sectors, including renewable energy, critical minerals, aquaculture, etc.	No action
10.3	The Investment and Trade Team at JTSI would be keen to work with the Shire of Broome to promote some of the investment opportunities in the commercial precincts to interstate and overseas investors.	No action

#### 11. Diana Oliver

11.1	Question: Where was the Public Consultation?	The Shire undertook rounds of engagement and consultation with two tiers of identified stakeholders from across all sectors of the Broome economy and community. Additionally feedback was secured on progressive drafts of the EDS with Tier 1 and Tier 2 stakeholders prior to the endorsed version being released for public comment.	No action
11.2	Please address the ACCOMODATION CRISIS, and the improvement of CULTURAL HEALTH	The EDS is a long-term strategic document focused on sustainable economic development actions and initiatives. Issues of housing supply are outside fo the scope of this document. Issues of the economic and employment potential of health are addressed throughout the document.	No action

## 12. Bruce Bartlett

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|------|---|--|-----------|
| 12.1 | As such all strategies should clearly integrate, and make central, sustainable and ecological considerations, with close liaison and partnerships with all stakeholders (not just industry or large corporations) and in particular close liaison with Indigenous groups and others with cultural and social interests. | Sustainability is identified throughout as a critical priority, though this is within the context of economic, social and environmental sustainability. Tailored stakeholder engagement was implemented due to the targeted nature of the EDS compared to the wider scope of the Community Strategic Plan. | No action |
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## 13. Stephen Eastaugh

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|------|---|--|--|
| 13.1 | Where is the acknowledgement and information regarding the following important elements in such a draft?<br><br>1. Future risks such as climate change.<br>2. The risk of building an economy based on fossil fuels, which all governments agree have to be phased out by 2050 if we are to have a safe climate.<br>3. Which industries are most likely to benefit locals, and which are the ones where all profits are made by people who don't live in Broome. This draft is about Broome shire and this who live here right? | 1. Climate change is not referenced in the report beyond the University profile.<br>2. The strategy does not recommend an economy based on fossil fuels. References to fossil fuel based sectors are moderate and balanced by significant profiling of tourism and other sectors as part of diversification strategy.<br>3. The economic development actions and initiatives bias towards local and small business growth and opportunities. | Review inclusion of climate change and other external megatrends as part of the COVID19 rewrite. |
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## 14. Amanda McInerney

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|------|--|---------------|
| 14.1 | I feel that this strategy runs the risk of building an economy based on fossil fuels | Refer to 13.1 |
|------|--|---------------|

14.2 It makes no mention of future risks such as climate change?	Refer to 13.1	Review inclusion of climate change and other external megatrends as part of the COVID19 rewrite.
14.3 For whom does this strategy benefit? Does it benefit locals? If so for which industries?	The strategy has been developed to prioritise local economic development and prosperity.	No action
14.4 On what evidence is the economic strategy based? The Broome Growth Plan? Where is the review of the Plan? Developed with no public consultation?	The evidence is included throughout the EDS document. The Broome Growth Plan is referenced but does not form the basis of the strategy. The purpose of the EDS was not to undertake a full review of the plan. The Strategy has been developed within inputs from targeted stakeholder engagement.	No action.
14.5 I would like to see a proper analysis of the benefits and costs of different industries.	This is not appropriate for a EDS	No action
14.6 With regards the proposed action to partner with West Kimberley Alliance who I believe have been pushing for an oil and gas centre of excellence	No reference is made to a oil and gas centre of excellence in the EDS. WKA are coordinating an investigation into a university centre concept which aligns with 3 of the 4 primary outcomes of the EDS (Business and Industry Support, Skills Development and Training and Investment Attraction, Branding and Liveability)	No action.

14.7 We want to make sure that the natural environment is enhanced and not damaged by future economic development.	Then natural environment assets of the region are profiled and considered as part of the Broome Competitiveness Assessment.	No action.
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#### 15. Environs Kimberley

15.1 The lack of information to: <ul style="list-style-type: none"> <li>• identify risks of particular industries</li> <li>• identify damaging industries</li> <li>• undertake cost benefit analysis</li> <li>• understand the assumptions behind particular actions</li> </ul>	These topics are not typically covered by an EDS. The assumptions behind all actions are included within the evidence of the EDS itself.	No action
15.2 Our view is that the Draft Economic Development Strategy does not meet the above conditions as 'objective, reliable and relevant information' is not accessible, goals are not clear and there has not been adequate consultation with the wider community.	All evidence and information utilised to inform actions and objectives are included within the report and duly cited. The EDS outlines clear goals and objectives in the form of the Desired Outcomes and Economic Development Programs. Targeted engagement with economic development partners was undertaken as part of the project and wider community engagement and submission was included.	No action.



15.3 Economic Development Strategy 2021 – 2026, Refer to 14.4 builds upon the success of the Broome Growth Plan”. We have yet to see any review of the Broome Growth Plan and are keen to see the evidence of its success. We note that the Broome Growth Plan document was never put out for public comment and its implementation was apparently carried out by a private company. We will be seeking further information on this.		No action.
15.4 The Draft Economic Development Strategy epitomises ‘trickle-down economics’	There is no reference to this economic theory nor do the actions and initiatives propose embody elements of this theory	No action.
15.5 Whilst the strategy professes sustainability principles, it fails to differentiate economic activities and industries according to their proven and potential impacts on our environment	The EDS does not seek to undertake an environmental impact assessment of each industry and instead focuses on promoting a balanced and diversified economic outcome.	No action.
15.6 Without an assessment of the strategic initiatives to address injustice, and transparency as to how and what sort of economic diversity would result in social, cultural and environmental improvements, and for whom, this is a meaningless vision.	the reference for everyone specifically reflects the desire/intention for economic activity to be inclusive. Issues of injustice are relevant for the Community Strategic Plan.	No action.
15.7 No risk assessment or cost benefit analysis	These actions are not included within best practice EDS	No action.

	15.8 Oil and gas are mentioned thirteen times in the draft Economic Development Strategy, conservation is mentioned twice.	Conservation is an environmental term. However environment related terms are mentioned more frequently than oil and gas. The words Environment/environmental are mentioned 14 times, sustainability 6 times, climate 6 times and water 6 times.	No action.
	15.9 Assumptions based on?	A full reference list of all data and evidence within the strategy is included in the EDS. Statistical evidence is included in page 15-26 and qualitative and illustrative evidence within pages 27 to 36. This is the majority of the document.	No action.
15.10	Potential Actions for Consideration / Investigation	Select comments are made to individual actions, the most common being that the action is industry or State Government responsibility. Comments do not comprehend the important role of LG in the actions flagged.	No action.
15.11	Implementation and Action Plan	Request for it to be public.	Consider request for implementation and action plan to be open for public consultation.
<b>16. Craig Starcevich</b>			
	16.1 An economic strategy would ideally be based on evidence but there is none	Refer to 15.9	No action
	16.2 The draft strategy is said to 'build on the success of the Broome Growth Plan. We have yet to see any review of the 'Growth Plan', which was developed without public consultation at a cost of over a million dollars.	Refer to 14.4	No action
	16.3 Includes recommended sections in the EDS	Refer to 15.1	No action
<b>17. Leonie Stubbs</b>			

17.1 For that reason, I believe a priority of the strategy should be targeted towards lifting the participation and employment rate for members of the Indigenous community so that the benefits of Broome life flow through to all in the community. This strategy should be led by indigenous people employed by the Shire to carry out this work, which in itself would be a good start to improving the employment rate.	Review references to indigenous employment and economic data.	RPS to review references to indigenous economic development and employment data.
17.2 Protection of the natural environment should be the other priority.	Refer to 14.7	No action.
17.3 I understand that the short term gains for the Shire by promoting from fossil fuel extraction appears to be attractive. However, the Shire must ask itself who is it hoping will benefit from this Strategy in the long term.	Refer to 13.1	No action
17.4 There is no mention of climate change in the document	Refer to 13.1	Review inclusion of climate change and other external megatrends as part of the COVID19 rewrite.
17.5 larger permanent population must be weighed up against the negative impacts of loss of the natural assets surrounding Broome	The size and scale of the incremental population increase in the Shire proposed in the Strategy is unlikely to be of a scale to yield non-local environmental impacts of a systemic nature.	No action

#### 18. Nancy Kennedy

18.1 There seemed to be a lot of repetition of information that was covered in Shire of Broome's Strategic Community Plan 2021 – 2031	The EDS has been written to align with element of the Strategic Community Plan.	No action
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18.2	Why is mineral and energy production support tucked in with tourism and agriculture? They are very different agendas with very different futures.	This is a list of current and future known industries expected to contribute to economic development activity.	No action
18.3	No where in your plan is the Broome Bird Observatory mentioned	Review for potential inclusion of reference	RPS to review for potential inclusion of reference
18.4	On page 44 you list partners in development. Once again, I worry that your plan is very coy about putting • Sheffield Resources • Rio Tinto • Woodside so far back in the plan. Most people won't read that far! I don't believe we should be partnering with these large companies who are NOT based in Broome and clearly don't have the welfare of Broome as their main focus	There is no intention or objective in the order in which the organisation have been listed.	No action

#### 19. JB Walker

19.1 The submission replicates the content of the Environs Kimberley submission with no amendments or additions.

#### 20. Nirumbuk Aboriginal Corporation

20.1 Undervalued Aboriginal Businesses	Data provided on aboriginal population and business contribution information.	RPS to review potential inclusion of Aboriginal population and business data.
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#### 21. Steve Case

21.1 The submission replicates the content of the Environs Kimberley submission with no amendments or additions.

#### 22. Brendan Renkin

22.1 Editing issues identified.	Final QA of document to be made before finalisation	RPS to facilitate final QA
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22.2 List of 15 issues identified (attached)	Issues already addressed in previous responses. Specifically: Climate change impacts to be considered for inclusion. COVID19 impacts to be reviewed and updated to ensure currency No reference to the housing crisis Opportunity to include further information on indigenous cultural economy lack of an employment strategy - not included in the EDS	RPS to review opportunities to respond to specific comments as required in line with other responses.
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### 23. Maurice O Connor

23.1 I think a 5-year strategy is too short term in its thinking. Whist the world around us is changing rapidly much of this strategy would benefit from a longer-term point of view with perhaps a major 5 yearly review.	EDS terms are typically 5 years, though the analysis extends out to 20 years in most cases.	No action.
23.2 I disagree with focusing on medium sized business as any sort of employment generator	This is correct in regional areas. Broome is under-represented in medium business and instead has a high share of non-employing small businesses.	No action.
23.3 • Covid has changed many things one of which is unemployment both in Broome and indeed statewide. Once again given the short-term nature of this plan it seems to me a focus on training, attracting and accommodating workers and Aboriginal Participation needs to ramp up quickly	Review potential for inclusion in the updated COVID19 section.	Review inclusion of climate change and other external megatrends as part of the COVID19 rewrite.



23.4	I note in the 'Skills Development & Training' section reference to partnering with West Kimberley Alliance to investigate the Kimberley University Centre concept.	WKA is identified as the lead entity for pursuing this concept at present.	No action.
23.5	Tourism gets many mentions in this plan but there is VERY little focus on the amazing natural attractions and assets we are surrounded by	Tourism coverage in the analysis regarded as appropriate and comprehensive for an EDS.	No action.
23.6	I believe the key measures mentioned were not at all unique to Broome and indeed are cut and paste generalities seen in probably every Shires blueprint	These measures are design to be consistent with other Council's LGAs to allow for comparability.	No action.
<b>24. Department of Transport</b>			
24.1	The Maritime team have suggested including the Broome Boating Facility Project – Entrance Point as a focus project	Review potential for inclusion or reference	RPS to review for potential inclusion or reference
24.2	Maritime also provided a series of minor edits/recommendations	Review potential for inclusion or reference	RPS to review for potential inclusion or reference
24.3	Aviation team provided additional data on Air Services and affordable fares	Review potential for inclusion or reference	RPS to review for potential inclusion or reference
<b>25. Jael Johnson</b>			
25.1	The submission replicates the content of the Environs Kimberley submission with no amendments or additions.		
<b>26. Broome Key Arts Organisations</b>			

26.1	Data information and examples provided in the submission on the role of arts and cultural activities in Broome's current and future economic development.	Review potential for inclusion or reference	RPS to review for potential inclusion or reference
<b>27. Ngaire Pigram</b>			
27.1	The submission replicates the content of the Environs Kimberley submission with no amendments or additions.		
<b>28. Peter Brown</b>			
28.1	The submission replicates the content of the Environs Kimberley submission with no amendments or additions.		
<b>29. Department of Primary Industries and Regional Development</b>			
29.1	DPIRD has a specific regional economic development strategy	Agreed	RPS to amend.
29.2	Recommends reference to State Government's	Review potential for inclusion or reference	RPS to review for potential inclusion or reference
<b>30. Cr Wevers</b>			
30.1	Reference to photo of Aboriginal Dancers on page 9.	Sourced from NPY but actually of East Kimberley based dancers.	Updated image to be provided and sourced.

**9.3.2 ECONOMIC, EVENTS AND TOURISM DEVELOPMENT FUNDING 2021-2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FIS10
<b>AUTHOR:</b>	Acting Director Development and Community
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Acting Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:** This report presents an overview of applications received, and recommendations for the allocation of funds, through Council's 2021-2022 Economic, Events and Tourism Development Funding Program.

**BACKGROUND***Previous Considerations*

OMC 14 December 2017	Item 9.3.3
EDAC 5 April 2018	Item 6.2
OMC 26 April 2018	Item 10.4
OMC 31 May 2018	Item 11.1
OMC 30 May 2019	Item 12.2
OMC 30 April 2020	Item 9.3.1
SMC 2 July 2020	Item 6.1.1
SMC 13 August 2020	Item 6.1.1

The Economic, Events and Tourism Development Funding (**EETDF**) Program was formalised in 2017 and developed to provide funds to assist organisations within the Shire of Broome.

Projects or activities supported by the EETDF need to address at least one of the following objectives:

- Economic Development
- Events Development and Delivery
- Tourism Development.

Under the EETDF, the Shire of Broome endeavours to provide support to projects, activities and events consistent with the values and strategies contained within the Shire of Broome Strategic Community Plan 2021-31, Broome Growth Plan, and Shire of Broome Major Events Strategy.

At the Ordinary Meeting of Council held 30 May 2019, Council resolved to enter into multi-year funding agreements for two of the approved proponents as follows:

Shinju Matsuri Inc.	2019/20 – \$104,000 2020/21 – \$130,000 (additional funding for 50 <sup>th</sup> anniversary) 2021/22 – \$104,000
Saltwater Country Inc.	2019/20 – \$60,000 2020/21 – \$60,000

	2021/22 – \$60,000
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At its 30 April 2020 Ordinary Meeting, Council resolved to withdraw funding support in 2020-21 for scheduled 2020 events for Shinju Matsuri Inc (\$130,000 ex GST) and Saltwater Country Inc (\$60,000 ex GST) due to the impacts of COVID-19.

Council further resolved to consider an allocation of \$195,000 for the EETDF program in the 2021/22 Annual Budget and provided in-principle support for the allocation of funding, and development of agreements with recipients, for the following projects:

- Broome Touch Football Association on behalf of Beach Touch Footy to the value of \$5,000 (ex GST) to be made as a cash payment for the 2021 'Beach Touch Footy – Broome Edition' costs associated with event prizes.
- Shinju Matsuri Inc. to the value of \$130,000 (ex GST) to be made as a cash payment for the 2021 'Shinju Matsuri Festival' costs associated with venue hire of the Broome Civic Centre fees, Banner Hire sites and event application fees (\$30,000) and the costs associated with marketing and promotions and specified events infrastructure (\$80,000) and an additional allocation of \$20,000 for the purpose of acknowledging the 50th anniversary celebration (e.g. civic events or ceremonies).
- Reaffirmed support to Saltwater Country Inc. to the value of \$60,000 (ex GST) to be made as a cash payment for the 2021 'Rhythm and Ride Rodeo' costs associated with events infrastructure and prizes.

In June 2020 following the lifting of restrictions under the State Government COVID-19 Recovery Roadmap, Shinju Matsuri Inc. approached Council requesting that \$130,000 of funding for the 2020 50<sup>th</sup> Anniversary Shinju Matsuri Festival be reconsidered. Council subsequently resolved at the Special Meeting held 2 July 2020 to reinstate \$130,000 of funding payable under the pre-existing agreement conditions as previously resolved.

With the easing of COVID-19 State Government Restrictions, organisers of the Saltwater Country Rhythm and Ride Event approached the Shire in July 2020 requesting the reinstatement of funding for their 2020 event. At a Special Meeting held 13 August 2020 Council resolved to reinstate funding payable to Saltwater Country Inc. under the existing funding agreement conditions as previously resolved, being \$60,000 (ex GST) for event infrastructure and prizes.

Following these decisions, the following allocations were made in 2020/21 and 2021/22:

Shinju Matsuri Inc.	2020/21 – \$130,000 (additional funding for 50 <sup>th</sup> anniversary) 2021/22 – \$104,000
Saltwater Country Inc.	2020/21 – \$60,000 2021/22 – \$60,000
Broome Touch Football Association	2021/22 – \$5,000

## COMMENT

Please refer to the website link in the "Consultation" section for the EETDF Program Guidelines used in this current round.

The current round of EETDF opened 15 March 2021 and closed 23 April 2021. A media statement was released and circulated to agencies, Broome media, Politicians, Councillors

and all staff. Follow up emails were also sent to EETDF recipients from 2020 and a reminder of the closing date posted on the Shire of Broome Facebook page in April 2021.

Twelve applications were received requesting a total of \$305,209 over the 2 eligible funding years (Attachments 2 – 13).

Several EETDF applicants applied for funding in both the EETDF and Annual Matched Sponsorship Programs. Those applicants have been advised that allocation of funding in one program renders them ineligible to receive funding in the other.

The indicative 2021-22 budget for EETDF is \$265,500 (subject to Council endorsement). This includes \$215,500 of pre-approved projects from the previous round comprising of \$104,000 and \$60,000 for the third year of the 3-year Shinju Matsuri Festival and Saltwater Country Rodeo funding agreements respectively; \$46,500 endorsed for Cable Beach Polo; and \$5,000 for Broome Touch Football Association. This leaves \$50,000 of unallocated funding.

The indicative 2021-22 budget for EETDF is \$265,500 (subject to Council endorsement). This includes \$215,500 of pre-approved projects from previous rounds comprising of \$104,000, \$60,000 and \$46,500 for the third years of the 3-year Shinju Matsuri Festival, Saltwater Country Rodeo and Cable Beach Polo funding agreements respectively, and \$5,000 previously endorsed for Broome Touch Football Association. This leaves \$50,000 of unallocated funding.

Officers have undertaken a review of each application against the funding guidelines noting the limited funding pool available in this round. A Council Workshop was held on Tuesday 11 May 2021 to discuss the applications and assessment process with Council and present recommendations. Councillors Male, Matsumoto, Mitchell, Taylor and Wevers were in attendance (noting that Crs Male and Taylor declared a financial interest in the Broome Turf Club application and left the room while it was being discussed). Following the workshop, allocations have been recommended as per the table below.

The full evaluation report including recommendations is attached (Attachment 1).

Organisation	Initiative	Amount
Mary G Foundation	Stompem' Ground Festival	\$19,000.00
Theatre Kimberley	The Shorebird Quest and Inaugural Shorebird Festival	\$10,000.00
Broome Soccer Association	2022 Northern Soccer Championships	\$9,000.00
Broome Marathon	Broome International Airport Marathon	\$5,000.00
Fat Bikes Championship Incorporated	2022 AusCycling Fat Bike National Championships	\$5,000.00
Broome Bowling Club	Shinju Open Mixed Fours Tournament	\$2,000.00
Kimberley Arts Network	Broome Fringe Festival 2022 and 2023 <i>*Ineligible – funding proposed through the Annual Matched Funding Program</i>	\$0.00
Broome Aboriginal Media Association	2021 Kullarri NAIDOC Festival <i>* Meets assessment criteria. Not recommended due to receiving EETDF funding in 2019-20 and the small pool of available funding in 2021-22 round.</i>	\$0.00
Broome Historical Society	Broome Historical Museum Masterplan <i>*Ineligible – separate application funded through Annual Matched Funding Program. Generally</i>	\$0.00



	would not support funding a master planning process.	
Athletics West	WA North West Athletics Championships <i>*Ineligible – funding proposed through the Annual Matched Funding Program</i>	\$0.00
Broome Turf Club	Come Alive in Broome <i>*Ineligible – no co-contribution; separate application funded through Annual Matched Funding Program.</i>	\$0.00
Broome Circle	Tiny Broome <i>*Lacking detail on economic and tourism outcomes that would justify funding this initiative.</i>	\$0.00
<b>Total</b>		<b>\$50,000</b>

In line with the recently reviewed Tourism Administration Policy and Council's desire to align funding programs with the Shire's Annual Budget, officers are recommending that Council take the opportunity to review the EETDF Guidelines, Application Form, and advertising period for the 2022-23 grant round at a future Council workshop in 2021.

## CONSULTATION

Officers have contacted several applicants for additional information during the assessment process.

Applications and guidelines were available via the Shire of Broome website:

[Community Funding Programs Shire of Broome - Economic, Events and Tourism Development Funding](#)

## STATUTORY ENVIRONMENT

### Local Government Act 1995

#### 6.2. Local government to prepare annual budget

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August. \* Absolute majority required.
- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —
  - (a) the expenditure by the local government; and
  - (b) the revenue and income, independent of general rates, of the local government; and
  - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be considered unless otherwise prescribed.
- (4) The annual budget is to incorporate —

- (a) particulars of the estimated expenditure proposed to be incurred by the local government; and
  - (b) detailed information relating to the rates and service charges which will apply to land within the district including —
    - (i) the amount it is estimated will be yielded by the general rate; and
    - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
 and
  - (c) the fees and charges proposed to be imposed by the local government; and
  - (d) the particulars of borrowings and other financial accommodation proposed to be entered by the local government; and
  - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and
  - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
  - (g) such other matters as are prescribed.
- (5) Regulations may provide for —
- (a) the form of the annual budget; and
  - (b) the contents of the annual budget; and
  - (c) the information to be contained in or to accompany the annual budget.

[Section 6.2 amended: No. 49 of 2004 s. 42(8) and 56.]

## **6.7. Municipal fund**

- (1) All money and the value of all assets received or receivable by a local government are to be held and brought to account in its municipal fund unless required by this Act or any other written law to be held in the trust fund.
- (2) Money held in the municipal fund may be applied towards the performance of the functions and the exercise of the powers conferred on the local government by this Act or any other written law.

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

The indicative 2021-22 budget for EETDF is \$265,500 (subject to Council endorsement). This includes \$215,500 of pre-approved projects from previous rounds comprising of \$104,000, \$60,000 and \$46,500 for the third year of the 3-year Shinju Matsuri Festival, Saltwater Country Rodeo and Cable Beach Polo funding agreements respectively, and \$5,000 previously endorsed for Broome Touch Football Association. This leaves \$50,000 of unallocated funding.

From the 12 EETDF applications received, \$292,469 has been requested in total for 2021/22.

The financial implications of the recommended approach based on discussions at the 11 May 2021 Council Workshop are outlined below. The funding awarded will inform the final 2021-22 Municipal Budget.

<b>Proponent</b>	<b>EETDF Financial Implications 2021-22 (ex GST)</b>
Broome Touch Association	\$5,000
Shinju Matsuri Inc.	\$104,000
Saltwater Country Inc.	\$60,000
Cable Beach Polo	\$46,500
2021-22 EETDF Funding Round	\$50,000
<b>Indicative Total</b>	<b>\$265,500</b>

## RISK

To minimise financial risk to Council, funding will be paid upon completion of events. Officers will negotiate updated funding agreements with the two proponents from the 2019-20 EETDF round to reflect the indicatively revised financial support in 2021-22.

<b>Option</b>	<b>Risk</b>	<b>Type</b>	<b>Rank</b>	<b>Mitigation</b>
Community dissatisfaction with allocations	Perception the Shire is not maximising opportunity to support organisations providing social and economic benefits	Reputational	Medium	All successful applicants to provide a project acquittal demonstrating outcomes and funding recognition (as per Guidelines).
Funding recipient dissatisfaction with allocations	Perception the Shire is not maximising opportunity to support organisations providing social and economic benefits.	Reputational	Medium	Guidelines have been put in place including eligibility criteria.  Applicants have been advised that if they are successful in other Shire funding programs they become ineligible for EETDF.  A fair and equitable assessment process has been undertaken. The final allocations are at the discretion of Council.

## STRATEGIC ASPIRATIONS

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

**Outcome Nine – A strong, diverse and inclusive economy where all can participate:**

9.4 Support business growth, innovation and entrepreneurship.

## VOTING REQUIREMENTS

*Simple Majority*

REPORT RECOMMENDATION:

That Council:

1. Consider, for inclusion in the Municipal Budget for 2021-2022, the following allocations from the Economic, Events and Tourism Development Funding program and gives in-principle support to the allocation of funding and enters into agreement with the recipients for the following projects:
  - (a) Mary G Foundation to the value of \$19,000 (ex GST) to be made as cash payment for the '2021 Stompem' Ground Festival' costs associated with staging, lighting, audio and marquees.
  - (b) Theatre Kimberley to the value of \$10,000 (ex GST) to be made as cash payment for the '2022 Shorebird Quest and Inaugural Shorebird Festival' costs associated with production and artist costs including materials, marketing, staging, lighting and audio.
  - (c) Broome Soccer Association to the value of \$9,000 (ex GST) to be made as cash payment for the '2022 North West Soccer Championship' costs associated with equipment, oval lighting, medical supplies and volunteer uniforms.
  - (d) Broome Marathon to the value of \$5,000 (ex GST) to be made as cash payment for the '2021 Broome International Airport Marathon' costs associated with racing equipment, safety equipment and aid stations, displays, signage and advertising.
  - (e) Fat Bike Championships Incorporated to the value of \$5,000 (ex GST) to be made as cash payment for the '2022 AusCycling Fat Bike National Championships' costs associated with course marking, marshalling and traffic management; advertising and promotional collateral and community engagement activities.
  - (f) Broome Bowling Club to the value of \$2,000 (ex GST) to be made as cash payment for the '2021 Shinju Open Mixed Fours Tournament' costs associated with tournament shirts, equipment and incidentals.
2. Notifies the unsuccessful applicants of the outcome of their application and encourage consideration to apply to future rounds of the Economic, Events and Tourism Development Funding program.
3. Requests the Chief Executive Officer to schedule a Council Workshop in 2021 to review the Program Guidelines, Application Form, and advertising period for the 2022-23 round of the Economic, Events and Tourism Development Funding program.

**Attachments**

1. 2021-22 EETDF Evaluation and Recommendations
2. Kimberley Arts Network (Confidential to Councillors and Directors Only)  
**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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".**
3. Theatre Kimberley (Confidential to Councillors and Directors Only)  
**This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”.
4. Broome Soccer Association (Confidential to Councillors and Directors Only)  
***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”.***
  5. Mary G Foundation (Confidential to Councillors and Directors Only)  
***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”.***
  6. Broome Aboriginal Media Association (Confidential to Councillors and Directors Only)  
***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”.***
  7. Broome Historical Society (Confidential to Councillors and Directors Only)  
***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”.***
  8. Broome Marathon (Confidential to Councillors and Directors Only)  
***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”.***
  9. Fat Bike Championships Incorporated (Confidential to Councillors and Directors Only)  
***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”.***
  10. Athletics West Ltd (in partnership with Broome Little Athletics Centre) (Confidential to Councillors and Directors Only)  
***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”.***
  11. Broome Bowling Club (Confidential to Councillors and Directors Only)  
***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”.***
  12. Broome Turf Club (Confidential to Councillors and Directors Only)  
***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”.***
  13. Broome Circle (Confidential to Councillors and Directors Only)  
***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(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”.***





Attachment 14 EVALUATION REPORT: Shire of Broome Economic, Events and Tourism Development Funding 2021-22

Applicant Project Name Project Overview	Funding Amount Requested	Funding Cashflow Requested 2021-22	Funding Cashflow Requested 2022-23	Total Project Cost	Any Eligibility Comments	Officers Assessment Criteria Score (does not take into consideration other funding applications)	Comments For Consideration	Funding amount eligible for 2021-22	Funding amount eligible for 2022-23	Recommended funding allocation for 21-22	Recommended funding allocation for 22-23	Officer Comment
<b>Kimberley Arts Network</b>  <b>Broome Fringe Festival 2022 and 2023</b>  The Broome Fringe Festival celebrates the creativity of our grassroots community and presents a vibrant showcase of events, exhibitions and activities that helps Kimberley visual and performing artists reach new audiences and showcase their unique skills and products to locals and visitors.	\$ 25,480	\$ 12,740	\$ 12,740	\$ 122,760	Ineligible - recommended for funding through AMF	83	- strong alignment with the Shire's Strategic Community Plan - collaboration with other local performance artists - attracts visitors from across the region bringing economic benefit to the town - alignment with the Broome Growth Plan with involvement with Indigenous Communities offering workshops to Communities on the Dampier Peninsula and Bidjardanga - Youth development working with PCYC and TAFE - Strong support from local artists	\$ 12,740	\$ 12,740	\$ -	\$ -	Ineligible - recommended by the CSWG to be funded through Annual Matched Funding
<b>Theatre Kimberley</b>  <b>The Shorebird Quest &amp; the Inaugural Shorebird Festival</b>  The Shorebird Quest 2022 is a remount and redevelopment of the 2019 production as the keystone event of a brand new, Broome driven, shoulder-season, multi-arts, celebratory shorebird festival.	\$ 42,162	\$ 42,162	\$ -	\$ 127,495	Allocation of funding to be addressed	80	- See eligibility comments - Strong local involvement and engagement, including school groups and local artists - Strong collaboration and support from other local organisations and agencies - Unique offering, attracting visitors nationally to learn of the migration - Shoulder season offering with economic benefit to the town and region	\$ 42,162	N/A	\$ 10,000	\$ -	Potential to build into a significant event for Broome and attract a different demographic. Adds variety to the annual events calendar. Aligns with Events Strategy.
<b>Broome Soccer Association</b>  <b>2022 Northern Soccer Championships</b>  Host major representative junior and youth event in 2022 - Northern Soccer Championships, in Broome	\$ 12,019.87	\$ 12,019.87	\$ -	\$ 53,970	Original application for ineligible items (construction of storage). Revised application to cover event costs.	80	- See eligibility Comments - economic benefits - visiting teams from other areas of the North West will offer economic benefits to the town - alignment with Shire plans to increase participation in sport - ongoing benefits for the BSA with additional goals for future use enabling them to host more events in the future, leading to further economic benefit - coaching courses run through Football West at no additional cost	\$ 12,020	N/A	\$ 9,000	\$ -	Large visitation from outside of Broome which will deliver significant economic return. Funding will ensure that the event can go ahead, and will also benefit future events of this nature.  Local benefit through training of coaches and volunteers run by Football West.  Junior and youth focus.

<b>Mary G Foundation</b>  <b>Stompem' Ground Festival</b>  Stompem' Ground, a weekend of contemporary and traditional Aboriginal music, dance, culture, workshops, contact and experience; will bring together the best cultural and contemporary performers for a music and cultural festival in Broome to celebrate the spirit of the Aboriginal peoples' across the Kimberley.	\$ 50,000	\$ 50,000	\$ -	\$ 167,500		80	- Strong local involvement and engagement - Support from other local organisations - Reviving an event that has previously been held with the plan to hold in future years, with continued growth, making it a self sustaining event - Event impact study carried out by RDA showing strong economic impact - High profile performers supported by local/regional artists - Showcase strong Aboriginal family values and reconciliation	\$ 50,000	N/A	\$ 19,000	\$ -	Strong local involvement and support of local organisations.  Reviving an event that has previously been well received and planned to be a sustainable annual event.  Impact study demonstrates strong economic outcomes.  Unique event targeting a different audience with strong growth potential.
<b>Broome Aboriginal Media Association</b>  <b>Kullamri NAIDOC Festival and A Taste of Broome Festival</b>  In 2021 and 2022, BAMA will host a 10-day program of cultural events for the Kullamri NAIDOC Festival which will incorporate a 2-day A Taste of Broome Festival.	\$ 15,000	\$ 15,000	\$ -	\$ 164,750		80	- Economic benefits: local business involvement; "create up to 100 jobs for local Aboriginal people during pre-production, production and post-production"; increased tourism spend - Strongly supported event by the community and local businesses - Have applied for Matched Community Sponsorship to deliver 2021 NAIDOC however not recommended by CSWG as application doesn't meet AMF funding eligibility criteria (turnover > \$500K)	\$ -	N/A	\$ -	\$ -	Meets assessment criteria. BAMA received \$15K through 2019 EEDTF round for NAIDOC and \$5K for Taste of Broome.  Applied for AMF however not recommended by CSWG.
<b>Broome Historical Society</b>  <b>Broome Historical Museum Masterplan</b>  Masterplan integral part of the expansion plan for the Broome Historical Museum	\$ 30,000	\$ 30,000	\$ -	\$ 60,000	Ineligible - separate application recommended for funding through AMF	78	- See eligibility Comments - Economic benefits - masterplanning will allow future development of the Broome Historical Museum to ensure the museum continues to grow and enables the BHS to continue to develop their historical offerings to the community and visitors to Broome	\$ -	N/A	\$ -	\$ -	Ineligible - separate application recommended for funding by the CSWG through Annual Matched Funding  Generally wouldn't fund a master planning exercise. Officers have recommended projects which will deliver immediate benefits.
<b>Broome Marathon</b>  <b>Broome International Airport Marathon</b>  Unique running event with different distances offered along the iconic Cable Beach attracting runners from around Australia.	\$ 9,000	\$ 9,000	\$ -	\$ 41,570		77	- iconic event for Broome and runners around Australia - attracts visitors from around Australia bringing economic benefit to the area - experienced team running this event	\$ 9,000	NA	\$ 5,000	\$ -	Strong local involvement of community and Broome Tri Club.  Unique event utilising key economic development environmental assets in Cable Beach.  Participation based event differentiating it from other events.
<b>Fat Bike Championships Incorporated</b>  <b>2022 AusCycling Fat Bike National Championships</b>  A unique cycling event on Cable Beach	\$ 5,000	\$ 5,000		\$ 20,500	Already have \$5,000 allocated under multi year agreement previously	77	- Attracts visitors from around Australia - Unique offering - one of only two events of a similar nature in the world - Association is focused on growing the event and purchasing equipment/assets rather than annual hire. - Demonstrated capacity to deliver a successful event.	\$ 5,000	NA	\$ 5,000	\$ -	Strong local involvement.  Strong local return on investment.  Unique event utilising key economic development environmental assets in Cable Beach.

<b>Athletics West</b> <b>WA North West Athletics Championships</b> NW Championships to be held in Broome 17-19 September 2021. State level competition with over 150 athletes, and their families travel from across the state for a 2 day athletics	\$ 25,490	\$ 25,490	\$ -	\$ 57,031	Ineligible - recommended for funding through AMF	\$ 75	- See eligibility comments - Attracting visitors from around the state to attend NW champs - Alignment with sport and recreation plan - Encourage youth participation in sport on a larger scale - Experienced project management team	\$ -	\$ -	\$ -	Ineligible - recommended by the CSWG to be funded through Annual Matched Funding
<b>Broome Bowling Club</b> <b>Shinju Open Mixed Fours Tournament</b> Annual mixed fours bowling tournament. Participants local, interstate and intrastate.	\$ 2,000	\$ 2,000	\$ -	\$ 12,700		73	- Economic benefits: local businesses supply food and prizes; attracts local, intrastate and interstate competitors - Council has funded this event in past rounds of the EETDF and Community Sponsorship Program - Strongly supported by business sponsorship (shire contribution of total project costs is small) - Shire acknowledged via logos on T-Shirts, event media and club signage - Project aligned with 'events delivery' - Event date: 21-22 August 2021 (2 days at the beginning of Shinju Matsuri) - Submission of previous acquittal TBC	\$ 2,000	N/A	\$ 2,000	\$ - Local benefit and engagement; use of local businesses; Economic benefit to the club and community. Aligned with event delivery and strategic outcomes around regional sport.
<b>Broome Turf Club</b> <b>Come Alive in Broome</b> Advertising campaign and event at broome Cup - concert with head line Act.	\$ 39,058	\$ 39,058		\$ 39,058	Ineligible - recommended for funding no co-contribution	53	- Support from other local businesses and agencies - Unique offering - Economic benefit to the community	\$ -	N/A	\$ -	\$ - Ineligible - recommended by the CSWG to be funded through Annual Matched Funding and no co-contribution. Application lacks budget detail.
<b>Broome Circle</b> <b>Tiny Broome</b> A unique history in miniature. Local artist and carpenter, Lachlan Fraser will lead a group of local artisans in a miniature town build. To be featured on ABC TV series, Tiny Oz.	\$ 50,000	\$ 50,000	\$ -	\$ 82,500		48	- Economic benefit: local artist to carry out the works to create the miniature model. ABC coverage of the TV Show 'Tiny Oz' - Shire acknowledged through plaque on the final model, and will be consulted with through the engagement process	\$ 50,000	N/A	\$ -	\$ - Lacking detail on economic or tourism outcomes that would justify funding this initiative.
<b>Shinju Matsuri Inc.</b> <i>Shinju Matsuri 2019 - 2021</i> Costs associated with venue hire of Broome Civic Centre fees, Banner Hire sites and event application fees, and the costs associated with marketing and promotions and specified events infrastructure	\$ 104,000	\$ 104,000	\$ -	As per year 3 funding agreement			- At OMC 30 May 2019, Council supported \$104,000 for the 2021 event. - The 2021 event is considered low risk to be impacted by COVID-19 measures.	\$ 104,000	N/A	\$ 104,000	\$ - As per endorsed 3 year funding agreement

<b>Saltwater Country Inc.</b> <i>Rhythm and Ride</i> Costs associated with event infrastructure and prizes	\$ 60,000	\$ 60,000	\$ -	As per year 3 funding agreement	- At OMC 30 May 2019, Council supported \$60,000 for the 2020 event and \$60,000 for the 2021 event. - The 2020 event is considered high risk of being impacted by COVID-19 measures and restrictions associated with travel, events and social gatherings. - The 2021 event is considered low risk to be impacted by COVID-19 measures. - Consider rescinding financial support for the 2020 event.	\$ 60,000	N/A	\$ 60,000	\$ -	As per endorsed 3 year funding agreement
<b>Cable Beach Polo</b> <i>Cable Beach Polo Festival</i> Costs associated with visiting teams / horses, event infrastructure and services	\$ 46,500	\$ 46,500	\$ -	As per year 3 funding agreement	- At the OMC 12 December 2019 Council entered into a 3 year funding agreement with Cable Beach Polo with an annual funding commitment of \$46,500.	\$ 46,500	N/A	\$ 46,500	\$ -	As per endorsed 3 year funding agreement
<b>Broome Touch Football Association (Beach Touch Footy).</b> <i>Beach Touch Footy - Broome Edition</i> Costs associated with event infrastructure and prizes	\$ 5,000	\$ 21,928	\$ -	As per Council resolution 30 April 2020	- At OMC 30 April 2020 Council supported \$5,000 for the 2021 Beach Touch Footy event	\$ 5,000	N/A	\$ 5,000	\$ -	As per Council resolution 30 April 2020
	\$520,709	\$456,469	\$12,740	\$949,833		\$ 398,422	\$ 12,740	\$ 265,500	\$ -	



## 9.4 PERFORMANCE

### 9.4.1 POLICY FOR TEMPORARY EMPLOYMENT OR APPOINTMENT OF A CHIEF EXECUTIVE OFFICER

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	ADM28
<b>AUTHOR:</b>	Manager Governance, Strategy & Risk
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Acting Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

Recent legislative changes require Council to develop a policy for the Temporary Employment or Appointment of a Chief Executive Officer.

This report recommends that Council adopt the new policy and retire the existing Appointment of Acting Chief Executive Officer Policy that is made redundant by the new policy.

## BACKGROUND

### Previous Considerations

OMC 14 December 2017

The existing Appointment of Acting Chief Executive Officer Policy was implemented as part of a review of the Delegations Register at the time.

Recent legislative changes have prescribed the requirement to develop a policy for the appointment of an acting or temporary Chief Executive Officer (CEO) for periods less than 12 months that will supersede the existing policy.

## COMMENT

Under section 5.36 of the *Local Government Act 1995*, (the Act) Council is responsible for the appointment of the CEO of a local government.

The legislative changes in section 5.39C of the Act require the development of a policy that details the process by which a CEO can be appointed on an acting basis or temporary basis for a term of up to 12 months and the conditions under which this appointment is made.

The new policy has been jointly developed by the Shire of Broome and the WALGA Governance Team and will shortly be distributed by WALGA to all local governments as a model policy template.

The Policy covers the appointment of an Acting CEO, where the substantive CEO remains employed by the Shire and a Temporary CEO where the substantive CEO's tenure has ended, and a Temporary CEO is required until a new substantive CEO is appointed.

Acting CEO appointments of up to 5 weeks duration, will generally be authorised by the incumbent CEO. All incumbent Directors are considered suitably qualified to perform the role of Acting CEO for this period. Should the incumbent CEO seek to take extended leave greater than 5 weeks but less than 12 months or be suspended, Council by resolution will make the appointment of an Acting CEO.

The appointment of a Temporary CEO is made by a resolution of Council. The Policy provides an interim measure for the appointment of a CEO prior to Council being able to convene a Special Council meeting if this situation were to eventuate.

Unless Council resolves otherwise, a person acting as CEO will be remunerated at the equivalent cash component of the incumbent CEO's total reward package.

## **CONSULTATION**

WALGA

## **STATUTORY ENVIRONMENT**

### ***Local Government Act 1995***

#### **5.39C. Policy for temporary employment or appointment of CEO**

- (1) A local government must prepare and adopt\* a policy that sets out the process to be followed by the local government in relation to the following —
  - (a) the employment of a person in the position of CEO for a term not exceeding 1 year;
  - (b) the appointment of an employee to act in the position of CEO for a term not exceeding 1 year.

*\*Absolute majority required.*
- (2) A local government may amend\* the policy.

*\* Absolute majority required.*
- (3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (4) The CEO must publish an up-to-date version of the policy on the local government's official website.

## **POLICY IMPLICATIONS**

This policy complies with the requirements of the legislative amendments and provides clear direction if an acting or temporary CEO is to be appointed.

The new Policy for Temporary Employment or Appointment of CEO replaces the existing Appointment of Acting Chief Executive Officer Policy which will be retired.

## **FINANCIAL IMPLICATIONS**

Nil

## **RISK**

It is a Statutory requirement that Council have a compliant Policy for the Temporary Employment or Appointment of CEO, and that this Policy be adopted by an Absolute Majority of Council.

Adopting this policy mitigates any risk of non compliance.

## **STRATEGIC CORPORATE PLAN OBJECTIVES**

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

**Outcome Eleven – Effective leadership, advocacy and governance:**

11.2 Deliver best practice governance and risk management

## **VOTING REQUIREMENTS**

*Absolute Majority*

### REPORT RECOMMENDATION:

*That Council:*

- 1. Adopts the Temporary Employment or Appointment of Chief Executive Officer Policy (Attachment 1) in accordance with section 5.39C(1) of the Local Government Act 1995;*
- 2. Requests the Chief Executive Officer to publish the Temporary Employment or Appointment of Chief Executive Officer Policy on the Shire website as soon as practicable; and*
- 3. Approve the retirement of the existing Appointment of Acting Chief Executive Officer Policy (Attachment 2).*

## **Attachments**

1. Temporary Employment or Appointment of Chief Executive Officer
2. Existing Appointment of Acting Chief Executive Officer Policy - To be retired



## Temporary Employment or Appointment of Chief Executive Officer

### Policy Objective

To prescribe the process for appointing an Acting or Temporary Chief Executive Officer (CEO) for periods of less than 12 months of planned or unplanned leave or vacancy in accordance with section 5.39C of the *Local Government Act 1995 (Act)*.

### Policy Scope

This policy applies to the statutory position of Chief Executive Officer (CEO) of the Shire of Broome.

### Policy Statement

#### Definitions:

**Acting CEO** means a person appointed to fulfil the statutory position of CEO during a period where the substantive CEO remains employed but is on leave for any reason.

**Temporary CEO** means a person appointed to fulfil the statutory position of CEO for the period of time between when the substantive CEO's employment has ended and a new substantive CEO, appointed by Council, commences employment.

#### CEO Leave Entitlements

1. The CEO is contractually entitled to leave conditions as specified in their employment contract and subject to relevant industrial and employment law.
2. Approval for the CEO to take leave entitlements is at the written discretion of the Shire President, or where the Shire President is on an approved leave of absence, the Deputy Shire President. The Shire President / Deputy Shire President, as applicable, cannot unreasonably withhold approval.

#### Acting and Temporary CEO

3. When the CEO is on leave or the CEO's employment with the Local Government has ended, an Acting or Temporary Chief Executive Officer is to be appointed in accordance with this Policy to fulfil the duties and functions of CEO as detailed in section 5.41 of the Act.
4. Through this policy and in accordance with section 5.36(2)(a) of the Act, Council determines that persons appointed as the incumbent to a position of Director are considered suitably qualified to perform the role of Acting or Temporary CEO. A person appointed as Acting Director is not included in this determination.



### **Appointment of an Acting Chief Executive Officer – Planned and unplanned leave or work-related absences for periods up to 5 weeks**

5. The CEO is authorised to appoint a Director in writing as Acting CEO, where the CEO is on planned or unplanned leave or is at work but interstate or overseas, for periods not exceeding 5 weeks, subject to the CEO's consideration of the Director's performance, availability, operational requirements and where appropriate, the equitable access to the professional development opportunity.
6. The CEO is to immediately advise all Council Members when and for what period of time a Director is appointed as Acting CEO.
7. If the CEO is unable to or unavailable to make the decision to appoint a Director, then the following line of succession shall apply until the Council can, at the earliest opportunity, make a decision to appoint an Acting CEO.
  - a. The Director Corporate Services will act as CEO; or
  - b. If the Director Corporate Services is unable or unwilling, the Director Infrastructure will act as CEO; or
  - c. If the Director Infrastructure is unable or unwilling, the Director Development Services will act as CEO.

### **Appointment of an Acting Chief Executive Officer – Extended Planned Leave periods greater than 5 weeks but less than 12 months and Suspension.**

8. Extended Planned Leave may include; accumulated annual leave, long service leave or personal leave. The following protocol also applies where the incumbent CEO has been suspended or stood down.
9. The Council will, by resolution, appoint an Acting CEO during periods of extended planned leave greater than 5 weeks but less than 12 months or suspension, as follows:
  - a. Appoint one or multiple Directors as Acting CEO for defined periods to ensure the CEO position is filled continuously for the period of extended leave or suspension; and / or
  - b. Conduct an external recruitment process in accordance with clause 12(c)(iii) below.
10. The Shire President / Deputy Shire President, as applicable, will liaise with the CEO, or in their absence the Manager People and Culture, to coordinate Council resolutions necessary to facilitate the appointment of an Acting CEO.
11. Subject to Council's resolution, the Shire President / Deputy Shire President, as applicable, will execute in writing appointment of an Acting CEO with administrative assistance from the Manager People and Culture.

### **Appointment of a Temporary Chief Executive Officer – Vacancy.**

12. In the event that the incumbent CEO's employment with the Shire has ended or is ending, the following applies:
  - a. If Council has already appointed by resolution an Acting CEO, that person shall act as the Temporary CEO for the period of time for which the Council resolution specifies.





- b. If Council has not appointed an Acting CEO and the incumbent CEO's employment has already ended, then until a Special Council Meeting can be convened to formally determine an appointment, the following interim measures shall apply:
    - i. The Director Corporate Services will be the interim Temporary CEO;
    - ii. If the Director Corporate Services is unable or unwilling, the Director Infrastructure will be the interim Temporary CEO;
    - iii. If the Director Infrastructure is unable or unwilling, the Director Development Services will be the interim Temporary CEO.
  - c. When determining to appoint a Temporary CEO the Council may either:
    - i. by resolution, appoint a Director as the Temporary CEO for the period of time until the substantive CEO has been recruited and commences their employment with the Local Government; or
    - ii. by resolution, appoint a Director as an interim Temporary CEO for the period of time until an external recruitment process for a Temporary CEO can be completed; and / or if the incumbent CEO's employment has not yet ended,
    - iii. Undertake an external recruitment process in accordance with the principles of merit and equity prescribed in section 5.40 of the Act, to appoint a temporary CEO for the period of time until a substantive CEO has been recruited and commences employment with the Local Government.
13. The Shire President / Deputy Shire President, as applicable, will liaise with the Manager People and Culture to coordinate Council resolutions necessary to facilitate the appointment of a Temporary CEO.
14. The Shire President / Deputy Shire President, as applicable, is authorised to execute in writing the appointment of a Temporary CEO in accordance with Councils resolution/s, with administrative assistance from the Manager People and Culture.

### Remuneration and conditions of Acting CEO

- 15. Unless Council otherwise resolves, a person acting as CEO shall be remunerated at 100% of the cash component only of the substantive CEO's total reward package.
- 16. In accordance with section 5.39(1a)(a) of the Act, a Director, as an existing employee of the Local Government, can act in the position of CEO for a term not exceeding one year without a written contract for the position.
- 17. In accordance with section 5.39(2)(a) of the Act, appointment of a person as Acting or Temporary CEO, who is not an existing employee of the Local Government, will require a contract for a term not exceeding one year, subject to compliance with all other contract requirements within the Act.
- 18. Subject to employment and industrial relations law advice, Council retains the right to terminate or change, by resolution, any Acting or Temporary CEO appointment.



Document Control Box							
<b>Document Responsibilities:</b>							
<b>Owner:</b>	Chief Executive Officer			<b>Owner Business Unit:</b>	Governance		
<b>Reviewer:</b>	Manager Governance, Strategy & Risk			<b>Decision Maker:</b>	Council		
<b>Compliance Requirements:</b>							
<b>Legislation:</b>	<a href="#">S5.39 Contracts for CEO and senior employees Local Government Act 1995</a> <a href="#">S5.39C Policy for temporary employment or appointment of CEO</a>						
<b>Industry:</b>							
<b>Organisational:</b>							
<b>Document Management:</b>							
<b>Risk Rating:</b>	Low	<b>Review Frequency:</b>	Triennial	<b>Next Due:</b>		<b>Records Ref:</b>	
<b>Version #</b>	<b>Decision Reference:</b>		<b>Synopsis:</b>				
1.							
2.							

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## Appointment of Acting Chief Executive Officer

### Policy Objective

To allow the proper appointment of an Acting Chief Executive Officer in accordance with the *Local Government Act 1995*.

### Policy Statement

The Council recognises that it is imperative for the continued efficient operations of the Shire administration that during periods of absence of the Chief Executive Officer a suitable person can be appointed as the Acting Chief Executive Officer.

The Chief Executive Officer will nominate a person who holds a position of Director of the Shire of Broome; all of whom the Council is satisfied, are suitably qualified to act as Chief Executive Officer.

In the event that no other Director has been selected, then the permanent Director Development and Community (DDC) is deemed to be the Acting Chief Executive Officer. If DDC becomes unavailable during a period of acting the acting will default to the permanent Director Corporate Services. However, in the event of exceptional circumstances, arrangements for an Acting Chief Executive Officer will be referred to Council.

Document Control Box							
Document Responsibilities:							
Owner:	Chief Executive Officer			Owner Business Unit:	Office of the CEO		
Reviewer:	Manager Governance, Strategy & Risk			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	<a href="#">S5.39 Contracts for CEO and senior employees Local Government Act 1995</a>						
Industry:							
Organisational:							
Document Management:							
Risk Rating:	Medium	Review Frequency:	Biennial	Next Due:	12/21	Records Ref:	
Version #	Decision Reference:		Synopsis:				
1.	14 December 2017		OMC Initial Adoption				
2.	12 December 2019		Review and conversion to new Policy Template				

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**9.4.2 MONTHLY PAYMENT LISTING APRIL 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>	Acting 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 April 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 April 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*

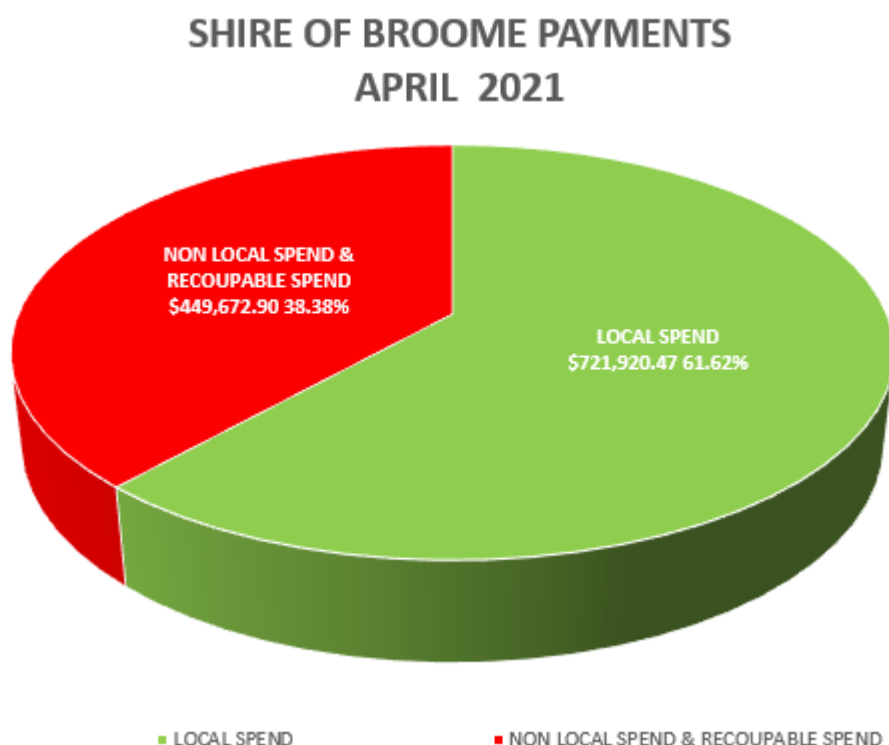
- (b) the date of the meeting of the Council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
- (a) presented to the Council at the next ordinary meeting of the Council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

## POLICY IMPLICATIONS

Nil.

## FINANCIAL IMPLICATIONS

List of payments made in accordance with budget and delegated authority. Payments can also be analysed as follows:



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for April 2021 after \$1,185,761.41 in personnel payments, \$1,267,505.10 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 CORPORATE PLAN OBJECTIVES**

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

**Outcome Thirteen - Value for money from rates and long term financial sustainability:**

13.2 Improve real and perceived value for money from rates.

**VOTING REQUIREMENTS**

*Simple Majority*

**REPORT RECOMMENDATION:**

*That Council:*

1. *Receives the list of payments made from the Municipal and Trust Accounts in April 2021 totalling in \$3,624,859.88 (Attachment 1) per the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996 covering:*
  - a) *EFT Vouchers EFT60185 - EFT60590 totalling \$3,460,074.42;*
  - b) *Municipal Cheque Vouchers 57680 - 57683 totalling \$1,206.60;*
  - c) *Trust Cheque Vouchers 0000 - 0000 totalling 0.00 and*
  - d) *Credit Card Payments and Municipal Direct Debits DD29245.1 - DD29296.31 totalling \$163,578.86.*
2. *Notes the local spend of \$721,920.47 included in the amount above, equating to 61.62% of total payments excluding personnel, utility and other external sole supplier costs*

**Attachments**

1. 1. Monthly Payment Listing April 2021

**Item 9.4.2 - MONTHLY PAYMENT LISTING APRIL 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 - April 2021						
MUNICIPAL & TRUST ELECTRONIC TRANSFER - April 2021						
EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT60185	08/04/2021	SALARY & WAGES	Payroll S&W	\$ 112,183.03	MFS	
EFT60186	08/04/2021	SALARY & WAGES	Payroll S&W	\$ 18,187.44	MFS	
EFT60187	08/04/2021	SALARY & WAGES	Payroll S&W	\$ 952.30	MFS	
EFT60188	08/04/2021	SALARY & WAGES	Payroll S&W	\$ 780.00	MFS	
EFT60189	08/04/2021	SALARY & WAGES	Payroll S&W	\$ 700.00	MFS	
EFT60190	08/04/2021	SALARY & WAGES	Payroll S&W	\$ 501.21	MFS	
EFT60191	08/04/2021	SALARY & WAGES	Payroll S&W	\$ 19.40	MFS	
EFT60192	08/04/2021	SALARY & WAGES	Payroll S&W	\$ 347,377.00	MFS	
EFT60193	08/04/2021	WATER CORPORATION	Water Usage- Various Locations	\$ 86,792.75	MFS	
EFT60194	08/04/2021	ABBY MURRAY PHOTOGRAPHY	Photography- Civic Centre	\$ 250.00	MFS	\$ 250.00
EFT60195	08/04/2021	ALI BIN SALI	Reimbursement Travel Expenses- Rangers	\$ 116.60	MFS	\$ 116.60
EFT60196	08/04/2021	ALLVOLTS POWER SOLUTIONS PTY LTD	Phone Battery- Works	\$ 89.00	MFS	\$ 89.00
EFT60197	08/04/2021	BEST IT & BUSINESS SOLUTIONS PTY LTD	Monthly Copier Charges- IT	\$ 1,393.42	MFS	\$ 1,393.42
EFT60198	08/04/2021	BROOME PLUMBING & GAS	Plumbing Toilets- BRAC	\$ 283.00	MFS	\$ 283.00
EFT60199	08/04/2021	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Blower- P&G	\$ 3,431.00	MFS	\$ 3,431.00
EFT60200	08/04/2021	BROOME TOWING & SALVAGE	Abandoned Vehicle Towing- Rangers	\$ 297.00	MFS	\$ 297.00
EFT60201	08/04/2021	BROOME CRETE	Concrete, Sand & Sealant- P&G	\$ 7,067.50	MFS	\$ 7,067.50
EFT60202	08/04/2021	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	Tyre Replacement Trailer- Works	\$ 1,384.00	MFS	\$ 1,384.00
EFT60203	08/04/2021	CENTURION TRANSPORT	Freight- Nursery	\$ 1,355.88	MFS	
EFT60204	08/04/2021	DEAN WILSON TRANSPORT PTY LTD	Freight- P&G	\$ 151.25	MFS	\$ 151.25
EFT60205	08/04/2021	GEOFFREY NORMAN THORPE	Refund- Rates	\$ 797.27	MFS	\$ 797.27
EFT60206	08/04/2021	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- BRAC	\$ 5,355.49	MFS	
EFT60207	08/04/2021	INGE TADROS	Refund- Rates	\$ 610.85	MFS	
EFT60208	08/04/2021	KITCHEN CABANA CAFE & GRILL	March Catering- OMC	\$ 450.00	MFS	\$ 450.00
EFT60209	08/04/2021	NORTHERN RURAL SUPPLIES PTY LTD	Chemicals- P&G	\$ 3,147.17	MFS	\$ 3,147.17
EFT60210	08/04/2021	PIVITAL ( LEADING EDGE COMPUTERS)	Quad Fan- IT	\$ 152.90	MFS	\$ 152.90
EFT60211	08/04/2021	SECUREPAY PTY LTD	Security Ticket Sales- Civic Centre	\$ 10.53	MFS	
EFT60212	08/04/2021	SECUREX SECURITY PTY LTD	Security Card Access- People & Culture	\$ 198.00	MFS	
EFT60213	08/04/2021	STRATAGREEN (FORMERLY GREENWAY ENTERPRISES)	Small Tools & Equipment- P&G	\$ 4,053.22	MFS	
EFT60214	08/04/2021	TELSTRA	Phone Charges- Various	\$ 2,160.29	MFS	
EFT60215	08/04/2021	THINK WATER BROOME	Assorted Materials- P&G	\$ 4,701.82	MFS	\$ 4,701.82
EFT60216	08/04/2021	TOTALLY WORKWEAR	Uniforms- People & Culture	\$ 2,926.10	MFS	\$ 2,926.10
EFT60217	08/04/2021	TRACE ARCHAEOLOGY PTY LTD	Ground Penetrating Radar- Town Beach	\$ 2,716.49	MFS	
EFT60218	08/04/2021	TRASH TEST DUMMIES	Entertainment- Civic Centre	\$ 2,475.00	MFS	
EFT60219	08/04/2021	VISION AUSTRALIA	Keyboards- Library	\$ 55.00	MFS	
EFT60220	08/04/2021	WEBB CRETE	Concrete Drainage McDaniel Road- Infrastructure	\$ 5,280.00	MFS	\$ 5,280.00
EFT60221	08/04/2021	ZIP HEATERS (AUST) PTY LTD	Investigate ZIP Fault- Shire Administration	\$ 228.09	MFS	
EFT60222	08/04/2021	ZIPFORM PTY LTD	Rate Notices- Finance	\$ 1,887.35	MFS	
EFT60223	13/04/2021	ABBY MURRAY PHOTOGRAPHY	Photographer Youth Week- Community	\$ 525.00	MFS	\$ 525.00
EFT60224	13/04/2021	ANNETTE JOORIS	Study Reimbursement- People & Culture	\$ 375.10	MFS	\$ 375.10
EFT60225	13/04/2021	AUSTRALIA POST	March Postage- Shire Administration	\$ 1,385.70	MFS	
EFT60226	13/04/2021	BIG MAMA PRODUCTIONS	Entertainment Discovery Festival- Chinatown	\$ 8,745.00	MFS	\$ 8,745.00
EFT60227	13/04/2021	BOAB UAS PTY LTD	Monthly Drone Photos- Town Beach	\$ 295.00	MFS	\$ 295.00
EFT60228	13/04/2021	BOC LIMITED	Hire Gas Cylinder- BRAC	\$ 171.13	MFS	
EFT60229	13/04/2021	BP AUSTRALIA PTY LTD - FUEL	Diesel- Depot	\$ 12,602.32	MFS	
EFT60230	13/04/2021	CLANCY MCDOWELL COMMUNICATION & MEDIA	Coordination Art Stage Two- Chinatown	\$ 3,520.00	MFS	\$ 3,520.00
EFT60231	13/04/2021	CLARITY COMMUNICATIONS	Quarterly Subscription- IT	\$ 288.55	MFS	
EFT60232	13/04/2021	CLARK EQUIPMENT SALES PTY LTD	Parts Loader- Works	\$ 371.86	MFS	
EFT60233	13/04/2021	ELLYN MARIE HARTVIGSEN	Calendars School Holidays- Community	\$ 382.50	MFS	
EFT60234	13/04/2021	ELMO SOFTWARE LIMITED	Annual Elmo Subscription- IT	\$ 16,358.25	MFS	
EFT60235	13/04/2021	EUROFINS ARL (ANALYTICAL REFERENCE LABORATORY) PTY LTD	Asbestos Sampling- Health	\$ 60.50	MFS	
EFT60236	13/04/2021	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Monthly Cleaning (RFT 17-02)- Property	\$ 45,523.37	MFS	\$ 45,523.37
EFT60237	13/04/2021	FREEDOM FAIRIES	Entertainment Youth Week- Community	\$ 990.00	MFS	
EFT60238	13/04/2021	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Depot	\$ 370.61	MFS	
EFT60239	13/04/2021	GOOD EARTH GARDEN PRODUCTS PTY LTD	Potting Mix- P&G	\$ 1,419.00	MFS	

**Item 9.4.2 - MONTHLY PAYMENT LISTING APRIL 2021**

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT60240	13/04/2021	HART SPORT	Bibs Mixed Netball- BRAC	\$ 114.00	MFS	
EFT60241	13/04/2021	HEAD OFFICE - ALLIED PICKFORDS DANDENONG (SIRVA)	Removalist Freight- HR	\$ 4,089.67	MFS	
EFT60242	13/04/2021	HOLDFAST FLUID POWER NW PTY LTD	Spitwater- Depot	\$ 137.92	MFS	
EFT60243	13/04/2021	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Depot	\$ 6,655.50	MFS	
EFT60244	13/04/2021	IMAGE BOLLARDS	Removable Bollards- Town Beach	\$ 3,284.88	MFS	
EFT60245	13/04/2021	INDUSTRIAL AUTOMATION GROUP	Sports Lighting System- BRAC	\$ 1,484.45	MFS	
EFT60246	13/04/2021	KATHERINE STEWART-ROBINSON	Refund School Holiday Program- BRAC	\$ 300.00	MFS	\$ 300.00
EFT60247	13/04/2021	LANA REED (LANA REED PRODUCTIONS)	Promotional Video- RRRP	\$ 880.00	MFS	\$ 880.00
EFT60248	13/04/2021	MARRUGU INC	Bond Refund (1625)- Civic Centre	\$ 390.00	MFS	\$ 390.00
EFT60249	13/04/2021	MATSO'S BROOME BREWERY	Catering Meeting- Engineering	\$ 421.00	MFS	\$ 421.00
EFT60250	13/04/2021	MATT'S AUTHENTIC FILIPINO CUISINE (MONETTE SARAZA)	Venue Staff- Civic Centre	\$ 200.00	MFS	\$ 200.00
EFT60251	13/04/2021	METALICITY LIMITED	Refund- Rates	\$ 472.93	MFS	
EFT60252	13/04/2021	MIRANDA CLARK	Refund Dash & Splash- BRAC	\$ 30.00	MFS	\$ 30.00
EFT60253	13/04/2021	SUNNY SIGN COMPANY PTY LTD	Signage- Works	\$ 396.00	MFS	
EFT60254	13/04/2021	TELSTRA	Phone Charges- Rangers	\$ 90.00	MFS	
EFT60255	13/04/2021	TNT AUSTRALIA PTY LTD T/AS TNT EXPRESS	Freight- Health	\$ 789.75	MFS	
EFT60256	13/04/2021	TRUCK CENTRE (WA) PTY LTD	Reverse Camera Tipper Truck- P&G	\$ 476.33	MFS	
EFT60257	13/04/2021	VERDANT HOLDINGS PTY LTD (PRD REAL ESTATE)	Refund- Rates	\$ 1,825.80	MFS	\$ 1,825.80
EFT60258	13/04/2021	WESTBOOKS	Non-Fiction Books- Library	\$ 653.49	MFS	
EFT60259	13/04/2021	ABBIE VIRGO	Term 1 Mixed Netball Umpiring- BRAC	\$ 275.00	MFS	\$ 275.00
EFT60260	13/04/2021	AMBER LOUISE RANN	Term 1 Mixed Netball Umpiring- BRAC	\$ 275.00	MFS	\$ 275.00
EFT60261	13/04/2021	AMY QUARTERMAINE	Term 1 Mixed Netball Umpiring- BRAC	\$ 450.00	MFS	\$ 450.00
EFT60262	13/04/2021	CHRISTIE ELIZABETH MILENKOVIC	Term 1 Mixed Netball Umpiring- BRAC	\$ 25.00	MFS	\$ 25.00
EFT60263	13/04/2021	DEANNE HAYWARD	Term 1 Mixed Netball Umpiring- BRAC	\$ 700.00	MFS	\$ 700.00
EFT60264	13/04/2021	DENISE GAIL BAINBRIDGE	Term 1 Mixed Netball Umpiring- BRAC	\$ 25.00	MFS	\$ 25.00
EFT60265	13/04/2021	ELLE FONG	Term 1 Mixed Netball Umpiring- BRAC	\$ 125.00	MFS	\$ 125.00
EFT60266	13/04/2021	GLENN KIMBERLEY BARWICK	Term 1 Mixed Netball Umpiring- BRAC	\$ 300.00	MFS	\$ 300.00
EFT60267	13/04/2021	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Brake Shoe- Works	\$ 83.05	MFS	
EFT60268	13/04/2021	HEAD OFFICE LANDGATE	Refund Overpayment- Administration	\$ 281.60	MFS	
EFT60269	13/04/2021	JASMINE JOHN	Term 1 Mixed Netball Umpiring- BRAC	\$ 50.00	MFS	\$ 50.00
EFT60270	13/04/2021	KAS HELICOPTERS (BALLINA CORPORATION)	Refund Overpayment- Infrastructure	\$ 88.00	MFS	\$ 88.00
EFT60271	13/04/2021	KATIE BILLINGHAM	Term 1 Mixed Netball Umpiring- BRAC	\$ 225.00	MFS	\$ 225.00
EFT60272	13/04/2021	KRISTY BECKINGHAM	Term 1 Mixed Netball Umpiring- BRAC	\$ 300.00	MFS	\$ 300.00
EFT60273	13/04/2021	LOUISE MARY LYDEAMORE	Term 1 Mixed Netball Umpiring- BRAC	\$ 25.00	MFS	\$ 25.00
EFT60274	13/04/2021	MATILDA WADGE	Term 1 Mixed Netball Umpiring- BRAC	\$ 50.00	MFS	\$ 50.00
EFT60275	13/04/2021	REBECCA HAYES	Term 1 Mixed Netball Umpiring- BRAC	\$ 200.00	MFS	\$ 200.00
EFT60276	13/04/2021	TARNI PAYNE	Term 1 Mixed Netball Umpiring- BRAC	\$ 300.00	MFS	\$ 300.00
EFT60277	14/04/2021	A PLUS EVENTS & HIRE	Equipment Hire Youth Week- Community	\$ 335.50	MFS	\$ 335.50
EFT60278	14/04/2021	ABLE ELECTRICAL (WA) PTY LTD	Electrical Repairs Oval- BRAC	\$ 2,178.00	MFS	\$ 2,178.00
EFT60279	14/04/2021	ALLVOLTS POWER SOLUTIONS PTY LTD	Power Supply- P&G	\$ 129.50	MFS	\$ 129.50
EFT60280	14/04/2021	AUTOPRO BROOME (Gaff Holdings Pty Ltd)	Digital Multimeter- Depot	\$ 119.00	MFS	\$ 119.00
EFT60281	14/04/2021	AVERY AIRCONDITIONING PTY LTD	Airconditioning Maintenance- Various Locations	\$ 4,424.96	MFS	\$ 4,424.96
EFT60282	14/04/2021	BEST IT & BUSINESS SOLUTIONS PTY LTD	Monthly Photocopy Costs- IT	\$ 1,486.24	MFS	\$ 1,486.24
EFT60283	14/04/2021	BOC LIMITED	Gas Cylinders- BRAC	\$ 189.46	MFS	
EFT60284	14/04/2021	BROOME BETTA HOME LIVING	Kitchen Appliance- BRAC	\$ 99.00	MFS	\$ 99.00
EFT60285	14/04/2021	BROOME BOLT SUPPLIES WA PTY LTD	Bolts- P&G	\$ 34.32	MFS	\$ 34.32
EFT60286	14/04/2021	BROOME CLARK POOLS & SPAS BROOME	Repair Solar Heating- BRAC	\$ 250.93	MFS	\$ 250.93
EFT60287	14/04/2021	BROOME PLUMBING & GAS	Repairs Water Park- Town Beach	\$ 1,606.00	MFS	\$ 1,606.00
EFT60288	14/04/2021	BROOME CRETE	Concrete (RFQ 20-63)- Works	\$ 4,636.50	MFS	\$ 4,636.50
EFT60289	14/04/2021	BWS LIQUOR (WOOLWORTHS GROUP)	Alcohol Bar- BRAC	\$ 132.00	MFS	\$ 132.00
EFT60290	14/04/2021	CABLE BEACH ELECTRICAL SERVICE	Electrical Works- P&G	\$ 1,369.50	MFS	\$ 1,369.50
EFT60291	14/04/2021	CAMERA STORY	Community Portrait Project- Discovery Festival Chinatown	\$ 1,225.00	MFS	\$ 1,225.00
EFT60292	14/04/2021	CARPET PAINT & TILE CENTRE	Repairs Cricket Pitch- BRAC	\$ 165.00	MFS	\$ 165.00
EFT60293	14/04/2021	CLARITY COMMUNICATIONS	Clarity Subscription- Office of the CEO	\$ 156.29	MFS	
EFT60294	14/04/2021	COAST & COUNTRY ELECTRICS	Plumbing Repairs- Staff Housing	\$ 188.28	MFS	\$ 188.28
EFT60295	14/04/2021	CORELOGIC ASIA PACIFIC (RP DATA PTY LTD)	Annual Subscription- Infrastructure	\$ 2,432.63	MFS	
EFT60296	14/04/2021	CS LEGAL	Debt Collection Fees- Finance	\$ 8,473.44	MFS	
EFT60297	14/04/2021	DAN GUIDERA	Entertainment Australia Day- Town Beach	\$ 400.00	MFS	\$ 400.00
EFT60298	14/04/2021	ELGAS LTD	Replacement Gas Bottle- Staff Housing	\$ 177.50	MFS	
EFT60299	14/04/2021	LGIS INSURANCE BROKING	Insurance- Golf Course	\$ 2,035.93	MFS	
EFT60300	14/04/2021	NEXON ASIA PACIFIC PTY LTD	Monthly Communication & Licencing- IT	\$ 16,935.56	MFS	
EFT60301	14/04/2021	POOL WISDOM	Pool Chemicals- BRAC	\$ 2,747.50	MFS	\$ 2,747.50
EFT60302	14/04/2021	SOUTHERN CROSS AUSTRERO (SCA)	Radio Advertising- Chinatown	\$ 10,133.20	MFS	\$ 10,133.20

**Item 9.4.2 - MONTHLY PAYMENT LISTING APRIL 2021**

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT60303	14/04/2021	SPORTS STAR TROPHIES	Trophies- BRAC	\$ 1,469.10	MFS	
EFT60304	15/04/2021	BUNNINGS BROOME	Replacement Blower- P&G	\$ 1,997.20	MFS	\$ 1,997.20
EFT60305	16/04/2021	KIMBERLEY AND PILBARA LAWYERS	Legal Services- Property	\$ 1,798.00	MFS	\$ 1,798.00
EFT60306	16/04/2021	KIMBERLEY GOLD PURE DRINKING WATER	Drinking Water- Depot	\$ 510.00	MFS	\$ 510.00
EFT60307	16/04/2021	KIMBERLEY QUARRY PTY LTD	Supply Road Base (RFT 19/05)- WMF	\$ 67,888.06	MFS	
EFT60308	16/04/2021	KO CONTRACTING	Line Marking- Works	\$ 4,510.00	MFS	\$ 4,510.00
EFT60309	16/04/2021	KOLORS PTY LTD (PINDAN PRINTING)	Printing Strategic Plan- Office of the CEO	\$ 4,184.13	MFS	\$ 4,184.13
EFT60310	16/04/2021	LAIRD TRAN STUDIO	Architectural Services- BVC	\$ 1,668.04	MFS	\$ 1,668.04
EFT60311	16/04/2021	MARRUGEKU INC	1st Performance Fee- Civic Centre	\$ 6,600.00	MFS	\$ 6,600.00
EFT60312	16/04/2021	MCCORRY BROWN EARTHMOVING PTY LTD	Machinery & Materials Footpath Construction- Works	\$ 2,767.60	MFS	\$ 2,767.60
EFT60313	16/04/2021	ORAL HISTORY ASSOCIATION OF AUSTRALIA (WA BRANCH) INC	Membership Renewal Oral History- Library	\$ 65.00	MFS	
EFT60314	16/04/2021	REMOTE MECHANICAL CONTRACTING	Mechanical Repairs Loader- WMF	\$ 4,620.00	MFS	\$ 4,620.00
EFT60315	16/04/2021	THEATRE KIMBERLEY INC (WORN ART)	Entertainment School Holiday Program- BRAC	\$ 374.00	MFS	\$ 374.00
EFT60316	16/04/2021	THREE ANGELS BROOME	Vouchers Marketing Campaign- Chinatown	\$ 200.00	MFS	\$ 200.00
EFT60317	16/04/2021	TIM FRANKLIN ENGINEERING	Mechanical Design of Administration Building- Infrastructure	\$ 14,630.00	MFS	
EFT60318	16/04/2021	TNT AUSTRALIA PTY LTD T/AS TNT EXPRESS	Freight- Health	\$ 129.03	MFS	
EFT60319	16/04/2021	TOTALLY WORKWEAR	Uniforms- People & Culture	\$ 2,061.00	MFS	\$ 2,061.00
EFT60320	16/04/2021	TRACE ARCHAEOLOGY PTY LTD	GPR Pioneer Cemetery- Town Beach	\$ 1,614.25	MFS	
EFT60321	16/04/2021	TROPPO SOUND	Equipment Hire- Chinatown	\$ 572.00	MFS	\$ 572.00
EFT60322	16/04/2021	VIVA ENERGY AUSTRALIA	Fuel Card Purchases- Various	\$ 204.70	MFS	
EFT60323	16/04/2021	WATERCHOICE (AUST) PTY LTD	Hire Water Filtration- Shire Administration	\$ 455.00	MFS	
EFT60324	16/04/2021	WEST AUSTRALIAN NEWSPAPERS	Advertising- Various	\$ 5,648.00	MFS	
EFT60325	16/04/2021	WEST COAST ON HOLD	Monthly On Hold Charge- Marketing	\$ 69.00	MFS	
EFT60326	16/04/2021	WESTBOOKS	Books- Library	\$ 835.87	MFS	
EFT60327	16/04/2021	WESTRAC	Parts Workshop- Depot	\$ 134.62	MFS	
EFT60328	16/04/2021	WOOLWORTHS GROUP LIMITED (96000235)	Kitchen Supplies- Depot	\$ 298.74	MFS	
EFT60329	16/04/2021	WRITING WA	Annual Subscription- Library	\$ 135.00	MFS	
EFT60330	16/04/2021	ZIPFORM PTY LTD	Mailout Bushfire Mitigation- Rangers	\$ 1,598.60	MFS	
EFT60331	16/04/2021	ACURIX NETWORKS PTY LTD	Monitoring NBN- Library	\$ 436.70	MFS	
EFT60332	16/04/2021	ALL WEST BUILDING APPROVALS PTY LTD	Building Permit Certification- Building	\$ 121.00	MFS	
EFT60333	16/04/2021	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs- KRO1	\$ 3,486.20	MFS	\$ 3,486.20
EFT60334	16/04/2021	BROOME SQUASH CLUB	Bond Refund (1654)- Civic Centre	\$ 1,000.00	MFS	\$ 1,000.00
EFT60335	16/04/2021	CS LEGAL	Debt Collection Legal Fees- Rates & Debtors	\$ 2,787.70	MFS	
EFT60336	16/04/2021	DARWIN PLANT WHOLESALERS	Plants- Chinatown	\$ 2,117.50	MFS	
EFT60337	16/04/2021	DEANO'S CANVAS WORKS	Install Shade Sails- P&G	\$ 6,270.00	MFS	\$ 6,270.00
EFT60338	16/04/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	Annual Licence- WMF	\$ 6,496.00	MFS	
EFT60339	16/04/2021	DFP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Temporary Staff Gardener- P&G	\$ 6,426.77	MFS	\$ 6,426.77
EFT60340	16/04/2021	FE TECHNOLOGIES	RFID Project (RFQ 20-68)- Library	\$ 26,227.30	MFS	
EFT60341	16/04/2021	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Electrical Repairs Vehicle- Rangers	\$ 1,046.50	MFS	\$ 1,046.50
EFT60342	16/04/2021	FIRE & SAFETY SERVICES	Routine Fire Servicing- BRAC	\$ 397.88	MFS	\$ 397.88
EFT60343	16/04/2021	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning- BRAC	\$ 1,050.50	MFS	\$ 1,050.50
EFT60344	16/04/2021	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Depot	\$ 286.95	MFS	
EFT60345	16/04/2021	GALVINS PLUMBING SUPPLIES	Filter Sink- Shire Administration	\$ 258.50	MFS	
EFT60346	16/04/2021	GARDEN CITY PLASTICS	Fertiliser- Nursery	\$ 3,870.24	MFS	
EFT60347	16/04/2021	GHD PTY LTD	Carpark & Pavement Design (RFQ21-06)- Infrastructure	\$ 7,700.00	MFS	
EFT60348	16/04/2021	GINREAB THAI	Catering OMC- Councillors	\$ 198.00	MFS	\$ 198.00
EFT60349	16/04/2021	GLASS CO KIMBERLEY (FORMALLY KIMBERLEY GLASS SERVICE)	Replacement Door- Town Beach Cafe	\$ 594.00	MFS	\$ 594.00
EFT60350	16/04/2021	GO GO MEDIA	Radio Broadcast- BRAC	\$ 198.00	MFS	
EFT60351	16/04/2021	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Equipment Beach Lifeguard- BRAC	\$ 83.60	MFS	
EFT60352	16/04/2021	GRAYTILL	UHF Radio- Depot	\$ 150.43	MFS	
EFT60353	16/04/2021	HARBY ENTERPRISES PTY LTD T/A HARBY STUDIOS	Wayfinding Signs- Chinatown	\$ 4,187.43	MFS	
EFT60354	16/04/2021	HARMONY HORTICULTURE	Weed Spraying- WMF	\$ 1,729.53	MFS	\$ 1,729.53
EFT60355	16/04/2021	J BLACKWOOD & SON T/AS BLACKWOODS	Equipment & Consumables- Depot	\$ 2,137.61	MFS	\$ 2,137.61
EFT60356	16/04/2021	JAYE SMOKER ( UNBOUND SOUND )	Technical Assistance- Civic Centre	\$ 1,030.00	MFS	\$ 1,030.00
EFT60357	16/04/2021	KARRATHA ASPHALT (MANNING PAVEMENT SERVICES)	Engineering Services- Chinatown	\$ 2,699.99	MFS	
EFT60358	16/04/2021	KENNARDS HIRE	Message Board- Chinatown	\$ 4,499.35	MFS	\$ 4,499.35
EFT60360	16/04/2021	KIMBERLEY BOOKSHOP	Books- Library	\$ 44.98	MFS	\$ 44.98

**Item 9.4.2 - MONTHLY PAYMENT LISTING APRIL 2021**

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT60361	16/04/2021	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Professional Conference- Finance	\$ 1,250.00	MFS	
EFT60362	16/04/2021	MADJULLA INCORPORATED	Ad Hoc Sponsorship- Community	\$ 550.00	MFS	\$ 550.00
EFT60363	16/04/2021	OFFICE NATIONAL BROOME	Stationary- Shire Administration	\$ 104.15	MFS	\$ 104.15
EFT60364	16/04/2021	RAY WHITE BROOME (STAFF RENTAL PAYMENTS)	Rent- Staff Housing	\$ 2,250.15	MFS	\$ 2,250.15
EFT60365	16/04/2021	SPORTSPOWER BROOME	Netball Equipment- BRAC	\$ 320.00	MFS	\$ 320.00
EFT60366	16/04/2021	SWAN MARINE CONSTRUCTION (SMC MARINE PTY LTD)	Construction Jetty (RFQ 20-03)- Town Beach	\$ 623,355.83	MFS	
EFT60367	16/04/2021	TAPPED PLUMBING & GAS PTY LTD	Plumbing Repairs- Housing	\$ 418.00	MFS	\$ 418.00
EFT60368	19/04/2021	COLES SUPERMARKETS - CHINATOWN, 5324	Kiosk Consumables- Civic Centre	\$ 1,668.08	MFS	\$ 1,668.08
EFT60369	20/04/2021	ACOR CONSULTANTS (WA) PTY LIMITED	Consultancy Services (RFQ 20-62)- Chinatown	\$ 42,609.88	MFS	
EFT60370	20/04/2021	ADVANCED ELECTRICAL EQUIPMENT PTY LTD	PVC- P&G	\$ 123.75	MFS	
EFT60371	20/04/2021	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Parts Grader- Works	\$ 5,490.33	MFS	
EFT60372	20/04/2021	ALL WEST BUILDING APPROVALS PTY LTD	Building Permit Applications- Building	\$ 1,681.24	MFS	
EFT60373	20/04/2021	ASK WASTE MANAGEMENT PTY LTD	Weed Spraying- WMF	\$ 5,120.50	MFS	
EFT60374	20/04/2021	AURORA ENVIROMENTAL (PERTH) PTY LTD	Material Handling Plan- WMF	\$ 3,440.01	MFS	\$ 3,440.01
EFT60375	20/04/2021	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Consumables Kiosk- BRAC	\$ 260.80	MFS	\$ 260.80
EFT60376	20/04/2021	BROOME CLEANAWAY	Rubbish Collection- Nursey	\$ 638.05	MFS	\$ 638.05
EFT60377	20/04/2021	BROOME DIESEL & HYDRAULIC SERVICE	Parts Loader- WMF	\$ 580.45	MFS	\$ 580.45
EFT60378	20/04/2021	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Replacement Small Tools- P&G	\$ 879.00	MFS	\$ 879.00
EFT60379	20/04/2021	CENTURION TRANSPORT	Freight- Nursery	\$ 1,167.11	MFS	
EFT60380	20/04/2021	CTI FREIGHT MANAGEMENT PTY LTD T/AS CTI LOGISTICS REGIONAL FREIGHT	Freight- Town Beach	\$ 306.82	MFS	
EFT60381	20/04/2021	DFP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Temporary Staff Gardener- P&G	\$ 1,826.44	MFS	\$ 1,826.44
EFT60382	20/04/2021	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Bracket Hilux- P&G	\$ 31.25	MFS	\$ 31.25
EFT60383	20/04/2021	FIRE & SAFETY SERVICES	Routine Fire Inspection- BVC	\$ 112.75	MFS	\$ 112.75
EFT60384	20/04/2021	FUEL TRANS AUSTRALIA PTY LTD T/A RECHARGE PETROLEUM (BP BROOME CENTRAL)	Fuel- Depot	\$ 623.60	MFS	\$ 623.60
EFT60385	20/04/2021	GRANTS EMPIRE	Grant Application- Town Beach	\$ 594.00	MFS	
EFT60387	20/04/2021	KIMBERLEY GOLD PURE DRINKING WATER	Water Supply- Shire Administration	\$ 85.00	MFS	\$ 85.00
EFT60388	20/04/2021	KIMBERLEY SIGNS & DESIGNS	Signage- Works	\$ 321.20	MFS	\$ 321.20
EFT60389	20/04/2021	KIMBERLEY TRAILER PARTS	Tow Hitch Vehicle- Works	\$ 219.00	MFS	\$ 219.00
EFT60390	20/04/2021	KIMBERLEY TREE CARE	Tree Trimming- P&G	\$ 825.00	MFS	
EFT60391	20/04/2021	KO CONTRACTING	Line Marking Carparks- Works	\$ 1,994.30	MFS	\$ 1,994.30
EFT60392	20/04/2021	KOMATSU AUSTRALIA PTY LTD	Parts Loader- WMF	\$ 883.88	MFS	
EFT60393	20/04/2021	LEAH MARGARET RAKABUNDEL	Youth Artwork- Town Beach	\$ 6,236.00	MFS	\$ 6,236.00
EFT60394	20/04/2021	LINMAC BEARING EQUIPMENT	Parts Trailer- P&G	\$ 1,276.00	MFS	
EFT60395	20/04/2021	MCLEODS BARRISTERS & SOLICITORS	Legal Advice- Rangers	\$ 2,750.00	MFS	
EFT60396	20/04/2021	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Surveying- Infrastructure	\$ 1,453.10	MFS	
EFT60397	20/04/2021	NEXON ASIA PACIFIC PTY LTD	Monthly Communication & Licencing- Various	\$ 7,160.54	MFS	
EFT60398	20/04/2021	NORTH AUSSIE ICE	Crushed Ice- Depot	\$ 125.40	MFS	\$ 125.40
EFT60399	20/04/2021	NORTH WEST COAST SECURITY	Cash Run- Shire Administration	\$ 60.50	MFS	\$ 60.50
EFT60400	20/04/2021	NYAMBA BURU YAWURU LTD	Cultural Monitoring- Works	\$ 396.00	MFS	\$ 396.00
EFT60401	20/04/2021	OPTIC SECURITY GROUP- NORWEST	CCTV Repairs- BRAC	\$ 2,256.52	MFS	\$ 2,256.52
EFT60402	20/04/2021	POLMAC TRAILERS	Electric Brakes Controller (RFQ 20-3)- P&G	\$ 885.00	MFS	
EFT60403	20/04/2021	PORT SMITH CARAVAN PARK	Fuel- Works	\$ 2,066.16	MFS	\$ 2,066.16
EFT60404	20/04/2021	PRINTING IDEAS	Printing Map- WMF	\$ 119.90	MFS	\$ 119.90
EFT60405	20/04/2021	RAPID PRINT FINISHING AND PRITCHARD BOOKBINDERS	Rebinding Books- Library	\$ 86.00	MFS	
EFT60406	20/04/2021	REEN AUTO ELECTRICS	Truck Electrics- WMF	\$ 214.50	MFS	\$ 214.50
EFT60407	20/04/2021	ROEBUCK TREE SERVICE	Removal Trees- P&G	\$ 1,562.00	MFS	\$ 1,562.00
EFT60408	20/04/2021	SITE ENVIRONMENTAL & REMEDIATION SERVICES PTY LTD (SERS)	Ground Water Sampling (RFQ 19/61)- WMF	\$ 5,775.00	MFS	
EFT60409	20/04/2021	STRATCO WA PTY LTD	Metal Signage Poles- Works	\$ 2,969.39	MFS	\$ 2,969.39
EFT60410	20/04/2021	STREETER & MALE PTY MITRE 10	Pool Chemicals- BRAC	\$ 296.51	MFS	\$ 296.51
EFT60411	20/04/2021	SUBWAY BROOME	Vouchers Marketing Campaign- Chinatown	\$ 200.00	MFS	\$ 200.00
EFT60412	20/04/2021	SUNNY SIGN COMPANY PTY LTD	Signage- Works	\$ 737.00	MFS	
EFT60413	20/04/2021	T - QUIP	Parts Mower- P&G	\$ 1,142.10	MFS	
EFT60414	20/04/2021	TELSTRA	Phone Charges- Various	\$ 6,584.79	MFS	
EFT60415	20/04/2021	TERRY PATTERSON BUILDER (DEVERE CORPORATION PTY LTD )	Repairs Shade Poles- BRAC	\$ 1,430.00	MFS	\$ 1,430.00



Item 9.4.2 - MONTHLY PAYMENT LISTING APRIL 2021

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT60416	20/04/2021	TOTALLY WORKWEAR	PPE Sunglasses- Depot	\$ 95.00	MFS	\$ 95.00
EFT60417	21/04/2021	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges Streetlights- Various Locations	\$ 157,305.12	MFS	
EFT60418	22/04/2021	SALARY & WAGES	Payroll S&W	\$ 130,775.02	MFS	
EFT60419	22/04/2021	SALARY & WAGES	Payroll S&W	\$ 928.40	MFS	
EFT60420	22/04/2021	SALARY & WAGES	Payroll S&W	\$ 780.00	MFS	
EFT60421	22/04/2021	SALARY & WAGES	Payroll S&W	\$ 660.00	MFS	
EFT60422	22/04/2021	SALARY & WAGES	Payroll S&W	\$ 501.21	MFS	
EFT60423	22/04/2021	SALARY & WAGES	Payroll S&W	\$ 19.40	MFS	
EFT60424	22/04/2021	SALARY & WAGES	Payroll S&W	\$ 18,187.44	MFS	
EFT60425	23/04/2021	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Stock- BRAC	\$ 1,248.59	MFS	\$ 1,248.59
EFT60426	23/04/2021	BROOME ALI WORKS	Repairs Toolbox Truck- P&G	\$ 1,023.00	MFS	\$ 1,023.00
EFT60427	23/04/2021	GRANTS EMPIRE	CAP Application- Cable Beach	\$ 1,188.00	MFS	
EFT60428	23/04/2021	HARBY ENTERPRISES PTY LTD T/A HARBY STUDIOS	Communication Consultancy- Chinatown	\$ 4,428.70	MFS	
EFT60429	23/04/2021	HATCH ROBERTS DAY PTY LTD	Consultancy- McMahon Estate Development	\$ 4,771.25	MFS	
EFT60430	23/04/2021	IT VISION	Altus Payroll System- Finance	\$ 10,193.92	MFS	
EFT60431	23/04/2021	KIM GERARD COURTENAY	Books- Library	\$ 150.00	MFS	\$ 150.00
EFT60432	23/04/2021	M P ROGERS & ASSOCIATES PTY LTD	Technical Support Jetty (RFQ17-88)- Town Beach	\$ 2,107.38	MFS	
EFT60433	23/04/2021	MCLEODS BARRISTERS & SOLICITORS	Legal Advice- Rangers	\$ 441.65	MFS	
EFT60434	23/04/2021	MELBOURNE URBIS PTY LTD	Cable Beach Business Case- Office of the CEO	\$ 22,000.00	MFS	
EFT60435	23/04/2021	NORTH WEST LOCKSMITHS	Replacement Keys- Staff Housing	\$ 90.00	MFS	\$ 90.00
EFT60436	23/04/2021	NORTH WEST TRIM & SHADE	Removal Shade Sails- Town Beach	\$ 7,920.00	MFS	\$ 7,920.00
EFT60437	23/04/2021	NYAMBA BURU YAWURU LTD	Welcome To Country- Chinatown	\$ 678.70	MFS	\$ 678.70
EFT60438	23/04/2021	OFFICE NATIONAL BROOME	Stationary- Shire Admin	\$ 267.30	MFS	\$ 267.30
EFT60439	23/04/2021	PCYC - BROOME	Rio Tinto Sponsorship- Community	\$ 11,000.00	MFS	\$ 11,000.00
EFT60440	23/04/2021	POOL WISDOM	Pool Chemicals- BRAC	\$ 1,920.88	MFS	\$ 1,920.88
EFT60441	23/04/2021	RAY WHITE BROOME	Bond- Staff Housing	\$ 1,800.00	MFS	\$ 1,800.00
EFT60442	23/04/2021	REEF PLUMBING	Plumbing Works- Town Beach	\$ 907.50	MFS	\$ 907.50
EFT60443	23/04/2021	SECUREPAY PTY LTD	Web Payments- Civic Centre	\$ 25.84	MFS	
EFT60444	23/04/2021	SHELLEY STANSFIELD	Refund of Membership (COVID 19)- BRAC	\$ 262.00	MFS	\$ 262.00
EFT60445	23/04/2021	ST JOHN AMBULANCE AUSTRALIA (WA) INC	Defibrillator- WMF	\$ 1,999.00	MFS	
EFT60446	23/04/2021	STREETER & MALE PTY MITRE 10	Newspapers- Library	\$ 220.51	MFS	\$ 220.51
EFT60447	23/04/2021	SUMMER FOUNDATION	Bond Refund (1639)- Civic Centre	\$ 599.80	MFS	
EFT60448	23/04/2021	SUNNY SIGN COMPANY PTY LTD	Signage- Depot	\$ 428.45	MFS	
EFT60449	23/04/2021	T - QUIP	Maintenance Blade Mowers- P&G	\$ 1,785.65	MFS	
EFT60450	23/04/2021	TAPPED PLUMBING & GAS PTY LTD	Plumbing Works- P&G	\$ 8,589.90	MFS	\$ 8,589.90
EFT60451	23/04/2021	THREAT PROTECT	Quarterly Alarm Monitoring- Civic Centre	\$ 1,061.50	MFS	
EFT60452	23/04/2021	TROPICAL UPHOLSTERY	Workshop Consumables- Depot	\$ 40.00	MFS	\$ 40.00
EFT60453	23/04/2021	U.L.K. PRODUCTIONS ( THE PLASTER ARTISTS)	Entertainment Youth Week- Community	\$ 1,771.00	MFS	\$ 1,771.00
EFT60454	23/04/2021	VORGE PTY LTD	Goggles Kiosk- BRAC	\$ 1,342.94	MFS	
EFT60455	23/04/2021	SALARY & WAGES	Payroll S&W	\$ 1,724.00	MFS	
EFT60456	23/04/2021	SALARY & WAGES	Payroll S&W	\$ 5,752.00	MFS	
EFT60457	27/04/2021	ALL WEST BUILDING APPROVALS PTY LTD	Building Permit Application- Building	\$ 1,744.60	MFS	
EFT60459	27/04/2021	DFP RECRUITMENT ( PINDAN LABOUR SOLUTIONS PTY LTD )	Temporary Staff- Community	\$ 4,307.47	MFS	\$ 4,307.47
EFT60460	27/04/2021	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- BVC	\$ 18,075.95	MFS	
EFT60461	27/04/2021	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Surveying- WMF	\$ 4,702.50	MFS	
EFT60462	27/04/2021	NARELLE ELIZABETH GRAUE	Bond Refund- Staff Housing	\$ 1,800.00	MFS	
EFT60463	27/04/2021	OFFICE NATIONAL BROOME	Stationary Order- Shire Administration	\$ 164.96	MFS	\$ 164.96
EFT60464	27/04/2021	ROEBUCK BAY HOTEL	Alcohol- Civic Centre	\$ 26.40	MFS	\$ 26.40
EFT60465	27/04/2021	SECUREX SECURITY PTY LTD	Repair Door- Civic Centre	\$ 372.00	MFS	
EFT60466	27/04/2021	STRATAGREEN (FORMERLY GREENWAY ENTERPRISES)	Secateurs- P&G	\$ 23.26	MFS	
EFT60467	27/04/2021	WATER CORPORATION	Relocation Water Meter- Town Beach	\$ 3,921.12	MFS	
EFT60468	28/04/2021	BROOME VISITOR CENTRE	Funding 20/21- BVC	\$ 137,500.00	MFS	\$ 137,500.00
EFT60469	28/04/2021	SALARY & WAGES	Payroll S&W	\$ 385,123.00	MFS	
EFT60470	28/04/2021	ABBY MURRAY PHOTOGRAPHY	Photography- BRAC	\$ 800.00	MFS	\$ 800.00
EFT60471	28/04/2021	ABLE ELECTRICAL (WA) PTY LTD	Electrical Repairs Indoor Stadium- BRAC	\$ 1,188.00	MFS	\$ 1,188.00
EFT60472	28/04/2021	AUTOPRO BROOME (Gaff Holdings Pty Ltd)	Small Tools- Workshop	\$ 95.00	MFS	\$ 95.00
EFT60473	28/04/2021	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Stock Kiosk- BRAC	\$ 1,626.14	MFS	\$ 1,626.14
EFT60474	28/04/2021	BIG MAMA PRODUCTIONS	Entertainment Discovery Festival- Chinatown	\$ 8,745.00	MFS	\$ 8,745.00
EFT60475	28/04/2021	BROOME BOLT SUPPLIES WA PTY LTD	Gate Chain- BRAC	\$ 34.32	MFS	\$ 34.32
EFT60476	28/04/2021	BROOME CAMPUS NORTH REGIONAL TAFE	OHS Training Course- HR	\$ 4,200.00	MFS	\$ 4,200.00
EFT60477	28/04/2021	BROOME CLEANAWAY	Rubbish Collection- BRAC	\$ 872.08	MFS	\$ 872.08
EFT60478	28/04/2021	BROOME DIESEL & HYDRAULIC SERVICE	Parts Loaders- Works	\$ 5,282.75	MFS	\$ 5,282.75
EFT60479	28/04/2021	BROOME MOTORS	Repairs Vehicle- Rangers	\$ 195.00	MFS	\$ 195.00
EFT60480	28/04/2021	BROOME PLUMBING & GAS	Anti-Vandal Hose- P&G	\$ 685.00	MFS	\$ 685.00

Item 9.4.2 - MONTHLY PAYMENT LISTING APRIL 2021

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT60481	28/04/2021	BROOMECECRETE	Concrete Sealer- P&G	\$ 2,469.50	MFS	\$ 2,469.50
EFT60482	28/04/2021	BUDGET CAR & TRUCK RENTAL	4WD Car Hire- P&G	\$ 3,493.05	MFS	
EFT60483	28/04/2021	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	Tyre Replacement Truck- Works	\$ 4,736.00	MFS	\$ 4,736.00
EFT60484	28/04/2021	CENTURION TRANSPORT	Freight- Nursery	\$ 1,334.14	MFS	
EFT60485	28/04/2021	CLEMENTSON STREET ACCIDENT REPAIR CENTRE	Excess Insurance Vehicle Repair- P&G	\$ 500.00	MFS	\$ 500.00
EFT60486	28/04/2021	COCA COLA AMATIL (HOLDINGS) LTD	Stock Kiosk- BRAC	\$ 2,923.85	MFS	
EFT60487	28/04/2021	DATAFUEL FINANCIAL SYSTEMS PTY LTD	Datafuel Software- IT	\$ 544.50	MFS	
EFT60488	28/04/2021	DEKK RTP PTY LTD	Parts Loader- Works	\$ 3,022.12	MFS	
EFT60489	28/04/2021	DFP RECRUITMENT (PINDAN LABOUR SOLUTIONS PTY LTD)	Temporary Wages- P&G	\$ 5,763.10	MFS	\$ 5,763.10
EFT60490	28/04/2021	EVENTPRO SOFTWARE	EventPro Licensing- IT	\$ 1,394.59	MFS	
EFT60491	28/04/2021	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Batteries Water Cart- Works	\$ 948.10	MFS	\$ 948.10
EFT60492	28/04/2021	FIRE & SAFETY SERVICES	Routine Fire Equipment- KRO2 (RFQ 20-58)	\$ 112.75	MFS	\$ 112.75
EFT60493	28/04/2021	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning- Staff Housing	\$ 60.50	MFS	\$ 60.50
EFT60494	28/04/2021	GARRARDS PTY LTD	Council Packs- Council	\$ 801.68	MFS	
EFT60495	28/04/2021	GREG WASS	Floorball Umpiring- BRAC	\$ 75.00	MFS	\$ 75.00
EFT60496	28/04/2021	HANS JURG WENGER	Floorball Umpiring- BRAC	\$ 350.00	MFS	\$ 350.00
EFT60497	28/04/2021	HARVEY NORMAN AV/IT SUPERSTORE BROOME	Kitchen Appliance- Depot	\$ 73.00	MFS	\$ 73.00
EFT60498	28/04/2021	HEAD OFFICE LANDGATE	Land Information- Governance	\$ 26.70	MFS	
EFT60499	28/04/2021	HEALTH MANAGEMENT GROUP PTY LTD	Pedometer- HR	\$ 815.00	MFS	
EFT60500	28/04/2021	HOLDFAST FLUID POWER NW PTY LTD	Repairs Spray Unit- P&G	\$ 196.19	MFS	
EFT60501	28/04/2021	HORIZON POWER (SERVICE WORKS)	Frederick Street Lighting Upgrade- Infrastructure	\$ 142,669.07	MFS	
EFT60502	28/04/2021	ILLION AUSTRALIA PTY LTD	Monthly Fee- Finance	\$ 984.50	MFS	
EFT60503	28/04/2021	INFORMATION ENTERPRISES AUSTRALIA PTY LTD	Training Course- IT	\$ 247.50	MFS	
EFT60504	28/04/2021	INFOSURETY PTY LTD T/A INFOTRUST	Software Subscription- IT	\$ 11,059.95	MFS	
EFT60505	28/04/2021	INTELLIHR SYSTEMS PTY LTD	Intellihr March- IT	\$ 2,838.00	MFS	
EFT60506	28/04/2021	IT VISION	Altus Payroll Implementation- IT	\$ 12,742.40	MFS	
EFT60507	28/04/2021	J BLACKWOOD & SON T/AS BLACKWOODS	Equipment Dash & Splash- BRAC	\$ 201.52	MFS	\$ 201.52
EFT60508	28/04/2021	KARRATHA ASPHALT (MANNING PAVEMENT SERVICES)	Resealing Roads Roebuck Estate (Quote)- Infrastructure	\$ 59,072.42	MFS	
EFT60509	28/04/2021	KIMBERLEY CONTRACTING	Daily Landfill Cover (RFT 19-11)- WMF	\$ 32,659.00	MFS	\$ 32,659.00
EFT60510	28/04/2021	KIMBERLEY FUEL & OIL SERVICES	Oil- Depot	\$ 484.00	MFS	\$ 484.00
EFT60511	28/04/2021	KIMBERLEY WASHROOM SERVICES	Sanitary Removal Services February 21- Property	\$ 910.00	MFS	\$ 910.00
EFT60512	28/04/2021	KOLORS PTY LTD (PINDAN PRINTING)	Postcards- RRRP	\$ 165.00	MFS	\$ 165.00
EFT60513	28/04/2021	LARS OSKAR SIMON STENSEKE (OSKAR STENSEKE)	Floorball Umpiring- BRAC	\$ 600.00	MFS	\$ 600.00
EFT60514	28/04/2021	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Pilbara-Kimberley Forum- Office of the CEO	\$ 760.00	MFS	
EFT60515	28/04/2021	LRL BROOME MEDICAL CLINIC	Pre-employment Medical- HR	\$ 220.00	MFS	\$ 220.00
EFT60516	28/04/2021	MAPIEN	Professional Services ASU- HR	\$ 2,607.00	MFS	
EFT60517	28/04/2021	MARKETFORCE	Job Advertising- Nursery	\$ 1,637.39	MFS	
EFT60518	28/04/2021	MATTHEW NKONGA	Refund- Rates	\$ 950.00	MFS	\$ 950.00
EFT60519	28/04/2021	MCINTOSH & SON	Filters Loader- WMF	\$ 2,284.07	MFS	
EFT60520	28/04/2021	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Surveying Cemetery Plots- Infrastructure	\$ 504.90	MFS	
EFT60521	28/04/2021	NORTH AUSSIE ICE	Crushed Ice- Depot	\$ 125.40	MFS	\$ 125.40
EFT60522	28/04/2021	NORTH WEST COAST SECURITY	Security Cash Runs- Shire Administration	\$ 60.50	MFS	\$ 60.50
EFT60523	28/04/2021	NUTRIEN AG SOLUTIONS	Chemicals- BRAC	\$ 174.14	MFS	\$ 174.14
EFT60524	28/04/2021	OFFICE NATIONAL BROOME	Printer Charges- IT	\$ 389.19	MFS	\$ 389.19
EFT60525	28/04/2021	SHONA MARTIN	Author Presenting- Library	\$ 200.00	MFS	
EFT60526	28/04/2021	SOUTHERN CROSS AUSTEREO (SCA)	Council Newsletter & Community Info- Office of the CEO	\$ 1,364.00	MFS	\$ 1,364.00
EFT60527	28/04/2021	SPORTS MEDICINE AUSTRALIA	Sports Trainer- BRAC	\$ 3,705.00	MFS	
EFT60528	28/04/2021	THE RETURNED & SERVICES LEAGUE OF AUSTRALIA	Ad Hoc Sponsorship- Hash House Harriers	\$ 550.00	MFS	\$ 550.00
EFT60529	29/04/2021	BROOME FIRST NATIONAL REAL ESTATE	Staff Rent- May 2021	\$ 9,711.40	MFS	\$ 9,711.40
EFT60530	29/04/2021	HUTCHINSON REAL ESTATE	Staff Rent- May 2021	\$ 1,885.71	MFS	\$ 1,885.71
EFT60531	29/04/2021	PRD NATIONWIDE	Staff Rent- May 2021	\$ 10,573.33	MFS	\$ 10,573.33
EFT60532	29/04/2021	RAY WHITE BROOME (STAFF RENTAL PAYMENTS)	Staff Rent- May 2021	\$ 10,428.57	MFS	\$ 10,428.57
EFT60533	29/04/2021	REALMARK BROOME	Staff Rent- May 2021	\$ 1,510.96	MFS	\$ 1,510.96
EFT60534	29/04/2021	VICKI ELIZABETH COBBY	Staff Rent- May 2021	\$ 3,466.66	MFS	\$ 3,466.66
EFT60535	30/04/2021	BROOME DIESEL & HYDRAULIC SERVICE	Parts Assorted- Workshops	\$ 86.45	MFS	\$ 86.45

**Item 9.4.2 - MONTHLY PAYMENT LISTING APRIL 2021**

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
EFT60536	30/04/2021	BROOME SMALL ENGINE SERVICES	Servicing Small Tools- P&G	\$ 260.43	MFS	\$ 260.43
EFT60537	30/04/2021	BROOME VINTAGE WEDDING HIRE	Wedding Refund- Events	\$ 77.00	MFS	\$ 77.00
EFT60538	30/04/2021	BROOME CRETE	Rocks- P&G	\$ 440.00	MFS	\$ 440.00
EFT60539	30/04/2021	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME )	Truck Tyres- Works	\$ 743.50	MFS	\$ 743.50
EFT60540	30/04/2021	DIRECTCOMMS PTY LTD	SMS Services- Library	\$ 746.23	MFS	
EFT60541	30/04/2021	ELGAS LTD	Gas Forklift- Depot	\$ 79.19	MFS	
EFT60542	30/04/2021	FIRE & SAFETY SERVICES	Replacement Battery- Civic Centre	\$ 751.67	MFS	\$ 751.67
EFT60543	30/04/2021	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Nursey	\$ 287.62	MFS	
EFT60544	30/04/2021	HAMES SHARLEY	Local Planning Strategy Review (RFQ 20-03)- Planning	\$ 12,375.00	MFS	
EFT60545	30/04/2021	IT VISION	Altus Payroll Visit- IT	\$ 1,375.00	MFS	
EFT60546	30/04/2021	KIMBERLEY FUEL & OIL SERVICES	Oil- Workshop	\$ 145.20	MFS	\$ 145.20
EFT60547	30/04/2021	KIMBERLEY TRAILER PARTS	Repairs Trailer- P&G	\$ 54.00	MFS	\$ 54.00
EFT60548	30/04/2021	KIMBERLEY WILDERNESS ADVENTURES	Bus Hire Budget Workshop- Councillors	\$ 770.00	MFS	\$ 770.00
EFT60549	30/04/2021	LGIS INSURANCE BROKING	Workers Compensation- People & Culture	\$ 5,551.67	MFS	
EFT60550	30/04/2021	MAGABALA BOOKS ABORIGINAL CORPORATION	Operating Subsidy- Community	\$ 44,000.00	MFS	\$ 44,000.00
EFT60551	30/04/2021	MARKETFORCE	Advertising RFT (21/02)- BRAC	\$ 490.71	MFS	
EFT60552	30/04/2021	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Drain Design- Simpsons Beach	\$ 825.00	MFS	
EFT60553	30/04/2021	MG TYRES (BRIDGESTONE)	Tyre Repair- WMF	\$ 187.50	MFS	\$ 187.50
EFT60554	30/04/2021	NGIS (AUSTRALIA) PTY LTD	Consultancy (RFQ 18-78)- IT	\$ 88,550.00	MFS	
EFT60555	30/04/2021	NINTEX PTY LTD	Promapp Training- IT	\$ 2,574.00	MFS	
EFT60556	30/04/2021	NORTH AUSSIE ICE	Crushed Ice- Depot	\$ 62.70	MFS	\$ 62.70
EFT60557	30/04/2021	NORTH WEST COAST SECURITY	Security Cash Run- Shire Administration	\$ 60.50	MFS	\$ 60.50
EFT60558	30/04/2021	NORTH WEST LOCKSMITHS	Replacement Key- KRO2	\$ 55.00	MFS	\$ 55.00
EFT60559	30/04/2021	NUTRIEN AG SOLUTIONS	Replacement Pump- P&G	\$ 4,202.03	MFS	\$ 4,202.03
EFT60560	30/04/2021	NYAMBA BURU YAWURU LTD	Welcome To Country- Community	\$ 678.70	MFS	\$ 678.70
EFT60561	30/04/2021	OFFICE NATIONAL BROOME	Replacement Printer- IT	\$ 5,257.43	MFS	\$ 5,257.43
EFT60562	30/04/2021	OPTIC SECURITY GROUP- NORWEST	Repairs Swipe Card- KRO1	\$ 132.00	MFS	\$ 132.00
EFT60563	30/04/2021	POOL WISDOM	Pool Chemicals- BRAC	\$ 1,127.00	MFS	\$ 1,127.00
EFT60564	30/04/2021	PRINTING IDEAS	Plaque- Golf Course	\$ 594.00	MFS	\$ 594.00
EFT60565	30/04/2021	PRITCHARD FRANCIS CONSULTING PTY LTD	Structural Assessment- Engineering	\$ 4,702.50	MFS	
EFT60566	30/04/2021	REDDOG TOOLS	Tools- Depot	\$ 602.00	MFS	
EFT60567	30/04/2021	REEN AUTO ELECTRICS	Electrical Repairs Compactor- WMF	\$ 312.50	MFS	\$ 312.50
EFT60568	30/04/2021	RESOLUTE SECURITY SERVICES	Security Services March 2021- Infrastructure	\$ 9,314.46	MFS	
EFT60569	30/04/2021	RPS AAP CONSULTING PTY LTD	Economic Development Strategy (RFQ 20-45)- Office CEO	\$ 3,630.00	MFS	
EFT60570	30/04/2021	S & A YUEN PTY LTD TRADING AS YUEN WING STORE	Lanterns Discovery Festival- Chinatown	\$ 764.00	MFS	\$ 764.00
EFT60571	30/04/2021	STREETER & MALE PTY MITRE 10	Maintenance Items- Library	\$ 129.54	MFS	\$ 129.54
EFT60572	30/04/2021	THE UNIFIED SERVICES TRUST (AHA CONSULTING)	Services Regional Resources Recovery Plan (RFQ 20-77)- WMF	\$ 11,176.00	MFS	
EFT60573	30/04/2021	THINK WATER BROOME	Installation Liner, Pump & Repairs- Cable Beach	\$ 17,207.30	MFS	\$ 17,207.30
EFT60574	30/04/2021	TOLL PRIORITY	Freight- Works	\$ 299.81	MFS	
EFT60575	30/04/2021	TOTALLY WORKWEAR	Safety Caps- Depot	\$ 394.80	MFS	\$ 394.80
EFT60576	30/04/2021	WEST COAST ON HOLD	Telephone Messages- Office of the CEO	\$ 69.00	MFS	
EFT60577	30/04/2021	WESTRAC	Parts Dozer- Works	\$ 323.30	MFS	
EFT60578	30/04/2021	WOOLWORTHS GROUP LIMITED	Consumables Port Smith Road Works- Works	\$ 198.76	MFS	
EFT60579	30/04/2021	YAWURU JARNDU ABORIGINAL CORPORATION	Artwork- Town Beach	\$ 10,296.00	MFS	\$ 10,296.00
EFT60580	30/04/2021	YOGAMON	Yoga Instructor- BRAC	\$ 720.00	MFS	\$ 720.00
EFT60581	30/04/2021	SHIRE OF BROOME	Transfer Trust to Reserve- Finance	\$ 100,209.14	MFS	\$ 100,209.14
EFT60582	30/04/2021	BROOME CAMPUS NORTH REGIONAL TAFE	4WD Training Course- Rangers	\$ 2,240.00	MFS	\$ 2,240.00
EFT60583	30/04/2021	BROOME DIESEL & HYDRAULIC SERVICE	Parts Tipper- Works	\$ 137.70	MFS	\$ 137.70
EFT60584	30/04/2021	COGGO PTY LTD	Instructor Fitness Classes- BRAC	\$ 600.00	MFS	\$ 600.00
EFT60585	30/04/2021	NORTH WEST TRIM & SHADE	Removal Shade Sails- Town Beach	\$ 3,740.00	MFS	\$ 3,740.00
EFT60586	30/04/2021	REALMARK BROOME	Additional Rental Payment- Staff Housing	\$ 1,026.65	MFS	\$ 1,026.65
EFT60587	30/04/2021	ROSMECH SALES & SERVICE PTY LTD	Parts Sweeper- Works	\$ 1,632.40	MFS	
EFT60588	30/04/2021	SIGNS PLUS	Business Cards- BRAC	\$ 169.00	MFS	
EFT60589	30/04/2021	STRATCO WA PTY LTD	Materials Roof Repairs- BRAC	\$ 285.40	MFS	\$ 285.40
EFT60590	30/04/2021	TALIS CONSULTANTS	Investigation & Planning (RFQ19-72)- WMF	\$ 18,983.25	MFS	
<b>MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:</b>				<b>\$3,460,074.42</b>		<b>\$719,022.10</b>

MUNICIPAL CHEQUES - April 2021						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
57680	44299	DEPARTMENT OF TRANSPORT - LICENSING	Shire of Broome Plates- Administration	200.00	MFS	
57681	44307	DEPARTMENT OF TRANSPORT - LICENSING	Shire of Broome Plates- Administration	400.00	MFS	

Item 9.4.2 - MONTHLY PAYMENT LISTING APRIL 2021

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
57682	44313	SHIRE OF BROOME	Petty Cash- BRAC	140.80	MFS	\$ 140.80
57683	44315	SHIRE OF BROOME	Petty Cash- Administration	465.80	MFS	\$ 465.80
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				\$1,206.60		\$606.60

TRUST CHEQUES - April 2021						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
					MFS	
TRUST CHEQUES TOTAL:				\$0.00		\$0.00

MUNICIPAL DIRECT DEBIT/CREDIT CARD PAYMENTS - April 2021						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
DD29245.1	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 43,627.00	MFS	
DD29245.2	06/04/2021	SUPERANNUATION	Superannuation contributions	\$ 446.78	MFS	
DD29245.3	06/04/2021	SUPERANNUATION	Superannuation contributions	\$ 272.37	MFS	
DD29245.4	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 3,280.50	MFS	
DD29245.5	06/04/2021	SUPERANNUATION	Superannuation contributions	\$ 358.67	MFS	
DD29245.6	06/04/2021	SUPERANNUATION	Superannuation contributions	\$ 370.23	MFS	
DD29245.7	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 1,324.36	MFS	
DD29245.8	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 931.81	MFS	
DD29245.9	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 1,147.51	MFS	
DD29296.1	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 43,827.21	MFS	
DD29296.2	20/04/2021	SUPERANNUATION	Superannuation contributions	\$ 446.78	MFS	
DD29296.3	20/04/2021	SUPERANNUATION	Superannuation contributions	\$ 272.37	MFS	
DD29296.4	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 3,690.63	MFS	
DD29296.5	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 622.14	MFS	
DD29296.6	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 370.23	MFS	
DD29296.7	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 1,324.68	MFS	
DD29296.8	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 931.81	MFS	
DD29296.9	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 1,192.88	MFS	
DD29346.2	27/04/2021	THE MURRAY HOTEL	Accommodation- Rates (Credit Card Payment 27.04.21)	\$ 264.00	MFS	
DD29347.1	27/04/2021	SQUARESPACE INC	Website Fee- Chinatown (Credit Card Payment 27.04.21)	\$ 35.04	MFS	
DD29347.3	27/04/2021	FACEBOOK	Facebook Advertising- Marketing (Credit Card Payment 27.04.21)	\$ 362.41	MFS	
DD29347.4	27/04/2021	JOHN FAIRFAX GROUP PTY LIMITED	Social Media Advertising- Civic Centre (Credit Card Payment 27.04.21)	\$ 15.08	MFS	
DD29245.10	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 635.04	MFS	
DD29245.11	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 962.12	MFS	
DD29245.12	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 2,559.96	MFS	
DD29245.13	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 351.17	MFS	
DD29245.14	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 1,487.86	MFS	
DD29245.15	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 679.80	MFS	
DD29245.16	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 662.62	MFS	
DD29245.17	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 1,511.10	MFS	
DD29245.18	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 776.22	MFS	
DD29245.19	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 736.26	MFS	
DD29245.20	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 783.34	MFS	
DD29245.21	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 741.10	MFS	
DD29245.22	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 350.03	MFS	
DD29245.23	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 2,788.02	MFS	
DD29245.24	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 551.77	MFS	
DD29245.25	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 273.71	MFS	
DD29245.26	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 1,992.84	MFS	
DD29245.27	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 704.82	MFS	
DD29245.28	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 480.60	MFS	
DD29245.29	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 8,188.94	MFS	
DD29245.30	06/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 355.08	MFS	
DD29296.10	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 635.04	MFS	
DD29296.11	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 962.12	MFS	
DD29296.12	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 2,559.96	MFS	
DD29296.13	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 305.02	MFS	
DD29296.14	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 1,350.89	MFS	
DD29296.15	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 58.52	MFS	
DD29296.16	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 679.26	MFS	
DD29296.17	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 635.64	MFS	
DD29296.18	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 2,090.41	MFS	
DD29296.19	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 776.22	MFS	
DD29296.20	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 634.35	MFS	
DD29296.21	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 783.34	MFS	
DD29296.22	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 741.10	MFS	
DD29296.23	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 3,198.46	MFS	
DD29296.24	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 443.84	MFS	
DD29296.25	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 538.22	MFS	
DD29296.26	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 273.71	MFS	
DD29296.27	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 2,424.34	MFS	
DD29296.28	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 704.82	MFS	

EFT	Date	Name	Description	Amount	DEL AUTH	Local Spend
DD29296.29	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 480.60	MFS	
DD29296.30	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 7,896.52	MFS	
DD29296.31	20/04/2021	SUPERANNUATION	Superannuation Contributions	\$ 427.82	MFS	
				<b>\$163,578.86</b>		<b>\$2,291.77</b>

MUNICIPAL ELECTRONIC TRANSFER TOTAL \$3,460,074.42 \$719,022.10

MUNICIPAL CHEQUES TOTAL \$1,206.60 \$606.60

TRUST CHEQUE TOTAL \$0.00 \$0.00

MUNICIPAL DIRECT DEBIT/ CREDIT  
CARD TOTAL \$163,578.86 \$2,291.77

TOTAL PAYMENTS April 2021 \$3,624,859.88 \$721,920.47

Key for Delegation of Authority:

CEO- Chief Executive Officer  
MFS- Manager Financial Services  
DCS- Director Corporate Services



**9.4.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT APRIL 2021**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Acting Coordinator Financial Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Manager Financial 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 30 April 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	83%
Total Rates Raised Revenue	100% (of which 95% has been collected)
Total Other Operating Revenue	68%
Total Operating Expenditure	72%
Total Capital Revenue	77%
Total Capital Expenditure	50%
Total Sale of Assets Revenue	34%

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 (CEO) 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 CORPORATE PLAN OBJECTIVES**

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

**Outcome Eleven – Effective leadership, advocacy and governance:**

11.2 Deliver best practice governance and risk management

**Outcome Twelve – A well informed and engaged community:**

12.1 Provide the community with relevant, timely information and effective

**Outcome Thirteen - Value for money from rates and long term financial sustainability:**

13.1 Plan effectively for short and long term financial sustainability

13.2 Improve real and perceived value for money from rates

**Outcome Fourteen – Excellence in organisational performance and service delivery:**

14.3 Monitor and continuously improve performance levels.

## **VOTING REQUIREMENTS**

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council adopts the Monthly Financial Activity Statement Report for the period ended 30 April 2021 as attached.*

## **Attachments**

1. MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT APRIL 2021

**SHIRE OF BROOME**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 30 April 2021**

LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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## Shire of Broome

### Compilation Report

For the Period Ended 30 April 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 30 April 2021 of \$15,438,329.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

### Preparation

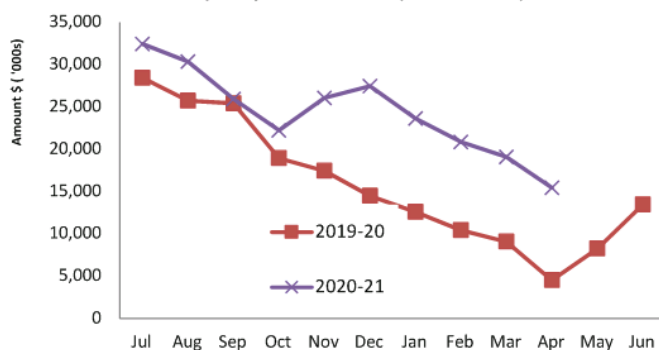
Prepared by: N Schneider  
Reviewed by: A Warnasooriya  
Date prepared: 11/05/2021

### Shire of Broome

#### Monthly Summary Information

For the Period Ended 30 April 2021

Liquidity Over the Year (Refer Note 3)



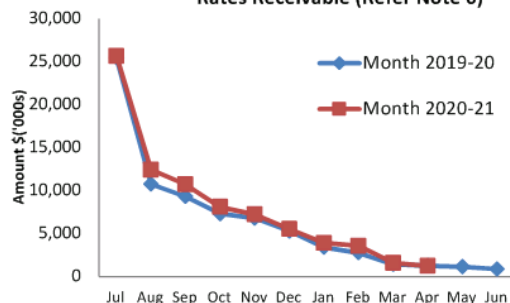
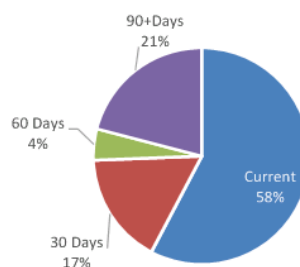
#### Cash and Cash Equivalents as at period end

Unrestricted	\$ 17,335,120
Restricted	\$ 32,077,697
	<u>\$ 49,412,817</u>

#### Receivables

Rates	\$ 1,162,574
Other	\$ 1,189,262
	<u>\$ 2,351,836</u>

Rates Receivable (Refer Note 6)

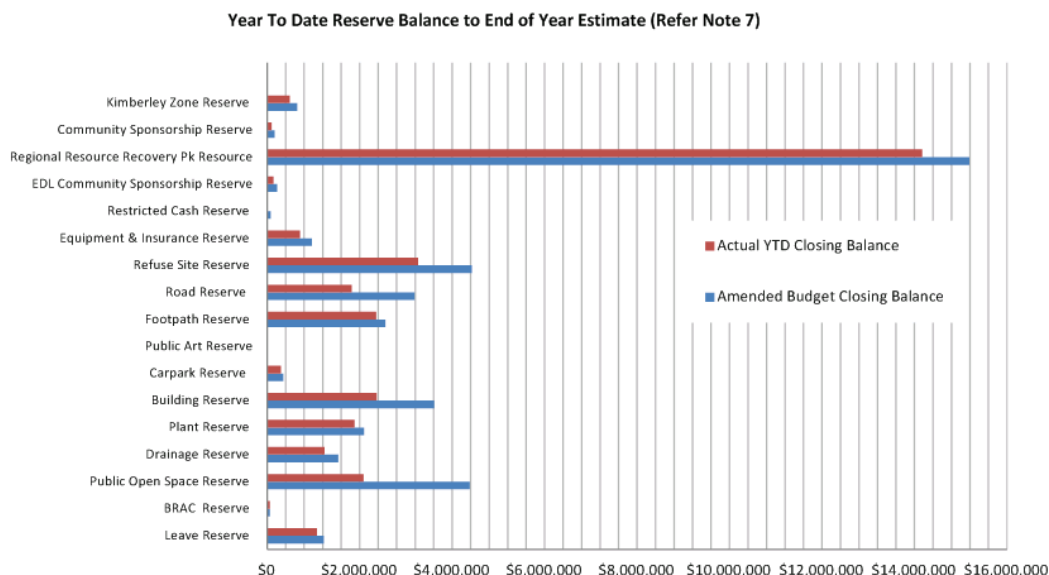
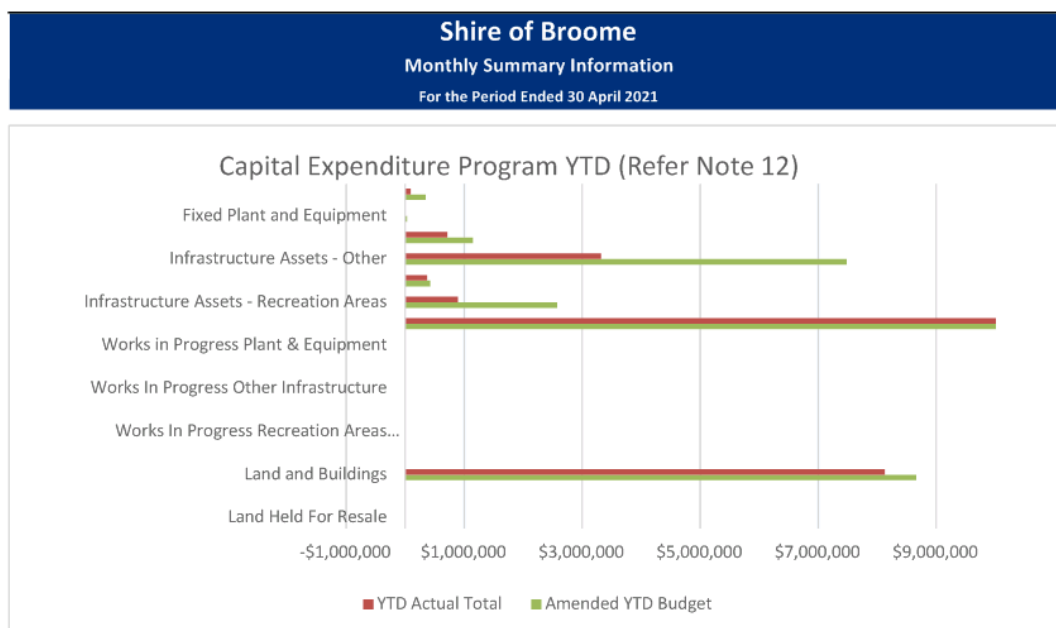
Accounts Receivable Ageing (non-rates)  
(Refer Note 6)

#### Comments

1. Liquidity refers to the Shire of Broome's ability to meet its financial obligations within the current year. Liquidity increased at the start of the financial year by \$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 \$23.28M with total outstanding rates YTD at \$1.16M.

This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Comments**

\*Amended Budget Closing balance is the forecast of the closing balance after all budgeted transfers to and from reserve have been performed. At this time there have been no transactions to or from reserve other than to recognise interest earned on reserve investments. All interest earned on Reserve investments is recorded on reserve at the end of each month.

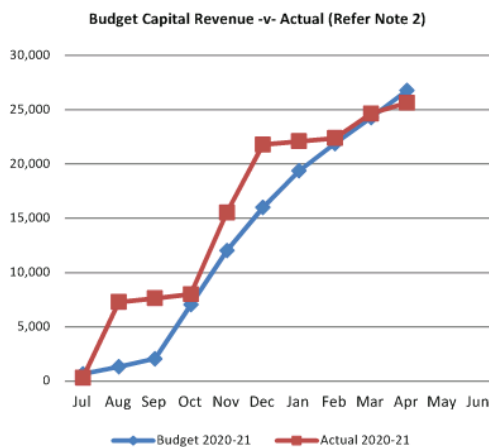
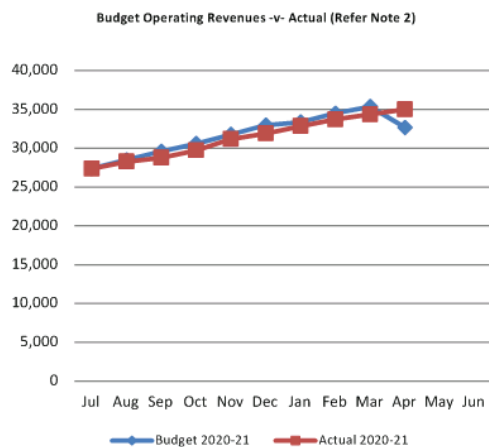
This information is to be read in conjunction with the accompanying Financial Statements and notes.

## Shire of Broome

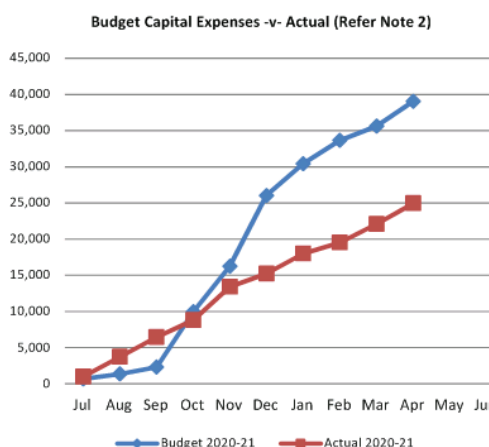
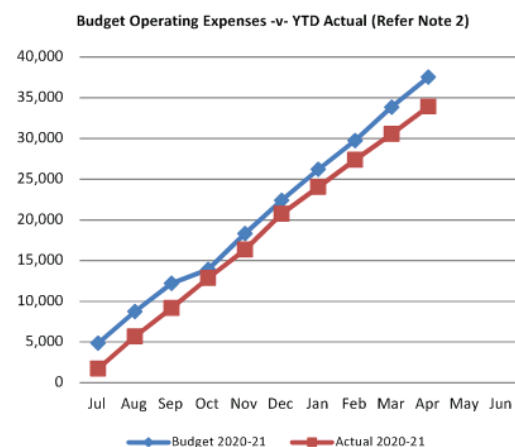
### Monthly Summary Information

For the Period Ended 30 April 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 30 April 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		341,246	291,010	311,281		20,271	6.97%	
General Purpose Funding - Rates	9	23,433,041	19,527,530	23,398,530		3,871,000	19.82%	▲
General Purpose Funding - Other		922,048	691,536	685,330		(6,206)	(0.90%)	
Law, Order and Public Safety		118,033	98,360	139,137		40,777	41.46%	▲
Health		184,084	153,390	162,716		9,326	6.08%	
Education and Welfare		33,716	28,090	33,716		5,626	20.03%	
Housing		1,926,356	1,605,290	590,060		(1,015,230)	(63.24%)	▼
Community Amenities		6,717,801	5,124,443	5,020,557		(103,886)	(2.03%)	
Recreation and Culture		1,470,248	1,225,130	1,243,778		18,648	1.52%	
Transport		1,589,304	1,324,390	746,983		(577,407)	(43.60%)	▼
Economic Services		1,733,016	895,670	802,786		(92,884)	(10.37%)	▼
Other Property and Services		2,014,082	1,689,857	1,873,010		183,153	10.84%	▲
Total Operating Revenue		40,482,976	32,654,696	35,007,884	86%	2,353,188		
<b>Operating Expense</b>								
Governance		(2,717,394)	(2,261,112)	(1,853,394)		407,718	18.03%	▲
General Purpose Funding		(392,836)	(327,360)	(346,841)		(19,481)	(5.95%)	
Law, Order and Public Safety		(1,287,643)	(1,053,452)	(951,573)		101,879	9.67%	
Health		(623,829)	(519,796)	(590,702)		(70,906)	(13.64%)	▼
Education and Welfare		(545,406)	(455,478)	(425,379)		30,099	6.61%	
Housing		(1,994,704)	(1,663,768)	(647,444)		1,016,324	61.09%	▲
Community Amenities		(11,249,664)	(7,807,607)	(7,741,635)		65,972	0.84%	
Recreation and Culture		(12,642,684)	(10,533,917)	(10,299,407)		234,510	2.23%	
Transport		(10,069,073)	(8,390,891)	(7,706,450)		684,441	8.16%	
Economic Services		(2,456,906)	(1,814,990)	(1,538,799)		276,191	15.22%	▲
Other Property and Services		(3,141,592)	(2,683,541)	(1,795,170)		888,371	33.10%	▲
Total Operating Expenditure		(47,121,731)	(37,511,912)	(33,896,794)	72%	3,615,118		
<b>Funding Balance Adjustments</b>								
Add back Depreciation		11,653,092	9,710,914	10,041,397		330,483	(3.40%)	
Adjust (Profit)/Loss on Asset Disposal	8	339,548	323,834	23,603		(300,231)	92.71%	
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
<b>Net Cash from Operations</b>		5,353,885	5,177,532	11,176,090		5,998,558		
<b>Capital Revenues</b>								
<b>Grants, Subsidies and Contributions</b>		33,161,658	26,470,387	25,503,605		(966,782)	3.65%	
Governance		8,000	6,660	0		(6,660)	100.00%	
General Purpose Funding		0	0	0		0		
Rates		0	0	0		0		
Other General Purpose Funding		0	0	0		0		
Law, Order and Public Safety	1	1	1	0		(1)	100.00%	
Health		0	0	0		0		
Education and Welfare		0	0	0		0		
Housing		0	0	0		0		
Community Amenities		(124,000)	(103,330)	(124,069)		(20,739)	(20.07%)	▼
Recreation and Culture		16,537,233	12,640,720	9,195,172		(3,445,548)	27.26%	
Transport		4,195,299	3,472,066	4,825,740		1,353,674	(38.99%)	
Economic Services		12,545,125	10,454,270	11,606,762		1,152,492	(11.02%)	
Other Property and Services		0	0	0		0		
Proceeds from Disposal of Assets	8	361,651	284,540	122,588	34%	(161,952)	56.92%	
Total Capital Revenues		33,523,309	26,754,927	25,626,193	77%	(1,128,734)		



**SHIRE OF BROOME**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 April 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	(11,906,751)	(8,663,416)	(8,129,434)		533,982	6.16%	
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	(22,618,086)	(18,339,596)	(11,393,731)		6,945,865	37.87%	▲
Infrastructure Assets - Recreation Areas	12	(3,194,242)	(2,577,719)	(896,772)		1,680,947	65.21%	▲
Infrastructure Assets - Drainage	12	(509,080)	(424,190)	(372,858)		51,332	12.10%	▲
Infrastructure Assets - Other	12	(9,816,742)	(7,482,503)	(3,322,995)		4,159,508	55.59%	▲
Mobile Plant and Equipment	12	(1,775,367)	(1,147,460)	(714,165)		433,295	37.76%	▲
Fixed Plant and Equipment	12	(40,500)	(33,750)	0		33,750	100.00%	▲
Furniture and Equipment	12	(420,207)	(350,162)	(94,415)		255,747	73.04%	▲
Total Capital Expenditure		(50,280,975)	(39,018,796)	(24,924,370)	50%	14,094,426		
<b>Net Cash from Capital Activities</b>		(16,757,666)	(12,263,869)	701,823		12,965,692		
<b>Financing</b>								
Proceeds from New Debentures		5,082,741	1,178,210	(42,904)		(1,221,114)	103.64%	
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		0	0	0		0		
Transfer from Reserves	7	5,829,795	3,306,830	0		(3,306,830)	100.00%	
Advances to Community Groups		0	0	0		0		
Repayment of Debentures	10	(875,556)	(383,969)	(380,334)		3,635	0.95%	
Transfer to Reserves	7	(2,995,117)	(2,473,357)	(204,738)		2,268,619	91.72%	▲
<b>Net Cash from Financing Activities</b>		7,041,863	1,627,714	(627,976)		(2,255,690)		
<b>Net Operations, Capital and Financing</b>		(4,361,918)	(5,458,623)	11,249,937		16,708,560		
<b>Opening Funding Surplus(Deficit)</b>	3	4,188,392	4,188,392	4,188,392		0		
<b>Closing Funding Surplus(Deficit)</b>	3	(173,526)	(1,270,231)	15,438,329		16,708,560		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold  
Refer to Note 2 for an explanation of the reasons for the variance

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF BROOME  
STATEMENT OF FINANCIAL ACTIVITY  
(By Nature or Type)  
For the Period Ended 30 April 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	23,299,321	19,416,100	23,284,688		3,868,588	19.92%	▲
Operating Grants, Subsidies and Contributions		3,150,682	2,544,666	2,352,684		(191,982)	(7.54%)	
Fees and Charges		12,516,590	9,412,580	8,138,903		(1,273,677)	(13.53%)	▼
Service Charges		0	0	0		0		
Interest Earnings		293,811	244,740	209,041		(35,699)	(14.59%)	▼
Other Revenue		1,121,263	940,314	1,011,953		71,639	7.62%	
Profit on Disposal of Assets	8	101,309	96,296	10,615		(85,681)	(88.98%)	▼
Total Operating Revenue		40,482,976	32,654,696	35,007,884	86%	2,353,188		
<b>Operating Expense</b>								
Employee Costs		(15,872,031)	(13,241,495)	(12,749,067)		492,428	(3.72%)	
Materials and Contracts		(13,228,370)	(10,273,449)	(7,262,758)		3,010,691	(29.31%)	
Utility Charges		(2,080,237)	(1,733,520)	(1,774,700)		(41,180)	2.38%	
Depreciation on Non-Current Assets		(11,653,092)	(9,710,914)	(10,041,397)		(330,483)	3.40%	
Interest Expenses		(165,706)	(114,260)	(46,425)		67,835	(59.37%)	
Insurance Expenses		(721,758)	(679,992)	(767,166)		(87,174)	12.82%	
Other Expenditure		(2,959,679)	(1,338,153)	(1,221,062)		117,091	(8.75%)	
Loss on Disposal of Assets	8	(440,857)	(420,130)	(34,218)		385,912	(91.86%)	
Total Operating Expenditure		(47,121,730)	(37,511,913)	(33,896,793)	72%	3,615,120		
<b>Funding Balance Adjustments</b>								
Add back Depreciation		11,653,092	9,710,914	10,041,397		330,483	3.40%	
Adjust (Profit)/Loss on Asset Disposal	8	339,548	323,834	23,603		(300,231)	(92.71%)	▼
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
<b>Net Cash from Operations</b>		5,353,886	5,177,531	11,176,091		5,998,560		
<b>Capital Revenues</b>								
Grants, Subsidies and Contributions		33,161,657	26,470,387	25,503,605		(966,782)	(3.65%)	
Proceeds from Disposal of Assets		361,651	284,540	122,588	34%	(161,952)	(56.92%)	▼
Total Capital Revenues		33,523,308	26,754,927	25,626,193	77%	(1,128,734)		

SHIRE OF BROOME  
STATEMENT OF FINANCIAL ACTIVITY  
(By Nature or Type)  
For the Period Ended 30 April 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	(11,906,751)	(8,663,416)	(8,129,434)		533,982	(6.16%)	
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	(22,618,086)	(18,339,596)	(11,393,731)		6,945,865	(37.87%)	
Infrastructure Assets - Recreation Areas	12	(3,194,242)	(2,577,719)	(896,772)		1,680,947	(65.21%)	
Infrastructure Assets - Drainage	28	(509,080)	(424,190)	(372,858)		51,332	(12.10%)	
Infrastructure Assets - Other	12	(9,816,742)	(7,482,503)	(3,322,995)		4,159,508	(55.59%)	
Fixed Plant and Equipment	12	(40,500)	(33,750)	0		33,750	(100.00%)	
Furniture and Equipment	12	(420,207)	(350,162)	(94,415)		255,747	(73.04%)	
Total Capital Expenditure		(50,280,975)	(39,018,796)	(24,924,370)	50%	14,094,426		
<b>Net Cash from Capital Activities</b>		<b>(16,757,667)</b>	<b>(12,263,869)</b>	<b>701,823</b>		<b>12,965,692</b>		
<b>Financing</b>								
Proceeds from New Debentures		5,082,741	1,178,210	(42,904)		(1,221,114)	(103.64%)	▼
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		0	0	0		0		
Transfer from Reserves	7	5,829,795	3,306,830	0		(3,306,830)	(100.00%)	▼
Advances to Community Groups		0	0	0		0		
Repayment of Debentures	10	(875,556)	(383,969)	(380,334)		3,635	(0.95%)	
Transfer to Reserves	7	(2,995,117)	(2,473,357)	(204,738)		2,268,619	(91.72%)	
<b>Net Cash from Financing Activities</b>		<b>7,041,863</b>	<b>1,627,714</b>	<b>(627,976)</b>		<b>(2,255,690)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(4,361,918)</b>	<b>(5,458,624)</b>	<b>11,249,938</b>		<b>16,708,562</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>(173,526)</b>	<b>(1,270,232)</b>	<b>15,438,330</b>		<b>16,708,562</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.

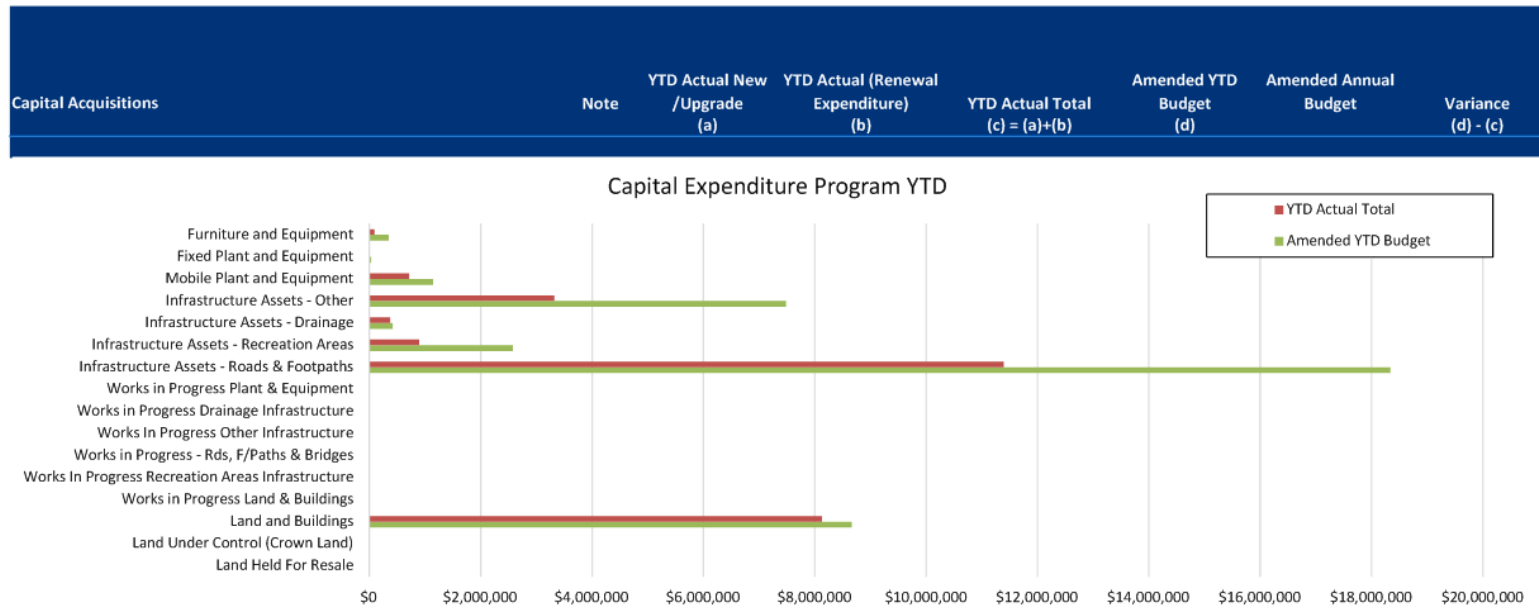
SHIRE OF BROOME  
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING  
For the Period Ended 30 April 2021

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	3,088,558	5,040,876	8,129,434	8,663,416	11,906,751	(533,982)
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	11,066,519	327,212	11,393,731	18,339,596	22,618,086	(6,945,865)
Infrastructure Assets - Recreation Areas	12	830,165	66,607	896,772	2,577,719	3,194,242	(1,680,947)
Infrastructure Assets - Drainage	12	372,858	0	372,858	424,190	509,080	(51,332)
Infrastructure Assets - Other	12	3,269,628	53,367	3,322,995	7,482,503	9,816,742	(4,159,508)
Mobile Plant and Equipment	12	56,743	657,422	714,165	1,147,460	1,775,367	(433,295)
Fixed Plant and Equipment	12	0	0	0	33,750	40,500	(33,750)
Furniture and Equipment	12	94,415	0	94,415	350,162	420,207	(255,747)
Capital Expenditure Totals		18,778,886	6,145,484	24,924,370	39,018,796	50,280,975	(14,094,426)

### Funded By:

Capital Grants and Contributions	25,503,605	26,470,387	33,161,657	966,782
Borrowings	(42,904)	1,178,210	5,082,741	(1,221,114)
Other (Disposals & C/Fwd)	122,588	284,540	361,651	(161,952)
Total Own Source Funding - Cash Backed Reserves	0	3,306,830	(5,829,795)	(3,306,830)
Own Source Funding - Operations	(658,919)	7,778,829	17,504,721	(8,437,748)
Capital Funding Total	24,924,370	39,018,796	50,280,975	(14,094,426)

**SHIRE OF BROOME**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 30 April 2021





SHIRE OF BROOME  
STATEMENT OF BUDGET AMENDMENTS  
(Statutory Reporting Program)  
For the Period Ended 30 April 2021

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
<b>Operating Revenues</b>	\$	\$	\$
Governance	264,694	84,553	349,247
General Purpose Funding - Rates	23,599,821	(166,780)	23,433,041
General Purpose Funding - Other	922,048	0	922,048
Law, Order and Public Safety	115,033	3,000	118,033
Health	187,984	(3,900)	184,084
Education and Welfare	20,000	13,716	33,716
Housing	1,926,356	0	1,926,356
Community Amenities	6,871,348	(153,547)	6,717,801
Recreation and Culture	1,371,080	99,168	1,470,248
Transport	742,132	847,173	1,589,305
Economic Services	869,000	864,017	1,733,017
Other Property and Services	2,599,518	(597,436)	2,002,082
<b>Total Operating Revenue</b>	39,489,015	989,963	40,478,978
<b>Operating Expense</b>			
Governance	(2,642,893)	(74,500)	(2,717,393)
General Purpose Funding	(466,775)	73,939	(392,836)
Law, Order and Public Safety	(1,189,168)	(98,475)	(1,287,643)
Health	(616,829)	(7,000)	(623,829)
Education and Welfare	(533,490)	(11,916)	(545,406)
Housing	(1,965,704)	(29,000)	(1,994,704)
Community Amenities	(10,162,860)	(1,086,805)	(11,249,665)
Recreation and Culture	(12,479,499)	(155,179)	(12,634,678)
Transport	(10,263,074)	194,000	(10,069,074)
Economic Services	(2,667,906)	211,000	(2,456,906)
Other Property and Services	(2,750,131)	(391,461)	(3,141,592)
<b>Total Operating Expenditure</b>	(45,738,329)	(1,375,397)	(47,113,726)
<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>	5,747,326	(385,434)	5,361,892
<b>Capital Revenues</b>			
Grants, Subsidies and Contributions	30,737,197	2,416,458	33,153,655
Proceeds from Disposal of Assets	328,500	33,151	361,651
Proceeds from Sale of Investments	0		0
<b>Total Capital Revenues</b>	31,065,697	2,449,609	33,515,306

**SHIRE OF BROOME**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 April 2021**

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
<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)	(2,437,097)	(11,906,749)
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)	(6,764,975)	(22,618,080)
Infrastructure Assets - Recreation Areas	(2,864,945)	(329,297)	(3,194,242)
Infrastructure Assets - Drainage	0	(509,080)	(509,080)
Infrastructure Assets - Other	(10,309,212)	492,473	(9,816,739)
Mobile Plant and Equipment	(1,918,000)	142,633	(1,775,367)
Fixed Plant and Equipment	(20,500)	(20,000)	(40,500)
Furniture and Equipment	(237,925)	(182,280)	(420,205)
<b>Total Capital Expenditure</b>	<b>(40,673,339)</b>	<b>(9,607,623)</b>	<b>(50,280,962)</b>
<b>Net Cash from Capital Activities</b>	<b>(9,607,642)</b>	<b>(7,158,014)</b>	<b>(16,765,656)</b>
<b>Financing</b>			
Proceeds from New Debentures	3,335,000	1,747,741	5,082,741
Proceeds from Advances	0	0	0
Self-Supporting Loan Principal	0	1,250,000	1,250,000
Transfer from Reserves	2,714,010	3,115,784	5,829,794
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)	(705,433)	(2,995,119)
<b>Net Cash from Financing Activities</b>	<b>1,633,770</b>	<b>5,408,092</b>	<b>7,041,862</b>
<b>Net Operations, Capital and Financing</b>	<b>(2,226,546)</b>	<b>(2,135,356)</b>	<b>(4,361,902)</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>(173,510)</b>	<b>(173,510)</b>

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

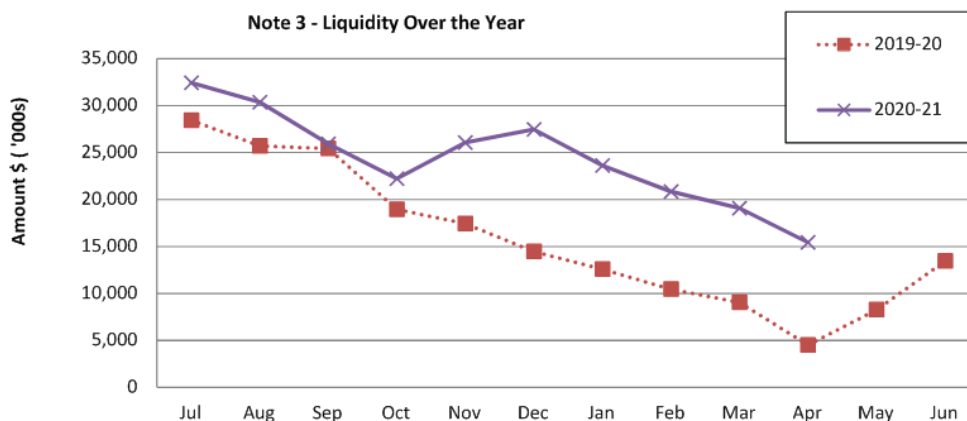
**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	20,271	6.97%			
General Purpose Funding - Rates	3,871,000	19.82%	▲	Permanent	Outstanding rates debt collections reduced due to CS Legal referral and direct debit payment plan initiative.
General Purpose Funding - Other	(6,206)	(0.90%)			
Law, Order and Public Safety	40,777	41.46%	▲	Permanent	Implementation new Fines system to allow for action being taken to chase up outstanding revenue from Fines.
Health	9,326	6.08%			
Education and Welfare	5,626	20.03%			
Housing	(1,015,230)	(63.24%)	▼	Permanent	Lower level of staff salary sacrificed housing than budget
Community Amenities	(103,886)	(2.03%)			
Recreation and Culture	18,648	1.52%			
Transport	(577,407)	(43.60%)	▼	Permanent	Carry over income for Natural Disaster - Cape Leveque Rd TC Kelvin damage not received.
Economic Services	(92,884)	(10.37%)	▼	Timing	Roebuck Bay Caravan park - 2020 revenue % yet to be invoiced & paying on new monthly agreement from Oct.
Other Property and Services	183,153	10.84%	▲	Timing	Change in Accounting Policy - treatment of prepaid private works - Morrell Park Road Maintenance.
<b>Operating Expense</b>					
Governance	407,718	18.03%	▲	Timing	Various Community sponsorships Initiatives programmed for remaining months of the year & EDL reserve transfer set for June.
General Purpose Funding	(19,481)	(5.95%)			
Law, Order and Public Safety	101,879	9.67%			
Health	(70,906)	(13.64%)	▼	Permanent	Works vehicle being used by Rangers with allocated plant costs and Health salaries over due to high leave payout on employee's final payment.
Education and Welfare	30,099	6.61%			
Housing	1,016,324	61.09%	▲	Permanent	Lower level of staff salary sacrificed housing than budget
Community Amenities	65,972	0.84%			
Recreation and Culture	234,510	2.23%			
Transport	684,441	8.16%			
Economic Services	276,191	15.22%	▲	Permanent/ Timing	Salary savings from vacancies & write-off of BVC outgoings not yet completed.
Other Property and Services	888,371	33.10%	▲	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	(966,782)	3.65%		Timing	Receipt of \$6M Chinatown Grant monies in advance offset by various grants not yet received.
Proceeds from Disposal of Assets	(161,952)	56.92%		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	533,982	6.16%			
Infrastructure Assets - Roads & Footpaths	6,945,865	37.87%	▲	Timing	Chinatown Stage 2 roadworks on track - delay with delivery of lighting for overseas, set for carryover.
Infrastructure Assets - Recreation Areas	1,680,947	65.21%	▲	Timing	Nipper Roe Lighting - waiting delivery of flooring from overseas, set for carryover.
Infrastructure Assets - Drainage	51,332	12.10%	▲	Timing	Short St Drainage delay with clearing permit, set for carryover.
Infrastructure Assets - Other	4,159,508	55.59%	▲	Timing	Frederick St- project complete & remaining budget to be transferred back to reserve.
Mobile Plant and Equipment	433,295	37.76%	▲	Timing	Town Beach Jetty project - onsite works progressing, set for carryover - complete Aug/Sep.
Fixed Plant and Equipment	33,750	100.00%	▲	Timing	Timing on various plant replacement items - waiting delivery on big items.
Furniture and Equipment	255,747	(8.37%)			Reticulation Control System - not started.
<b>Financing</b>					
Proceeds from New Debentures	(1,221,114)	103.64%			Broome Golf Club Self supporting loan not yet drawn down.
Proceeds from Advances	0				
Self-Supporting Loan Principal	0				
Transfer from Reserves	(3,306,830)	100.00%		Timing	Reserve transfers happen at EOFY
Advances to Community Groups	0				
Loan Principal	3,635	0.95%			
Transfer to Reserves	2,268,619	91.72%	▲	Timing	Reserve transfers happen at EOFY

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 April 2021

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 30 Apr 2021	30 Jun 2020	YTD 30 Apr 2020
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	17,335,120	11,704,705	5,752,845
Cash Restricted	4	32,077,697	31,872,958	35,409,925
Receivables - Rates	6	1,162,574	876,141	1,208,522
Receivables - Rates Other		58,044	(22,334)	39,360
Receivables - Debtors	6	1,001,752	4,939,275	1,601,118
Receivables - Other		244,662	434,555	287,654
Sundry Provisions & Accruals		96,557	684,314	99,303
Inventories		71,736	44,407	51,557
		52,048,141	50,534,021	44,450,284
<b>Less: Current Liabilities</b>				
Payables		(4,884,123)	(14,350,499)	(3,983,620)
Provisions		(1,316,221)	(1,764,463)	(906,092)
		(6,200,344)	(16,114,962)	(4,889,712)
Less: Cash Reserves	7	(32,077,697)	(31,872,958)	(35,409,925)
Rounding and Timing Adjustment		1,668,229		
<b>Net Current Funding Position</b>		<b>15,438,329</b>	<b>2,546,101</b>	<b>4,150,647</b>

**Note 3 - Liquidity Over the Year****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 30 April 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%	3,230,605			3,230,605	CommBank	At Call
Business Online Saver	0.40%	1,025,995			1,025,995	CommBank	At Call
BRAC Bank Account	0.10%	62,929			62,929	CommBank	At Call
BPAY Bank Account	0.00%	0			0	CommBank	At Call
Reserve Bank Account	0.40%		135,539		135,539	CommBank	At Call
Trust Bank Account	0.00%			151,319	151,319	CommBank	At Call
ESCROW - Trust	0.00%		3,373,348		3,373,348	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	0.41%	3,006,210			3,006,210	BANKWEST	28-Jun-21
Term Deposit	0.37%	5,010,675			5,010,675	BANKWEST	07-Jun-21
Term Deposit	0.40%	5,000,000			5,000,000	BANKWEST	10-May-21
Term Deposit	0.70%				0	BANKWEST	
<b>Total</b>		<b>17,340,814</b>	<b>32,077,697*</b>	<b>151,319†</b>	<b>49,569,829</b>		
<b>Adjustments</b>							
Payment Timing Adjustments**		5,694					
<b>Total</b>		<b>17,335,120</b>	<b>32,077,697</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 30 April 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
		Permanent Changes						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)
30105		Rates Broome - Op Inc - Rates	OMC 25/2/21 - FACR2	Operating Income		110,000		(174,841)
30201		Rates Non Payment Int - Op Inc - Rates	OMC 25/2/21 - FACR2	Operating Income		38,000		(136,841)
0030105		Rates Broome - Op Inc - Rates	OMC 29/4/21 - FACR 3	Operating Income		40,000		(96,841)
0030201		Rates Non Payment Int - Op Inc - Rates	OMC 29/4/21 - FACR 3	Operating Income		12,000		(84,841)
0032480		Rates Enquiry Fees - Op Inc - Rates	OMC 29/4/21 - FACR 3	Operating Income		6,000		(78,841)
0032492		Back Rates - Op Inc - Rates	OMC 29/4/21 - FACR 3	Operating Income			(14,000)	(92,841)
		<b>Governance</b>						
0023050		Grant Op - Youth Coordinating Committee Op Inc - Other Governance	OMC 20/11/20 - FACR1	Operating Income		81,968		(10,873)
0022172		Community Sponsorship Program - Op Exp - Other Governance	OMC 20/11/20 - FACR1	Operating Expenditure			(30,000)	(40,873)
0023040		Youth Development Programme & Working Group - Op Exp - Other Governance	OMC 20/11/20 - FACR1	Operating Expenditure			(16,000)	(56,873)
0022172		Community Sponsorship Program - Op Exp - Other Governance	OMC 20/11/20 - FACR1	Operating Expenditure			(40,000)	(96,873)
0024010		Conferences Travel & Accom Op Exp - Members	OMC 20/11/20 - FACR1	Operating Expenditure		22,000		(74,873)
0022172		Community Sponsorship Program - Op Exp - Other Governance	OMC 10/12/20 - Carryovers	Operating Expenditure		80,000		5,127
22173		EDL sponsorship programme Reserve Funded - Op Exp - Other Governance	OMC 10/12/20 - Carryovers	Operating Expenditure		10,000		15,127
23596		Transfer From Community Sponsorship Reserve Cap Inc - Other Gov	OMC 10/12/20 - Carryovers	Capital Income			(80,000)	(64,873)
23593		Transfer From EDL Sponsorship Reserve - Cap Inc - Other Gov	OMC 10/12/20 - Carryovers	Capital Income			(10,000)	(74,873)
23050		Grant Op - Youth Coordinating Committee Op Inc - Other Governance	OMC 10/12/20 - Carryovers	Operating Income		8,871		(66,002)
23015		Executive Travel & Accom - Op Exp - Other Governance	OMC 25/2/21 - FACR2	Operating Expenditure		20,000		(46,002)
23450		Consultants - Op Exp - Other Governance	OMC 25/2/21 - FACR2	Operating Expenditure			(58,000)	(104,002)
22218		Grants - Op Inc - Other Governance	OMC 25/2/21 - FACR2	Operating Income		8,000		(96,002)
22290		Sister City Relations/Japanese Youth Ambassador - Op Exp - Other Governance	OMC 25/2/21 - FACR2	Operating Expenditure		5,000		(91,002)
23050		Grant Op - Youth Coordinating Committee Op Inc - Other Governance	OMC 25/2/21 - FACR2	Operating Income			(9,000)	(100,002)
23052		Volunteers Day Program Op Exp - Other Governance	OMC 25/2/21 - FACR2	Operating Expenditure		3,000		(97,002)
23530		Interest Rec EDL Sponsorship Reserve - Op Inc - Other Governance	OMC 25/2/21 - FACR2	Operating Income			(292)	(97,294)
23592		Transfer to EDL Sponsorship Reserve - Cap Exp - Other Governance	OMC 25/2/21 - FACR2	Capital Expenditure		292		(97,002)
23535		Interest Rec Community Sponsorship Reserve - Op Inc - Other Governance	OMC 25/2/21 - FACR2	Operating Income			(550)	(97,552)
23595		Transfer to Community Sponsorship Reserve - Cap Exp - Other Governance	OMC 25/2/21 - FACR2	Capital Expenditure		550		(97,002)
23536		Kimberley Zone - Interest on Reserve - Op Inc	OMC 25/2/21 - FACR2	Operating Income			(4,444)	(101,446)
23597		Kimberley Zone - Transfer to Kimberley Zone Reserve - Cap Exp - Kimberley Zone - SOB's Members Costs - Op Exp - Kimberley Zone	OMC 25/2/21 - FACR2	Capital Expenditure		4,444		(97,002)
0022121		Contribution to Kimberley Zone Secretariat	OMC 29/4/21 - FACR 3	Operating Expenditure		8,000		(89,002)
0022124		WARCA (WA Regional Capitals Alliance) - Op Exp - Other Governance	OMC 29/4/21 - FACR 3	Operating Expenditure		5,000		(84,002)
0022125		Legal Exps Op Exp - Other Governance	OMC 29/4/21 - FACR 3	Operating Expenditure		8,000		(76,002)
0022230		Legal Exps Op Exp - Other Governance	OMC 29/4/21 - FACR 3	Operating Expenditure		20,000		(56,002)
0024000		Shire President & CEO Special Travel - Op Exp - Members	OMC 29/4/21 - FACR 3	Operating Expenditure		7,000		(49,002)
0021714		Sundry In Kind Donations Op Exp - Other Governance	OMC 29/4/21 - FACR 3	Operating Expenditure		46,500		(2,502)
0023453		Review of Strategies Relating to the Community Strategic Plan - Op Exp - Other Gov	OMC 29/4/21 - FACR 3	Operating Expenditure			(30,000)	(32,502)
23598		Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone	OMC 10/12/20	Capital Income		50,000		17,498
405235		Kimberley Zone - Alcohol Management Initiatives - Op Exp	OMC 10/12/20	Operating Expenditure			(50,000)	(32,502)
23598		Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone	OMC 10/12/20	Capital Income		35,000		2,498
405235		Kimberley Zone - Alcohol Management Initiatives - Op Exp	OMC 10/12/20	Operating Expenditure			(35,000)	(32,502)
23598		Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone	OMC 10/12/20	Capital Income		50,000		17,498
405235		Kimberley Zone - Alcohol Management Initiatives - Op Exp	OMC 10/12/20	Operating Expenditure			(50,000)	(32,502)
		<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)	(57,302)
0053015		Relief Staff Exp - Op Exp - Ranger Operations	OMC 20/11/20 - FACR1	Operating Expenditure			(25,000)	(82,302)
0052850		Proceeds on Asset Sale Cap Inc - Emerg & Rang Serv	OMC 20/11/20 - FACR1	Capital Income			(13,000)	(95,302)
0053033		Security Beach Patrols - Op Exp - Ranger Operations	OMC 20/11/20 - FACR1	Operating Expenditure			(6,000)	(101,302)
53172		VBFB Building New Const - Cap Exp - Volunteer Bush Fire Brigade	OMC 10/12/20 - Carryovers	Capital Expenditure			(64,049)	(165,351)
53390		Capital Grant Funding For Plant/Equip/ Buildings - Cap Inc - Volunteer Bush Fire Brigade	OMC 10/12/20 - Carryovers	Capital Income		121,649		(43,702)
53238		Surf Club Building Renewal (Inc Plant & Furniture) Cap Exp-Law Ord & PS	OMC 10/12/20 - Carryovers	Capital Expenditure			(15,000)	(58,702)
53273		Cable Beach Foreshore Restore	OMC 10/12/20 - Carryovers	Operating Expenditure			(10,175)	(68,877)
0053172		VBFB Building New Const - Cap Exp - Volunteer Bush Fire Brigade	OMC 25/2/21 - FACR2	Capital Expenditure		606,499		537,622
0055286		SES Buildings New Const > \$5000 - Cap Exp - SES/ Fire & Emergency Services	OMC 25/2/21 - FACR2	Capital Expenditure		15,000		552,622
0053390		Capital Grant Funding For Plant/Equip/ Buildings - Cap Inc - Volunteer Bush Fire Brigade	OMC 25/2/21 - FACR2	Capital Income			(675,243)	(122,621)
0053060		Impounding of Vehicles Expense - Op Exp - Other Law Order & Public Safety	OMC 25/2/21 - FACR2	Operating Expenditure			(17,500)	(140,121)
0053015		Relief Staff Exp - Op Exp - Ranger Operations	OMC 25/2/21 - FACR2	Operating Expenditure			(20,000)	(160,121)
0052450		Vehicle & Mobile Plant Renewal (Replace) Cap Exp - Emerg & Rang Serv	OMC 25/2/21 - FACR2	Capital Expenditure			(5,662)	(165,783)
0053238		Surf Club Building Renewal (Inc Plant & Furniture) Cap Exp-Law Ord & PS	OMC 25/2/21 - FACR2	Capital Expenditure		15,000		(150,783)
0051401		Bush Fire Brigade FESA Operating Grant - Op Inc - Volunteer Bush Fire Brigade	OMC 29/4/21 - FACR 3	Operating Income		3,000		(147,783)
0052040		Pound Fees Animal Destruction & Disposal - Op Exp - Animal Control	OMC 29/4/21 - FACR 3	Operating Expenditure		10,000		(137,783)
0053015		Relief Staff Exp - Op Exp - Ranger Operations	OMC 29/4/21 - FACR 3	Operating Expenditure			(8,000)	(145,783)
0051010		Salaries - Op Exp - Fire Prevention	OMC 29/4/21 - FACR 3	Operating Expenditure		8,000		(137,783)
0053036	53046	Surf Club - Reactive Maint - Op Exp	OMC 29/4/21 - FACR 3	Operating Expenditure			(5,000)	(142,783)
		<b>Health</b>	OMC 29/4/21 - FACR 3					

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 April 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
0074413		Commercial Pool Inspection Fees - Op Inc - Preventive - Inspection/Admin	OMC 20/11/20 - FACR1	Operating Income			(6,000)	(148,783)
0075391		Grants and Contributions Rec'd Op Inc - Prev Svcs - Pest Control	OMC 20/11/20 - FACR1	Operating Income		2,700		(146,083)
74420		Health Licences - Op Inc - Preventive - Inspection/Admin	OMC 25/2/21 - FACR2	Operating Income		11,400		(134,683)
74490		Trading Licences - All Except Beach - Op Inc - Prevent - Inspection/Admin	OMC 25/2/21 - FACR2	Operating Income			(12,000)	(146,683)
75020		Mosquito Control & Pest Control - Op Exp - Preventive Service-Pest Control	OMC 25/2/21 - FACR2	Operating Expenditure			(4,000)	(150,683)
0075020		Mosquito Control & Pest Control - Op Exp - Preventive Service-Pest Control	OMC 29/4/21 - FACR 3	Operating Expenditure			(3,000)	(153,683)
74420		Health Licences - Op Inc - Preventive - Inspection/Admin		Operating Income				(153,683)
		<b>Education and Welfare</b>	OMC 29/4/21 - FACR 3					
0082675		Grants For Community Programs - Op Inc - Community Services	OMC 20/11/20 - FACR1	Operating Income			(20,000)	(173,683)
82675		Grants For Community Programs - Op Inc - Community Services	OMC 10/12/20 - Carryovers	Operating Income		8,716		(164,967)
82670		Staff Income - Comm Services	OMC 10/12/20 - Carryovers	Operating Income		25,000		(139,967)
0082613		Advertising Promotion & Printing - Op Exp - Community Services	OMC 25/2/21 - FACR2	Operating Expenditure			(5,000)	(144,967)
0082617		Community Development Strategy - Op Exp - Community Services	OMC 25/2/21 - FACR2	Operating Expenditure			(3,716)	(148,683)
0082635		Community Safety Projects - Op Exp - (Income in 82675) - Community Services	OMC 25/2/21 - FACR2	Operating Expenditure			(3,200)	(151,883)
		<b>Housing</b>	OMC 29/4/21 - FACR 3					
0096102		Staff Housing - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(29,000)	(180,883)
		<b>Community Amenities</b>	OMC 29/4/21 - FACR 3					
0105546	105550	Project - Broome Townsite Coastal Hazard Risk Mgt & Adaptation Plan Consult - Op Exp - Prot of Envrn	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(185,883)
0106030	106055	Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC 20/11/20 - FACR1	Operating Expenditure			(155,000)	(340,883)
0106106	106107	Consultancy - Op Exp - Development Services	OMC 20/11/20 - FACR1	Operating Expenditure		140,000		(200,883)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(65,000)	(265,883)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(35,000)	(300,883)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(65,000)	(365,883)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(126,750)	(492,633)
0107071	107024	Town Beach Ablutions (New) - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(30,000)	(522,633)
0108001		New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	OMC 20/11/20 - FACR1	Operating Expenditure			(186,704)	(709,337)
0101995		Transfer From Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC 20/11/20 - FACR1	Capital Income		186,704		(522,633)
0104482		Headworks Contribution - Non Op Inc - Urban Stormwater Drainage	OMC 20/11/20 - FACR1	Capital Income		6,000		(516,633)
0101480		Refuse & Recycling Bin Sales - Op Inc - Sanitation Gen Refuse	OMC 20/11/20 - FACR1	Operating Income			(27,106)	(543,739)
0101525		Transfer From Refuse Site Reserve - Sanitation Gen Refuse	OMC 20/11/20 - FACR1	Capital Income		27,106		(516,633)
0101080	101082	WMF - Planned Maint & Minor Works - Op Exp	OMC 10/12/20 - Carryovers	Operating Expenditure			(26,439)	(543,072)
0104800	104920	Broome Townsite Drains Renewal - Cap Infra Exp - Urb Stwater	OMC 10/12/20 - Carryovers	Capital Expenditure			(20,000)	(563,072)
0104270	104299	Short St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(154,830)	(717,902)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(291,654)	(1,009,556)
0106030	106055	Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC 10/12/20 - Carryovers	Operating Expenditure		22,145		(987,411)
101525		Transfer From Refuse Site Reserve - Sanitation Gen Refuse	OMC 10/12/20 - Carryovers	Capital Income			(223,561)	(1,210,972)
101510		Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	OMC 10/12/20 - Carryovers	Capital Expenditure		250,000		(960,972)
107034		Broome Cemetery Survey & Other - Op Exp - Other Comm Amen	OMC 10/12/20 - Carryovers	Operating Expenditure			(12,349)	(973,321)
108001		New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	OMC 10/12/20 - Carryovers	Operating Expenditure			(701,958)	(1,675,279)
101995		Transfer From Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC 10/12/20 - Carryovers	Capital Income		701,958		(973,321)
106482		Grant Income - Op Inc - Town Planning/Regional Devel	OMC 10/12/20 - Carryovers	Operating Income		11,712		(961,609)
0101038	101039	Training Expenses - OpExps - Sanitation Gen Refuse	OMC 25/2/21 - FACR2	Operating Expenditure		11,400		(950,209)
0101038	101039	Training Expenses - OpExps - Sanitation Gen Refuse	OMC 25/2/21 - FACR2	Operating Expenditure			(11,400)	(961,609)
0108001		New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	OMC 25/2/21 - FACR2	Operating Expenditure			(110,000)	(1,071,609)
0101995		Transfer From Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC 25/2/21 - FACR2	Capital Income		110,000		(961,609)
0106030	106055	Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC 25/2/21 - FACR2	Operating Expenditure			(25,000)	(986,609)
0106038		Legal Expenses - Development Services	OMC 25/2/21 - FACR2	Operating Expenditure			(5,000)	(991,609)
0106420		Rezoning Fees (Incl GST) - Op Inc - Town Planning/Regional Devel	OMC 25/2/21 - FACR2	Operating Income		2,500		(989,109)
0101515		Transfer to Refuse Reserve - Cap Exp - Sanitation Gen Refuse	OMC 25/2/21 - FACR2	Capital Expenditure		35,253		(953,856)
0101425		Interest - Refuse Site Reserve - Op Inc - Sanitation Gen Refuse	OMC 25/2/21 - FACR2	Operating Income			(35,253)	(989,109)
0101426		Interest - Reg Res Rec Pk Reserve - Op Inc - Reg Res Recov Pk	OMC 25/2/21 - FACR2	Operating Income			(152,047)	(1,141,156)
0101895		Transfer to Regional Resource Recovery Park Reserve - Cap Exp - Reg Res Rec Pk	OMC 25/2/21 - FACR2	Capital Expenditure		152,047		(989,109)
0102983		Interest Rec Drainage Reserve - Op InclUrban S'water Drainage	OMC 25/2/21 - FACR2	Operating Income			(11,302)	(1,000,411)
0104281		Transfer to Drainage Reserve - Cap Exp - Urban Stormwater Drainage	OMC 25/2/21 - FACR2	Capital Expenditure		11,302		(989,109)
1033399		Interest Rec - Public Art Reserve - Op Inc - Other Comm Amen	OMC 25/2/21 - FACR2	Operating Income			(51)	(989,160)
1033499		Transfer to Public Art Reserve - Cap Exp - Other Community Amenities	OMC 25/2/21 - FACR2	Capital Expenditure		51		(989,109)
0107370		Cemetery Fees Inc GST - Op Inc - Other Community Amenities	OMC 25/2/21 - FACR2	Operating Income		8,500		(980,609)
0107375		Cemetery related Licenses - GST Free - Op Inc - Other Community Amenities	OMC 25/2/21 - FACR2	Operating Income		4,500		(976,109)
0107060	107061	Broome Roadwise - Road Safety Project	OMC 25/2/21 - FACR2	Operating Expenditure			(5,000)	(981,109)
0101500		Proceeds From Sale of Assets - Cap Inc - Sanitation Gen Refuse	OMC 25/2/21 - FACR2	Capital Income		30,000		(951,109)
0101508		Vehicles & Mobile Plant New - Cap Exp- Sanit Gen Refuse	OMC 25/2/21 - FACR2	Capital Expenditure			(20,000)	(971,109)
0101031	101037	Liquid Waste - Works - Op Exp - San Gen Refuse	OMC 25/2/21 - FACR2	Operating Expenditure		15,000		(956,109)
0101642		Non-Operating Grant - Sanitation - General Refuse	OMC 25/2/21 - FACR2	Capital Income			(130,000)	(1,086,109)
1052510		Transfer From Refuse Site Reserve - Sanitation Other	OMC 25/2/21 - FACR2	Capital Income		105,000		(981,109)
0104800	104920	Broome Townsite Drains Renewal - Cap Infra Exp - Urb Stwater	OMC 25/2/21 - FACR2	Capital Expenditure			(30,000)	(1,011,109)
0104600	104795	Frederick (KBR Report) - Infra Cap Exp	OMC 25/2/21 - FACR2	Capital Expenditure		130,000		(881,109)

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 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
0104205		Transfer to Restricted Cash Reserve - Cap Exp - Urban Storm Water Drainage	OMC 25/2/21 - FACR2	Capital Expenditure			(15,000)	(896,109)
0106030	106055	Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC 29/4/21 - FACR 3	Operating Expenditure			(8,000)	(904,109)
0106039		Planning Appeals - Op Exp - Town Planning/ Regional Development Fees (GST Free) - Op Inc - Town Planning/Regional Development	OMC 29/4/21 - FACR 3	Operating Expenditure			(10,000)	(914,109)
0106410		Rezoning and Structure Plan Fees [Excl GST] - Op Inc - Town Planning	OMC 29/4/21 - FACR 3	Operating Income		15,000		(899,109)
0106421		Frederick (KBR Report) - Infa Cap Exp	OMC 29/4/21 - FACR 3	Capital Expenditure		30,000		(869,109)
0104600	104795	Transfer to Drainage Reserve - Cap Exp - Urban Stormwater Drainage	OMC 29/4/21 - FACR 3	Capital Expenditure		149,154		(719,955)
0104281		WMF - Operating Expense - Op Exp	OMC 29/4/21 - FACR 3	Operating Expenditure			(149,154)	(869,109)
0101080	101084	Male Oval Ablutions - Operating Expense - Op Exp	OMC 29/4/21 - FACR 3	Operating Expenditure		11,500		(857,609)
0107071	107071	Gantheum Toilet Block Renewal Inc Furn & Services - Build Cap Exp	OMC 29/4/21 - FACR 3	Capital Expenditure		5,000		(852,609)
0107666	107768	Recreation and Culture	OMC 29/4/21 - FACR 3	Capital Expenditure		60,000		(792,609)
111989		Transfer to POS Reserve - Cap Exp - Parks & Ovals	OMC 29/9/20	Capital Expenditure			(500,000)	(1,292,609)
0117010	117011	Aquatic Building & Pool General Maint Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(1,297,609)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(28,873)	(1,326,482)
0113000	113043	Town Beach - P&G Maint	OMC 20/11/20 - FACR1	Operating Expenditure			(10,000)	(1,336,482)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(6,000)	(1,342,482)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(3,000)	(1,345,482)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(35,000)	(1,380,482)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(68,250)	(1,448,732)
0113000	113581	Matsumoto Courts - P&G Maint	OMC 20/11/20 - FACR1	Operating Expenditure			(2,000)	(1,450,732)
117455	117456	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	OMC 20/11/20 - FACR1	Capital Expenditure		996,580		(454,152)
0117450	117452	BRAC Oval Upgrade of Infra - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(996,580)	(1,450,732)
0113550	113560	Cemetery Reserve New Infra Const - Cap Exp - Parks & Ovals	OMC 20/11/20 - FACR1	Capital Expenditure			(5,000)	(1,455,732)
0111021	111021	Lotteries House - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		20,073		(1,435,659)
0111021	111021	Lotteries House - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(25,000)	(1,460,659)
0117284		Grant Income - Non-Op Inc - BRAC Dry	OMC 20/11/20 - FACR1	Capital Income		28,873		(1,431,786)
1140201		Salary - Op Exp - Swim Areas & Beach Life Guard	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(1,436,786)
1140211		General Operating Exp - Swim Areas & Beach Life Guard	OMC 20/11/20 - FACR1	Operating Expenditure		5,000		(1,431,786)
0117156		Program Annual Events - Op Exp - BRAC Dry	OMC 20/11/20 - FACR1	Operating Expenditure			(4,000)	(1,435,786)
0116540		Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	OMC 20/11/20 - FACR1	Operating Income			(35,000)	(1,470,786)
0115010		Salary - Op Exp - Libraries	OMC 20/11/20 - FACR1	Operating Expenditure			(8,735)	(1,479,521)
0115011		Superannuation Employee Expense - Libraries	OMC 20/11/20 - FACR1	Operating Expenditure			(830)	(1,480,351)
0113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 20/11/20 - FACR1	Capital Income			(4,671,798)	(1,485,149)
0113361		Broome Golf Clubhouse Redevelopment - Non Op Grant	OMC 20/11/20 - FACR1	Capital Income		4,671,798		(1,480,351)
1181405		Town Beach Redevelopment - Greenspace & Waterpark - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(40,397)	(1,520,748)
1181409		Town Beach Redevelopment - Jetty Project - Other Infra New - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure		1,035,310		(485,438)
1181407		Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure		70,148		(415,290)
1181420	YBRA001	Youth Bike Recreation Area - New Construction - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(301,664)	(716,954)
0117455	117456	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	OMC 10/12/20 - Carryovers	Capital Expenditure		12,641		(704,313)
0113027	113029	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	OMC 10/12/20 - Carryovers	Capital Expenditure			(19,180)	(723,493)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(512,347)	(1,235,840)
0117450	117452	BRAC Oval Upgrade of Infra - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(18,000)	(1,253,840)
0116125	116126	Visitor Information Signage New Const - Cap Exp - Other Cult	OMC 10/12/20 - Carryovers	Capital Expenditure			(11,245)	(1,265,085)
112071		Broome Golf Club Building Renewal - Cap Exp - Other Recreation & Sports	OMC 10/12/20 - Carryovers	Capital Expenditure			(583,860)	(1,848,945)
0112397		Vehicle & Mobile Plant Renewal (Replacement) - Cap Exp - Swim Area & Beaches	OMC 10/12/20 - Carryovers	Capital Expenditure			(8,750)	(1,857,695)
112500		Proceeds From Sale of Assets Swim Areas & Bchs	OMC 10/12/20 - Carryovers	Capital Income		5,000		(1,852,695)
112296		Loss on Sale of Assets - Swimming Areas & Beaches	OMC 10/12/20 - Carryovers	Operating Expenditure	(8,000)			(1,852,695)
113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 10/12/20 - Carryovers	Capital Income		744,130		(1,108,565)
113489		Transfer From POS Reserve - Other Rec & S	OMC 10/12/20 - Carryovers	Capital Income		922,857		(185,708)
113371		Royalties For Regions Loc Govt - Non Op Grant - Op Inc - Other Recreation & Sport	OMC 10/12/20 - Carryovers	Capital Income		256,904		71,196
113371		Royalties For Regions Loc Govt - Non Op Grant - Op Inc - Other Recreation & Sport	OMC 10/12/20 - Carryovers	Capital Income			(2,381,592)	(2,310,396)
113603		Reticulation Control System New Exp - Cap Exp Parks & Ovals	OMC 10/12/20 - Carryovers	Capital Expenditure			(20,000)	(2,330,396)
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	OMC 10/12/20 - Carryovers	Operating Expenditure			(3,032)	(2,333,428)
115480		Grant Program Income - Op Inc - Library (Expense in 115280)	OMC 10/12/20 - Carryovers	Operating Income		9,153		(2,324,275)
116201		Museum Building Renewal - Cap Exp - Other Cult	OMC 10/12/20 - Carryovers	Capital Expenditure			(15,315)	(2,339,590)
116085		Arts, Culture and Heritage Strategy - Op Exp - Other Culture	OMC 10/12/20 - Carryovers	Operating Expenditure			(24,250)	(2,363,840)
117294		Grant Income - Non-Op Inc - BRAC Dry	OMC 10/12/20 - Carryovers	Capital Income			(12,439)	(2,376,279)
117294		Grant Income - Non-Op Inc - BRAC Dry	OMC 10/12/20 - Carryovers	Capital Income		453,249		(1,923,030)
116483		Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	OMC 10/12/20 - Carryovers	Operating Income		48,850		(1,874,180)
116483		Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	OMC 10/12/20 - Carryovers	Operating Income			(40,000)	(1,914,180)
116495		Performance Production Expenses - Broome Civic - Op Exp	OMC 10/12/20 - Carryovers	Operating Expenditure			(34,091)	(1,948,271)
0113751		Operating Grants & Contributions Rec'd - Recreation Services - Op Inc	OMC 25/2/21 - FACR2	Operating Income		30,000		(1,918,271)
0117010	117011	Aquatic Building & Pool General Maint Exp	OMC 25/2/21 - FACR2	Operating Expenditure			(5,000)	(1,923,271)
0117081	117082	General Building & Facility Maint - BRAC Dry - Op Exp	OMC 25/2/21 - FACR2	Operating Expenditure			(6,000)	(1,929,271)
0117218	117220	Medland Pavilion - Reactive Maint - Op Exp	OMC 25/2/21 - FACR2	Operating Expenditure			(3,000)	(1,932,271)
0113027	113029	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	OMC 25/2/21 - FACR2	Capital Expenditure			(10,480)	(1,942,751)
0117272		Holiday Program Enrolment Fees Rec'd	OMC 25/2/21 - FACR2	Operating Income		10,000		(1,932,751)
0116125	116126	Visitor Information Signage New Const - Cap Exp - Other Cult	OMC 25/2/21 - FACR2	Capital Expenditure		22,490		(1,910,261)
0116085		Arts, Culture and Heritage Strategy - Op Exp - Other Culture	OMC 25/2/21 - FACR2	Operating Expenditure			(10,000)	(1,920,261)
0116184	116198	Sundry Community Events	OMC 25/2/21 - FACR2	Operating Expenditure			8,500	(1,911,761)
0116470	116471	Broome Civic Centre Building General Maint Exps - Op Exp Bme Civic Centre	OMC 25/2/21 - FACR2	Operating Expenditure			(10,000)	(1,921,761)
0116540		Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	OMC 25/2/21 - FACR2	Operating Income		10,000		(1,911,761)
0116483		Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	OMC 25/2/21 - FACR2	Operating Income		160,000		(1,751,761)
0116483		Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	OMC 25/2/21 - FACR2	Operating Income			(155,000)	(1,906,761)
0116495		Performance Production Expenses - Broome Civic - Op Exp	OMC 25/2/21 - FACR2	Operating Expenditure			(19,759)	(1,926,520)
0115279		Minor Assets Expensed - Op Exp Library	OMC 25/2/21 - FACR2	Operating Expenditure			(7,000)	(1,933,520)
0111989		Transfer to POS Reserve - Cap Exp - Parks & Ovals	OMC 25/2/21 - FACR2	Capital Expenditure		4,749		(1,928,771)
0112989		Interest Rec-REC-POS Reserve - Op Inc - Parks & Ovals	OMC 25/2/21 - FACR2	Operating Income			(4,749)	(1,933,520)



**Item 9.4.3 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT APRIL 2021**

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 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
0117982		Interest Rec'd: All BRAC Reserves - BRAC General	OMC 25/2/21 - FACR2	Operating Income				(1,934,146)
0117983		Transfer to BRAC Reserve - Cap Exp - BRAC - General	OMC 25/2/21 - FACR2	Capital Expenditure		626	(626)	(1,933,520)
05302		Town Beach Development Loan 195 - Principle Exp - Other Recreation & Sport	OMC 25/2/21 - FACR2	Capital Expenditure			(52,259)	(1,985,779)
0112500		Proceeds From Sale of Assets Swimm Areas & Bchs Broome Golf Club Building Renewal - Cap Exp - Other Recreation & Sports	OMC 25/2/21 - FACR2	Capital Income			(5,000)	(1,990,779)
0112071		Broome Golf Clubhouse Redevelopment - Non Op Grant	OMC 25/2/21 - FACR2	Capital Expenditure		157,293		(1,833,486)
0113361		Broome Golf Clubhouse Redevelopment - Non Op Grant	OMC 25/2/21 - FACR2	Capital Income			(823,433)	(2,656,919)
113305		Sporting Clubs Loans Forwarded	OMC 25/2/21 - FACR2	Capital Expenditure		1,250,000		(1,406,919)
0113419		Roadwise Contribution - Op Inc - Parks & Ovals	OMC 25/2/21 - FACR2	Operating Income		5,000		(1,401,919)
0113000	113070	Sunset Park - P&G Maint	OMC 25/2/21 - FACR2	Operating Expenditure		5,000		(1,396,919)
0113000	113543	Town Beach Water Park - P&G Maint	OMC 25/2/21 - FACR2	Operating Expenditure		17,000		(1,379,919)
0113000	113542	Pioneer Cemetery - P&G Maint	OMC 25/2/21 - FACR2	Operating Expenditure			(16,657)	(1,396,576)
0113000	113039	Streeters Jetty Park - P&G Maint	OMC 25/2/21 - FACR2	Operating Expenditure		2,000		(1,394,576)
0113000	113043	Town Beach - P&G Maint	OMC 25/2/21 - FACR2	Operating Expenditure			(10,000)	(1,404,576)
0113396	113397	Reticulation Control System - P&G Maint	OMC 25/2/21 - FACR2	Operating Expenditure			(3,000)	(1,407,576)
0113551	113762	Haynes Oval Reserve Renewal of Infrastructure- Cap Exp	OMC 25/2/21 - FACR2	Capital Expenditure		10,000		(1,397,576)
0117000	117070	Grounds Maint Exp by P & G - BRAC	OMC 25/2/21 - FACR2	Operating Expenditure			(10,000)	(1,407,576)
0115461		Library Building Renewal (Inc Plant & Furn) - Cap Exp - Libraries	OMC 25/2/21 - FACR2	Capital Expenditure			(10,000)	(1,417,576)
0113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 25/2/21 - FACR2	Capital Income		2,322,544		904,968
1181421		Motocross Building Improvements - Cap Exp - Other Recreation & Sport	OMC 25/2/21 - FACR2	Capital Expenditure			(1,928,761)	(1,023,793)
1181422		Motocross Roadworks & Earthworks- Cap Exp - Other Recreation & Sport	OMC 25/2/21 - FACR2	Capital Expenditure			(366,418)	(1,390,211)
1181423		Motocross Other infrastructure -Fencing- Other Recreation & Sport	OMC 25/2/21 - FACR2	Capital Expenditure			(27,365)	(1,417,576)
0113391		Haynes Oval & Pavilion Income - Op Inc	OMC 29/4/21 - FACR3	Operating Income		50,000		(1,367,576)
117002	117180	Salary - Group Fitness - Op Exp - BRAC Aquatic	OMC 29/4/21 - FACR3	Operating Expenditure			(10,000)	(1,377,576)
117002	117182	Salary - Swimming Lessons - Op Exp - BRAC Aquatic	OMC 29/4/21 - FACR3	Operating Expenditure		30,000		(1,347,576)
117002	117002	Salary - Lifeguard - Op Exp - BRAC Aquatic	OMC 29/4/21 - FACR3	Operating Expenditure			(30,000)	(1,377,576)
117004	117057	Salary & Related Customer Service Officer Expense	OMC 29/4/21 - FACR3	Operating Expenditure		70,000		(1,307,576)
117004	117055	Salary & Related Duty Manager Expense - BRAC	OMC 29/4/21 - FACR3	Operating Expenditure			(60,000)	(1,367,576)
117004	117054	Salaries & Related BRAC Admin & Management Staff Exps	OMC 29/4/21 - FACR3	Operating Expenditure		30,000		(1,337,576)
0117160		Salary - Op Exp - Holiday Prog Exps - BRAC Dry	OMC 29/4/21 - FACR3	Operating Expenditure			(15,000)	(1,352,576)
0117371		Salary - Op Exp - Swim Areas & Beach Life Guard	OMC 29/4/21 - FACR3	Operating Expenditure		5,000		(1,347,576)
1140201		General Operating Exp - Swim Areas & Beach Life Guard	OMC 29/4/21 - FACR3	Operating Expenditure		25,000		(1,392,576)
1140211		General Operating Exp - Swim Areas & Beach Life Guard	OMC 29/4/21 - FACR3	Operating Expenditure			(5,000)	(1,367,576)
0117049		Rubbish & Recycling - Op Exp - BRAC - Genera	OMC 29/4/21 - FACR3	Operating Expenditure			(2,000)	(1,372,576)
0117146		Netball Expenses - Op Exp - BRAC - Dry	OMC 29/4/21 - FACR3	Operating Expenditure		4,000		(1,374,576)
0117246		Netball BRAC Program - Op Inc - BRAC Dry	OMC 29/4/21 - FACR3	Operating Income			(5,000)	(1,370,576)
0117348		Group Fitness Program - Op Exp - BRAC - Aquatic	OMC 29/4/21 - FACR3	Operating Expenditure		4,000		(1,371,576)
0117266		Multipurpose Room Hire Inc - BRAC	OMC 29/4/21 - FACR3	Operating Income		5,000		(1,366,576)
0117275		Stadium Venue Hire Inc. Rec'd - Op Inc - Dry BRAC	OMC 29/4/21 - FACR3	Operating Income			(28,000)	(1,394,576)
0117300	117365	Building New Construction Expense - BRAC Dry - Cap Exp	OMC 29/4/21 - FACR3	Capital Expenditure				
0116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC 29/4/21 - FACR3	Operating Income		15,000		(1,379,576)
0115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	OMC 29/4/21 - FACR3	Operating Expenditure		6,900		(1,372,676)
0115480		Grant Program Income - Op Inc - Library (Expense in 115280)	OMC 29/4/21 - FACR3	Operating Income			(10,160)	(1,382,836)
0115286		SLWA Travel & Accommodation Op Exp - Library	OMC 29/4/21 - FACR3	Operating Expenditure		6,300		(1,376,536)
0115380		Grant Op - State SLWA Library Grant	OMC 29/4/21 - FACR3	Operating Income			(6,300)	(1,382,836)
0116283	116284	Women of Pearling Statue Maint - Op Exp - Other Culture	OMC 29/4/21 - FACR3	Operating Expenditure		5,000		(1,377,836)
0113000	113075	Sugar Glider Park - P&G Maint	OMC 29/4/21 - FACR3	Operating Expenditure		5,000		(1,372,836)
0113000	113080	Six Season Park - P&G Maint	OMC 29/4/21 - FACR3	Operating Expenditure		5,000		(1,367,836)
0113000	113582	Solway Park - P&G Maint	OMC 29/4/21 - FACR3	Operating Expenditure		5,000		(1,362,836)
0113000	113045	Gilson Park - P&G Maint	OMC 29/4/21 - FACR3	Operating Expenditure		5,000		(1,357,836)
0113000	113077	Januburu Park - P&G Maint	OMC 29/4/21 - FACR3	Operating Expenditure		5,000		(1,352,836)
0113000	113031	Palm Leaf Beetle- P&G Maint	OMC 29/4/21 - FACR3	Operating Expenditure		5,000		(1,347,836)
0113000	113073	Maritana Park - P&G Maint	OMC 29/4/21 - FACR3	Operating Expenditure			(5,000)	(1,352,836)
0113590		Transfer to Building Reserve - Cap Exp - Other Rec & Sport	OMC 29/4/21 - FACR3	Capital Expenditure			(60,000)	(1,412,836)
0115281	115320	Library - Operating Expense - Op Exp	OMC 29/4/21 - FACR3	Operating Expenditure			(9,000)	(1,421,836)
0116090	116092	Broome Museum - Reactive Maint - Op Exp	OMC 29/4/21 - FACR3	Operating Expenditure			(5,600)	(1,427,436)
0117000	117052	BRAC - Operating Expense, Security & Insurance - Op Exp	OMC 29/4/21 - FACR3	Operating Expenditure			(7,000)	(1,434,436)
0111021	111021	Lotteries House - Operating Expense - Op Exp	OMC 29/4/21 - FACR3	Operating Expenditure		24,000		(1,410,436)
0111021	111021	Lotteries House - Operating Expense - Op Exp	OMC 29/4/21 - FACR3	Operating Expenditure			(24,000)	(1,434,436)
		<b>Transport</b>	OMC 29/4/21 - FACR3					
0121000	121560	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(11,500)	(1,445,936)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only - No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		71,000		(1,374,936)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only - No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		38,000		(1,336,936)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only - No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		100,000		(1,236,936)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only - No Post-Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure		195,000		(1,041,936)
0121100	RU226	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(114,414)	(1,156,350)
0125140	RU257	Broome North Footpath New Const - Capex	OMC 20/11/20 - FACR1	Capital Expenditure			(87,000)	(1,243,350)
0121510	121510	Chinatown Landscaping Upgrade of Infra by P & G - Cap	OMC 20/11/20 - FACR1	Capital Expenditure			(75,000)	(1,318,350)
0121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd	OMC 20/11/20 - FACR1	Operating Income		26,000		(1,292,350)
0121783		Developer Contributions - Roadworks	OMC 20/11/20 - FACR1	Capital Income		11,500		(1,280,850)
0121771		Black Spot State Non Op Grant	OMC 20/11/20 - FACR1	Capital Income		114,414		(1,166,436)
0125960		Transfer From Footpath Reserve - Footpath Construction	OMC 20/11/20 - FACR1	Capital Income		87,000		(1,079,436)
1223481	FPUP001	Various Footpath Upgrade - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(46,337)	(1,125,773)
0121000	121560	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(998,391)	(2,124,164)
0125300	125291	Footpath Old Broome Road - One Mile Access/Sandpiper/Short St	OMC 10/12/20 - Carryovers	Capital Expenditure			(25,626)	(2,149,790)
		Old Broome Estate Subdivision - Whole Estate - Various Paths	OMC 10/12/20 - Carryovers	Capital Expenditure				
0125140	125290	Old Broome Road/ Gus Winckel Road Upgrade - Capex	OMC 10/12/20 - Carryovers	Capital Expenditure			(11,931)	(2,161,721)
0121100	RU255	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure		44,174		(2,117,547)
0121100	RU226	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(400,000)	(2,517,547)
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)	(3,002,646)
120306		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 10/12/20 - Carryovers	Operating Income		787,840		(2,214,806)
121763		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 10/12/20 - Carryovers	Capital Income		45,275		(2,169,531)
0121757		Reim & Contribs Rec'd for Road Construction	OMC 10/12/20 - Carryovers	Capital Income		172,654		(1,996,877)
121778		Regional Rd Group (RRG) Rural Rd Const Funding- Non Op Inc- Rd Const	OMC 10/12/20 - Carryovers	Capital Income		21,089		(1,975,788)
125252		Contribution Non Op - St Marys Carparking	OMC 10/12/20 - Carryovers	Capital Income		480,733		(1,495,055)
125134		Transfer to Road Reserve (for Bus Shelters)	OMC 25/2/21 - FACR2	Capital Expenditure			(22,490)	(1,117,545)
0121390		Transfer to Carpark Reserve - Cap Exp - Carpark Const	OMC 25/2/21 - FACR2	Capital Expenditure		3,461		(1,114,084)

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 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
0124988		Interest Recd - Car Park Reserve - Op IncCons Sts Rds Bridges Dep	OMC 25/2/21 - FACR2	Operating Income			(3,461)	(1,117,545)
0121950		Transfer to Road Reserve - Cap Exp - Cons Streets Roads Bridges Dep	OMC 25/2/21 - FACR2	Capital Expenditure		33,691		(1,083,854)
0121985		Interest Recd on Road Reserve - Op IncCons Sts Rds Bridges Dep	OMC 25/2/21 - FACR2	Operating Income			(33,691)	(1,117,545)
125950		Transfer to Footpath Reserve	OMC 25/2/21 - FACR2	Capital Expenditure		19,516		(1,098,029)
0125988		Interest Recd Footpath Reserve - Op IncCons Sts Rds Bridges Dep	OMC 25/2/21 - FACR2	Operating Income			(19,516)	(1,117,545)
0122204		Street Lighting - Mnthly Elect Accts & Insurance - Op Exp - Road Operating Exp	OMC 25/2/21 - FACR2	Operating Expenditure			(140,000)	(1,257,545)
0121404		MRWA Grant Rec'd For St Lighting Op Costs - Op Inc - Cross & Gen	OMC 25/2/21 - FACR2	Operating Income		40,000		(1,217,545)
0124600	124612	Town Beach - Carpark and Robinson / Hepton Intersection	OMC 25/2/21 - FACR2	Capital Expenditure			(296,936)	(1,514,481)
0125251		Carparks LRCI Grant & Other LRCI Grants - Cap Inc	OMC 25/2/21 - FACR2	Capital Income		296,936		(1,217,545)
0120306		Dep't Premier & Cabinet Natural Disaster Grant - Cape Leveque Rd	OMC 25/2/21 - FACR2	Operating Income		50,000		(1,167,545)
0123000	102204	2017-2018 WANDRRA Events - Works Maint	OMC 25/2/21 - FACR2	Operating Expenditure			(50,000)	(1,217,545)
0121100	RU555	Old Broome Road/ Gus Winckel Road Upgrade - Capex	OMC 25/2/21 - FACR2	Capital Expenditure			(135,682)	(1,353,227)
0121763		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 25/2/21 - FACR2	Capital Income		219,811		(1,133,416)
0125251		Carparks LRCI Grant & Other LRCI Grants - Cap Inc	OMC 29/4/21 - FACR3	Capital Income		806,556		(326,860)
0125251		Carparks LRCI Grant & Other LRCI Grants - Cap Inc	OMC 29/4/21 - FACR3	Capital Income			(806,556)	(1,133,416)
0123000	123000	Mtce Streets, Rds - Rural Summary Budget Only - No Post-Op Exp	OMC 29/4/21 - FACR3	Operating Expenditure		50,000		(1,083,416)
0122000	121028	Sector 5 Roebuck Est - Works Maint	OMC 29/4/21 - FACR3	Operating Expenditure		10,000		(1,073,416)
0126000	126036	Sector 3 Old Broome - Operating	OMC 29/4/21 - FACR3	Operating Expenditure			(80,000)	(1,153,416)
0113561	RU666	Federal Black Spot - Herbert / Saville Roundabout - NEW- Capex	OMC 29/4/21 - FACR3	Capital Expenditure		162,235		(991,181)
0121763		Black Spot Non Op Grant (Commonwealth/Federal)	OMC 29/4/21 - FACR3	Capital Income			(87,213)	(1,078,394)
0121000	121560	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	OMC 29/4/21 - FACR3	Capital Expenditure		109,036		(969,359)
0121776		Rds To Recovery Non Op Grant for Urban Rds - Non Op Inc Regional Rd Group (RRG) Rural Rd Const Funding - Non Op Inc-Rd Const	OMC 29/4/21 - FACR3	Capital Income			(76,618)	(1,045,977)
0121778		Old Broome Road/ Gus Winckel Road Upgrade - Capex	OMC 29/4/21 - FACR3	Capital Income		8,110		(1,037,867)
0121100	RU555	Old Broome Road/ Gus Winckel Road Upgrade - Capex	OMC 29/4/21 - FACR3	Capital Expenditure		26,265		(1,011,602)
		<b>Economic Services</b>	OMC 29/4/21 - FACR3					
121962		Transfer From Road Reserve Economic Services Special Projects-Cap Inc	SMC 6/10/20	Capital Income		836,000		(175,602)
1367404	1367414	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	SMC 6/10/20	Capital Expenditure			(1,221,500)	(1,397,102)
1367404	1367416	Napier Terrace Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	SMC 6/10/20	Capital Expenditure			(899,000)	(2,296,102)
1367404	1367433	Carnarvon Street South Streetscape Enhancements	SMC 6/10/20	Capital Expenditure			(887,000)	(3,183,102)
1367404	1367417	Carnarvon Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	SMC 6/10/20	Capital Expenditure			(813,000)	(3,996,102)
1367405	1367420	Chinatown Transit Hub and Pocket Park (Chinatown Stage 2) Cap Exp	SMC 6/10/20	Capital Expenditure			(307,000)	(4,303,102)
1367405	1367421	Visitor Centre Amenities (Chinatown Stage 2) Cap Exp	SMC 6/10/20	Capital Expenditure			(36,000)	(4,339,102)
1367502		Loans Received China Town Revitalisation - Cap Inc - Economic Services Special Projects	SMC 6/10/20	Capital Income		1,800,000		(2,539,102)
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	SMC 6/10/20	Capital Income		828,500		(1,710,602)
132410		Roebuck Bay CP - Rent & Recoup Income - Op Inc	SMC 23/9/20	Operating Income		561,500		(1,149,102)
1367404	1367414	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(136,916)	(1,286,018)
1367404	1367416	Napier Terrace Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(47,413)	(1,333,431)
1367404	1367417	Carnarvon Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(97,518)	(1,430,949)
1367405	1367412	Public Art (funded from Reserve) - Other Infra New - Cap Ex	OMC 20/11/20 - FACR1	Capital Expenditure		49,351		(1,381,598)
1367405	1367419	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	OMC 20/11/20 - FACR1	Capital Expenditure			(8,854)	(1,390,452)
0136723		Chinatown Place Activation Initiatives - Op Exp - Economic Services Special Projects	OMC 20/11/20 - FACR1	Operating Expenditure		20,000		(1,370,452)
1367221		Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic Services Special Projects	OMC 20/11/20 - FACR1	Capital Expenditure		163,645		(1,206,807)
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	OMC 20/11/20 - FACR1	Capital Income			(5,342,500)	(6,549,307)
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	OMC 20/11/20 - FACR1	Capital Income		5,363,125		(1,186,182)
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	OMC 20/11/20 - FACR1	Capital Income		50,000		(1,136,182)
0132020		Australia's North West Tourism Contribution - Op Exp - Tourism	OMC 20/11/20 - FACR1	Operating Expenditure		155,000		(981,182)
0132060		Tourism Development - Op Exp - Tourism & Area Promotion	OMC 20/11/20 - FACR1	Operating Expenditure		60,000		(921,182)
132410		Roebuck Bay CP - Rent & Recoup Income - Op Inc	OMC 20/11/20 - FACR1	Operating Income		200,000		(721,182)
1367404	1367407	Dampier St Upgrade - Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(15,000)	(736,182)
1367404	1367408	Carnarvon St Upgrade - Cap Ex	OMC 10/12/20 - Carryovers	Capital Expenditure			(42,000)	(778,182)
1367405	1367412	Public Art (funded from Reserve) - Other Infra New - Cap Ex	OMC 10/12/20 - Carryovers	Capital Expenditure			(20,861)	(799,043)
1367405	1367419	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	OMC 10/12/20 - Carryovers	Capital Expenditure			(216,799)	(1,015,842)
1367405	1367415	Chinatown Entry Statement - Other Infra New - Cap Ex	OMC 10/12/20 - Carryovers	Capital Expenditure			(2,919)	(1,018,761)
1367228		Detailed Design Chinatown Project Stage 2 - CapEx	OMC 10/12/20 - Carryovers	Capital Expenditure			(56,648)	(1,075,409)
1367301		Grants & Contributions Received (Chinatown Revitalisation Stage 2) - Op Inc - Economic Services Special Projects	OMC 10/12/20 - Carryovers	Operating Income		53,517		(1,021,892)
132038		Transfer to Restricted Cash Reserve - Cap Exp - Tourism & Area	OMC 10/12/20 - Carryovers	Capital Expenditure			(50,000)	(1,071,892)
0132129		Promo	OMC 10/12/20 - Carryovers	Capital Expenditure			(25,000)	(1,096,892)
1367223		Chinatown Place Activation Initiatives - Op Exp - Economic Services Special Projects	OMC 10/12/20 - Carryovers	Operating Expenditure			(29,000)	(1,125,892)
132129		Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	OMC 27/8/20	Capital Expenditure			(70,950)	(1,196,842)
0133015		Consultants - Op Exp - Building Control	OMC 25/2/21 - FACR2	Operating Expenditure			(5,000)	(1,201,842)
0133410		Stat Fees & Lic - Building Permits	OMC 25/2/21 - FACR2	Operating Income		20,000		(1,181,842)
1367301		Grants & Contributions Received (Chinatown Revitalisation Stage 2) - Op Inc - Economic Services Special Projects	OMC 25/2/21 - FACR2	Operating Income		5,000		(1,176,842)
0134212		Cable Beach Camel Tours (Res 52985) - Rent & Recoup Income - Op Inc	OMC 25/2/21 - FACR2	Operating Income			(6,000)	(1,182,842)
0133015		Consultants - Op Exp - Building Control	OMC 29/4/21 - FACR3	Operating Expenditure			(5,000)	(1,187,842)
0133410		Stat Fees & Lic - Building Permits	OMC 29/4/21 - FACR3	Operating Income		25,000		(1,162,842)
0134440		Stat Fees & Lic - Pool Inspections	OMC 29/4/21 - FACR3	Operating Income		5,000		(1,157,842)
0132950		Transfer to Building Reserve - Tourism & Area Promotion	OMC 29/4/21 - FACR3	Capital Expenditure			(46,500)	(1,204,342)
0132070		Broome Visitor Centre - Annual Subsidy - Op Exp - Tourism & Area Promot	OMC 29/4/21 - FACR3	Operating Expenditure		15,000		(1,189,342)
0132129		Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	OMC 29/4/21 - FACR3	Capital Expenditure		27,550		(1,161,792)
0132950		Transfer to Building Reserve - Tourism & Area Promotion	OMC 29/4/21 - FACR3	Capital Expenditure			(27,550)	(1,189,342)
		<b>Other Property and Services</b>	OMC 29/4/21 - FACR3					

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 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
147483		Dept of Housing Tenancy 11& 10B - KRO1 - Rent & Recoup Income - Op Inc	OMC 29/10/20	Operating Income		21,000		(1,168,342)
147487		Far North Tenancy 10A - KRO1 - Rent & Recoup Income - Op Inc	OMC 29/10/20	Operating Income		9,000		(1,159,342)
147489		User Charges KRO Outgoings - Op Inc - Office Properties Leased	OMC 29/10/20	Operating Income		19,500		(1,139,842)
147374		KRO1 Building Renewal - Cap Exp - Office Prop Leased	OMC 29/10/20	Capital Expenditure			(57,528)	(1,197,370)
0112051	112062	Town Beach Cafe - Planned Maint & Minor Works - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(3,000)	(1,200,370)
0146020	141022	Mulberry Tree Child Care - Planned Maint & Minor Works - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(2,000)	(1,202,370)
0146050	146052	4 Jones Place - Planned Maint & Minor Works - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(2,200)	(1,204,570)
0147280	147282	BEC - Reactive Maint - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(400)	(1,204,970)
0147270	147270	KRO - Operating Expense - Op Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(91,809)	(1,296,779)
0142015		All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads	OMC 20/11/20 - FACR1	Operating Expenditure			(10,000)	(1,306,779)
0142395		All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads	OMC 20/11/20 - FACR1	Operating Income		10,000		(1,296,779)
0142393		LGIS Insurance Bonus & Funding (Exp In 142232) - Op Inc - Corp Gov	OMC 20/11/20 - FACR1	Operating Income		49,000		(1,247,779)
0147585		Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General	OMC 20/11/20 - FACR1	Operating Income		32,000		(1,215,779)
0146122		Software >\$5000 Cap Exp - IT	OMC 20/11/20 - FACR1	Capital Expenditure			(28,390)	(1,244,169)
0146102		License Maint and Support - IT Exp	OMC 20/11/20 - FACR1	Operating Expenditure			(18,900)	(1,263,069)
0143395		Transfer From - Leave Reserve - Eng Office	OMC 20/11/20 - FACR1	Capital Income		61,270		(1,201,799)
0143027		Relieving Staff - Op Exp - Engineering	OMC 20/11/20 - FACR1	Operating Expenditure			(28,500)	(1,230,299)
0143050		Wages & related Sick & Annual Leave Workers Exp - Works Ops	OMC 20/11/20 - FACR1	Operating Expenditure		20,000		(1,210,299)
0148060		Relief Staff Op Exp - Depot Ops	OMC 20/11/20 - FACR1	Operating Expenditure			(20,000)	(1,230,299)
0142111		Minor Asset Purchases - Op Exp - General Administration O'Heads	OMC 20/11/20 - FACR1	Operating Expenditure			(5,000)	(1,235,299)
0142446		Barker St Rent and Recoup Income - Op Inc - Corporate Gov & Support	OMC 20/11/20 - FACR1	Operating Income		12,966		(1,222,333)
0146408		Zanders - Rent & Recoup Income - Op Inc	OMC 20/11/20 - FACR1	Operating Income		9,300		(1,213,033)
0146409		DO NOT USE - Cable Beach Restaurant Facilities Reimb - Op Inc - Other Build Leased	OMC 20/11/20 - FACR1	Operating Income			(18,447)	(1,231,480)
0147463		Far North Community Services Tenancy 5,6,7 - KRO2 - Rent & Recoup Income - Op Inc	OMC 20/11/20 - FACR1	Operating Income			(78,121)	(1,309,601)
0147489		User Charges KRO Outgoings - Op Inc - Office Properties Leased	OMC 20/11/20 - FACR1	Operating Income			(21,372)	(1,330,973)
14296		****DO NOT USE****COVID-19 Emergency Costs - Unclassified General	OMC 10/12/20 - Carryovers	Operating Expenditure			(5,000)	(1,335,973)
142558		Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	OMC 10/12/20 - Carryovers	Capital Expenditure			(11,190)	(1,347,163)
143610		Vehicle & Plant Renewal/Replacement - Cap Exp - P&G Operations	OMC 10/12/20 - Carryovers	Capital Expenditure			(72,955)	(1,420,118)
146111		IT Contract Consultants - Exp	OMC 10/12/20 - Carryovers	Operating Expenditure			(24,974)	(1,445,092)
143518		Profit on Sale of Assets - Op Inc - Parks & Gardens Operations	OMC 10/12/20 - Carryovers	Operating Income	12,000			(1,445,092)
146122		Software >\$5000 Cap Exp - IT	OMC 10/12/20 - Carryovers	Capital Expenditure			(21,890)	(1,466,982)
148600		Proceeds from Sale of Assets - Cap Inc - Works Operations	OMC 10/12/20 - Carryovers	Capital Income		10,091		(1,456,891)
147374		KRO1 Building Renewal - Cap Exp - Office Prop Leased	OMC 10/12/20 - Carryovers	Capital Expenditure			(20,639)	(1,477,530)
142790		Transfer From Building Reserve Gen Admin	OMC 27/8/20	Capital Income		42,450		(1,435,080)
0142046		Recruitment Expenses - Op Exp - General Admin O'Heads	OMC 25/2/21 - FACR2	Operating Expenditure		35,000		(1,400,080)
0142048		HRM Consultancy - Op Exp	OMC 25/2/21 - FACR2	Operating Expenditure			(47,750)	(1,447,830)
0141790		Transfer to Building Reserve - Cap Exp - General Administration O'Heads	OMC 25/2/21 - FACR2	Capital Expenditure		26,523		(1,421,307)
0142791		Interest Rec Building Reserve - Op Inc - General Administration O'Heads	OMC 25/2/21 - FACR2	Operating Income			(26,523)	(1,447,830)
0141995		Transfer to Equip & Insurance Reserve IT Operations Cap Exp	OMC 25/2/21 - FACR2	Capital Expenditure		5,123		(1,442,706)
0142996		Interest Rec Equip & Ins Reserve - Op Inc - General Administration O'Heads	OMC 25/2/21 - FACR2	Operating Income			(5,123)	(1,447,830)
141997		Transfer to Leave Reserve - Cap Exp - Corp Gov & Support	OMC 25/2/21 - FACR2	Capital Expenditure		12,608		(1,435,222)
0142997		Interest Rec Leave Reserve - Op Inc - General Administration O'Heads	OMC 25/2/21 - FACR2	Operating Income			(12,608)	(1,447,830)
142988		Transfer to Plant Reserve - Cap Exp - Engineering Office	OMC 25/2/21 - FACR2	Capital Expenditure		20,348		(1,427,482)
0143988		Interest Rec Plant Reserve - Op Inc - Engineering Office	OMC 25/2/21 - FACR2	Operating Income			(20,348)	(1,447,830)
0142212		Interest Rec on Muni Investment - Op Inc - General Administration O'Heads	OMC 25/2/21 - FACR2	Operating Income			(529,778)	(1,977,608)
0142320		Transfer From Leave Reserve Corp Gov & Support	OMC 25/2/21 - FACR2	Capital Income		82,000		(1,895,608)
0142193		Relief Staff - Op Exp - Finance - Corp. Gov. & Support	OMC 25/2/21 - FACR2	Operating Expenditure			(53,000)	(1,948,608)
0142004		Salary - Op Exp - Finance	OMC 25/2/21 - FACR2	Operating Expenditure		25,400		(1,923,208)
0142005		Superannuation Employee Expense - Finance	OMC 25/2/21 - FACR2	Operating Expenditure		7,116		(1,916,092)
0148060		Relief Staff Op Exp - Depot Ops	OMC 25/2/21 - FACR2	Operating Expenditure			(16,000)	(1,932,092)
0143050		Wages & related Sick & Annual Leave Workers Exp - Works Ops	OMC 25/2/21 - FACR2	Operating Expenditure		16,000		(1,916,092)
0147585		Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General	OMC 25/2/21 - FACR2	Operating Income		13,000		(1,903,092)
0146105		Salary - Op Exp - IT	OMC 25/2/21 - FACR2	Operating Expenditure		40,000		(1,863,092)
0146111		IT Contract Consultants - Exp	OMC 25/2/21 - FACR2	Operating Expenditure			(40,000)	(1,903,092)
0146120		Equip & IT Ware > \$5000 Cap Exp - IT	OMC 25/2/21 - FACR2	Capital Expenditure			(40,000)	(1,943,092)
0146122		Software >\$5000 Cap Exp - IT	OMC 25/2/21 - FACR2	Capital Expenditure			(70,000)	(2,013,092)
0146166		Transfer From Equip & Ins Reserve - IT Ops - Cap Inc	OMC 25/2/21 - FACR2	Capital Income		110,000		(1,903,092)
0143600		Proceeds from Sale of Assets - Cap Inc - Engineering Office	OMC 25/2/21 - FACR2	Capital Income		6,060		(1,897,032)
0146293		Safety Equip - Op Exp - Depot Operations	OMC 25/2/21 - FACR2	Operating Expenditure			(6,000)	(1,903,032)
0141610	141610	Private Works P & G	OMC 25/2/21 - FACR2	Operating Expenditure			(46,000)	(1,949,032)
0112483		Town Beach Cafe - Rent & Recoup Income - Op Inc	OMC 25/2/21 - FACR2	Operating Income		24,488		(1,924,544)
0142050	142051	Barker St Offices - Operating Expense - Op Exp	OMC 25/2/21 - FACR2	Operating Expenditure		13,056		(1,911,488)
0142995		Reimbursement Property Dept Legal Fee - Op Inc - Corp Gov & Supp (Legal opex refer 144027)	OMC 25/2/21 - FACR2	Operating Income			(10,000)	(1,921,488)
0147181		Office Bagot St (Magabala Books) - Rent & Recoup Income - Op Inc	OMC 25/2/21 - FACR2	Operating Income			(12,500)	(1,933,988)
0147270	147270	KRO - Operating Expense - Op Exp	OMC 25/2/21 - FACR2	Operating Expenditure		15,000		(1,918,988)
0147485		Dep Corrective Services - KRO2 (Tenancy 4) - Rent & Recoup Income - Op Inc	OMC 25/2/21 - FACR2	Operating Income			(26,000)	(1,944,988)
0147496		Mulberry Tree Child Care - Rent & Recoup Income - Op Inc	OMC 25/2/21 - FACR2	Operating Income			(10,000)	(1,954,988)
0147496		Mulberry Tree Child Care - Rent & Recoup Income - Op Inc	OMC 25/2/21 - FACR2	Operating Income			(13,000)	(1,967,988)
0149408		Rent & Recoup Income - Op Inc - Community Facilities Leased	OMC 25/2/21 - FACR2	Operating Income			(14,000)	(1,981,988)
0149410		BOSSCA - Rent & Recoup Income - Op Inc	OMC 25/2/21 - FACR2	Operating Income			(4,000)	(1,985,988)
0142015		All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads	OMC 29/4/21 - FACR 3	Operating Expenditure			(15,000)	(2,000,988)
0142395		All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads	OMC 29/4/21 - FACR 3	Operating Income		15,000		(1,985,988)
0142004		Salary - Op Exp - Finance	OMC 29/4/21 - FACR 3	Operating Expenditure		10,000		(1,975,988)
0142193		Relief Staff - Op Exp - Finance - Corp. Gov. & Support	OMC 29/4/21 - FACR 3	Operating Expenditure			(10,000)	(1,985,988)
0142260		Insurance - Op Exp - General Administration O'Heads	OMC 29/4/21 - FACR 3	Operating Expenditure			(60,000)	(2,045,988)
0146122		Software >\$5000 Cap Exp - IT	OMC 29/4/21 - FACR 3	Capital Expenditure			(22,000)	(2,067,988)
0146166		Transfer From Equip & Ins Reserve - IT Ops - Cap Inc	OMC 29/4/21 - FACR 3	Capital Income		22,000		(2,045,988)



SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 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
0142012		Relieving Staff Exp - DCS - Gen Admin	OMC 29/4/21 - FACL 3	Operating Expenditure		102,348		(1,943,640)
0146105		Salary - Op Exp - IT	OMC 29/4/21 - FACL 3	Operating Expenditure			(102,348)	(2,045,988)
0145103		Plant Parts & Repairs - Op Exp - Plant Operation	OMC 29/4/21 - FACL 3	Operating Expenditure			(60,000)	(2,105,988)
0145105		Plant Fuel & Oil - Op Exp - Plant Operation	OMC 29/4/21 - FACL 3	Operating Expenditure		60,000		(2,045,988)
0148060		Relief Staff Op Exp - Depot Ops	OMC 29/4/21 - FACL 3	Operating Expenditure			(30,000)	(2,075,988)
0148279	148279	Apprentice Training - Depot	OMC 29/4/21 - FACL 3	Operating Expenditure			(20,000)	(2,055,988)
0142000	142054	Shire Office Haas St - P & G Maint	OMC 29/4/21 - FACL 3	Operating Expenditure		5,000		(2,050,988)
0143384		Reimbursements - W. Comp & Sundry No GST P & G Ops - Op Inc	OMC 29/4/21 - FACL 3	Operating Income		13,000		(2,077,988)
0147270	147271	KRO - P&G Maint	OMC 29/4/21 - FACL 3	Operating Expenditure			(6,000)	(2,083,988)
0142000	142000	Haas St Office - Operating Expense - Op Exp	OMC 29/4/21 - FACL 3	Operating Expenditure			(9,500)	(2,093,488)
0142558		Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	OMC 29/4/21 - FACL 3	Capital Expenditure		151,323		(1,942,165)
		BOSSCA Building Renewal (inc Plant & Furn) - Cap Exp - Com Fac						
0146662		Leased	OMC 29/4/21 - FACL 3	Capital Expenditure		4,000		(1,938,165)
0147372		Shire Office Barker St - Building Renewal - Cap Exp - Corp Gov	OMC 29/4/21 - FACL 3	Capital Expenditure		10,000		(1,928,165)
0147457		Transfer to Building Reserve - Cap Exp - Unclassified General	OMC 29/4/21 - FACL 3	Capital Expenditure			(165,323)	(2,093,488)
		4 Jones Place - Renewal - Community Facilities Leased -						
0146054		Unclassified	OMC 29/4/21 - FACL 3	Capital Expenditure			(11,000)	(2,104,488)
0148100	148296	Depot - Operating Expense - Op Exp	OMC 29/4/21 - FACL 3	Operating Expenditure			(7,000)	(2,111,488)
0112483		Town Beach Cafe - Rent & Recoup Income - Op Inc	OMC 29/4/21 - FACL 3	Operating Income			(4,814)	(2,116,302)
0147487		Far North Tenancy 10A - KRO1 - Rent & Recoup Income - Op Inc	OMC 29/4/21 - FACL 3	Operating Income			(6,300)	(2,122,602)
0147491		Old Broome Lock Up - Rent & Recoup Income - Op Inc	OMC 29/4/21 - FACL 3	Operating Income			(12,760)	(2,135,362)
					4,000	33,227,782	(35,363,144)	

Classifications Pick List

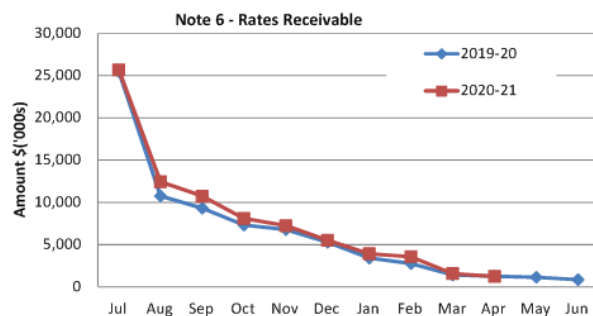
Operating Revenue  
Operating Expenses  
Capital Revenue  
Capital Expenses  
Operating Surplus(Deficit)  
Non Cash Item

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

	YTD 30 Apr 2021	30 Jun 2020
	\$	\$
Opening Arrears Previous Years	876,141	755,320
Levied this year	23,284,688	23,107,761
Less Collections to date	(22,998,255)	(22,986,940)
Equals Current Outstanding	1,162,574	876,141
<b>Net Rates Collectable</b>	<b>1,162,574</b>	<b>876,141</b>
% Collected	95.19%	96.33%



**Comments/Notes - Receivables Rates**

\* NOTE - Rates were raised on 16 July 2020 and are due on 20 August 2020

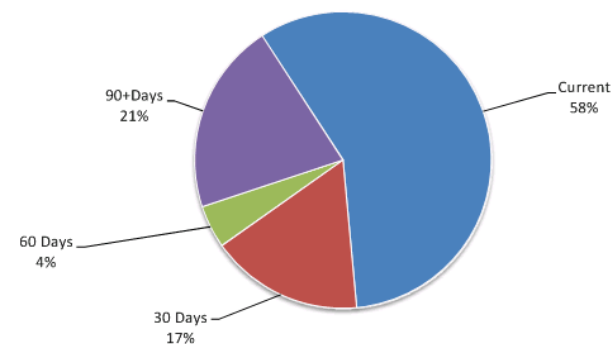
\*\*NOTE - The calculation of percentage of Rates collected only reports on current Rates, Arrears and Back Rates. For a full breakdown on Rates received, please see the Rates Receipt Statement in the info bulletin

**Receivables - General**

	Credit*	Current	30 Days	60 Days	90+Days
		\$	\$	\$	\$
Receivables - General	(99,667)	602,592	174,189	48,841	218,645
<b>Total Receivables General Outstanding</b>					<b>944,600</b>

Amounts shown above include GST (where applicable)

**Receivables - General**



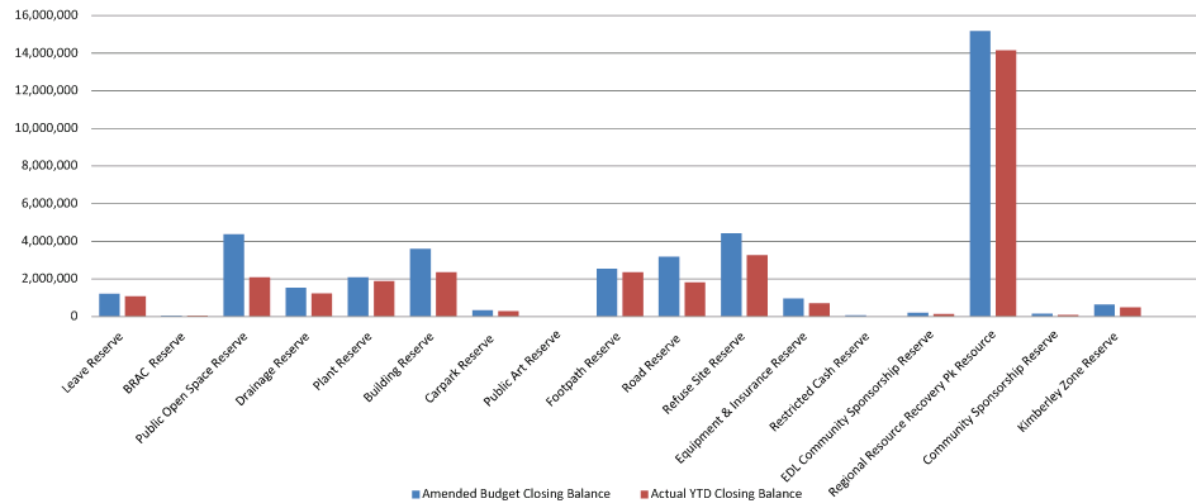
**Comments/Notes - Receivables General**

\* 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 30 April 2021

Note 7: Cash Backed Reserve

2020-21										
Name	Opening Balance	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
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	1,076,266	5,100	3,523	0	0	143,271	0		1,224,637	1,079,789
BRAC Reserve	58,224	276	191	(0)	(0)	0	0		58,499	58,414
Public Open Space Reserve	1,976,821	9,371	7,166	1,018,174	100,210	1,377,637	0		4,382,003	2,084,197
Drainage Reserve	1,235,496	5,855	4,045	296,850	(0)	0	0		1,538,201	1,239,541
Plant Reserve	1,886,301	8,940	6,175	(1)	0	200,000	0		2,095,241	1,892,476
Building Reserve	2,361,421	11,190	7,731	746,722	(0)	490,917	0		3,610,251	2,369,152
Carpark Reserve	295,639	1,401	968	51,161	(0)	0	0		348,201	296,607
Public Art Reserve	6,182	29	20	(0)	0	0	0		6,210	6,202
Footpath Reserve	2,349,298	10,611	7,180	40,279	(0)	158,930	0		2,559,118	2,356,478
Road Reserve	1,824,122	8,645	5,972	520,373	(0)	836,000	0		3,189,140	1,830,093
Refuse Site Reserve	3,253,067	15,417	10,650	(0)	(0)	1,158,545	0		4,427,028	3,263,717
Equipment & Insurance Reserve	710,263	3,366	2,325	96,075	0	162,000	0		971,703	712,588
Restricted Cash Reserve	0	0	0	74,955	0	0	0		74,955	0
EDL Community Sponsorship Reserve	134,882	639	442	1	(0)	80,000	0		215,522	135,324
Regional Resource Recovery Pk Resource	14,121,030	66,920	46,230	0	(0)	998,662	0		15,186,612	14,167,260
Community Sponsorship Reserve	97,271	461	318	(0)	0	61,988	0		159,720	97,590
Kimberley Zone Reserve	486,676	2,307	1,593	(0)	0	161,845	0		650,828	488,269
						0	0			
	31,872,958	150,528	104,529	2,844,589	100,209	5,829,795	0		40,697,870	32,077,697



SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 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) 1EHRD10	1,789	0	0	
51,193	(18,779)	33,060	646	0 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)	9,815	9,815	0 P13313 Compact Sweeper Rosmech Azura MC200 (Works)	15,000	9,815	(5,185)	
				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	
2,011			(2,011)	0 P13108 Compressor Air Champion Csi11 Rotary Screw with CRDii024 Filters (Workshop)	(2,163)	(2,011)	152	
				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)	
73,774		60,000	(13,774)	0 P17815 HINO 500 SERIES HOOKLIFT TRUCK (1EUV532) REPLACES P87005	(44,408)	(13,774)	30,634	
		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		0 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	
18,435	(4,037)	0	(14,398)	0 P1500 Trailer Dean No 17 Flatbed Tilting (for ride-on mower) BM1679	2,000	0	0	
				P2416 Graytill Smartspray Ute mounted Spray System		(14,398)	(14,398)	
						0	0	
283,788	(158,905)	122,588	(23,603)		(339,548)	(23,603)	77,121	

Comments - Capital Disposal/Replacements

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 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>												
Gross Rental Valuations												
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
Unimproved Value Valuations												
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>		Minimum \$										
Gross Rental Valuations												
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
Unimproved Value Valuations												
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 (55,142)				23,218,463 (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 30 April 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 30 April 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 30-Apr-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	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	(100,209)	0
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	65,776	(55,667)	16,520
Staff Rental Bonds	190	0	0	190
Key Deposits		0	0	0
Chinatown Revitalisation grant		0	0	0
	<b>217,671</b>		<b>(155,876)</b>	<b>133,257</b>

Level of Completion Indicators

- 0% ○  
20% ○  
40% ○  
60% ○  
80% ○  
100% ●  
No Budget ☒

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2021

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
		<b>Governance</b>								
0%	○	<b>Governance Total</b>			0	0	0	0	0	
		<b>Law, Order And Public Safety</b>								
101%	●	Vehicle & Mobile Plant Renewal (Replace) Cap Exp- Emerg & Rang Serv	0052450		70,662	58,880	0	358	71,020	
452%	●	VBFB Building New Const - Cap Exp - Volunteer Bush Fire Brigade	0053172		11,144	9,280	50,397	39,253	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	
100%	●	SES Buildings New Const > \$5000 - Cap Exp - SES/ Fire & Emergency Services	0055288		209,000	174,160	208,987	(13)	0	
		Surf Club Building Renewal (Inc Plant & Furniture) Cap Exp-Law Ord & PS	53238		0	0	0	0	0	
10%	○	<b>Law, Order And Public Safety Total</b>			3,512,806	1,853,320	274,480	(3,167,306)	71,020	
		<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		220,000	183,330	0	(220,000)	0	
No Budget	☒	Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	0101510		0	0	0	220,524	220,524	
67%	○	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	0101550	101552	50,000	25,000	0	(16,737)	33,263	
2%	○	Cemeteries Other Infrastructure New - - Cap Exp - Other Community Amenities	0107550		135,801	67,901	3,090	(132,711)	0	
123%	●	Broome Cemetery Renewal by P & G - Cap Exp	0107552	107561	6,000	3,000	0	1,396	7,396	
106%	●	Vehicle Mob Plant New -Cap Exp - Other Comm Ament	0107562		53,000	26,500	56,437	3,437	0	
		Ganthuam Toilet Block Renewal Inc Furn & Services - Build Cap Exp	0107666	107768	0	0	0	0	0	
123%	●	Frederick (KBR Report) - Infra Cap Exp	104600	104795	304,350	253,310	372,858	68,608	0	
		Buckleys Rd Closure Upgrade (was Opex 101302) - Cap Exp - San Gen Refuse	101545	101558	200,000	100,000	56,103	(143,898)	0	
0%	○	Short St-Paspaley Carranvon Street New Drainage Const - Cap Exp	104270	104299	154,830	129,020	0	(154,830)	0	
0%	○	Broome Townsite Drains Renewal - Cap Infra Exp - Urb Stwater	104800	104920	50,000	41,660	0	(50,000)	0	
64%	○	<b>Community Amenities Total</b>			1,173,881	829,921	488,487	(424,211)	261,183	
		<b>Recreation And Culture</b>								
98%	●	Broome Golf Club Building Renewal - Cap Exp - Other Recreation & Sports	0112071		4,909,064	4,090,880	0	(110,882)	4,798,182	
52%	○	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	0113027	113029	43,390	36,150	22,588	(20,802)	0	
0%	○	Dakas Street Reserve New Infra Const Cap Exp-P&O	0113550	113570	104,761	58,034	300	(104,461)	0	
98%	●	Cable Beach Reserve Renewal Works - Cap Exp	0113551	113574	17,275	9,962	0	(387)	16,888	
58%	○	Haynes Oval Reserve Renewal of Infrastructure- Cap Exp	0113551	113762	25,000	20,830	0	(10,625)	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	113768	126,961	69,134	0	(126,961)	0	
155%	●	Six Seasons Parks Infrastructure Renewal - Cap Exp	0113551	113790	20,848	12,040	0	11,443	32,291	
0%	○	Male Oval Upgrade Infra - Cap Exp - Parks & Ovals	0113552	113613	2,430	2,025	0	(2,430)	0	
0%	○	Haynes Oval Other Infrastructure Renewal - Cap Exp	0113553	HAYN001	1,271	1,061	0	(1,271)	0	
0%	○	Reticulation Control System New Exp - Cap Exp Parks & Ovals	0113603		40,500	33,750	0	(40,500)	0	
74%	○	Library Building Renewal (Inc Plant & Furn) - Cap Exp - Libraries	0115461		20,000	16,660	0	(5,291)	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%	○	Visitor Information Signage New Const - Cap Exp - Other Cult	0116125	116126	0	0	0	(0)	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	16,090	0	(3,965)	15,350	
107%	●	Building New Construction Expense - BRAC Dry - Cap Exp	0117300	117365	821,470	684,540	879,966	58,496	0	
19%	○	BRAC Building Renewal - Cap Exp - BRAC Dry	0117315	117316	438,428	219,214	0	(354,802)	83,626	
2%	○	BRAC Oval Upgrade of Infra - Cap Exp	0117450	117452	1,128,717	940,590	26,597	(1,102,120)	0	
1%	○	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	0117455	117456	248,814	207,340	0	(245,761)	3,053	
91%	○	Town Beach Redevelopment - Greenspace & Waterpark - Cap Exp	1181405		140,397	116,990	127,248	(13,149)	0	
59%	○	Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	1181407		944,530	787,100	556,261	(388,269)	0	

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2021

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 30 Apr 2021						Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)		
34%	○	Town Beach Development - Jetty Project - Other Infra New - Cap Exp	1181409		6,199,044	5,165,870	2,127,864	(4,071,180)		0	
17%	○	Youth Bike Recreation Area - New Construction - Cap Exp	1181420	YBRA001	334,983	279,150	55,891	(279,092)		0	
138%	●	Cemetery Reserve New Infra Const - Cap Exp - Parks & Ovals	113550	113560	5,000	4,160	6,877	1,877		0	
No Budget	□	Town Beach Reserve Upgrade - Cap Exp - P&G	0113552	113607	0	0	7,039	7,039		0	
100%	●	Motocross Other infrastructure -Fencing- Other Recreation & Sport	1181423		27,365	22,800	27,365	0		0	
100%	●	Motocross Roadworks & Earthworks- Cap Exp - Other Recreation & Sport	1181422		366,418	305,340	366,418	0		0	
100%	●	Motocross Building Improvements - Cap Exp - Other Recreation & Sport	1181421		1,928,761	1,607,300	1,928,761	0		0	
No Budget	□	Haynes Oval Clubroom & Toilets New Const by P&G - Cap Exp	113572	113573	0	0	322	322		0	
147%	●	Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- Swim Area & Beaches	112397		8,750	7,290	0	4,150		12,900	
0%	○	Furniture & Equip - New - BRAC Dry	117372	117373	0	0	(448)	(448)		0	
No Budget	□	Town Beach Redevelopment - Fishing Platform & Amenities -Other Infra New -	1181402		0	0	36	36		0	
No Budget	□	Town Beach Redevelopment -Other Infra New - Cap Exp	1181401		0	0	232	232		0	
62%	⊕	Recreation And Culture Total			18,005,991	14,754,651	6,133,317	(6,878,086)		4,994,588	
		Transport									
91%	●	Federal Black Spot - Herbert / Saville Roundabout - NEW- Capex	113561	RU666	549,988	458,320	500,790	(49,198)		0	
98%	●	McDaniel Rd - Archer to Ward Stage 1 New Rd Const - Cap Exp	121000	121560	3,173,693	2,644,740	3,119,689	(54,004)		0	
14%	○	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	121100	RU226	797,858	664,880	111,823	(686,035)		0	
101%	●	Old Broome Road/ Gus Winckel Road Upgrade - Capex	121100	RU555	109,418	91,180	110,335	918		0	
0%	○	Bme Roudabouts L/Scaping Rd Infra Renewal Const by P&G - Capex	121101	121561	14,396	12,000	0	(14,396)		0	
		Urban Reseals Renewal Program - Various (Sealing Contractor) - Cap Ex -									
53%	○	Renewal	121101	RRU	439,777	219,888	0	(208,645)		231,132	
45%	○	Conti foreshore Footpath Construction (Before Hamersley Street - New	125140	125183	220,983	136,200	100,447	(120,536)		0	
90%	●	Broome Streets General Purpose Street Lighting Upgrades-CapE	125215	125033	150,000	125,000	135,237	(14,763)		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	1254421		107,124	79,270	440	(106,684)		0	
510%	●	Chinatown Landscaping Upgrade of Infra by P & G - Cap	121510	121510	75,000	62,500	382,518	307,518		0	
31%	○	Various Footpath Renewal - Renewal Construction - Cap Exp	125300	VARPATH	79,195	57,451	0	(54,984)		24,211	
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	21,350	0	0		25,626	
3%	○	Broome North Footpath New Const - Capex	125140	125277	87,000	72,500	2,516	(84,484)		0	
100%	●	Various FootPath Upgrade - Cap Exp	1223481	FPUP001	46,337	38,610	46,337	0		0	
0%	○		125140	125290	11,931	9,940	0	(11,931)		0	
14%	○	Town Beach - Carpark and Robinson / Hopton intersection	124600	124612	296,936	247,440	0	(254,296)		42,640	
No Budget	□	Cape Leveque Road Renewal Const - Resheet, Reform & Drainage	121505	121507	0	0	0	3,603		3,603	
78%	⊕	Transport Total			6,235,261	4,966,268	4,518,595	(1,387,474)		329,192	
		Economic Services									
99%	●	Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	0132129		83,400	69,500	0	(809)		82,591	
32%	○	Detailed Design Chinatown Project Stage 2 - CapEx	1367228		173,192	144,320	55,028	(118,164)		0	
169%	●	Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic	1367221		568,855	474,040	960,441	391,586		0	
34%	○	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	1367404	1367414	6,183,423	5,152,852	2,111,192	(4,072,231)		0	
35%	○	Napier Terrace Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	1367404	1367416	4,416,413	3,680,340	1,564,661	(2,851,752)		0	
32%	○	Camaron Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	1367404	1367417	3,930,518	3,275,430	1,266,405	(2,664,113)		0	
0%	○	Public Art (funded from Reserve) - Other Infra New - Cap Ex	1367405	1367412	506,779	422,310	2,050	(504,729)		0	
0%	○	Smart Cities Enabling Items - Cap Exp	1367405	1367418	300,000	150,000	0	(300,000)		0	
23%	○	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	1367405	1367419	392,197	326,830	89,177	(303,020)		0	
40%	○	Chinatown Transit Hub and Pocket Park (Chinatown Stage 2) Cap Exp	1367405	1367420	1,577,000	942,000	635,085	(941,915)		0	
0%	○	Visitor Centre Amenities (Chinatown Stage 2) Cap Exp	1367405	1367421	186,000	93,000	0	(186,000)		0	
1372%	●	Chinatown Entry Statement - Other Infra New - Cap Ex	1367405	1367415	2,919	2,430	40,043	37,124		0	
No Budget	□	Chinatown Public Art - Art Coordination & Contingency	1367405	1367422	0	0	49,644	49,644		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	34,674	34,674		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	2,619	2,619		0	
No Budget	□	Chinatown Public Art - Customised Designs for Sandblasted Benches	1367405	1367430	0	0	3,085	3,085		0	
No Budget	□	Chinatown Public Art - Customised Designs Filagree Panels	1367405	1367431	0	0	2,053	2,053		0	
139%	●	Dampier St Upgrade - Cap Exp	1367404	1367407	15,000	12,500	20,864	5,864		0	

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2021

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	YTD 30 Apr 2021							Strategic Reference / Comment
			Acct	Job	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
130%	●	Carnarvon St Upgrade - Cap Ex	1367404	1367408	42,000	35,000	54,775	12,775	0	
32%	○	Carnarvon Street South Streetscape Enhancements	1367404	1367433	887,000	443,500	283,378	(603,622)	0	
38%	○	Economic Services Total			19,264,696	15,224,052	7,263,809	(11,918,296)	82,591	
		Other Property & Services								
57%	●	Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	0142558		50,000	41,660	0	(21,477)		28,523
59%	●	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	0143610		479,955	399,960	0	(197,058)		282,897
18%	○	Equip & H'Ware > \$5000 Cap Exp - IT	0146120		214,000	178,330	38,292	(175,708)		0
27%	○	Software >\$5000 Cap Exp - IT	0146122		206,205	171,830	56,571	(149,634)		0
0%	○	Child Care Ctr cnr Guy & Herbert Build Renewal - Cap Exp	0146652	146653	4,000	2,000	0	(4,000)		0
		BOSCCA Building Renewal (Inc Plant & Furn) - Cap Exp - Com Fac Leased	0146662		0	0	0	0		0
		Shire Office Barker St - Building Renewal - Cap Exp - Corp Gov Support	0147372		0	0	0	0		0
71%	●	Depot Building Const Renewal - Cap Exp - Depot Operations	0148003	148007	4,000	2,000	0	(1,179)		2,821
94%	●	Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office	0148004		60,000	30,000	0	(3,749)		56,251
5%	○	Depot Building Upgrade - Cap Exp - Depot Ops	0148242	148243	98,000	49,000	5,028	(92,972)		0
96%	●	Vehicle & Mobile Plant Renewal(Replacement) - Cap Exp - Depot Ops	0148610		12,000	6,000	0	(531)		11,469
0%	○	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	0148611		871,000	435,500	0	(868,639)		2,361
		KRO2 Building Renewal - Cap Exp - Office Prop Leased	0147375		0	0	0	0		0
No Budget	□	Vehicle & Plant New - Cap Exp - P&G Operations	143621		0	0	307	307		0
15%	○	KRO1 Building Renewal - Cap Exp - Office Prop Leased	147374		78,167	65,130	0	(66,308)		11,859
98%	●	4 Jones Place - Renewal - Community Facilities Leased - Unclassified	146054		11,000	9,160	0	(273)		10,727
24%	○	Other Property & Services Total			2,088,327	1,390,570	100,198	(1,581,221)		406,908
50%	○	GRAND TOTAL			50,280,961	39,018,782	18,778,886	(25,356,594)		6,145,482

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2021

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 30 Apr 2021					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
103%	●	Land & Buildings - New			2,970,375	2,475,280	3,068,433		0	
1%	○	Land & Buildings - Upgrade			3,320,000	1,660,000	20,124	(3,299,876)	0	
90%	●	Land & Buildings - Renewal			5,616,374	4,528,134	0	(575,499)	5,040,875	
		Works in Progress Land & Buildings			0	0	0	0	0	
68%	●	<b>Land &amp; Buildings - Total</b>			<b>11,906,749</b>	<b>8,663,414</b>	<b>3,088,558</b>	<b>(3,777,317)</b>	<b>5,040,875</b>	
30%	○	Recreation Areas Infrastructure - New			2,729,142	2,244,974	823,126	(1,906,016)	0	
290%	●	Recreation Areas Infrastructure - Upgrade			2,430	2,025	7,039	4,610	0	
14%	○	Recreation Areas Infrastructure - Renewal			462,669	330,718	0	(396,062)	66,607	
		Works in Progress Recreation Areas Infrastructure			0	0	0	0	0	
28%	○	<b>Recreation Areas Infrastructure - Total</b>			<b>3,194,240</b>	<b>2,577,717</b>	<b>830,165</b>	<b>(2,297,469)</b>	<b>66,607</b>	
91%	●	Roads, F/Paths & Bridges Infrastructure - New			4,517,137	3,706,310	4,090,300	(426,837)	0	
40%	●	Roads, F/Paths & Bridges Infrastructure - Upgrade			17,245,013	14,075,152	6,976,219	(10,268,794)	0	
38%	○	Roads, F/Paths & Bridges Infrastructure - Renewal			855,929	558,129	0	(528,717)	327,212	
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0	0	
50%	●	<b>Roads, F/Paths &amp; Bridges Infrastructure - Total</b>			<b>22,618,079</b>	<b>18,339,591</b>	<b>11,066,519</b>	<b>(11,224,348)</b>	<b>327,212</b>	
0%	○	Drainage Infrastructure - New			154,830	129,020	0	(154,830)	0	
123%	●	Drainage Infrastructure - Upgrade			304,250	253,510	372,858		0	
0%	○	Drainage Infrastructure - Renewal			50,000	41,660	0	(50,000)	0	
		Works in Progress Drainage Infrastructure			0	0	0	0	0	
73%	●	<b>Drainage Infrastructure - Total</b>			<b>509,080</b>	<b>424,190</b>	<b>372,858</b>	<b>(136,222)</b>	<b>0</b>	
33%	○	Other Infrastructure - New			9,349,740	7,195,341	3,078,288	(6,271,453)	0	
55%	●	Other Infrastructure - Upgrade			350,000	225,000	191,340	(158,660)	0	
46%	○	Other Infrastructure - Renewal			117,000	62,160	0	(63,634)	53,366	
		Works in Progress Other Infrastructure			0	0	0	0	0	
34%	○	<b>Other Infrastructure - Total</b>			<b>9,816,740</b>	<b>7,482,501</b>	<b>3,269,628</b>	<b>(6,493,747)</b>	<b>53,366</b>	
21%	○	Mobile Plant & Equip New			273,000	209,830	56,743	(216,257)	0	
		Mobile Plant & Equip Upgrade			0	0	0	0	0	
44%	●	Mobile Plant & Equipment Renewal (Replacement)			1,502,367	937,630	0	(844,945)	657,422	
40%	●	<b>Mobile Plant &amp; Equip - Total</b>			<b>1,775,367</b>	<b>1,147,460</b>	<b>56,743</b>	<b>(1,061,202)</b>	<b>657,422</b>	
0%	○	Fixed Plant & Equipment - New			40,500	33,750	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>33,750</b>	<b>0</b>	<b>(40,500)</b>	<b>0</b>	
22%	○	Furniture & Equipment - New			420,205	350,160	94,415	(325,790)	0	
22%	○	<b>Furniture &amp; Equipment - Total</b>			<b>420,205</b>	<b>350,160</b>	<b>94,415</b>	<b>(325,790)</b>	<b>0</b>	
50%	●	<b>Capital Expenditure Total</b>			<b>50,280,961</b>	<b>39,018,782</b>	<b>18,778,886</b>	<b>(25,356,594)</b>	<b>6,145,482</b>	

**SHIRE OF BROOME**  
**Monthly Statement of Financial Activity**  
**For the Period Ending 30 April 2021**

**Appendix A: SUPPLEMENTARY NOTES TO THE MONTHLY REPORT**

**NOTES TO THIS MONTH'S REPORT**

**OVERVIEW**

For the period ended 30 April 2021, the following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	83.3%
Total Rates Raised Revenue	100% (of which 95.2% were collected)
Total Other Operating Revenue	68%
Total Operating Expenditure	72%
Total Capital Revenue	77%
Total Capital Expenditure	50%
Total Sale of Assets Revenue	34%

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 April 2021, the current position stands at \$15.4M.

**Cash**

Total Cash Assets are now \$49.4M being \$600K decrease from prior month.

The major collections this month include receipt of:

- \$1.16M Department of Infrastructure – Broome Golf Clubhouse - Final Grant Payment
- \$663K Lotterywest – Town Beach Stage 2 - Grant Funding
- \$55K Department of Primary Industries – Short St Transit Hub – Tranche 2



The major expenditure items this month include payments of:

- \$623K Swan Marine Construction – Jetty Progress Claim (RFT20-03)
- \$157K Horizon Power – Electricity Charges - Streetlights
- \$143K Horizon Power - Frederick St Lighting Upgrade
- \$138K Broome Visitor Centre – 20/21 Funding

#### **Receivables**

Sundry debtors including GST refundable stand at \$1.2M

Rates and rubbish debtors stand at \$1.2M. 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 \$168K having a \$15K increase since the previous month.

#### **Cash Liabilities**

These stand at \$388K. This represents our obligation on our outstanding loans in 20/21.

#### **Creditors and Payables**

Sundry Creditors are \$4.3M, 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 \$580K.

#### **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 2020-2021 year.

<b>10.      REPORTS OF COMMITTEES</b>
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There are no reports in this section.

<b>11. NOTICES OF MOTION</b>
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<b>12. QUESTIONS BY MEMBERS WITHOUT NOTICE</b>
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<b>13. BUSINESS OF AN URGENT NATURE</b>
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<b>14. MEETING CLOSED TO PUBLIC</b>
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<b>15. MEETING CLOSURE</b>
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