



# **AGENDA**

**FOR THE**

**ORDINARY MEETING OF COUNCIL**

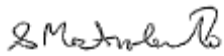
**31 MARCH 2022**

# NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of Council will be held on Thursday, 31 March 2022 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 5.00PM.

Regards,



S MASTROLEMBO  
**Chief Executive Officer**

24/03/2022

## 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.

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*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
2021	25 March	LOA			LOA					
2021	29 April	LOA			LOA					
2021	27 May	LOA		A						LOA
2021	24 June									
2021	29 July			LOA						
2021	26 August			LOA			A			
2021	30 September									
2021	14 October				A					
2021	18 November			LOA						R
2021	16 December			A						R
2022	24 February			LOA	A					R

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

## 2.25. Disqualification for failure to attend meetings

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

**SHIRE OF BROOME**  
**ORDINARY MEETING OF COUNCIL**  
**THURSDAY 31 MARCH 2022**  
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**1. OFFICIAL OPENING****2. ATTENDANCE AND APOLOGIES****3. ANNOUNCEMENTS BY PRESIDENT****4. DECLARATIONS OF INTEREST****5. PUBLIC QUESTION TIME****6. APPLICATIONS FOR LEAVE OF ABSENCE****7. CONFIRMATION OF MINUTES****RECOMMENDATION:**

That the Minutes of the Ordinary Meeting of Council held on 24 February 2022, as published and circulated, be confirmed as a true and accurate record of that meeting.

**8. PRESENTATIONS / PETITIONS / DEPUTATIONS**

There are no reports in this section.

## 9. REPORTS FROM OFFICERS

### 9.1 PEOPLE

#### 9.1.1 COUNTRY NIGHT LIGHTS PROGRAM/COMMUNITY SPORT AND RECREATION FACILITIES FUND - DEPARTMENT OF LOCAL GOVERNMENT AND CULTURAL INDUSTRIES - 2022/23 SMALL GRANTS FUNDING ROUND

<b>LOCATION/ADDRESS:</b>	Broome Recreation Aquatic Centre (BRAC), 20 Cable Beach Road East Broome 6725
<b>APPLICANT:</b>	Shire of Broome
<b>FILE:</b>	GPC08
<b>AUTHOR:</b>	Manager Community Facilities
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

The Country Night Lights Program and the Community Sport and Recreation Facilities Fund, provided by the Department of Local Government Sport and Cultural Industries require Local Government's to endorse and rank applications received from within the municipality. The Shire of Broome has prepared one funding application for each program for the March 2022/23 funding round for Council to consider.

## BACKGROUND

### Previous Considerations

Nil.

The Community Sport and Recreation Facilities Fund (**CSRFF**) is a State Government funding program that provides financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation.

The Country Night Light program (**CNLP**) is an extension of the CSRFF with the purpose of the program being to provide financial assistance to community groups and local governments with a specific focus on developing floodlighting infrastructure. Both programs aim to maintain or increase participation in sport and recreation with an emphasis on physical activity.

The CSRFF and CNLP require all projects from within a local government area to be assessed and ranked in order of priority for the municipality. The assessment and ranking of projects are required to be endorsed by Council.

The Shire has recently reviewed its Sport and Recreation Plan. While the draft plan has several eligible projects in the coming years, there are two specific projects that have been deemed of immediate need. These projects both relate to the upgrade of the tennis court facilities located at the Broome Recreation Aquatic Centre (**BRAC**).

Within the draft plan, the upgrading of the BRAC tennis courts is considered and ranked as a high priority for the Shire of Broome. This upgrade includes improvements to the lighting,

the surface and provision of a hit up wall. The ranking process within the draft plan nominates high priority projects to be delivered in the period 2022/23 – 2024/25.

The project is identified in the Shire of Broome's Corporate Business Plan (**CBP**) as an item for action in the 2023/24 financial year. The Shire's Long Term Financial Plan (**LTFP**) supports an allocation at this time. Due to the current standard of the lighting and the deteriorating court surface, Shire officers are proposing to bring the upgrade to the tennis courts forward and adjust the timing of another project scheduled for 2022/23 to balance funding contributions required.

The scheduling of funding programs has an impact on what can be achieved under each category of funding. The CSRFF has three types of grants:

Grant	Closing date	Scheduling	Funding
Small Grants	Round 1 - Applications close in March.	Projects to take place in next financial year.	Maximum project cost \$300,000.
	Round 2 - Applications close in August/September.	Projects to take place in next financial year.	Maximum project cost \$300,000.
Annual Grants	Applications close in September.	Projects to commence in next financial year.	Projects over \$300,000.
Forward Planning Grants	Applications close in September.	Projects to commence in next financial year.  Multiple year project delivery.	Projects over \$300,000.

The Small grant process has two funding rounds per year. The timing of the first round aligns with the 2022/23 budget cycle, in that any projects successful in receiving funding can commence in July 2022 and must be completed and acquitted by 15 June 2023. For a project to fit into the Small Grants round, the total cost must not exceed \$300,000 exclusive of GST.

The CNLP works under the same parameters as the Small Grants program in regard to timing and funding thresholds but has a specific focus on funding sports lighting projects.

With cost escalation noted in similar projects, officers have recently engaged an electrical consultant to prepare an updated costing for a project nominated for completion in the 2022/23 financial year; the Haynes Oval Lighting Upgrade. The anticipated cost for this project has risen to approximately \$356,743.

This meaning that the project would now fit into the next funding threshold and be unable to be applied for until the Annual Grant round in September, with funding available in the 2023/24 financial year if successful. This has led officers to recommend that the tennis court projects seek funding in the 2022/23 financial year and delay the Haynes Oval Lighting project until 2023/24.

## COMMENT

The tennis facilities at BRAC consist of eight acrylic surface courts surrounded by high level cyclone fencing and court lighting provided by metal halide globes across 6 x 15m poles and 8 x 8m poles.

## Tennis Court Surface Upgrade

The courts were last resurfaced in April 2014, at which time they transitioned from a synthetic grass surface to an acrylic system. During the install, seven of the eight courts were installed as a pave finish, and one court (court 2) installed with a cushion system.

Over the years, the courts with the pave finish have begun to show signs of cracking, with two courts becoming unusable due to their poor condition. The cushion surface has maintained its structure and integrity and is free from any cracking within the playing surface.

The Shire of Broome engaged a court specialist to visit the site, meet with the Broome Tennis Club, assess the condition of the courts and provide advice on options for repair/reconstruction. The range of options recommended include a simple resurface, use of a fibreglass membrane, a cushion system across all courts and a part or full reconstruction. These options vary in complexity, extensiveness, and cost.

Most of the previous resurfacing of these courts was a basic patch and resurface with acrylic, and while the courts have lasted for eight years, the longevity of the cushion system on court 2 has far outlived the general pave finish.

With this in mind and as the Shire of Broome is determined to provide a cost effective, sustainable and appropriate solution, the recommended option with which to proceed is to install a cushion system across all courts. While it is a higher project cost, the cushion surface has proven to be far more durable and able to cope with the extreme Broome weather conditions much better than the regular pave finish.

#### Tennis Court Lighting Upgrade

The lighting infrastructure has been in place since BRAC was constructed in 2002 and has been maintained with this same set up throughout the last 20 years. As the infrastructure has aged and standards have changed, the lighting is becoming inadequate for use for competitive tennis. Maintenance costs have been high and storm events have caused failures of multiple globes at a time.

The CNLP application that has been prepared by officers includes the use of LED lighting to enable improved visibility for users, better operational/maintenance efficiencies and reduce environmental impact through reduced electricity consumption.

With the advancements in LED technology, the design prepared by an electrical contractor has demonstrated that the required 350 lux and uniformity can be achieved by utilising the six existing 15m poles. It is proposed to then remove the existing 8 x 8m poles. The design also allows for the operating system to be consistent with the system installed on the Shire's lit sporting fields in Broome, and the BRAC outdoor covered courts. This provides further streamlining of operation, invoicing and administration processes.

A costing has been provided for the works and includes a contingency in case of any unforeseen costs.

#### Strategic Context

The Shire's draft sport and recreation plan (2021 – 2031) has been developed through extensive consultation with the community, sporting clubs and relevant stakeholders. Following the consultation, priorities for investment into sport and recreation infrastructure have been prepared and released to the community for public feedback. It is anticipated that the final plan will return to Council in April 2022, after the community feedback has been considered for Council's final review and possible endorsement.

Since the Framework for Development of Sport and Recreation Facilities (2016-2025) was adopted by Council, the philosophy has remained that the Shire's role is to provide basic facility provision, and that any additional and more sophisticated development is to be driven by the sporting clubs.

This has continued through the Sport and Recreation Plan (2019-2029) and is referred to in the draft Sport and Recreation Plan (2021-2031). The provision of a quality tennis court surface and adequate lighting aligns with this philosophy.

Both the BRAC tennis court lighting and surface upgrades have been identified as a high priority project in the draft Sport and Recreation Plan for completion in the period 2022/23 – 2024/25. The upgrade to the courts is referenced in the draft document as:

**Action** – *Provide upgrade to the tennis courts at Broome Recreation Aquatic Centre including sports lighting and a hit up wall.*

**Identified requirement** – *Tennis West Facility Strategy recommendations include exploring shared use facility opportunities with other sports and community groups. Two of the existing courts are currently unserviceable due to cracking.... The upgrade to the courts would be inclusive of the provision of new lighting as the current lights are of a poor standard.*

**Community demand/support** – *Consultation was supportive of upgrades to the tennis facilities. Usage of the courts has declined since 2014/15 when the courts were originally resurfaced but has seen a recent increase as the Club has undergone a reorganisation.*

## CONSULTATION

Officers have consulted with the Broome Tennis Club committee regarding the need for the upgrade of facilities, including both the court resurfacing and the court lighting.

The advice received from the Club is that while improved lighting is their priority, the surface is also important to the operations of their club. They have advised that *'there is no sense in upgrading the surfaces without also ensuring new lights are installed that meet adequate brightness levels across all courts equally'*.

Officers have also liaised with Tennis West (the tennis specific State Sporting Association) regarding the project and the proposed direction for tennis facilities in Broome and have received a letter of support for the works to proceed.

## STATUTORY ENVIRONMENT

Nil.

## POLICY IMPLICATIONS

Nil.

## FINANCIAL IMPLICATIONS

### Tennis Court Surface Upgrade

A detailed costing prepared in February 2022 has been provided within the funding submission. An overall breakdown is shown below:



Item	Cost (ex GST)
Supply and install of plexi cushion surface to 8 x courts	\$242,185
Supply and install of fibreglass membrane to court area	\$25,425
Contingency (10%)	\$26,761
Total	\$294,371

The maximum grant offered for resurfacing projects through the CSRFF is 16.6% of the total project cost. The remaining funds are being sought from municipal funds through the 22-23 Annual Budget process.

Source	Contribution (ex GST)
CSRFF	\$49,042
Shire of Broome	\$245,329
Total	\$294,371

#### Tennis Lighting Upgrade

A detailed costing prepared in February 2022 has been provided within the funding submission. An overall breakdown is shown below:

Item	Cost (ex GST)
Preliminaries	\$13,300
Materials	\$109,906
Civil works	\$8,000
Electrical	\$20,054
Testing and commissioning	\$18,000
Project management	\$11,500
Contingency (10%)	\$18,076
Total	\$198,836

The maximum grant offered for standard applications through the CNLP is one third of the total project cost. The remaining funds are being sought from municipal funds through the 22-23 Annual Budget process.

Source	Contribution (ex GST)
CNLP	\$66,278.67
Shire of Broome	\$132,557.33
Total	\$198,836.00

#### Corporate Business Plan/Long Term Financial Plan allocations

The upgrade to the BRAC tennis courts had been identified in the previous Sport and Recreation Plan (2019 – 2029) and through this process was nominated in the Shire's CBP and LTFP to occur in the 2023/24 financial year.

Current CBP/LTFP	2022/23			2023/24		
Project	Muni	Grant	Total	Muni	Grant	Total
Haynes lights	\$65,000	\$65,000	\$130,000			
Tennis upgrades				\$466,000	\$234,000	\$700,000
Totals	\$65,000	\$65,000	\$130,000	\$466,000	\$234,000	\$700,000

With the immediate need for the Tennis Court works due to the impact it has on participation, officers are proposing to bring the tennis court projects forward in place of the Haynes Oval Lighting Project. This will also better align with the timing of relevant funding programs.

Recent updated project estimates prepared by industry specialists indicate an increase in costs for the Haynes Oval Lighting Project, but a lower cost than was initially allocated for the overall tennis court upgrades.

When comparing the CBP allocated funds against the funding applications being prepared, and the contributions required by the Shire of Broome, the break down is as shown below:

Proposed 22/23	2022/23			2023/24		
Project	Muni	Grant	Total	Muni	Grant	Total
Haynes lights				\$237,829	\$118,914	\$356,743
Tennis Surface	\$245,329	\$49,042	\$294,371			
Tennis lights	\$132,557	\$66,278	\$198,835			
Totals	\$377,886	\$115,320	\$493,206	\$237,829	\$118,914	\$356,743

Overall, based upon the more current estimates, there would only be a slight increase in overall project costs, but a need for greater muni contribution over the two-year period as shown below:

Source	CBP/LTFP	Proposed
Muni	\$531,000	\$615,715
Grant	\$299,000	\$234,234
Total	\$830,000	\$849,949

## RISK

BRAC staff have already deemed two of the existing tennis courts as unsuitable to take bookings for and have removed the nets to deter usage. There is the risk that if left for another year, that there may be more courts that become unusable in the coming months.

There is a risk that that if the lights are not upgraded in this financial year that they will continue to fail regularly, causing a reputational risk for the Shire of Broome and the BRAC facilities.

The lights will not be meeting Australian standards for competitive tennis and potentially provide a risk of injury to participants, as well continue the risk of reducing participation within Broome Tennis Club activities.

## 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

## VOTING REQUIREMENTS

*Simple Majority*

**REPORT RECOMMENDATION:**

*That Council:*

1. *Notes the amended project scheduling in regard to Corporate Business Plan actions 3.2.11 and 3.2.12;*
2. *Recommends the following application to the Department of Local Government, Sport and Cultural Industries Community Sport and Recreation Facilities Fund 2022-23 Small Grant round for funding as follows:*

<i>Applicant</i>	<i>Project</i>	<i>Project assessment</i>	<i>Priority</i>
<i>Shire of Broome</i>	<i>BRAC Tennis Court Surface Upgrade</i>	<i>A (Well planned and needed by Municipality)</i>	<i>One</i>

3. *Recommends the following application to the Department of Local Government, Sport and Cultural Industries Country Night Light Program 2022-23 for funding as follows:*

<i>Applicant</i>	<i>Project</i>	<i>Project assessment</i>	<i>Priority</i>
<i>Shire of Broome</i>	<i>BRAC Tennis Court Lighting Upgrade</i>	<i>A (Well planned and needed by Municipality)</i>	<i>One</i>

4. *Requests the Chief Executive Officer to inform the Department of Local Government and Cultural Industries of Council's decision in accordance with recommendations 1 and 2 above.*

**Attachments**

There are no attachments for this report.

**9.1.2 ARTS, CULTURE AND HERITAGE COMMUNITY REFERENCE GROUP - CHANGE OF MEMBERSHIP**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	CTE01
<b>AUTHOR:</b>	Manager Governance, Strategy & Risk
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report recommends a change to the Councillor appointments to the Arts, Culture and Heritage Community Reference Group (ACHCRG).

**BACKGROUND**Previous Considerations

SMC 28 October 2021

Item 5.4.1

Appointments to Council Committees and Working Groups occurred shortly after the October 2021 election.

With reference to the ACHCRG the following appointments were made.

**COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/1021/014**

**Moved: Cr D Male**

**Seconded: Cr P Taylor**

**Arts, Culture and Heritage Community Reference Group****That Council:**

- 1. Reactivates the Arts, Culture and Heritage Community Reference Group and adopts the Terms of Reference as detailed in Attachment 5;**
- 2. Appoints Cr Male as Chairperson of the Arts, Culture and Heritage Community Reference Group;**
- 3. Appoints Cr H Tracey as Deputy Chairperson of the Arts, Culture and Heritage Community Reference Group;**
- 4. Appoints Cr P Matsumoto as Proxy Member of the Arts, Culture and Heritage Community Reference Group;**
- 5. Approves the appointment of the Organisation Representatives and Community Representatives as detailed in Attachment 5; and**
- 6. Notes that Expressions of Interest will be sought to fill the 3 Community Representative positions.**

**CARRIED UNANIMOUSLY 7/0**

## COMMENT

Cr Wevers is known for her long association with the Broome Art, Culture and Heritage Community. At the time appointments were made in October 2021 Cr Wevers did not nominate for the ACHCRG due to other pressing obligations. These have now cleared and Cr Wevers has indicated that she would be willing and available to Chair the ACHCRG moving forward, subject to Council endorsement.

Cr Male who took on the Chair position is fully supportive of Cr Wevers assuming the Chair role for the ACHCRG.

All other ACHCRG appointments will remain the same with Cr Tracey, continuing as the Deputy Chair and Councillor Matsumoto as the proxy member.

## CONSULTATION

Councillors Wevers, Tracey and Male.

## STATUTORY ENVIRONMENT

Appointments to the Arts, Culture and Heritage Community Reference Group are made in accordance with the Terms of Reference endorsed by Council on 28 October 2021.

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Nil

## RISK

Nil

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

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

## VOTING REQUIREMENTS

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council appoints Cr N Wevers as Chairperson of the Arts, Culture and Heritage Community Reference Group to replace Cr D Male.*

## **Attachments**

Nil

## 9.2 PLACE

### 9.2.1 BROOME TURF CLUB - LEASE DISPOSAL

<b>LOCATION/ADDRESS:</b>	Reserve 22648
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	LSS005 - RESERVE 22648 - BROOME TURF CLUB INC
<b>AUTHOR:</b>	Manager Engineering
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

This report recommends Council enter into a new three (3) year lease with the Broome Turf Club (**BTC**) on Reserve 22648 subject to the terms and conditions set out in this report, the Head Lease and the requisite approvals required from the Minister for Lands.

#### BACKGROUND

##### Previous Considerations

Nil

The Shire of Broome (**Shire**) has the Management Order over Reserve 22648 for the purpose of Recreation, Racecourse, Aged Care Facility and Short-Term Accommodation. The Management Order permits the Shire, subject to Ministerial approval to lease the reserve for a period up to a maximum of 21 years.

The Broome Turf Club (**BTC**) has been operating at this location under a 21-year lease with the Shire since 2001. This lease agreement expired in December 2021 and the BTC has remained on Premises pursuant to the holding over provisions contained in the lease. The BTC has requested a new lease with the Shire.

In 2021 the Shire collaborated with the BTC to undertake a Master Planning exercise to explore opportunities and guide future growth and development of this site.

The Master Planning process has identified that the BTC does not currently utilise or require the total area of Reserve 22648 to operate a successful race round or to accommodate the future growth and development of the BTC. It also identified non-for profit and community organisations that would be interested in leasing a portion of Reserve 22648 if the opportunity were available.

This has been a key consideration when reviewing the new BTC lease boundaries and as a result the new lease boundary will exclude areas on the eastern boundary and an area on the southern side of Kavite Road (refer Attachment 1.)

The draft Master Plan was presented to Council at the May 2021 and July 2021 Council workshops where the proposed lease boundaries were discussed.

It is noted that the BTC Master Plan is still being finalised and will be presented for Community Consultation when finalised.

A key focus of the Master Plan is to identify key priorities to be delivered in the short, medium, and long-term. However, as the Master Planning process has not been finalised Shire Officers do not feel it is in the best interest of the Shire to enter a long-term 21-year lease for this location. Instead, to provide Council with confidence that the aspirational long-term vision for this site can be achieved and that the BTC are able to grow and develop the site in line with the Master Plan officers are recommending a short-term 3-year lease which includes the following special conditions:

- Broome Turf Club Master Plan to be finalised to the satisfaction of the Shire and presented for community consultation (within first year of lease)
- Achieve compliance with the current lease boundaries and existing infrastructure
- Develop detail plans for the delivery of the identified priorities
- Develop a funding strategy for the delivery of the priorities
- Develop a detailed financial business case outlining how loan commitments to support the delivery of priorities will be achieved.

The terms of the proposed lease were presented to Council at the February 2022 Council workshop in which the terms of the short-term lease were discussed and received in principle support.

## COMMENT

Over the past 12 months Officers have been in communication with the BTC regarding the terms and conditions of the new lease.

The key terms of the Lease proposal have been outlined in the table below:

Terms and Conditions	Comments
Lessee	Broome Turf Club
Lease Commencement Date	1 May 2022
Premises	Reserve 22648 Lot 1848
Lease Area	Portion of Reserve 22648 (see Attachment 1)
Term	3 Years
Rental	\$1.00 per annum (Current lease is \$2,000 per annum)
Outgoings	The tenant to pay all outgoings including but not limited to: <ul style="list-style-type: none"> <li>• All Rates, levies and charges</li> <li>• Utility and water costs</li> </ul>
Insurance	BTC to be responsible for their own building insurance and other relevant insurances.
Special Conditions / milestone expectations	To provide Council with confidence that the aspirational long-term vision for this site can be achieved, the lease will include special



	conditions which reflect capital improvement milestones that are to be achieved during the lease term.
--	--

As outlined above, to ensure the BTC can grow and develop the site in line with the Master Plan the intention is to offer a short-term three-year lease. On completion of this lease if these milestone conditions have been achieved a further 21 years lease can be considered.

Shire officers are also proposing that the new 3-year lease be a peppercorn community lease with rent set at \$1.00 per annum. This is lower than the previous lease rent of \$2,000 per annum however is in line with other community leases that the Shire has entered.

It is also recommended that Shire Officers work with the BTC to identify appropriate funding opportunities to enable the Master Plan activities to occur.

## CONSULTATION

Stakeholder engagement has been an important component of the project, to encapsulate as many practical and viable aspirations as possible. Stakeholder representation was provided through the Stakeholder Reference Group (**SRG**) established by the Shire for the project to provide input and advice regarding the formulation of the Master Plan. The SRG membership comprised representatives from the following organisations:

- Shire of Broome.
- Broome Turf Club.
- Telethon Kids (Yawardani Jan-ga).
- Saltwater Country.
- Broome Rodeo Club.
- Broome Sailing Club.
- Nyamba Buru Yawuru (NBY).

The stakeholder engagement process has involved the following key activities:

- Vision Workshop – Wednesday 31st March 2021 – to provide key stakeholders with the opportunity to understand and confirm the key opportunities and issues for the project and enable collaboration with stakeholders on the development of the vision and emerging values.
- Draft Master Plan Review Workshop – Friday 7th May 2021 – to provide key stakeholders with an overview of the draft Master Plan design and obtain feedback on the draft Master Plan, staging, key priorities and identification of key issues.
- Individual stakeholder meetings and telephone interviews.

Previous stakeholder engagement, research and recommendations undertaken as part of the High-Level Strategy Report prepared by NAJA on behalf of the BTC (2019) has also been used to inform and guide the Master Plan.

The Shire of Broome also presented the draft Master Plan to the Yawuru Prescribed Body Corporate on 1 September 2021 for information to update them on the progress of the Master Plan exercise.

Following the completion of the Master Plan the Shire will prepare a community Engagement Plan and undertake the required engagement.

## STATUTORY ENVIRONMENT

### ***Local Government Act 1995***

3.58. Disposing of property

### ***Land Administration Act 1997***

18. Crown land transactions that need Minister's approval

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

The Shire receives \$2,000 per annum rental income from the BTC under the existing lease arrangements. For the new lease officers are proposing a \$1 per annum (peppercorn) lease in line with recent similar Leases such as the Broome Golf Club and Broome Surf Life Saving Club.

The Tenant would be responsible for all costs relating to the preparation and execution of the lease as well as all insurances, outgoings, and maintenance costs at the premises.

## RISK

Shire officers and the BTC have been in regular contact through the Master Plan preparation and through the development of the draft lease terms.

The BTC racing calendar is one of the most anticipated events in Western Australia. The racing attracts people from intrastate and interstate and delivers a substantial economic benefit to the Broome community.

The BTC have successfully delivered horse racing in Broome over a long period of time and there is no indication they would not continue to successfully deliver racing into the future.

The addition of special conditions to the new lease to reflect capital improvement milestones provides Council with confidence that the BTC has a long-term vision for the site and can grow the offering.

Officers believe there is minimal risk when entering a new lease with the BTC and that the Lease provides sufficient controls to manage any risk. It is intended that once capital improvement milestones are confirmed, and Strategic Planning is complete a long term 21-year lease will be offered to the BTC.

## 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.**

***A healthy, active community:***

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

**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. *Advertises the lease disposal of Reserve 22648 in accordance with section 3.58 (3) and (4) of the Local Government Act 1995;*
2. *Authorises the Chief Executive Officer to seek Ministerial approval and negotiate the final terms and conditions of the lease in line with:*
  - (a) A new lease to be entered into for a 3-year term commencing 01 May 2022;*
  - (b) Rent to be \$1.00 per annum;*
  - (c) The Lessee to be responsible for all associated costs in preparing the lease; and*
  - (d) The special conditions be included within the lease.*
3. *Authorises the Chief Executive Officer to engross the final lease documentation;*
4. *Requests the Chief Executive Officer present, for consideration and community consultation, the finalised Broome Turf Club Master Plan; and*
5. *Requests the Chief Executive Officer collaborate with the Broome Turf Club to identify funding for activities identified in the Master Plan.*

**Attachments**

1. LEASE AREA
2. DRAFT LEASE







FORM L1C

FORM APPROVAL No: B2806

TENURE CODE

WESTERN AUSTRALIA  
LAND ADMINISTRATION ACT 1997  
TRANSFER OF LAND ACT 1893 as amended

**LEASE OF CROWN LAND (L)**

DESCRIPTION OF LAND (NOTE 1)	EXTENT	VOLUME	FOLIO
Lot 1848 on Deposited Plan 185625	Whole	LR3123	497

## LIMITATIONS, INTERESTS, ENCUMBRANCES and NOTIFICATIONS (NOTE 2)

Reserve G225485  
Management Order I603834, I603834  
Memorial K492254

[Lease H885783 (to Broome Turf Club)]

## LESSOR/LESSORS (NOTE 3)

**Shire of Broome ABN 94 526 654 007** of Shire Council Office, Cnr Weld and Haas Street, BROOME WA 6725

## LESSEE/LESSEES (NOTE 4)

[Insert] ABN [insert] of [insert address]

[Note: Tenant to confirm.]

## TERM OF LEASE (NOTE 5)

3 years

Commencing on \_\_\_\_\_ and expiring on \_\_\_\_\_.

THE LESSOR HEREBY LEASES TO THE LESSEE the land above described subject to the encumbrances as shown hereon (Note 6)

For the above term for the clear yearly rental of \$1.00 plus GST

25368789

SUBJECT TO THE COVENANTS AND POWERS IMPLIED UNDER THE *LAND ADMINISTRATION ACT 1997* AND THE *TRANSFER OF LAND ACT 1893* AS AMENDED (UNLESS HEREBY NEGATED OR MODIFIED) AND ALSO TO THE COVENANTS AND CONDITIONS CONTAINED HEREIN.

See attached lease.

95679609



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## Lease - Broome Turf Club

---

Shire of Broome

[Insert Tenant]

QV1 Building 250 St Georges Terrace Perth WA 6000 Australia  
GPO Box U1942 Perth WA 6845 Australia

Telephone +61 8 9211 7777 Facsimile +61 8 9211 7878  
[www.herbertsmithfreehills.com](http://www.herbertsmithfreehills.com) DX 104 Perth



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#### **Attachment 1**

##### **Consent of the Minister for Lands**

#### **Attachment 2**

##### **Plan of Premises**

#### **Attachment 3**

##### **Plan of Resumption**

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## Lease - Broome Turf Club (Part of Reserve 32655)

---

Date ►

Between the parties

---

Landlord	<b>Shire of Broome</b> of Shire Council Office, Cnr Weld and Haas Street, Broome, WA 6725 <b>(Landlord)</b>
----------	--

---

Tenant	<b>[Insert]</b> of <b>[insert address]</b> <b>[Note: Tenant to confirm.]</b> <b>(Tenant)</b>
--------	---

---

Recitals	<ol style="list-style-type: none"><li>1 The Land is vested in the Landlord pursuant to Management Order I603834 dated 26 August 2003 made under the <i>Land Administration Act 1997</i> (WA) for the purposes of recreation, racecourse, aged care facility and short term accommodation.</li><li>2 The Landlord has agreed to grant to the Tenant, and the Tenant has agreed to take, a lease of the Premises as set out in this document.</li><li>3 The Minister for Lands has granted its prior consent to this lease pursuant to section 18(1) of the <i>Land Administration Act 1997</i> as evidenced at Attachment 1.</li></ol>
----------	---

---

The parties agree as follows:

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## 1 Definitions and interpretation

### 1.1 Definitions

The meanings of the terms used in this lease are set out below.

Term	Meaning
<b>Business Day</b>	a day other than a Saturday, Sunday or public holiday in Western Australia.
<b>Encumbrances</b>	any easement, restrictive covenant, deed of covenant, memorial, notification on title, mortgage granted over the Land, and any other encumbrance registered on the Land other than a lease or caveat lodged by another tenant in respect of other leased premises.
<b>Environment</b>	has the same meaning as under the <i>Environmental Protection Act 1986</i> (WA).
<b>Environmental Law</b>	<ol style="list-style-type: none"> <li>all present and future legislation, regulations and local laws in Western Australia concerning the Environment including the <i>Environmental Protection Act 1986</i> (WA), the <i>Rights in Water and Irrigation Act 1914</i> (WA), the <i>Dangerous Goods Safety Act 2004</i> (WA) and the <i>Contaminated Sites Act 2003</i> (WA);</li> <li>Australian Standards and Codes of Practice concerning the Environment applicable to the use and occupation of the Premises; and</li> <li>any common law relating to the Environment.</li> </ol>
<b>Force Majeure</b>	<p>any one or more, or a combination, of the following:</p> <ol style="list-style-type: none"> <li>fire, explosion or act of God;</li> <li>lightning, hurricane, cyclone, earthquake, natural disaster, landslide, tsunami or mudslide beyond what would usually be expected at the Premises; or</li> </ol> <p>to the extent that it:</p> <ol style="list-style-type: none"> <li>directly causes the Tenant to be unable to trade;</li> <li>was not caused or contributed to by the Tenant; and</li> <li>could not have been prevented, mitigated or recovered by Tenant acting in accordance with best industry practice.</li> </ol>
<b>GST</b>	goods and services tax or similar value added tax levied or imposed in Australia pursuant to the GST law or otherwise on a supply.



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## 1 Definitions and interpretation

Term	Meaning
<b>GST law</b>	has the same meaning as in the <i>A New Tax System (Goods and Services Tax) Act 1999</i> (Cth).
<b>Insolvency Event</b>	<ol style="list-style-type: none"> <li>1 if the Tenant informs the Landlord or the Tenant's creditors generally that the Tenant is insolvent or unable to pay its debts as they fall due;</li> <li>2 if the Tenant, being a corporation: <ol style="list-style-type: none"> <li>(a) becomes insolvent;</li> <li>(b) resolves to be wound up voluntarily (unless the winding up is for the purpose of reconstruction or amalgamation);</li> <li>(c) has any winding up application presented against it (unless the winding up is for the purpose of reconstruction or amalgamation);</li> <li>(d) is ordered to be wound up;</li> <li>(e) is dissolved or has its registration cancelled;</li> <li>(f) is placed into liquidation; or</li> <li>(g) has a receiver or receiver and manager or controller (as defined under the Corporations Act 2001) appointed over part or all of the Tenant's undertaking or property;</li> </ol> </li> <li>3 any mortgagee of any of the Tenant's property take possession of any of that property; or</li> <li>4 any execution or similar process is made against the Premises or the property of the Tenant.</li> </ol>
<b>Interest</b>	interest at the rate of the Corporate Overdraft Reference Rate published by Commonwealth Bank of Australia at the date when payment of the interest becomes due and payable or if that rate is no longer published, a rate reasonably determined by the Landlord.
<b>Item</b>	refers to an item in the Schedule.
<b>Land</b>	the land described in Item 1 on which the Premises is situated.
<b>Landlord's Property</b>	each fixture, fitting and item of plant and equipment installed in the Premises and belonging to or leased by the Landlord.
<b>Lifecycle Plan</b>	the plan described in clause 6.14(a).



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## 1 Definitions and interpretation

Term	Meaning
<b>Permitted Person</b>	<ol style="list-style-type: none"> <li>1 an agent, employee, licensee, or invitee of the Tenant; and</li> <li>2 any person visiting the Premises with the express or implied consent of any person mentioned in the paragraph above.</li> </ol>
<b>Permitted Use</b>	the use specified in Item 4.
<b>Pollutant</b>	a pollutant, contaminant, dangerous, toxic or hazardous substance, petroleum or petroleum product, chemical, solid, special liquid, industrial or other waste regulated under Environmental Law.
<b>Premises</b>	that part of the Land as described in Item 2.
<b>Rent</b>	the rent specified in clause 4.1.
<b>Schedule</b>	the schedule of commercial terms forming part of this lease.
<b>Sinking Fund</b>	the sinking fund described in clause 6.13(a).dave
<b>Tenant's Obligations</b>	each agreement or obligation in this lease or imposed by law with which the Tenant must comply.
<b>Tenant's Property</b>	each fixture, fitting or other property installed in or brought on the Premises by the Tenant or a previous occupier of the Premises.
<b>Term</b>	the term specified in Item 3.
<b>Termination</b>	the expiry or earlier determination of the Term under this lease or, if applicable, the end of any period of holding over under clause 3.2.
<b>Unfit for Occupation</b>	<p>that the Premises, or any part of the Premises are so destroyed or damaged as to:</p> <ol style="list-style-type: none"> <li>1 render a substantial part of the Premises unfit for occupation and use;</li> <li>2 inhibit access to the Premises by the Tenant or the customers of the Tenant's business in any substantial adverse manner; or</li> <li>3 interfere substantially with the Tenant's rights under this lease.</li> </ol>

## 1.2 Interpretation

Unless the contrary intention appears:



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## 2 Grant of lease

- (a) Headings and boldings are for convenience only and do not affect the interpretation of this lease.
- (b) Words denoting the singular include the plural and vice versa.
- (c) Words denoting a gender include each gender.
- (d) Other parts of speech and grammatical forms of a word or phrase defined in this lease have a corresponding meaning.
- (e) A reference to a person includes a natural person, partnership, joint venture, association, or corporation and a government or any governmental, local authorities and agencies.
- (f) A reference to a thing, including a right or power, includes the whole or a part of that thing.
- (g) A reference to a subclause is a reference to a subclause of the clause in which the reference occurs.
- (h) A reference to a statute includes a regulation, by-law, requisition and order made under that statute and any amendment to or re-enactment of that statute, regulation, by-law, requisition or order for the time being in force.
- (i) A reference to a document, including this lease, includes each document or agreement varying or replacing that document.
- (j) A reference to a party to a document includes that party's successors personal representatives and permitted assigns.
- (k) An agreement on the part of 2 or more persons binds them jointly and severally.
- (l) A reference to a body, other than a party to this lease (including, without limitation, an institute, association or authority), whether statutory or not:
  - (1) which ceases to exist; or
  - (2) whose powers or functions are transferred to another body,is a reference to the body which replaces it or which substantially succeeds to its powers or functions.
- (m) Where the day on or by which any thing is to be done is not a Business Day, that thing must be done on or by the next Business Day.
- (n) Month means a calendar month.
- (o) Where a general description of a thing, including a right or obligation, is followed by a specific instance or example of that thing, that specific instance or example does not limit the scope of the general description.

## 2 Grant of lease

---

The Landlord leases the Premises to the Tenant, subject to the Encumbrances and on the terms and conditions set out in this lease.



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3 Length of lease

### 3 Length of lease

---

#### 3.1 Term

The lease granted to the Tenant is for the Term.

#### 3.2 Holding over

If the Tenant remains in possession of the Premises after expiry of the Term with the written consent of the Landlord, the Tenant will be a monthly tenant of the Landlord:

- (a) at a rent equivalent to the monthly Rent immediately preceding expiry of the Term; and
- (b) otherwise on the same terms and conditions as this lease so far as they are applicable to a monthly tenancy.

### 4 Payments by the Tenant

---

#### 4.1 Rent

The Rent payable under this lease for the Term is \$1.00 per annum on demand, if demanded.

#### 4.2 Payment of costs

The Tenant must pay:

- (a) the Landlord's legal and other costs associated with:
  - (1) the preparation, execution and any necessary registration of this lease, including the preparation of any survey plans;
  - (2) considering the Tenant's request for approval or consent, including consent to an assignment or sublease; and
  - (3) any breach of a Tenant's Obligation; and
- (b) all registration fees payable in connection with this lease.

#### 4.3 Interest on overdue money

Without affecting the Landlord's rights, the Tenant must pay to the Landlord on demand Interest on any money payable by the Tenant to the Landlord which is unpaid for 7 days calculated from the due date for payment until payment.

#### 4.4 Goods and services tax

- (a) Words used in this clause which have a defined meaning in the GST law have the same meaning as in the GST law unless the context indicates otherwise.
- (b) Unless expressly included, the consideration for any supply under or in connection with this lease does not include GST.
- (c) To the extent that any supply made under or in connection with this lease is a taxable supply for which the supplier is liable for GST, the recipient must pay, in





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5 Outgoings

addition to the consideration provided under this lease for that supply (unless it expressly includes GST) an amount (**additional amount**) equal to the amount of that consideration multiplied by the rate at which GST is imposed in respect of the supply. The recipient must pay the additional amount at the same time as the consideration to which it is referable.

- (d) The supplier must issue a tax invoice to the recipient of a supply to which subclause (c) applies no later than 5 Business Days following payment of the GST inclusive consideration for that supply under that clause.
- (e) If a party is entitled under this lease to be reimbursed or indemnified by any other party for a cost or expense incurred in connection with this lease, the reimbursement or indemnity payment must not include any GST component of the cost or expense to the extent that an input tax credit may be claimed by the party entitled to be reimbursed or indemnified, or by its representative member.

## 5 Outgoings

### 5.1 Outgoings separately assessed

The Tenant must pay promptly all outgoings assessed, charged or incurred in respect of the Premises including, but not limited to:

- (a) all rates and charges together with all rubbish removal rates and charges payable to the local or municipal authority and fire service levies;
- (b) water and drainage rates including, but not limited to, meter rents and excess water charges;
- (c) costs for the usage and supply of electricity, gas, communications links or other like service;
- (d) land tax and metropolitan region improvement tax;
- (e) insurance premiums incurred by the Landlord for insuring the Premises against fire, explosion, earthquake, flood, lightening, storm, tempest, act of God, fusion, smoke, rainwater, water leakage, impact by vehicles, machinery breakdown, malicious acts or omissions, public liability, loss of rent and such other risks as a prudent Landlord would or should normally insure against;
- (f) any other charge or levy imposed on the Premises or the Landlord by any statutory authority or governmental or semi-governmental authority, including council rates if applicable; and
- (g) each outgoing and expense of the Landlord payable or incurred in respect of maintaining and repairing the Premises, the Landlord's Property and/or the Tenant's Property and any other maintenance and repair work to the Premises which the Landlord determines from time to time including, but not limited to maintenance and repair of the air conditioning systems.

**[HSF note: Shire to please confirm list of outgoings to be recovered from the Tenant and if any other outgoings are to be included.]**

### 5.2 Outgoings not separately assessed

If any outgoings referred to in clause 5.1 are not separately assessed in respect of the Premises, the Tenant must pay to the Landlord on demand that proportion of those



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6 Tenant's obligations in relation to maintenance of the Premises

outgoings which the area of the Premises bears to the area of the land the subject of the assessment.

## 6 Tenant's obligations in relation to maintenance of the Premises

---

### 6.1 Maintenance of the Premises

The Tenant must maintain the Premises in good order and condition, including for fair wear and tear. For the avoidance of doubt, this includes all capital and structural works to all buildings and structures constructed on the Premises from time to time.

### 6.2 Tenant to maintain the Tenant's Property and Landlord's Property

The Tenant must maintain the Tenant's Property and the Landlord's Property in the Premises, clean and in good order and condition.

### 6.3 Tenant to keep Premises free from rubbish

The Tenant must keep the Premises free from dirt and rubbish.

### 6.4 Maintain gardens and fences

The Tenant must:

- (a) maintain the gardens and fences located on the Premises to the same standard which existed at the commencement of the Term;
- (b) tend, water and fertilise the gardens located on the Premises; and
- (c) maintain regular weed management on the Premises.

### 6.5 Replacement of Landlord's Property

- (a) If the Tenant is liable to replace any of the Landlord's Property in the Premises, the Tenant must:
  - (1) replace that Landlord's Property with an item of similar quality, colour and design; and
  - (2) carry out the replacement to the satisfaction of the Landlord.
- (b) The Tenant must keep the Landlord's Property within the Premises unobstructed.

### 6.6 Tenant to repair or replace items if necessary

Without affecting clauses 6.1 and 6.3, the Tenant must promptly:

- (a) Repair any damage to the Premises caused by the Tenant;
- (b) replace all electrical fittings and fixtures in the Premises which fail for any reason; and
- (c) replace all broken or damaged glass in the doors, walls or windows of or to the Premises unless broken or damaged by the Landlord, its employees, agents or contractors.



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6 Tenant's obligations in relation to maintenance of the Premises

### 6.7 Tenant to repaint the Premises

When reasonably required by the Landlord and during the month before Termination, the Tenant must repaint with 2 coats at least those parts of the Premises usually painted in a proper manner and in a colour first approved by the Landlord in writing.

### 6.8 Plumbing

The Tenant must not:

- (a) use or permit any person to use any toilet sinks, drainage or other plumbing facilities in the Premises for any purposes other than those for which they were constructed or provided; or
- (b) deposit or permit any person to deposit any sweepings rubbish or other matter and any damage arising or caused by misuse of the plumbing, sinks or draining shall be the responsibility of the Tenant and made good by the Tenant immediately.

### 6.9 Electrical Installations

The Tenant must ensure that all electrical installations and apparatus in the Premises are used in a proper manner and for the purpose for which the same are intended and not to cause any overload or fusion of any such electrical installations and must make good any damage arising from any improper use of the electrical installations and apparatus in the Premises.

### 6.10 Shade Sails and Playground Equipment

The Tenant, at its cost, is responsible for:

- (a) the removal and storage of all shade sails following a cyclone alert;
- (b) the subsequent reinstallation of the shade sails after a cyclone alert; and
- (c) as required, the replacement of all shade sails and playground equipment on the Premises.

**[HSF note: This clause was taken from the 2012 draft lease. Shire to please confirm if this clause is required.]**

### 6.11 Trees

The Tenant:

- (a) within 12 months from the date of this lease, must implement a strategy to manage all trees located on the Premises and all associated risks in respect of all trees on the Premises during the Term; and
- (b) throughout the Term must indemnify the Landlord against all loss, damage or expense which the Landlord suffers or incurs as a result of any incident arising in respect of any tree located on the Premises.

**[HSF note: Shire to please confirm if tree management strategy is required.]**

### 6.12 Accounts

If requested by the Landlord, the Tenant must provide the Landlord copies of all of the Tenant's financial records which are certified by a qualified accountant.



### 6.13 Sinking Fund

- (a) The Tenant must allocate a reasonable part of the Tenant's income which is commensurate with the amounts required to comply with the approved Lifecycle Plan towards a sinking fund (**Sinking Fund**). The Sinking Fund must only be applied by the Tenant in accordance with the approved Lifecycle Plan.
- (b) The Sinking Fund must be held in a separate bank account to which each of the Tenant and the Landlord must have signatory rights.
- (c) On request, the Tenant must provide the Landlord with bank statements of the Sinking Fund bank account to evidence that the Tenant is complying with its obligation to allocate part of the Tenant's income towards the Sinking Fund.
- (d) On the date of Termination, the Landlord takes exclusive control of the operation of and becomes the sole signatory to the Sinking Fund bank account and all interests in the Sinking Fund will transfer to the Landlord and the Tenant must do all things to ensure that all rights and interests to all funds in the Sinking Fund are transferred to the Landlord.
- (e) The Tenant must grant to the Landlord a security interest (as defined in the *Personal Property Securities Act 2009* (Cth) (**PPSA**)) over the Sinking Fund (**Secured Property**). The Landlord may register its security interest in respect of the Secured Property and the provisions of this clause 6.13 will be deemed to comprise a security agreement (as defined in the PPSA) for that purpose.

**[HSF note: Shire to please confirm if requirement for Lifecycle plan and Sinking Fund is necessary.]**

### 6.14 Lifecycle Plan

- (a) The Tenant must prepare and submit to the Landlord for approval a lifecycle asset and building management plan (**Lifecycle Plan**) in respect of all structural and non-structural repair and maintenance of the Tenant's assets on the Premises.
- (b) The Landlord may approve, impose a condition on, or refuse to approve the Lifecycle Plan (acting reasonably) and the Tenant must amend the Lifecycle Plan to take into account the Landlord's requirements.
- (c) Provided the Landlord has approved the Lifecycle Plan, the Tenant must comply with the Lifecycle Plan during the Term.
- (d) If the Landlord provides the Tenant with notice that the Tenant is not complying with its obligations under the Lifecycle Plan and the Tenant does not rectify the breach within the period specified within the Landlord's notice, the Landlord may elect (but is not obliged to) to immediately do any or all of the following:
  - (1) undertake any works required under the Lifecycle Plan; and/or
  - (2) apply part or all of the Sinking Funds towards those works.

### 6.15 Standard of Premises

In consideration for the grant of this lease, the Tenant agrees to use part of the Tenant's income to continually maintain and improve the Premises during the Term so that the Premises are always at a standard and quality consistent with other reputable Australian **[insert purpose]**.



## **7 Tenant's obligations in relation to the use of the Premises**

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### **7.1 Permitted use of Premises**

The Tenant must use the Premises for the Permitted Use and not for any other purpose.

### **7.2 Tenant to operate [insert]**

At all times during the Term the Tenant must continue to operate the [insert].

### **7.3 Tenant to comply with all laws and requirements**

- (a) The Tenant must comply with each law relating to the Premises or the use of the Premises except for any imposing an obligation to carry out structural work unless that work is required as a result of the Tenant's use of the Premises.
- (b) The Tenant must obtain all consents, licenses and authorities required by the Tenant to conduct the Tenant's business.

### **7.4 Tenant must not conduct offensive activities**

The Tenant must not do anything on the Premises which is:

- (a) offensive, illegal or which causes nuisance, damage, or disturbance to any person; or
- (b) likely to be dangerous to anyone or cause damage to any property.

### **7.5 Landlord gives no warranty as to use**

- (a) The Tenant must make and rely on the Tenant's own enquiries and inspections concerning the Premises and the use to which the Premises may be put.
- (b) The Landlord does not warrant or represent the use to which the Premises may be put.
- (c) The Tenant accepts the Premises for the Term with full knowledge of and subject to any existing prohibition or restriction on the use of the Premises.
- (d) The parties agree that the Landlord is not responsible for ensuring that water is and can be provided to the Premises.

### **7.6 Tenant's use of Landlord's Property**

The Tenant must:

- (a) not use any Landlord's Property for a purpose other than that for which it was designed or designated;
- (b) not remove any of the Landlord's Property without the Landlord's consent; and
- (c) comply with the reasonable requirements of the Landlord relating to the Premises and/or the Landlord's Property.

### **7.7 Tenant liable for permitted persons**

The Tenant is liable for the acts or omissions of Permitted Persons arising out of and in connection with the rights and obligations created by this lease.



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7 Tenant's obligations in relation to the use of the Premises

### 7.8 Handling of Food on the Premises

Where food is sold or handled in any way on the Premises the Tenant must:

- (a) construct or otherwise provide to the reasonable satisfaction of the Landlord adequate facilities for the hygienic handling of such food, including facilities for the washing of hands and utensils;
- (b) notwithstanding any other provision of this lease, not permit or suffer any food vendor or handler to breach in any way the requirements of a relevant authority or applicable laws; and
- (c) without limiting the generality of subclauses (a) and (b), take adequate measures and at all times reasonable measures to safeguard any food being sold or distributed on the Premises from flies and dust.

**[HSF note: This clause was taken from the 2012 draft lease. Shire to please confirm if this clause is required.]**

### 7.9 Security

It is the Tenant's responsibility to ensure that:

- (a) the Premises are kept safe, secure and protected against theft; and
- (b) all doors, windows and other openings are locked or securely shut whenever the Premises is unoccupied.

### 7.10 Signs

The Tenant must not put anything on the outside of the Premises (including a sign or advertisement) without the prior written consent of the Landlord.

### 7.11 Equipment

- (a) The Tenant must obtain the consent of the Landlord before the Tenant installs any major equipment that is affixed to the Premises, which consent will not be unreasonably withheld.
- (b) The Tenant must only install equipment reasonably necessary for carrying on the Tenant's business in the Premises.

### 7.12 Electrical equipment and safety devices

- (a) The Tenant must not overload any electrical wiring or equipment in the Premises.
- (b) The Tenant must obtain the consent of the Landlord if the installation of plant and equipment on the Premises might overload any electrical wiring or equipment in the Premises.

### 7.13 No fetter

Notwithstanding any other provision of this lease, the Tenant acknowledges that the Landlord is a local government entity and in that capacity, the Landlord may be obliged to determine applications for consents, approvals, authorities, licences and permits having regard to any written law governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Landlord shall not be taken to be in default under this lease by performing its statutory obligations or



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7 Tenant's obligations in relation to the use of the Premises

exercising its statutory discretions, nor shall any provision of this lease fetter the Landlord in performing its statutory obligations or exercising any discretion.

#### 7.14 Cyclone Precautions

The Tenant will at all times:

- (a) observe and comply with all cyclone precaution measures in respect of the Premises as are prescribed from time to time by the Landlord;
- (b) permit the Landlord and its employees and agents to enter upon the Premises for the purpose of inspecting them to ensure that the Tenant is complying with all such cyclone precaution measures; and
- (c) take all reasonable precautions to ensure that all loose objects likely to be blown away from or dislodged from the Premises during a cyclone are at all times kept securely fastened to the Premises or are kept on the Premises in such a manner that they will not blow away or dislodge during a cyclone.

#### 7.15 Environmental matters

- (a) The Tenant must:
  - (1) not do or leave undone anything which may cause pollution or contamination to the Premises, the Land, the surrounding roads and infrastructure, or the environment as defined in the Environmental Law however arising, whether by a Pollutant or any other form of pollution including noise pollution and must remediate any pollution or contamination caused by the Tenant;
  - (2) collect and dispose of all Pollutants and contaminants from the Premises at a place and in a manner required by law or approved by any relevant authority; and
  - (3) comply with all directions of the Landlord in relation to Environmental Law matters.
- (b) If any Pollutants or contaminants escape from the Premises, the Tenant promptly must prevent the escape, and otherwise, as far as possible, minimise and neutralise the effect of the escape.
- (c) The Tenant indemnifies the Landlord and must keep the Landlord indemnified against all loss, damage or injury of any kind or nature whatsoever arising out of any matter for which the Tenant is responsible in this clause or any violation by the Tenant of any Environmental Law with respect to the Premises.

#### 7.16 [Water Source Strategy

- (a) The Tenant acknowledges that, as at the date of this lease:
  - (1) the Premises is currently serviced through a water re-use facility from the sewerage facility; and
  - (2) there are no charges payable for the supply of water to the Premises, however at any time during the Term, the Landlord or any relevant authority may elect to charge for the usage and supply of water and the Tenant must pay these charges in accordance with clause 5.
- (b) If the Landlord provides the Tenant with notice that an alternate water source strategy is required in respect of the Premises, the Tenant must prepare and submit to the Landlord for approval a plan which details the Tenant's water



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## 8 Tenant's obligations in relation to alterations

source strategy (**Water Source Strategy**) for the Premises which includes a feasibility and contingency plan for the sourcing of water to the Premises during the Term within 180 days from the date of that notice (**Water Source Strategy Date**).

- (c) Provided that the Landlord has approved the Water Source Strategy and designated (acting reasonably) a date for its commencement (which, for the avoidance of doubt, must not be before the Water Source Strategy Date), from that designated date and thereafter the Tenant must comply with the Water Source Strategy at all times during the Term.
- (d) The Landlord is not liable for any costs or anything else arising from a direction to develop and implement the Water Source Strategy.]

**[HSF note: Shire to please confirm whether Premises is serviced through a water re-use facility.]**

## 8 Tenant's obligations in relation to alterations

### 8.1 Restriction on alterations

The Tenant must not:

- (a) make any alteration or addition to or demolish any part of the Premises;
- (b) remove, alter or add to any of the Landlord's Property; or

unless the Tenant:

- (c) obtains the prior written consent of the Landlord;
- (d) satisfies any reasonable condition imposed by the Landlord; and
- (e) complies with all laws and regulations and the requirements of any relevant authority.

### 8.2 Consent to alterations

In giving consent to any alteration, the Landlord may impose any condition, including, but not limited to, a condition that:

- (a) the work be carried out:
  - (1) in accordance with drawings or specifications approved by the Landlord; or
  - (2) under the supervision of the Landlord's architect or other consultant;
- (b) the Tenant pays the costs and fees of carrying out the alterations and of the Landlord in supervising or inspecting the work; and
- (c) the Landlord requires the Tenant to carry out other work to or in the Premises as a consequence of the alteration, addition, demolition or installation requested by the Tenant.





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## 9 Landlord's rights and obligations

### 9.1 Quiet enjoyment

The Landlord must allow the Tenant to occupy and use the Premises and enjoy the Tenant's rights under this lease during the Term:

- (a) subject to the Tenant complying with each Tenant's Obligation;
- (b) without being disturbed by the Landlord; and
- (c) except as provided in this lease.

### 9.2 Landlord may enter Premises

The Landlord is permitted to enter the Premises to:

- (a) inspect or clean the Premises;
- (b) view the Premises with prospective purchasers or tenants; or
- (c) undertake work or maintenance to the Premises or the Landlord's Property,

at all reasonable times on the Landlord giving to the Tenant reasonable written notice, except in the case of an emergency when the Landlord may enter at any time without notice.

### 9.3 Leasing Committee

The Landlord may, in its sole discretion, create a leasing committee to be comprised of representatives of the Landlord and the Tenant. The purpose of the leasing committee is to meet to discuss any aspects regarding ongoing management of the lease.

### 9.4 Resumption

- (a) Subject to subclause (b), at any time during the Term, the Landlord may, by notice to the Tenant, reassume that part of the Premises shown in Attachment 3 (**Resumption**).
- (b) If, at the time of the Landlord's notice given under subclause (a), the Tenant provides evidence to the Landlord that, in respect of all or part of the Premises affected by the Resumption (**Affected Area**), the Tenant:
  - (1) has endorsed a project which will be completed within 2 years from the date of the Landlord's notice;
  - (2) is currently developing the Affected Area and that development will be completed within 2 years from the date of the Landlord's notice; or
  - (3) the Affected Area is already developed,
 the Resumption will not apply in respect of the Affected Area. If, for any reason, the proposed development or development contemplated under subclauses (1) and (2) is not completed within noted time, the Landlord may exercise its right to reassume the Affected Area.
- (c) The Tenant must do all things required to effect the Resumption, including executing a partial surrender of lease.
- (d) For the avoidance of doubt, following the Resumption:



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10 Insurance, release and indemnities

- (1) there will no adjustment to the amount of the Rent payable and no compensation will be payable to the Tenant; and
- (2) the Tenant may be liable to the Landlord if the Tenant has not properly maintained that part of the Premises subject to the Resumption or complied with this lease in respect of that part of the Premises.

## 10 Insurance, release and indemnities

### 10.1 Insurance which the Tenant must maintain

The Tenant must take out and maintain the following policies of insurance with a reputable insurance company carrying on insurance business in Australia:

- (a) insurance for public liability in the names of the Landlord and the Tenant for the amount specified in Item 5 for any one claim or any higher amount reasonably required by the Landlord;
- (b) insurance for the Tenant's Property to the full insurable value on a replacement or reinstatement basis;
- (c) insurance for workers compensation adequate for the Tenant's business (in the Landlord's reasonable opinion);
- (d) insurance against damage to or breakage of the glass in the doors, walls or windows of or to the Premises; and
- (e) any other insurance reasonably required by the Landlord.

### 10.2 Supply details of Insurance

The Tenant must:

- (a) supply to the Landlord details of each insurance policy;
- (b) produce each policy, certificate of insurance, receipt for premiums or certificate of currency when required to do so by the Landlord;
- (c) ensure that each policy conforms to the reasonable requirements from time to time of the Landlord of which the Tenant is given written notice; and
- (d) ensure that each policy contains provisions for cross liability and waiver of subrogation rights in favour of the Landlord.

### 10.3 Not to invalidate insurance

The Tenant must:

- (a) not do or omit to do anything:
  - (1) which might render the insurance on the Premises or public liability insurance in respect of the Premises void or voidable; or
  - (2) which might cause the rate of premium to be increased; and
- (b) if the Landlord approves in writing any proposal of the Tenant to add to or increase any risk which is covered by insurance, pay all additional premiums resulting from the additional or increased risk.

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11 Default by the Tenant

#### 10.4 Tenant indemnifies the Landlord and the Minister for Lands

The Tenant indemnifies the Landlord and the Minister for Lands against all loss, damage or expense which the Landlord suffers or incurs arising whether directly or indirectly from:

- (a) the Tenant's use or occupation of the Premises;
- (b) an act or omission of the Tenant or a Permitted Person; or
- (c) a breach of a Tenant's Obligation,

except to the extent that the loss or damage is caused or contributed to by the Landlord or the Landlord's employees, agents or contractors.

#### 10.5 Tenant releases the Landlord

The Tenant:

- (a) occupies and uses the Premises at the Tenant's own risk; and
- (b) releases the Landlord from any action or demand due to any action, demand, claim, damage, loss, injury, or death, occurring in the Premises, except to the extent caused by the Landlord or the Landlord's employees, agents or contractors.

#### 10.6 Landlord liable while registered proprietor

Each Landlord is only liable for breaches of the Landlord's obligations under this lease occurring while that person is the registered proprietor of the Land.

### 11 Default by the Tenant

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#### 11.1 Breach and termination

- (a) If:
  - (1) the Tenant fails to pay Rent when due and owing and that Rent remains outstanding for 5 Business Days after becoming due and owing, whether or not formal demand for payment is made;
  - (2) the Tenant is in breach of a Tenant's Obligation other than a failure to pay Rent and that breach continues for 10 Business Days;
  - (3) an Insolvency Event occurs in respect of the Tenant; and
  - (4) the Tenant is not open for trade for a significant period of time over a one week period (excluding any period directly caused as a result of a Force Majeure Event), the Tenant will be deemed to have abandoned the Premises (unless the Landlord's prior written approval has been obtained),

the Landlord may, subject to complying with the requirements of the *Property Law Act 1969* (WA), re-enter the Premises and on re-entry the Term will immediately determine but without:

- (5) affecting any of the Landlord's rights; or
- (6) releasing the Tenant from liability in respect of a Tenant's Obligation.



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11 Default by the Tenant

- (b) The Landlord may exercise the Landlord's rights under subclause (a) and re-enter the Premises by:
  - (1) taking possession of all or any part of the Premises;
  - (2) issuing and serving proceedings against the Tenant for possession; or
  - (3) giving a notice to the Tenant terminating this lease.

### 11.2 Landlord may remedy Tenant's breach

If the Tenant fails to pay any money payable by the Tenant or to do anything which constitutes a breach of a Tenant's Obligation:

- (a) the Landlord may pay that money payable or do that thing; and
- (b) the Tenant must pay to the Landlord on demand the Landlord's cost of remedying each breach or default.

### 11.3 Acceptance of Money Payable not to prejudice Landlord's Rights

Demand for or acceptance by the Landlord of Rent or other money payable after an event of default referred to in clause 11 has occurred will not:

- (a) affect the exercise by the Landlord of the Landlord's Rights; or
- (b) operate as an election by the Landlord either to exercise or not to exercise the Landlord's Rights.

### 11.4 Essential terms

Each Tenant's Obligation in the following clauses is an essential term of this lease - clauses 4.1 (Rent), 4.2 (Payment of Costs), 4.4 (Goods and services tax), 5 (Outgoings), 6.1 (Tenant to maintain the Premises), 6.2 (Tenant to maintain the Tenant's Property and Landlord's Property), 6.7 (Tenant to repaint the Premises), 7.1 (Permitted use of Premises), 7.2 (Tenant to comply with all laws and requirements), , 7.5(d) (Tenant's use of Landlord's Property), 7.14 (Cyclone Precautions), 8.1 (Restrictions on alterations), 10.1 (Insurance which the Tenant must maintain), 10.4 (Tenant indemnifies the Landlord), 13.1 (Yield up and surrender of keys), 13.2 (Removal and Restoration of the Premises on Termination), and 14.1 (No dealing without consent). This clause does not mean or imply that there are no other essential terms in this lease.

### 11.5 Compensation to the Landlord

- (a) The Tenant must compensate the Landlord for loss, damage or expense incurred or reasonably expected to be incurred by the Landlord as a result of an event of default referred to in this clause 11.
- (b) If this lease is terminated following breach of an essential term, the Landlord, in addition to any other remedy, is entitled to recover loss of bargain damages from the Tenant being the total of all money then payable and which but for its termination would have become payable under this lease for the unexpired balance of the Term.
- (c) The amount payable under this clause is subject to the obligation of the Landlord to use best endeavours to mitigate the Landlord's loss and damage.



## 11.6 Termination

Without affecting or limiting any of the Landlord's rights under this lease, if for any reason, this lease is terminated by the Landlord in accordance with clause 11.1, the Landlord may draw down and retain the full amount of the Sinking Fund.

**[HSF note: this clause is to be removed if no Sinking Fund.]**

## 12 Destruction or damage to Premises

### 12.1 Major rebuilding required

- (a) If the Premises are Unfit for Occupation and the policy of insurance maintained by either the Landlord or the Tenant (as the case may be) covering the destruction or damage has not been vitiated and payment of the policy money is not refused:
  - (1) the Tenant may give notice to the Landlord requiring the Landlord to commence repairs to the Premises within 3 months (or such other reasonable period of time having regard to the nature of the damage) of receiving such notice; and
  - (2) the Landlord must within 3 months of receiving such notice (or such other reasonable period as is specified in the notice) commence repairs to rebuild the Premises and inform the Tenant how long that rebuilding is estimated to take.
- (b) If the Landlord has not received the notice specified in subclause (a) within 3 months of the Premises becoming Unfit for Occupation, the Landlord:
  - (1) may within 6 months of the destruction or damage terminate this lease with immediate effect by written notice to the Tenant; and
  - (2) will not be obliged to rebuild the Premises or that part damaged.
- (c) Unless the Landlord has terminated this lease or received the notice set out in subclause (a), the Landlord must within 6 months of the destruction or damage, give written notice to the Tenant advising the Tenant:
  - (1) whether or not the Landlord intends to rebuild; and
  - (2) if the Landlord intends to rebuild, how long that rebuilding is estimated to take.

## 13 Termination

### 13.1 Yield up and surrender keys

On Termination, the Tenant must:

- (a) peaceably surrender and yield up to the Landlord the Premises in a condition consistent with observance and performance of the Tenant's Obligations;
- (b) vacate the Premises; and



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## 14 Assignment, subletting and other dealings

- (c) give to the Landlord all keys and security access devices providing access to the Premises held by the Tenant whether or not provided by the Landlord.

### 13.2 Removal and Restoration of the Premises on Termination

On Termination, the Tenant at the Tenant's cost must:

- (a) remove from the Premises all the Tenant's Property and promptly make good to the satisfaction of the Landlord any damage caused by that removal;
- (b) remove from the Premises all fitout, fixtures, loose furniture, personal belongings and cabling;
- (c) repair and make good the Premises to the Landlord's satisfaction [and in accordance with the Lifecycle Plan];
- (d) if required by the Landlord, remove any other improvements or fixtures installed by the Tenant on the Premises and making good the Premises to the satisfaction of the Landlord all damage caused by that removal, including filling and levelling the Premises; and
- (e) vacate the Premises and give the Premises back to the Landlord in a condition consistent with the Tenant complying with the Tenant's Obligations under this lease.

### 13.3 Tenant's property left in Premises

- (a) The Landlord may remove at the Tenant's expense and risk any Tenant's Property left in the Premises and may sell that Tenant's Property and use the money from the sale to offset any unpaid money payable by the Tenant.
- (b) The Tenant indemnifies the Landlord against all damage caused by the removal of and the cost of storing that Tenant's Property.
- (c) All Tenant's Property not removed at Termination will, at the Landlord's option, become the absolute property of the Landlord and may be disposed of by the Landlord as the Landlord thinks fit.

## 14 Assignment, subletting and other dealings

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### 14.1 No dealing without consent

The Tenant must not assign, mortgage or charge this lease nor sublet or part with possession or grant a licence of the Premises or any part of the Premises without the prior written consent of the Landlord and the Minister for Lands and except under this clause 14.

### 14.2 Changes in beneficial ownership of shares

If the Tenant is a corporation that is not listed on the Australian Stock Exchange, any change in the beneficial ownership, issue or cancellation of shares in that corporation or any holding company of that corporation which results in a change in control of that corporation will be taken to be an assignment of this lease.

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15 Dispute Resolution

### 14.3 Consent to assignment or subletting

The Landlord may not unreasonably withhold consent to an assignment of this lease or a subletting of the whole of the Premises if:

- (a) the proposed assignee or sublessee is a respectable and responsible person of good financial standing, the onus of satisfying the Landlord of these matters is on the Tenant;
- (b) the proposed assignee or sublessee has sufficient resources and is an experienced, reputable and competent party which holds all necessary registrations or licences to use the Premises for the Permitted Use, the onus of satisfying the Landlord of these matters is on the Tenant;
- (c) all money payable then due or payable has been paid and there is no existing unremedied breach of a Tenant's Obligation;
- (d) the Tenant arranges for the proposed assignee to execute a deed of assignment prepared and completed by the Landlord's solicitors and which contains an agreement by the assignee with the Landlord to comply with each Tenant's Obligation; and
- (e) the proposed assignee provides any security which the Tenant has provided under this lease.

### 14.4 Costs in respect of assigning and subletting

If the Tenant wishes to assign this lease or sublease the Premises, the Tenant must pay all of the Landlord's legal and other costs incurred by the Landlord in relation to the proposed assignment or proposed sublease, whether or not the assignment proceeds, including the costs associated with the negotiation, preparation, execution and registration of any required documentation.

### 14.5 Exclusion of the Property Law Act

Sections 80 and 82 of the *Property Law Act 1969* (WA) are excluded.

## 15 Dispute Resolution

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### 15.1 Negotiation

- (a) Subject to clause 15.1(b), if there is a dispute or difference arising out of or in connection with this lease (including a dispute as to whether there is a default by a party or in relation to what is required to remedy a default), then within 10 Business Days of a party notifying the other party in writing of the dispute or difference, a senior representative from each party must meet and use all reasonable endeavours acting reasonably to resolve the dispute or difference in good faith by joint discussions.
- (b) The meeting of the senior representative from each party will be without prejudice except to the extent of any agreements made, recorded and signed by the attendees.



## 15.2 Independent Expert

- (a) If a dispute or difference arising out of or in connection with this lease is unable to be resolved in accordance with clause 15.1, at the request of either party the dispute or difference is to be determined by an independent expert to be agreed by the parties acting reasonably.
- (b) If within 10 Business Days of a request by either party under clause 15.2(a), the parties cannot agree on the appointment of an independent expert, then the dispute or difference is to be determined by:
  - (1) in the case of a financial or accounting matter, by a member of The Institute of Chartered Accountants of Australia (WA Division) appointed for that purpose by the then President of that body;
  - (2) in the case of a legal matter, by a practising barrister or solicitor nominated for that purpose by the President of the Law Society of Western Australia;
  - (3) in the case of a construction matter, by a member of Engineers Australia (WA Division) appointed for that purpose by the then President of that body;
  - (4) in the case of value of works, by a quantity surveyor who is a member of the Australian Institute of Quantity Surveyors (WA Division) nominated for that purpose by the then President of that body;
  - (5) in the case of a value of property, by a Valuer who is a member of the Australian Property Institute (WA Division) appointed for that purpose by the then President of that body; or
  - (6) in any other case, by a senior officer for the time being of an appropriate association, institution, society or board agreed upon by the Landlord and the Tenant (and failing agreement within 3 Business Days then as appointed by the then President of The Law Society of Western Australia (Inc) at the request of either the Landlord or the Tenant).
- (c) If a dispute or difference needs to be resolved under this clause 15.2 and it relates to more than one area of expertise, the parties may agree to the appointment of a panel of independent experts which represents the appropriate skills in accordance with clause 15.2(b).
- (d) If an expert is unable to be nominated by a person under clause 15.2(b), the expert will be the person selected by the Tenant from a list of 3 suitably qualified persons nominated by the Landlord.
- (e) In making a determination, the appointed person must act as an expert and not as an arbitrator.
- (f) The parties are permitted to make written submissions to the appointed person with respect to the dispute prior to a determination being made by the appointed person.
- (g) The appointed person must make a written determination containing reasons as soon as possible after appointment.
- (h) The cost of the determination must be paid by both parties in equal shares unless otherwise decided by the appointed person.
- (i) Other than in respect of a party's right to commence legal proceedings under clause 15.2(j), the decision of the appointed person will be final and binding on the parties except in the case of manifest error or where either party has not





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16 General matters

been provided with a fair opportunity to make submissions in relation to the matter in issue.

- (j) For the avoidance of doubt, subject to any court orders relating to costs incurred under clauses 15.1 and 15.2, each party is responsible for their own costs incurred under those clauses.

### 15.3 Legal proceedings

A party must not institute proceedings against the other party in respect of a dispute or difference (including, without limitation, proceedings seeking interlocutory relief) until the process in this clause 15 has been followed and completed.

### 15.4 Continuation of rights and obligations

Despite the existence of a dispute or difference each party must continue to perform its obligations under this lease.

## 16 General matters

### 16.1 Caveats

- (a) The Tenant must not lodge an absolute caveat over the Land to protect the interest of the Tenant under this lease.
- (b) The Tenant must withdraw any subject to claim caveat warning of the interest of the Tenant over the Land on Termination.

### 16.2 Notices

- (a) A notice to a person must be in English, in writing and signed by, or on behalf of, the sender.
- (b) The Landlord or the Tenant may change the notice details set out in Item 6 by giving notice of the new address details to the other party.
- (c) A notice must be given by one of the methods set out in the table below.  
However, if this means the notice would be regarded as given and received outside the period between 9.00am and 5.00pm (addressee's time) on a Business Day (business hours period), then the notice will instead be regarded as given and received at the start of the following business hours period.

Method of giving notice	When notice is regarded as given and received
By hand to the nominated address	When delivered to the nominated address
By pre-paid post to the nominated address	At 9.00am (addressee's time) on the second Business Day after the date of posting



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16 General matters

Method of giving notice	When notice is regarded as given and received
By fax to the nominated fax number	At the time indicated by the sending party's transmission equipment as the time that the fax was sent in its entirety.  However, if the recipient party informs the sending party within 4 hours after that time that the fax transmission was illegible or incomplete, then the Notice will not be regarded as given or received. When calculating this 4 hour period, only time within a business hours period is to be included.
By email to the nominated email address	When the email (including any attachment) comes to the attention of the recipient party or a person acting on its behalf.

- (d) A Notice must not be given by electronic means of communication (other than fax and email as permitted in this clause 16.2.

### 16.3 Proper law

This lease is governed by the laws in force in Western Australia.

### 16.4 Accrual on daily basis

Money payable by the Tenant accrues on a daily basis.

### 16.5 Statutory powers add to express powers

The powers conferred on the Landlord by or under a statute are in addition to the powers conferred on the Landlord by this lease, except to the extent inconsistent with the terms and provisions expressed in this lease.

### 16.6 Laws which alter agreement of Parties

If at any time and for so long as a law applies to this lease:

- (a) a provision of that law conflicts with or would render void a provision of this lease; and
- (b) under that law, that provision of that law prevails,

each conflicting provision of this lease is taken to be amended to the extent necessary to resolve the conflict with that law and each provision which would have been rendered void is taken to be amended accordingly to ensure the validity of that clause.

### 16.7 Severance

If any part of this lease is, or becomes, void or unenforceable that part is or will be, severed from this lease to the intent that all parts that are not, or do not become, void or unenforceable remain in full force and effect and are unaffected by that severance.



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16 General matters

### **16.8 Waivers**

- (a) Failure to exercise or delay in exercising any right, power or privilege in this lease by the Landlord does not operate as a waiver of that right, power or privilege.
- (b) A single or partial exercise of any right, power or privilege does not preclude:
  - (1) any other or further exercise of that right, power or privilege; or
  - (2) the exercise of any other right, power or privilege.

### **16.9 Variation**

This lease may be varied only in writing by the parties and any variations are subject to the Minister for Lands' consent to the variation.

### **16.10 Further assurances**

Each party must execute and do all acts and things necessary or desirable to implement and give full effect to the provisions and purpose of this lease.

### **16.11 Continuing obligations**

The provisions of this lease will apply throughout the Term and all obligations of the Tenant are continuing obligations



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## Schedule 1

### Commercial Terms

1	<b>Land</b>	That part of Reserve 22648, being the whole of Lot 1848 on Deposited Plan 185625, being the whole of the land contained in Certificate of Title Volume LR3123 Folio 497.
2	<b>Premises</b>	That part of the Land as shown <b>[outlined and cross-hatched in black]</b> on the plan annexed at Attachment 2.
3	<b>Term</b>	Term: 3 years Commencing on: <b>[to be inserted]</b> Expiring on: <b>[to be inserted]</b>
4	<b>Permitted Use</b>	<b>[insert]</b> . <b>[HSF note: Shire to please confirm what the Tenant is going to use the Premises for.]</b>
5	<b>Public liability insurance Amount</b>	\$20,000,000.00
6	<b>Addresses for giving Notices</b>	Unless an address is specified in this Item, the address of a party for giving notices specified in this lease is the address of that party given in this lease. <b>Landlord's details:</b> Address: 27 Weld Street, Broome 6725 Attention: Chief Executive Officer Email: <a href="mailto:shire@broome.wa.gov.au">shire@broome.wa.gov.au</a> <b>Tenant's details</b> Address: <b>[insert]</b> Attention: <b>[insert]</b> Fax : <b>[insert]</b> Email <b>[insert]</b> <b>[Note: Tenant to confirm]</b>



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SMITH  
FREEHILLS

## Attachments

Table of contents

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**Consent of the Minister for Lands**

**Plan of Premises**



## Attachment 1

### Consent of the Minister for Lands

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**[Note: to be inserted.]**



## Attachment 2

### Plan of Premises

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**[Note: to be inserted.]**



Attachment 3

## Attachment 3

### Plan of Resumption



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25368789

ATTESTATION SHEET

Executed by the parties as a Deed on the	day of	in the year
--	--------	-------------

LESSOR/LESSORS SIGN HERE (NOTE 9)

**EXECUTED on behalf of the SHIRE OF BROOME** by an authorised signatory under section 9.49A of the *Local Government Act 1995* (WA):

\_\_\_\_\_  
Signature of Authorised Signatory

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Position

LESSEE/LESSEES SIGN HERE (NOTE 9)

The **COMMON SEAL** of **(INSERT)** was hereunto affixed by the authority of a resolution of the General Committee in the presence of:

\_\_\_\_\_  
Signature of President

\_\_\_\_\_  
Signature of Secretary

\_\_\_\_\_  
Name of President

\_\_\_\_\_  
Name of Secretary

25368789

**INSTRUCTIONS**

1. If insufficient space in any section, Additional Sheet Form B1 should be used with appropriate headings. The boxed sections should only contain the words "See Annexure".
2. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by parties.
3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.
4. Duplicates are not issued for Crown Land Titles.

**NOTES**

**1. DESCRIPTION OF LAND**

Lot and Diagram/Plan number or Location name and number to be stated.  
Extent – Whole, part or balance of the land comprised in the Certificate of Crown Land Title to be stated.  
The Certificate of Crown Land Title Volume and Folio number to be stated.

**2. LIMITATIONS, INTERESTS, ENCUMBRANCES and NOTIFICATIONS**

In this panel show (subject to the next paragraph) those limitations, interests, encumbrances and notifications affecting the land being leased that are recorded on the crown land title:

- a) In the Second Schedule;
- b) If no Second Schedule, that are encumbrances.  
(Unless to be removed by action or document before registration hereof)

Do not show any:

- (a) Easement Benefits or Restrictive/Covenant Benefits; or
- (b) Subsidiary interests or changes affecting a limitation, etc, that is to be entered in the panel (eg, if a mortgage is shown, do not show any partial discharges or any document affecting either).

The documents shown are to be identified by nature and number. The plan/diagram encumbrances shown are to be identified by nature and relevant plan/diagram.

If none show "nil".

**3. LESSOR**

State full name and address of Lessor/Lessors and the address/addresses to which future notices can be sent.

**4. LESSEE**

State full name of Lessee/Lesseees and the address/addresses to which future notices can be sent. If two or more state tenancy eg. Joint Tenants, Tenants in Common. If Tenants in Common specify shares.

**5. TERM OF LEASE**

Term to be stated in years, months and days.  
Commencement date to be stated. Options to renew to be shown.

**6. RECITE ANY EASEMENTS TO BE CREATED**

Here set forth Easements to be created as appurtenant to the lease commencing with the words "together with" and/or any Reservations hereby created encumbering the lease commencing with the words "reserving to".

**7. State amount of yearly rental in words**

**8. State term of payment**

**9. EXECUTION**

A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The full name, address and occupation of the witnesses must be stated.

EXAMINED

Office Use Only

**LEASE OF CROWN LAND (L)**

LODGED BY

ADDRESS

PHONE No.

FAX No.

REFERENCE No.

ISSUING BOX No.

PREPARED BY Herbert Smith Freehills  
Barristers & Solicitors

ADDRESS Level 36  
QV1 Building  
250 St Georges Terrace  
PERTH WA 6000

PHONE No. (08) 9211 7777  
FAX No. (08) 9211 7878  
REFERENCE CK:DH:82658081

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY

TITLES, LEASES, DECLARATIONS ETC LODGED  
HEREWITH

1. \_\_\_\_\_ Received Items
2. \_\_\_\_\_ Nos.
3. \_\_\_\_\_
4. \_\_\_\_\_ Receiving Clerk
5. \_\_\_\_\_
6. \_\_\_\_\_

Registered pursuant to the provisions of the *TRANSFER OF LAND ACT 1893* as amended on the day and time shown above and particulars entered in the Register.

25368789

**9.2.2 WEED MANAGEMENT STRATEGY**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	ENV09
<b>AUTHOR:</b>	Manager Works
<b>CONTRIBUTOR/S:</b>	Director Infrastructure
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report presents the draft Shire of Broome Weed Management Strategy and requests Council endorsement.

**BACKGROUND***Previous Considerations*

OMC 27 February 2020	Item 9.1.2
OMC 25 February 2021	Item 9.4.1

At its Ordinary Meeting of Council (OMC) 27 February 2020 and in response to an Electors motion carried at the Annual Electors Meeting 12 December 2019, Council reaffirmed its continued commitment to weed management in the Shire of Broome.

**COUNCIL RESOLUTION:**

**Minute No. C/0220/014**

**Moved: Cr C Mitchell**

**Seconded: Cr D Male**

***That Council reaffirms its continued commitment to effective weed and feral animal management activities on land under its control within the Broome township in line with the adopted Strategic Community Plan 2019 – 2029 and Environmental Management Plan.***

**CARRIED UNANIMOUSLY 8/0**

At the Annual Electors Meeting held on 4 February 2021 the following motion was carried.

**ELECTOR MOTION 1:**

**Minute No. /0221/001**

**Moved: Jan Lewis**

**Seconded: Brendan Renkin**

***That the Shire of Broome brings forward the review of the Shire's weed management plan scheduled for 2023-24 to the 2021-22 financial year and adds a fully costed and best practice implementation strategy to the updated plan.***

**CARRIED**

At the OMC held on 25 February 2021 the following resolution was carried in response to the aforementioned Elector Motion 1.

**COUNCIL RESOLUTION:**

Minute No. C/0221/014

Moved: Cr F West

Seconded: Cr N Wevers

That Council;

1. Notes the draft of the Shire's Weed Management Strategy will be finalised and presented to Council for adoption in the current financial year;
2. Request that the development of an Action Plan be considered as part of the 2021 – 2022 budget.

CARRIED UNANIMOUSLY 8/0

Reason: To better reflect the intent of the elector motion.

Following this Council resolution, Shire officers attempted to finalise the Weed Management Strategy, however due to conflicting priorities and available staff time to adequately consult with the community, officers were unable to finalise and present it to Council in the 2020/21 financial year.

**COMMENT**

In 2015 the Shire engaged UDLA to prepare a draft Weed Management Strategy. The UDLA document was then used as the base document to commence stakeholder engagement. Following the stakeholder engagement Shire officers revised the draft Weed Management Strategy (**Attachment 1**) to incorporate stakeholder comments and to reflect current industry best practice.

The overarching objectives of the strategy are to undertake the following in a strategic and sustainable manner:

- Providing leadership and resourcing to prevent the introduction, spread and establishment of weeds.
- Reviewing, and promoting current best practice methods for ongoing weed control.
- Reviewing responsibilities of stakeholders in weed management.
- Increasing community awareness and education
- Facilitating community involvement in weed management.

Following endorsement of the strategy and in consideration of the Council Resolution C/0221/014 a Weed Management Action Plan will be developed. The Action Plan will break up the objectives into individual tasks and descriptions as well as set the priority and resource requirements for a four years period.

**CONSULTATION**

The Draft Weed Management Strategy was presented at the Councillor concept forums as outlined below and provided to Councillors via email for comments.

Document	Date	Attendance
Broome Weed Management Plan	13 July 2021	Councillor Tracey, Councillor Mitchell, Councillor Taylor, Councillor Matsumoto, Councillor Male
Broome Weed Management Plan	2 November 2021	Councillor Male Councillor Taylor

		Councillor Wevers
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A Stakeholder Engagement Plan (**Attachment 2**) was developed which established the level of consultation as 'Consult'.

The draft Weed Management Strategy was emailed to forty-seven (47) groups and individuals who had shown an interest in weed management. Follow up calls were made to the primary stakeholders and further drafts were sent to several stakeholders for review.

Ten (10) submissions were received and are summarised in **Attachment 3**. The theme of the feedback was:

- Encourage all landowners to be responsible for weed management
- Educate the community on weeds species and management
- Inform about land tenure, therefore who is responsible for what areas
- Use an integrated management approach
- Resource appropriately
- Review the use of herbicides

All responses were considered when finalising the Weed Management Strategy, which now represents industry best practice, stakeholder concerns and operational requirements. The final Weed Management Strategy presented in **Attachment 1** was re written in entirety to reflect the above.

## STATUTORY ENVIRONMENT

Nil

## POLICY IMPLICATIONS

3.4.6 Community engagement  
State of Environment Report

## FINANCIAL IMPLICATIONS

The Weed Management Strategy has been developed as an informing strategy that will guide future resourcing and therefore future budget allocations. Adoption of the Weed Management Strategy does not commit the Shire to specific funding.

The Shire of Broome has one dedicated resource for Environmental Weed Management plus the Parks and Gardens and Works resource-based budgets have weed management imbedded in them for ongoing operational funding.

## RISK

The following table outlines the key risks identified with this project and the mitigation strategies proposed to address these risks in accordance with the Shire's Risk Management Policy.

Risk	Type	Rank	Mitigation
Weed infestations	Environmental	High	Monitor and deal with weeds as required and as set out in the Weed Management Strategy and future Action Plan
Stakeholder dissatisfaction	Reputational	Medium	A broad range of engagement with stakeholders was undertaken.

Lack of staffing resources to deliver actions	Reputational	Low	The development of the action plan will be based on current staffing levels at the time and may be adjusted should major or unforeseen projects arise in the future.
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## STRATEGIC ASPIRATIONS

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

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

5.2 Manage and conserve the natural environment, lands and water.

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

6.3 Create attractive, sustainable streetscapes and green spaces.

## VOTING REQUIREMENTS

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council:*

1. *Endorse the Shire of Broome Weed Management Strategy (**Attachment 1**); and*
2. *Requests the CEO develop and bring to Council a Weed Management Action Plan for consideration within the current financial year.*

## Attachments

1. Shire of Broome Weed Management Strategy
2. Stakeholder Engagement Plan
3. Public Consultation, Schedule of Submissions



# Weed Management Strategy







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# INTRODUCTION

The Shire of Broome (the Shire) Weed Management Strategy provides the framework for best practice weed management within the Shire. The Strategy aims to protect the environment, economy, community and industry from the adverse impacts of weeds. The strategy will guide weed management funding, planning, monitoring and control.

The strategy focuses on the eradication of weeds whilst outlining a Shire wide approach to achieving the following objectives:

- Providing leadership and resourcing to prevent the introduction, spread and establishment of weeds.
- Reviewing, and promoting current best practice methods for ongoing weed control.
- Reviewing responsibilities of stakeholders in weed management.
- Increasing community awareness and education.
- Facilitating community involvement in weed management.

For the purpose of this Strategy a weed is defined as - *A plant that requires some form of action to reduce its harmful effects on the environment, the economy, human health, and amenity. Weeds are commonly plants that grow in natural ecosystems where they are not naturally occurring and proceed to modify natural processes resulting in the decline of the ecosystem they have invaded.*

The Weed Management Strategy follows the recommendations of the Shire's State of the Environment Report (2015) which provides both a strategic and operational response to the topic of "Managing Invasive Species".

The Report lists the strategic response as, *"To develop a comprehensive Weed Management Strategy to guide the Shire's weed management activities on land under care and control."* The operational responses as, *"To review the Shire's project management plan template for engineering works to include consideration of weed management when undertaking specific projects"* and *"Ensure that areas cleared of native vegetation are managed and mulched to prevent soil erosion and the establishment of weeds."* The State of Environment Report further guides our listed priority weed species based on weeds of national significance.

# INTRODUCTION

The Shire's Weed Management Strategy will be guided by these weed management principles:

- Weed management is an integral part to all land management and for maintaining sustainability and natural resources.
- Prevention and early intervention are the most cost-effective techniques of weed management.
- Weed management requires a continuous, long-term commitment that must be prioritised.
- Integrated weed management is the key to achieving successful weed management.
- Combating weeds is a shared responsibility that requires clear understanding of roles and responsibility.
- Co-operation amongst government, land and water managers, industry and community is fundamental for effective weed management
- Successful weed management requires co-ordination of all stakeholders to establish and share legislative frameworks, research, funding and educational outcomes.

As weeds are not bound by land tenure, jurisdictional, legal or legislation boundaries, weed management is a shared responsibility between individuals and landholder/ land user organisations.

Local government's role and responsibility for weed management is the provision of information, education, support and coordination of community groups in addressing weed issues, and the implementation of weed controls within managed areas.

However, the actions of the Shire alone will not be the solution to weed management within the Shire of Broome, a collective approach is necessary for the effective long-term control of target species.





# INTRODUCTION



The weed infestations evident within the townsite of Broome indicate that immediate action is required. This strategy focuses predominantly on the Broome townsite, but the key principles are relevant to the Shire as a whole. Certain areas have been identified of increasing concern to the Shire, therefore requiring particular attention for the successful management of weeds.

Areas of increasing concern within the Shire of Broome include:

- Remnant Bushland
- Road Reserves outside of townsite boundaries
- Vacant Crown Land
- Stormwater Drainage Systems
- Private Land that supports significant weed populations

The Weed Management Strategy is designed to provide the framework for the Weed Management Action Plan. The Action Plan will outline and specify actions and resources required for successful weed management within the Shire.

## SHIRE OF BROOME

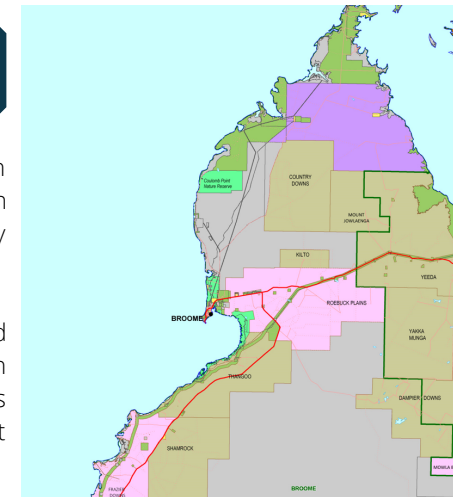
The town of Broome is positioned at the south-west extremity of the Dampier Peninsula, in a transition zone between the inland desert and tropics. Broome has a tropical climate with a distinct “wet” season from November to March, which experiences summer monsoon and tropical cyclones providing heavy rainfall and high humidity.

The “dry” season is from April to October and is typically without rain, lower humidity, cooler nights, and some foggy days. This mix of climatic factors as well as early multicultural development has resulted in an array of exotic tropic plants being introduced for shade, food, and ornamental values. Such species originating in tropics around the world are often devoid of natural control mechanisms and are resilient survivors becoming weeds.

Spatially, Broome’s Peninsula is surrounded and dissected by large areas of both environmentally and culturally significant endemic bushland, experiencing varied levels of urban disturbance. A vast area is foreshore reserve, while green corridors protrude through the town site and peninsula, joining ocean to bay.

The Broome townsite’s urban fabric has a unique green infrastructure system that responds to its unique context. The open space includes a network of formalised and informal bush parks, often wide road reserves and a significant large urban drainage system.

The open trapezoidal shaped drains remove the high volumes of overland wet season rainfall to the surrounding bushland reserves, foreshore dunes, tidal creek, and the marine habitats beyond. The urban drainage system provides a significant challenge for weed management as it creates an extensive weed distribution network.



**KIMBERLEY REGION  
LAND TENURE**

- Pastoral Lease
- General & Special Lease
- Commonwealth Land
- Pastoral Lease owned by mining company
- Indigenous Reserve
- Pastoral Lease owned by indigenous interests
- Department of Biodiversity Conservation and Attractions Estate
- Vacant Crown Land
- Other Reserves
- Forest
- Freehold
- Agricultural Region
- Shire Boundary
- Shire Name
- Highway
- Major Road
- Minor Road
- Track

Figure 1. Land tenure mapping within the Shire of Broome.

## STRATEGY BOUNDARIES

This strategy involves all Shire vested land within the boundary shown in *Figure 1*. Weed issues traverse all administrative and land tenure boundaries and as such, effective weed management will require a high degree of coordination and integration between stakeholders.

Increasing public awareness of the causes and appropriate responses to the problems is part of the solution. It is important to identify stakeholder groups and effectively engage with them to optimise responses to weeds across the prevention, eradication, and control spectrums of the strategy.

The success of environmental weed management should be measured by:

- Mapping and monitoring of weed infestations, including emerging invasions and established populations
- Number of weed species present not increasing but being maintained or decreasing.
- New weed species being identified and eliminated quickly
- Number of weed infestations; new infestations are prevented, emerging weed infestations identified and controlled quickly, the reduction in weed density and weed spread; number of species and affected area
- The protection of and active threat abatement for priority environmental and cultural areas
- The degree of community and stakeholder engagement and participation in the process of preventing and controlling weeds.



## LEGISLATION & POLICY **FEDERAL**

This section of the strategy outlines various acts and policies from a federal to state level that influence the management of weeds in Broome. **Appendix 1** provides a condensed version of the Context for the hierarchy of roles and responsibilities of weed management from a national to local level.

### ***Environment Protection & Biodiversity Conservation Act (1999)***

The Environment Protection and Biodiversity Conservation Act 1999 (the EPBC Act) is the Australian Government's central piece of environmental legislation. It provides a legal framework to protect and manage nationally and internationally important flora, fauna, ecological communities, and heritage places as matters of national environmental significance.

A protected matters search identifies that the following terrestrial areas, flora, fauna and ecosystems are protected under the Act, occurring within the Broome shire area:

- The West Kimberley National Heritage-listed area (Cultural, geological, historical values, ecological values including biological richness) Roebuck Bay, Wetlands of international importance) (Ramsar)
- Nationally important wetlands: Roebuck Bay and Willie Creek wetlands
- Endangered ecosystem: Monsoon vine thickets on the coastal sand dunes of the Dampier Peninsula
- Weeds are identified as a key threat to this ecosystem, particularly as many occurring in the region are highly invasive, smother plants and promote hazard changes to the fire regime. High threat weeds occurring in Broome and noted in the conservation advice as threats include coffee bush (*Leucaena leucocephala*), neem tree (*Azadirachta indica*), siratro (*Macroptilium atropurpureum*), hairy morning glory (*Distimake dissectus*), passionfruit vine (*Passiflora foetida*), buffel grass (*Cenchrus ciliaris*), and mint bush (*Mesosphaerum suaveolens*)
- Critically endangered plant; Fringed fire bush (*Seringia exastia*)

## LEGISLATION & POLICY **FEDERAL**

### **Weeds of National Significance (WoNS)**

The Weeds of National Significance (WoNS) is a Federal system to prioritise weed problems for national action as developed in 1999 by a joint Commonwealth Government taskforce. It is regulated by the Biodiversity and Agriculture Management Act 2007. Thirty-two Weeds of National Significance (WoNS) have been agreed by Australian governments based on an assessment process that prioritised these weeds based on their invasiveness, potential for spread and environmental, social, and economic impacts. Consideration was also given to their ability to be successfully managed. The current list of WoNS can be found in **Appendix 2**.

### **National Environmental Alert List**

The National Environmental Alert List for environmental weeds identifies 28 plant species that are in the early stages of establishment and have the potential to become a significant threat to biodiversity if they are not managed.





## LEGISLATION & POLICY STATE

### **Biodiversity Conservation Act (2016)**

This Act provides for the statutory listing of Threatened Ecological Communities (TECs). It provides statutory processes for preparing TEC recovery plans, registering critical habitat and penalties for disturbance.

Ecosystems are listed as a Priority Ecological Community (PEC) when there is insufficient information to determine it as a TEC, i.e., not all criteria for a TEC are able to be confirmed due to insufficient documentation OR where the ecosystem is identified as rare but not currently threatened.

The following TEC is known in the Broome Shire

- Monsoon (vine) thickets on coastal sand dunes of Dampier Peninsula, which is also listed under the EPBC Act (1999) with weed threats described as above.

The following PECs are identified in Broome Shire are:

- Dwarf pindan heath community of Broome coast
- *Corymbia paractia* dominated community on dunes
- Relict dune system dominated by extensive stands of *Minyjuru* (*Mangarr* - *Sersalisia sericea*)

### **Biosecurity and Agriculture Management Act (2007)**

The Western Australian Organisms List (WAOL) provides the legal status and control categories of weeds (and other organisms) under the BAM Act (2007).

See: [www.legislation.wa.gov.au/legislation/statutes.nsf/law\\_a146629.html](http://www.legislation.wa.gov.au/legislation/statutes.nsf/law_a146629.html)

## LEGISLATION & POLICY LOCAL



### **Kimberley Region Priority Alert Weed List**

The Department of Biodiversity Conservation and Attractions (DBCA), has undertaken a species-led prioritisation process to assess the weeds of each region based on ecological impact, invasiveness, current distribution, potential distribution and feasibility and control.

In the Kimberley 13 species were identified as priority alerts of which none are known to occur in Broome.

### **Local Government**

The Shire's Weed Brochure has been developed to educate residents and contractors in Broome of significant weed species.

See: [www.broome.wa.gov.au/Community/Parks-and-Gardens/Weed-Control](http://www.broome.wa.gov.au/Community/Parks-and-Gardens/Weed-Control)

Other useful weed information can be found through

- Environs Kimberley - weed cards and other identification tools
- Society for Kimberley Indigenous Plants and Animals, and Roebuck Bay Working Group - garden guides to encourage the use of native plants and reduce the opportunity for weed introduction and spread.

## ROLES AND RESPONSIBILITIES IN WEED MANAGEMENT

Weed management is a shared responsibility, involving individuals, and all levels of government organisations. The coordination and involvement of all stakeholders, landholders, and community members in the Shire of Broome towards the collective approach of weed management is necessary for the effective long-term control of target species. Clear understanding of the roles and responsibilities of different stakeholders in environmental weed management and control is provided below.





## IMPACTS OF ENVIRONMENTAL WEEDS

### What are Environmental Weeds?

Environmental weeds are highly invasive and create competition with native plants for light, water, space, moisture, and nutrients. A plant's status as a weed is dependent upon its location and the land use of that place, for example native plants may be weeds in farm and forage lands. Similarly, non-native plants may become useful in the control of erosion, provision of habitat and shade where a native equivalent cannot be identified.

Invasive characteristics of environmental weeds include:

- Abundant seed production
- Rapid population establishment
- Seed dormancy
- Long term survival of buried seed
- Adaptation for spread
- Presence of vegetative reproductive structures
- The ability to release self-protecting toxins that interfere with the growth of surrounding plants
- Ability to occupy sites disturbed by human activities.

Beneficial characteristics of environmental weeds include:

- Soil stabilisation
- Habitat and resources for wildlife
- Aesthetic qualities
- Added organic matter for soils
- Nectar for insects and bird species
- Food resource for agricultural livestock



## IMPACTS OF ENVIRONMENTAL WEEDS

Like most plants, weeds can be divided into Annuals and Perennials. Knowing a plant's lifecycle is important in aiding identification and deciding the best forms of control required. Annuals and Perennials can be described as:

**Annuals:** plants which flower, produce seeds and die in 1 year or less. Annual weeds are mostly opportunists that germinate after the first rains when the soil is at least partially bare through seasonal conditions following, mowing, cultivation, burning or other site disturbances.

**Control** - should aim to prevent further seeding. Roots are usually shallow, and plants easily hoed, hand pulled or controlled with herbicide.

**Perennials** live for 3 years or more and may be herbaceous or woody species. Plants have rhizomes, corms, lignotubers, deep roots, or similar structures so can regrow year after year. Most also reproduce through seed.

**Control** - is difficult due to their underground vegetative structures. Most roots grow as deep as 45cm below ground sometimes as deep as 3-4 meters. Control aims to deplete root reserves so that no new shoots can develop. Those with shallow roots and not prone to sucker can be dug out. Systemic herbicide application may be required for control of deep roots, bulbs, and other underground structures.

Even if not currently present within the Shire they are still relevant to the strategy as they are legislated and under regulation, therefore the Shire should be alert for prompt identification. The categories of environmental weeds include the following:

**Target Weeds (Weeds not yet in Australia):** is a list of 41 species regarded as serious threats to Australia's productivity, export markets and the environment. It focusses on the potential for weeds to enter Australia from South-East Asian countries through natural or non-conventional pathways including wind currents, migratory animals, traditional vessel movements and illegal fishing activity.

**Emerging or Sleeper Weeds(Weeds already in Australia):** these are plant species in the early stages of establishment with the potential to become a significant threat to Australian Biodiversity. Sleeper weeds are plants that have not yet increased in their distribution significantly and could be controlled before numbers explode. None of the species identified on the National Environmental Alert List are found in the Shire of Broome.

## IMPACTS OF ENVIRONMENTAL WEEDS

**Noxious Weeds (Mostly agricultural/horticultural crop weeds):** A noxious weed is a plant that has been legally declared under State/Territory legislation. These weeds have a negative impact on crop or animal production and are variously referred to as noxious or declared weeds. Some plants may be noxious in one State or Shire but not in another.

Western agricultural weeds are regulated under the Biosecurity and Agricultural Management Act (2007) and managed in the Kimberley by Department of Primary Industries and Regional Development (DPIRD).

**Weeds of National Significance (WoNS):** is a list of Australia's worst weeds which have been legally declared by the Federal government with restrictions on their propagation, trade or sale applying to all.

The Australian State and Territory Government have listed thirty-two weeds of National Significance (WoNS), based on weed species impacts, potential to spread, invasiveness, socio-economic and environmental value. **Appendix 2** identifies all species.



## IMPACTS OF ENVIRONMENTAL WEEDS

**Weeds on National Environmental Alert List:** The National Environmental Alert List identifies 28 plant species that are in the early stages of establishment and have the potential to become a significant threat to biodiversity if they are not managed. The Praxelis, *Praxelis clematidea* is found in Broome.

**Kimberley Region Priority Alert Weeds:** Department of Biodiversity Conservation and Attractions, Parks and Wildlife, has undertaken a species-led prioritisation process to assess the weeds of each region based on ecological impact, invasiveness, current distribution, potential distribution and feasibility and control. This process identified 13 priority weed species for the Kimberley Region, none of which are found within the Shire of Broome.

**If any of the Priority Alert Weed Species are identified, please notify the local Department Biodiversity Conservation and Attractions Office on (08) 9195 550**



## IMPACTS OF ENVIRONMENTAL WEEDS

### **Shire of Broome - Environmental Priority Weed Species:**

Environmental weeds identified as significant within the Shire, are those that are rising in population and prevalent throughout the Shire's open space areas.

Weeds of concern and on the Shire's watch or alert list for their invasiveness, ecological impact, and health risks are listed in **Appendix 2**.





## WEED SPECIES INTRODUCTION AND ESTABLISHMENT

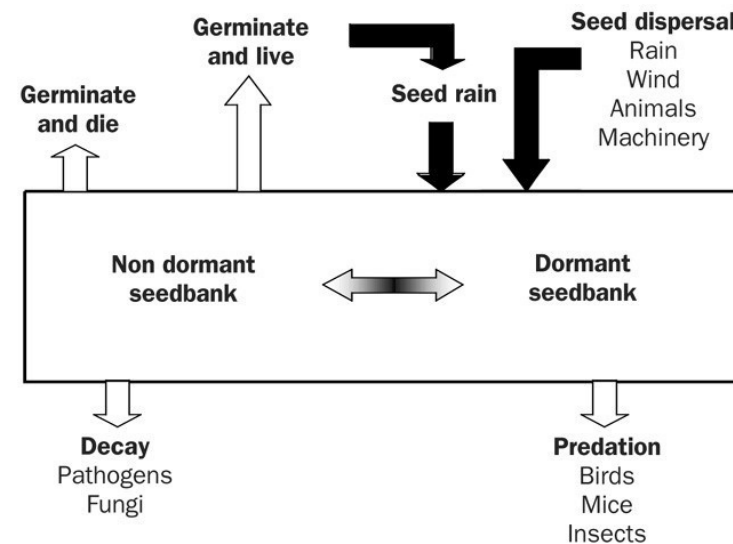
Environmental weeds can be introduced and established through various pathways and have different characteristics for spread. Establishment of invasive species within a new area is dependent on the intrinsic characteristics of the weed species and the vulnerability or resilience of the community being invaded. The resilience or vulnerability of a location is determined by factors such as characteristics, dynamics, and history of the area. The biggest cause of weed introduction and spread is human activities and disturbance, the other cause of weed introduction is natural means.

Pathways for introduction and establishment of weed species in the Shire include:

- Transport corridors such as stormwater drain systems during and after rain.
- Accidental through tourism – camping, parking on the side of the road, rest areas and 4-wheel drive tourism.
- Vehicle transport – utility, service, construction, or civil contractors travelling between sites and transporting seed or fragments.
- Feral animals or native wildlife – seeds attached to fur or in faeces, fruit-eating birds and bats.
- Land use and development – construction and maintenance such as grading, land clearing, slashing, mowing, and vehicle/machinery movement.
- Fragmentation (Stem or root) – clearing areas, not fully removing stems and roots, and not properly disposing of weed material.
- Disturbing native vegetation – land clearing, use of vehicles or machinery in bushland and introducing mulch or foreign soil into the area.
- Dumping of garden waste – introduction of garden escapees and spread of common weeds into natural areas.
- Pastoral holdings – cattle, hay and contractors introducing weeds seeds.
- Production of new rhizomes, tubers, and other vegetative reproductive structures by perennial weeds.
- Wind-borne spores or light weight seeds – weeds can be spread over great distances.
- Post fire opportunities – over burning and hot fires can impact revegetation, create bare earth, and stimulate weed seed germination.
- Water distribution – corky, flattened or light weight seeds are transported through water systems and can establish in watercourse banks, coastal areas, and bottom of floodways.

## WEED SPECIES INTRODUCTION AND ESTABLISHMENT

Once a weed species has established within an area they can create a seedbank of dormant weed seeds. Seed bank lifecycle is demonstrated in Figure 2 below. Seeds are triggered to germinate through disturbance by fire, machinery/vehicles, water flow and moisture presence. Germination can be suppressed using a chemical pre-emergent, mechanical scraping/removal, forced germination and chemical control, hot fires, and smothering with mulch.

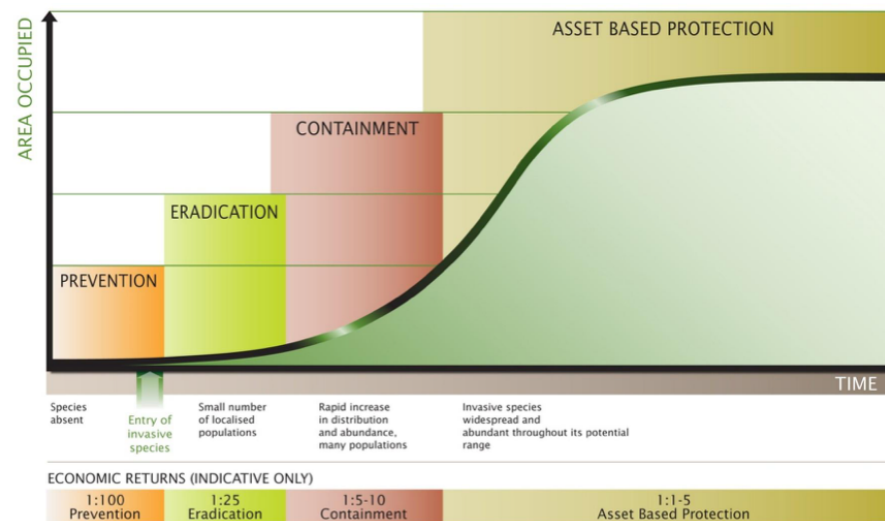


**Figure 2.** Weed seed bank lifecycle – with input to the seed bank depicted with black arrows and losses of seed to the seed bank with white arrows.

## IMPORTANCE OF WEED MANAGEMENT

Weeds are one of the most significant and costly threats to Australia's natural environment and biodiversity. With Australian wide Commonwealth, State and Local Governments spending millions each year on costs for weed monitoring, control, management, and research. Environmental weeds also impact on tourist amenity, agricultural production, public and private infrastructure, as well as economic and social impacts.

As visible through *Figure 3* the greater the weed infestation based on area occupation, the greater the economic impact. It is evident that there are various ways weed species can be introduced or established and due to the invasive nature of weeds; prevention of spread through pathways is a necessary and cost-effective approach to weed management.



**Figure 3.** The generalised invasion curve – with the four stages of weed management: prevention, eradication, containment, and asset-based protection (Bailey, 2019).

## IMPORTANCE OF WEED MANAGEMENT

In weed management there is an action threshold, which are set levels a weed population must reach before control can begin. These are driven by economic, seasonality and legislative factors. From an economic perspective the action threshold is when the weed density is at a point which some control should be exerted to prevent a weed population from increasing further causing economic loss.

The action threshold for seasonal weeds is based on the time of year and the corresponding temperatures, these aid in predicting the emergence of the first generation of an adult weed. With legislative action the threshold for control is whether the weed is declared therefore by law must be controlled. Action thresholds are important as it assists in resource allocation.

When controlling weeds, timing is a key factor to effectively prevent and manage weed populations establishing. From the weed lifecycle standpoint: control prior to fruiting or seeding and/or control prior to spread pathways – tourism season and wet season. From a weather standpoint: it is important to control weeds whilst the plant is actively growing and prior to it setting seed. It is important to consider weather when choosing your control – use of chemicals in fine weather, conducting prescribed burns in the cooler months, and spraying chemicals on calm days.



## IMPORTANCE OF WEED MANAGEMENT

Potential impacts from the introduction and spread of environmental weeds within our public open spaces/reserves:

- Reducing the viability, health and biodiversity of native flora species by competing vigorously for space, water and nutrients.
- Causing human health problems causing asthma, skin irritation, other respiratory issues, and poisoning.
- Water contamination affecting the quality of waters when infestations become prominent in wetlands.
- Social impacts on communities through degradation of parks, verges and public access ways which are impacted by lowering the amenity, functionality and aesthetic appeal.
- Alteration of fire regimes through additional fuel loads through the abundant nature of weeds and ability to spread extensively within a landscape.
- Altering soil nutrients by either removing nutrients from soils impacting intentionally planted flora or nitrogen fixing which can impact on native plant species. Some weeds release self-protecting toxins that interfere with the growth of surrounding plants
- Introduction of pests and diseases from different regions that native species or intentionally planted flora may not have been in contact with.
- Alteration of geomorphological processes with weeds causing increased erosion. When annual weeds die off after outcompeting an ecosystem, leaving the soil exposed and susceptible to being washed away from rains or wind.
- Cultural heritage impacts include alterations of cultural heritage or sacred sites and lowering the availability of bush tucker and native medicines available to indigenous communities.

## ENVIRONMENTAL WEED PRESENCE IN SHIRE OF BROOME

### Weed Distribution

Monitoring weed distribution is important when attempting to control weeds. Monitoring should be ongoing and must be a collaborative effort between the Shire, industry groups, landholders, community groups and our National Resource Management body

Key observations relating to the distribution of weeds in Broome and surrounds:

- Weeds have been mapped more often along (fence lines, road verges, informal vehicle, and human tracks). More mapping needs to be undertaken to decide the extent of many species from these edge areas.
- Weeds readily invade and establish in disturbed sites (due to livestock, human disturbance, fire, construction, illegal rubbish dumping)
- Weeds establish more easily in wet areas (swales, drains, monsoon vine thicket, back of dunes, near sewer treatment plant)
- Garden escapees contribute to the spread of weeds, including the introduction of new weeds.
- Weeds promote hotter fires which in turn promote the establishment of more weeds.
- Distribution is aided by humans and vehicles, animals which eat seeds or have them become stuck in their fur, inflow from the stormwater drainage system





## ENVIRONMENTAL WEED PRESENCE IN SHIRE OF BROOME

### Weed Management Prioritisation

Weed prioritisation is assessed and broken down within the Shire of Broome's different managed land categories including stormwater drainage systems, parks and gardens, road reserves and natural bushlands. Current and potential weed distribution, ecological impact, and level of invasiveness (at a landscape and site scale) are important factors in prioritising weed management.

To ensure weeds are managed on a priority basis resources should be allocated based on the following three considerations:

- Priority weeds
- Priority landscape areas
- Priority pathways of spread



## ENVIRONMENTAL WEED PRESENCE IN SHIRE OF BROOME

### Alert Weeds

For the context of the weed management strategy the Shire defines 'alert' weeds as a species that:

- Not yet naturalised in the shire area
- Has the potential to have a high level of impact if it became established
- Has a reasonable likelihood to arrive in the shire area

The 'weed risk ratings' are based on the following criteria:

- **Invasiveness:** Ability to invade bushland in good or excellent condition or ability to invade waterways.
- **Distribution:** Wide current or potential distribution including consideration of known history of widespread distribution elsewhere in the world.
- **Environmental Impacts:** Ability to change the structure, composition, and function of ecosystems. Particularly the ability to form a monoculture in a vegetation community.

### Priority Landscape areas

Landscape areas that require priority management attention within the Shire of Broome are determined using one or more of the following criteria:

- Low incursions of weeds
- Sites of significance for biodiversity conservation
- Significant commercial values
- Very high visitation areas
- Significant cultural and heritage values
- Susceptibility to invasion
- Weed source areas including top of streams and up wind areas
- High value assets

Consideration should be given to several other factors such as the weed species present within the natural area, the characteristics of individual sites such as soil type, proximity to water courses, quality of native vegetation and presence of sensitive species (ecological ranking).



# ENVIRONMENTAL WEED PRESENCE IN SHIRE OF BROOME

## Priority Pathways for Spread

The main pathways of spread for weeds within the Shire have been identified within *Figure 4*.

Considerations include:

- Physical characteristics of weeds that are likely to be transported by human or natural means
- Which weeds are most likely to be transported into or within the Shire of Broome
- Human activities most likely to spread weeds
- Presence of a physical corridor assisting weed spread



Cause	Pathway of Spread	Example mechanisms of spread along priority pathways
Physical processes	Stormwater drainage systems Tidal movement	Water, wind
Native or feral animals	Native bushland Natural corridors Watercourses	Feral or native animal movement
Land use and development	Pastoral holdings	Cattle, hay, and contractors
	Roads	Construction and maintenance such as grading, slashing, livestock and fodder hauling, high traffic, rest areas and tourism
	Water pipeline	Maintenance activities
	Contractors	Maintenance activities and vehicle machinery movement
Tourism	Accidental	Camping, 4WD tourism, use of rest areas
Use by industry	Nursery industry	Deliberate planting, garden escapees, pastoral escapees, vehicle, and machinery movement
	Garden plants	
	Horticulture	
	Agriculture	

Figure 4: Priority Pathways of Spread within the Shire

## WEED CONTROL

This section outlines the common methods used in the control of weeds. There are many aspects that need to be considered when determining the relevant weed control method or combination of methods to implement in parks, urban landscaping areas, natural bushland, and drainage systems. The correct selection and implementation of a control method will ensure that weed infestations are dealt with in a timely manner and minimise the environmental costs to the impacted site or surrounding areas.

Weed control methods used to reduce weed infestations to manageable levels or eradication includes:

- **Physical Weed Control:** the removal of weeds through manual or mechanical processes including slashing, mowing, mulching, tilling or by hand.
- **Chemical Weed Control:** the use of selective, non-selective and pre-emergent herbicides to affect the growth, development and germination of weeds which may result in death of the plant.
- **Thermal Weed Control:** the utilisation of burning with fire as a tool and the application of hot water or steam to cause death of the weed.
- **Biological Weed Control:** the introduction of pest, pathogens, or viruses to reduce weed spread and growth.
- **Land Management Control:** indirect control through good land management practices including hygiene protocols, fire management, quarantine protocols, feral animal controls and prevention of overgrazing.

An important recognition is that whilst the initial implementation of the above methods is an important control, it is ineffective unless follow up controls are programmed. For long term effectiveness of the control, weeds that are removed or reduced, should be replaced with desirable plants such as native species through natural recolonisation of an area or intentional planting to ensure there is less space for re-infestation. Monitoring and follow up control methods can aid in early identification of re-infestation and weeds can be addressed promptly, preserving the area.

A comprehensive list of weed control is outlined in **Appendix 3**.

## INTERGRATED WEED MANAGEMENT APPROACH

Integrated weed management (IWM) is a long-term approach, using a combination of different management and control techniques to monitor, prevent and control weeds. The most effective weed management involves the implementation of an integrated approach, as a single control measure will not be effective over the long term. Using a variety of control methods, rather than just one, also ensures weeds are less able to adapt to a single control method. Integrated Weed Management addresses the underlying causes of weed infestations, rather than just focusing on controlling visible weed presence.

This is achieved through targeting the various stages of the weeds lifecycle and undertaking measures that will prevent weed reproduction, reduce weed emergence, promote seed bank depletion, and minimise weed competition with desirable vegetation. Weed management program development can be informed through the interpretation of individual sites, the native plant communities, distribution of weed species and patterns of disturbance.

An integrated approach within the Shire would include:

- Weed Monitoring: mapping, photo monitoring and observational monitoring.
- Weed Prevention: minimising access and disturbance, and hygiene protocols.
- Weed Control: physical, chemical and land management.

## INTERGRATED WEED MANAGEMENT APPROACH

### Weed Mapping

Weed mapping can be a useful tool in identifying the extent of the weed infestation, identify patterns in distribution and pathways of spread, assist in control and management planning, allocation of resources and effectiveness of control actions (Bailey, 2019). Weed mapping can also assist in defining control cells within priority reserves. Mapping is done in conjunction with monitoring, as weed monitoring provides the data and information required for mapping. Parameters of mapping need to be established whether it be priority species, certain percentage cover or established highly invasive species the use of continuous mapping can determine how successful a control in an area is going and can alert us of outbreaks or when the objective has been reached.

### Current Management

Weed mapping has begun in the Shire with the data being collected regularly through observational monitoring and infestation identifications. The weed mapping will assist in informing on ground weed management programs and follow up protocols.

Previous mapping has been conducted by the Environs Kimberley around the Broome townsite, evident from *Figure 5*.

Department of Primary Industries and Regional Development have developed a reporting app "My Pest Guide Reporter" which aids in identification of new or established weed infestations and in the active mapping of an area.



Figure 5 - Environs Kimberley weed map (2013))

## INTERGRATED WEED MANAGEMENT APPROACH

### Weed Reporting

Weed reporting can be a valuable tool for gaining or confirming identification, sharing knowledge of infestations and ensuring weed management from the responsible stakeholder can occur. Reporting can be done locally - for area specific target weed infestations, regionally – for established weed threats, and nationally – for new incursion threats.

### Current Management

Weed reporting is only currently conducted internally. Only weed infestations of a large scale are reported that need substantial control methods, smaller weed populations are dealt with by staff either through physical or chemical controls.

### Observational Monitoring

Observational monitoring is a form of surveying and can be conducted through use of permanent transects or quadrats. This type of monitoring tracks new weeds and monitors the effectiveness of weed control programs. Transect surveying involves walking along a fixed pathway or single line whilst recording occurrences of the weed species, this method is applicable to storm water drainage systems.

Quadrat surveying involves random sampling of one square metre of habitat and recording the distribution of weed plant species within the quadrat.

## INTERGRATED WEED MANAGEMENT APPROACH

### Weed Prevention and Control

Preventing the introduction and spread is one of the key objectives of the weed management strategy, as control methods can be both costly and labour intensive. Weeds can be introduced to an area through transportation by both natural and human sourced mechanisms.

Transport pathways for weed spread and introduction were detailed previously. Through the identification of these pathways, a focused effort on specific methods of weed prevention can be implemented.

Weed prevention management processes can include:

- Minimising access and disturbance
- Weed hygiene protocols
- Drainage system rehabilitation
- Fire management and response
- Education

### Community Education

Community education and training for contractors and practitioners in contact with weed infestations is integral to slowing the spread of weeds. Raising awareness, knowledge, motivations, and behaviour will assist in the prevention of weed spread and encourage participation in environmental activities.

## INTERGRATED WEED MANAGEMENT APPROACH

The community can prevent weed introductions and spread by:

- Correct disposal of green waste - not dumping garden waste into natural bushland areas, stormwater drain systems and roadsides.
- Minimising access and disturbance to natural areas or weed infestation sites – staying on tracks, not taking vehicles or recreational equipment into undisturbed areas, and not allowing dogs to run off-leash in natural areas.
- Undertaking appropriate hygiene practices when entering and leaving parks, natural bushlands, or stormwater drainage systems. This includes cleaning footwear, removing any seed from clothing, pet fur and recreational equipment such as bike tyres.
- Joining a community group to participate in planting and maintaining some of the stormwater drain systems and other areas.

**As it is an offence to deposit litter on land or water, if you see anybody illegally dumping green waste - please contact the Shire via (08) 9191 3456 or [shire@broome.wa.gov.au](mailto:shire@broome.wa.gov.au).**

### Current Management

The current approach to community education regarding weed management by the Shire of Broome includes education through the “Weeds of Broome” brochure and the “Weed Control” page on the Shire website.

There is existing local educational material offered by external sources including the “Kimberley Weeds” index cards, Roebuck Bay Working Group’s “Coastal Gardens: a planting guide for Broome on the Dampier Peninsula” booklet and Department of Primary Industry and Regional Development website and “Weeds to Watch” poster. Further educational information can be found on the Department of Biodiversity Conservation and Attractions “Weed” page on their website.. Weeds Australia provides identification and distribution information on [weeds.org.au](http://weeds.org.au).

### Training

Ongoing training is essential for the continued development of staff knowledge and expertise. Training in weed identification from germination to seeding, understanding of weed lifecycles and appropriate control methods for target species and hygiene protocols for use of machinery and equipment is vital for all staff working in the Broome habitat.



## IMPLEMENTATION

An Action plan is being developed to support the Broome Weed Strategy and provide a framework of actions for effective, efficient and sustainable management of weeds within the Shire.







# Appendix 1 -

Context for the hierarchy of roles and responsibilities of weed management from a national to local level.



## Appendix 1 - Cont.

Context for the hierarchy of roles and responsibilities of weed management from a national to local level.



## Appendix 2- Weed Identification & Priority Listing

	WA Declared Class	Shire Priority Weeds for Eradication	Shire Watch/ Alert List	Declared/ Noxious Weeds	Weeds of National (WoNS) Significance	Weeds of National Significance (WoNS) - Watch List	Priority
Bellyache Bush, <i>Jatropha gossypifolia</i>	Declared S22(2) (C3 Management)	Y		Y	Y		High
Buffel Grass, <i>Cenchrus ciliaris</i>	Permitted S11	Y					High
Caltrop, <i>Tribulus occidentalis</i>	Permitted S11	Y					High
Candle Bush, <i>Senna alata</i>			Y	Y			High
Chinese Apple, <i>Zizyphus mauritiana</i>				Y			High
Coffee Bush, <i>Leucaena leucocephala</i>	Permitted S11	Y					High
Gallon's Curse, <i>Cenchrus biflorus</i>	Permitted S11	Y					High
Hairy Merremia, <i>Distimake aegyptius</i> (previously <i>Merremia aegyptia</i> )		Y					High
Khaki Weed, <i>Alternanthera pungens</i>	Permitted S11	Y					High
Mint Bush, <i>Mesosphaerum suaveolens</i> (previously <i>Hyptis suaveolens</i> )	Permitted S11	Y					High
Neem Tree, <i>Azadirachta indica</i>		Y		Y			High
Praxelis, <i>Praxelis clematidea</i>	Declared S12 Prohibited (C1 Exclusion)		Y	Y	Y		High
Rubber Bush, <i>Calotropis procera</i>		Y		Y			High
Rubber Vine, <i>Cryptostegia grandiflora</i>	Declared S12 Prohibited (C2 Eradication)			Y		Y	High
Siratro, <i>Macroptilium atropurpureum</i>	Permitted S11	Y					High
Snake Vine/White Creeper, <i>Distimake dissectus</i> (previously <i>Merremia dissecta</i> )		Y					High
Water Lettuce, <i>Pistia stratiotes</i>				Y			High
Wild Passionfruit, <i>Passiflora foetida</i>	Permitted S11	Y					High



## Appendix 2- Weed Identification & Priority Listing

	WA Declared Class	Shire Priority Weeds for Eradication	Shire Watch/ Alert List	Declared/ Noxious Weeds	Weeds of National (WoNS) Significance	Weeds of National Significance (WoNS) - Watch List	Priority
Athel Pine, <i>Tamarix aphylla</i>					Y		Medium
Coffee Senna, <i>Senna occidentalis</i>			Y				Medium
Coral Vine, <i>Antigonon leptopus</i>	Permitted S11		Y				Medium
Indian Devil Tree/Cheesewood, <i>Alstonia scholaris</i>	Permitted S11		Y				Medium
Ivy Gourd, <i>Coccinia grandis</i>	Declared S22(2) (C3 Management)		Y				Medium
Kapok Bush, <i>Aerva javanica</i>	Permitted S11		Y				Medium
Lantana, <i>Lantana camara</i>					Y		Medium
Madagascar Rubbervine, <i>Cryptostegia madagascariensis</i>	Declared S22(2)		Y				Medium
Mossman River Grass, <i>Cenchrus echinatus</i>	Permitted S11		Y				Medium
Parkinsonia, <i>Parkinsonia aculeata</i>					Y		Medium
Taylor Fruit, <i>Ziziphus mauritiana</i>	Declared S22(2) (C3 Management)		Y				Medium
Tiger Paw, <i>Ipomoea pes-tigridis</i>	Permitted S11		Y				Medium
Birdwood Grass, <i>Cenchrus setiger</i>	Permitted S11		Y				Low
Butterfly Pea, <i>Clitoria ternatea</i>	Permitted S11		Y				Low
Cabomba, <i>Cabomba caroliniana</i>	Declared S12 Prohibited (C2 Eradication)					Y	Low
Cats Claw Vine, <i>Dolichandra unguis-cati</i>					Y		Low
Gamba Grass, <i>Andropogon gayanus</i>	Declared S12 Prohibited (C2 Eradication)					Y	Low
Hymenachne, <i>Hymenachne amplexicaulis</i>	Declared S12 Prohibited (C1 Exclusion)					Y	Low

## Appendix 2- Weed Identification & Priority Listing

	WA Declared Class	Shire Priority Weeds for Eradication	Shire Watch/ Alert List	Declaired/ Noxious Weeds	Weeds of National (WoNS) Significance	Weeds of National Significance (WoNS) - Watch List	Priority
Leaf Cactus, <i>Pereskia aculeata</i>	Permitted S11					Y	Low
Madeira Vine, <i>Anredera cordifolia</i>	Permitted S11					Y	Low
Mesquite, <i>Prosopis spp.</i>						Y	Low
Mimosa, <i>Mimosa pigra</i>	Declared S12 Prohibited (C2 Eradication)					Y	Low
Parthenium, <i>Parthenium hysterophorus</i>	Declared S12 Prohibited (C1 Exclusion)					Y	Low
Pond Apple, <i>Annona glabra</i>	Declared S12 Prohibited (C1 Exclusion)					Y	Low
Prickly Pear, <i>Opuntia spp</i>	Declared S12 Prohibited (C2 Eradication)				Y		Low
Salvinia, <i>Salvinia molesta</i>	Declared S12 Prohibited (C2 Eradication)					Y	Low
Water Hyacinth, <i>Eichhornia crassipes</i>	Declared S12 Prohibited (C2 Eradication)					Y	Low

## Appendix 3- Weed Control Methods

### Physical Weed Control

Manual or physical control involves the physical removal of the weed by human or mechanical effort. Although, physical control is the most appropriate weed control in certain circumstances, it is also the most expensive, as it is the most time consuming and labour-intensive process. Physical control allows for selective removal of weeds and avoids the use of herbicides.

This control method follows the three general principles:

- Work outwards from good bush areas toward areas of weed.
- Make minimal disturbance to the environment.
- Let native plant regeneration dictate rate of weed removal.

This method, however, would not be recommended for species that reproduce by rhizomes, tubers, corms, or areas where soil disturbance would have implications. Gross soil disturbance can lead to weed replacement, which is why revegetation actions are recommended in conjunction with weed removal.

The method also needs adjusting for drainage weeding, where it is recommended to commence where water enters a drain.

**Hand removal** is commonly prescribed for the control of individual plants, small populations, ecologically sensitive areas, and species that are seeding or flowering. Care must be taken to remove all root matter to ensure regrowth does not occur from remaining roots. All removed weeds should be disposed of appropriately off site.

**Mechanical Slashing** is a favourable method for control of fast-growing annuals and is a standard control measure for grassweeds. This method can be used on a small scale to de-flower weeds and remove vegetative growth. Mechanical slashing is a relevant method for weeds that have not gone to seed – slashing whilst a weed is in seed will only further contribute to the spread of weed seeds. Mechanical control must be done in conjunction with the relevant hygiene protocols to ensure weed seed is not spread from weed sites to different areas.

## Appendix 3- Weed Control Methods

**Ploughing or Tilling** turns over the soil and buries the weed beneath the soil. This provides a barrier to the sun, therefore killing the weeds. Tilling is a form of physical control that can be easily undertaken over a wide area, using agricultural machinery. Strategic tilling can lower the subsequent weed emergence; however, it can lead to damage in soil structure and exposes the soil to erosion and further invasion by weeds. This is not generally an urban application.

**Mulching or smothering** is the use of materials such as wood chips, newspaper, black plastic, or organic matter to cover disturbed soils, smothering of weeds or stopping the emergence of plants in the area. The suitability of smothering and mulching needs to be considered in natural areas as it can cause soil disturbance from machinery use preventing native seedling regeneration

### **Chemical Weed Control**

Chemical weed control through use of herbicide application is often the most cost-effective and practical method of weed control in various situations. Herbicides are defined as a 'chemical substance used to destroy or inhibit the growth of plants, especially weeds.' Herbicides can be classified into three categories:

- pre-emergent (residual) – inhibit the germination of pest plants.
- non-selective – broad spectrum and work on wide variety of plants; and
- selective – working on a specific range of plants.

Herbicide application is an effective component in integrated weed management, having higher success rates than other forms of weed control. Herbicide application is carefully considered and should be used in conjunction with a variety of control methods. The best practice for herbicide application involves knowing the target weed, understanding the site conditions, choosing the correct herbicide, choosing the correct application method, ensuring operators are trained and ensuring all regulations and label instructions are followed. The correct percentages of low toxicity herbicides at key points, especially in the proximity of waterways and water catchment sites can have lesser of environmental impact and more success in the management of weeds than other control methods.



## Appendix 3- Weed Control Methods

A multi- faceted selection of herbicides and application techniques is recommended. Some chemical weed control methods include:

**Broad Acre Spraying** is a primary level of control within open areas of little or no native vegetation. This can be undertaken by hand in small areas and by vehicle to cover larger areas. It involves spraying a weak herbicide solution over the foliage of weeds.

**Spot Spraying** is like broad acre spraying though targets weed infestations amongst germinant rehabilitation or revegetated areas. Care must be taken when spot spraying to avoid off-target spray affecting native vegetation. Careful attention to environmental conditions, particularly wind direction and speed, and strengths of chemical solutions must be taken when spot and broad acre spraying.

**Wicker Wiping** is a method used to minimise off target damage often caused by spraying of herbicide. This method involves wiping a herbicide-soaked rope or cloth implement against weed foliage. Whilst this is a more targeted treatment, it is also more labour intensive and should be prescribed for areas of highest specific usage only e.g. sport ovals and high amenity areas.

**Cut Stump Control** is a specific method used for treating large and woody weeds from sensitive bushland areas. Trees and shrubs have foliage cut and often trunks cut to the stump and a herbicide applied by spray or brush to the cut stumps and stems. Weeds can remain intact onsite without requiring further removal if preferred.

**Stem Injection/Drill and Pill** involves drilling or cutting through the bark into the sapwood tissue in the trunks of woody weeds and trees. Herbicide is immediately placed into the hole or cut, in liquid or pill form. The aim is to reach the sapwood layer just under the bark (the cambium growth layer), which will transport the chemical throughout the plant.

**Basal Bark** involves mixing an oil-soluble herbicide in diesel and spraying or painting the full circumference of the trunk or stem of the plant. This method is suitable for thin-barked woody weeds and undesirable trees. Basal bark spraying is also an effective way to treat saplings, regrowth and multi stemmed shrubs and trees. This method allows the herbicide to enter underground storage organs and slowly kill the targeted weed.

## Appendix 3- Weed Control Methods

### **Thermal Weed Control**

**Burning** Fire management can be utilised as a tool in weed control. Burning removes the above soil weed body and can be a good control method for wide areas and large infestations of grasses and woody weeds. Prescribed burns can be planned appropriately either before the weed is seeding or in dry soils for maximum intensity leading to destruction of seed bank stores. An integrated approach of herbicide spraying before burning, can assist by increasing the weeds flammability, broadening the burning opportunity. Follow up weed control is recommended after burning activity, as fire can result in vegetation cover loss, expose soil surface to erosion and reduce competition for resources, providing weed species with the opportunity to grow.

Fire is an important and necessary natural feature of the Australian environment and can have negative and positive impacts on weed management. The increased disturbance from hot fires and/or regular fires within a region is destructive and can kill native species leaving an area exposed. This provides opportunities for weed species to establish in these newly disturbed areas. Therefore, quick fire responses and fire prevention activities such as maintaining fire breaks and access ways, reducing fuel loads of nearby natural bushland, and reducing access and disturbance post fire will avoid introduction of weeds into the area.

The Shire operates an annual Bushfire Mitigation Program from May through to the end of December, designed to encourage residents to take action to help minimise the threat of bushfires. Through the participation of Shire of Broome residents within this program can help prevent the impacts of fire and as a by-product the impact of weeds within the shire.

The Shire works in collaboration with the Department of Fire and Emergency Services and local Broome Volunteer Bush Fire Brigade and the Volunteer Fire and Emergency Services, to conduct planned burns to reduce large weed infestations.

**If you see fires within the Shire of Broome please call Triple zero (000). To report knowledge of suspicious fires or acts of arson to the police or ring crime stoppers on 1800 333000.**

**Hot Water** involves the application of hot water under pressure on to a weed species, which can result in the breakdown of the plants cellular structure. Hot water application is most relevant to urban environments (eg. footpaths and kerbsides), where herbicide concerns are at highest proportion. This form of thermal control can be fast-acting and a safer alternative to herbicide use; however, has been found to be less effective than chemical controls, greater in cost, non-selective and is impractical for natural areas.

## Appendix 3- Weed Control Methods

### **Biological Weed Control**

Biological weed control is the management of weed populations through the introduction and use of natural parasites, predators, and viruses. Biological control does not eliminate weeds, but aids in the reduction of target populations, lowering their impact. This can be an efficient form of weed management, particularly useful for widespread introduced species where manual control is uneconomical. Biological control can further be advantageous over other methods as it is cost-effective in the long term, reduces requirement for herbicide application and is generally an environmentally friendly option. However, not all weed species have identified biological controls and cannot be used in all circumstances. Limitations of biological controls are recognised within the Shire of Broome, as the seasonal and environmental conditions may impact the effectiveness of biological control agents.

### **Land Management Control**

Land management control focuses on how the modification of land use practices can prevent the spread of weeds. Good land management practices are critical in reducing the incidence and impact of weeds. This control type is most relevant to Indigenous ranger groups, large tenure land managers, grazers, and station owners. The initial increased costs associated with improved land management are counteracted by the reduced weed control required.

Minimising access and disturbance to weed infestations or weed controlled sites will significantly reduce the spread of weeds. Human disturbance is a vector for weed spread, through seeds being attached to clothing, footwear, recreational equipment, machinery or tools and pets. Through preventing or controlling access to infested areas through fencing or blocking of illegal entrances site hygiene can be maintained. The use of external soils or mulch imported into natural bushland areas will only further disturb the area, introducing potential weed spread. The use of wide buffer zones between infestation sites and undisturbed adjoining areas or roadsides can also minimise the disturbance of areas.

## Appendix 3- Weed Control Methods

### **Hygiene Protocol:**

Weed hygiene is an important weed prevention tool to ensure weeds, pathogens and pests are not spread from or in parks and urban landscaping areas. Weed seeds and pathogens can be spread through materials such as soil, sand, gravel, and water, captured in footwear, lodged in machinery, vehicles, and other equipment. The appropriate cleaning of all transport mechanisms will reduce the spread of weed seeds between sites. Producing a biosecurity protocol to be used throughout the Shire of Broome by both staff members and independent contractors will be the best prevention method.

A biosecurity/hygiene protocol will target:

- Vehicles, machinery, and equipment
- Materials such as soil, gravel, or sand
- Clothing, boots, or recreational equipment such as bike tires.
- Best practice design and maintenance of all wash down and decontamination areas

**Revegetation:** Broome townsite has extensive open space areas, which experience heavy wet season monsoonal rains in combination with occasional cyclones and regular fires. The combination of these factors promotes weed incursion. Rehabilitation of the landscape through replanting, mulching, weed control and monitoring reduces weed incursion.

**Feral Animal Control:** appropriate feral animal control reduces seed distribution that can attach to fur and hooves, also reduces disturbance to soil and native vegetation therefore lowering weed invasion susceptibility.

**Quarantine protocols:** isolate a weed prone area and limits further weed dispersion and monitoring for early weed identification of neighbouring areas. Quarantine of stock may also be used to limit seed dispersion.

**Prevention of overgrazing:** maintenance of pastures and or desirable ground covers and grazing management through the prevention of stock will lessen the soil disturbance/deterioration which would allow for weed growth.

## Stakeholder Engagement Plan September 2021



<b>Project Name:</b>	Weed Management Strategy
<b>Project Owner:</b>	Joy Welshman
<b>Project Manager:</b>	Clint Hankinson
<b>Stakeholder Liaison:</b>	Joy Welshman, Clint Hankinson, Nadine Van Dew Merwe

### PROJECT SUMMARY

The Weed Management Strategy will provide a guiding document for the Shire's delivery of weed management and weed eradication moving forward.

The strategy is aimed to bring together a suite of plans and strategies from various organisations to ensure our vision, mission and goals connect directly to our day to day activities.

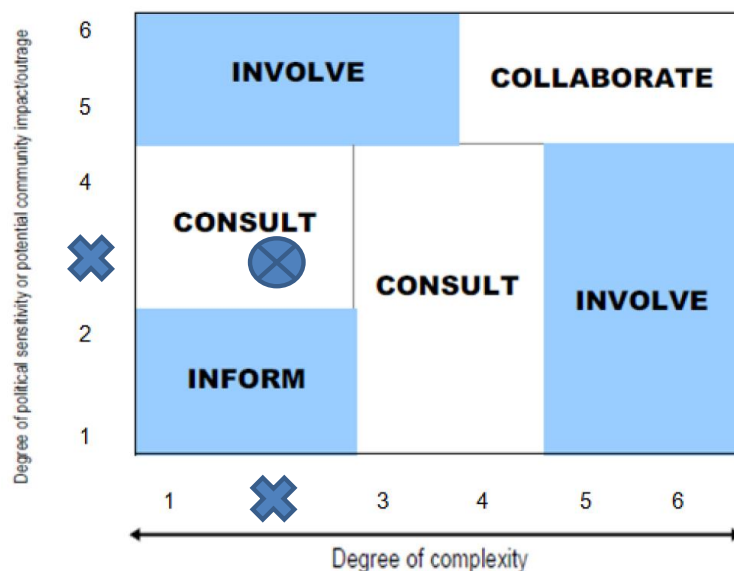
### IDENTIFY TARGET STAKEHOLDERS

Primary Stakeholders
<ul style="list-style-type: none"> <li>• Nyamba Buru Yawuru (NBY)</li> <li>• Department of Biodiversity, Conservation and Attractions (DBCA)</li> <li>• Environs Kimberly</li> <li>• Society for Kimberley Indigenous Plants and Animals (SKIPPA)</li> <li>• Solway Drain Community Group</li> <li>• Roebuck Bay Working Group</li> <li>• Main Roads Western Australia (MRWA)</li> <li>• Local landscape/gardening contractors</li> </ul>
Secondary Stakeholders
<ul style="list-style-type: none"> <li>• General public</li> <li>• Service providers i.e. Horizon Power / Water Corporation / Telstra</li> </ul>

Weed Management Strategy - Stakeholder Engagement Plan - Sep 2021

## DETERMINE LEVEL OF ENGAGEMENT

The Engagement Matrix below is based on the International Association for Public Participation (IAP<sup>2</sup>) engagement model and acts as a tool for determining engagement level based on complexity and sensitivity of the project.



	SCORE 1 - 2	SCORE 3 - 4	SCORE 5 - 6	This Project
Degree of complexity	There is one clear issue and or problem that needs to be addressed.	There are more than one or two issues/problems that can be resolved.	There are multiple issues/problems and it is unclear how to resolve them.	2 - 3
Degree of potential community impact and political sensitivity	<p>The project will have little effect on stakeholders and they will hardly notice any changes.</p> <p>The project has acceptance throughout the community.</p>	<p>The project will fix a problem that will benefit stakeholders and the change will cause minor inconvenience.</p> <p>There are groups who may see potential in raising the profile of a project to gain attention for their cause.</p>	<p>The project will create a change that will have an impact on stakeholders and the living/working environment and the degree of impact/outrage and acceptance will vary.</p> <p>Stakeholder expectations about the project are different to those of the decision makers and there is high potential for individuals and groups to use the uncertainty to gain attention.</p>	3

### Project score for degree of Complexity: **2**

The major issue to be addressed in the strategy is specifically weeds within the boundary of the Broome townsite. This will require us to consult with organisations who are interested or who can influence weed management in Broome.

### Project score for degree of potential community impact and political sensitivity: **3**

The broad spread of weeds throughout the community will take considerable resources to eradicate and then control. Many community groups are already involved in weed management within the Shire so will have a vested interest in the outcome.

Weed Management Strategy - Stakeholder Engagement Plan - Sep 2021

## ENGAGEMENT LEVEL FOR THE COMMUNITY

For **Primary Stakeholders**, the level of engagement for the project will be “**Consult**”,  
For **Secondary Stakeholders**, the level of engagement for the project will be “**Inform**”,  
based on the level of complexity and risk of the project.

For the development of the strategy we propose to only Consult with the Primary Stakeholders.  
These stakeholders have an interest in weeds and/or can influence weed management in Broome.

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

## DECISION MAKING AND REPORTING REQUIREMENTS:

Based on the determined level of Engagement the decision-making requirements are:

- Manager and Director approve the Stakeholder Engagement Plan
- Details of the Stakeholder Engagement Plan to be incorporated into the Council Agenda Report

## ENGAGEMENT TOOLS AND ACTIVITIES

The following communication tools have been selected for this project:

### Letter and One on One Stakeholder Meetings

- Letter to Primary Stakeholders inviting them to provide comment or data relating to the draft Weed Management Strategy. The letter would also offer to meet with the Shire of Broome to discuss the draft Weed Management Strategy to provide input and/or review feedback.

**ENGAGEMENT ACTION PLAN**

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

Date	Tool/Activity	Stakeholder group	Purpose
September / October 2021	Letter and One on One meetings	Primary Stakeholders	Data gathering and initial review of draft Weed Management Strategy
30 November 2021	Councillor Forum	Councillors and EMG	Present / discuss final draft Weed Management Strategy
16 December 2021	Ordinary Council Meeting	Councillors	Endorse final Weed Management Strategy

Weed Management Strategy - Stakeholder Engagement Plan - Sep 2021



No.	Name/Date Received	Content of Submission	Recommendation
1	Jan Lewis, Friends of Solway Drain, 24/10/21	Extensive response received; suggestions included: <ul style="list-style-type: none"> <li>• Update to be more specific and use best practice</li> <li>• Include outer Broome region</li> <li>• Landowner – all landowners to manage weeds</li> <li>• Review the principles of weed management</li> <li>• Links to legislation</li> <li>• Remove the description and pictures of the weeds and put as appendix</li> <li>• Remove the methods of management or reduce detail</li> </ul> Suggestions on the action plan will be considered at the time of writing the action plan.	The comment is noted Feedback incorporated in report
2	Carmel Leahy, 30/10/21	Suggested that the strategy <ul style="list-style-type: none"> <li>• List organisations currently involved in weed management in the Shire</li> <li>• Work with those managing weeds on the ground to: <ul style="list-style-type: none"> <li>➢ Map current weed management – who, what &amp; where</li> <li>➢ Identify good weed management practises currently in place</li> <li>➢ Identify poor weed management practises being used</li> <li>➢ Describe best practise weed management practises that could replace the poor practises identified</li> </ul> </li> <li>• Decide upon tools for measuring the success or otherwise of weed management practises</li> <li>• Draw up a timeline for implementing changes identified by weed workers</li> <li>• Draw up a communication and training plan for all those involved in weed management</li> <li>• Develop a plan for communication across all sectors involved in managing Shire land including the general community, volunteer groups and individuals, Main Roads, the Department of Works, Shire Engineers etc</li> </ul>	The comment is noted Feedback to be used in action plan
3	Dianne Bennett, 31/10/21	<ul style="list-style-type: none"> <li>• Work with State Housing to manage weeds in these properties</li> <li>• Work with appropriate agencies to control weeds in Minyirr Park, the Rodeo Grounds, the old stock yards towards the port and the end of Crab Creek Road.</li> <li>• Reduce spread of Neem trees at Kennedy Hill Lookout</li> </ul>	The comment is noted Feedback to be used in action plan
4	Jim Handscombe, Harmony Horticulture, 31/10/21	A comprehensive response outlining: <ul style="list-style-type: none"> <li>• Priority weed species list – review of priority weed list</li> <li>• Data collection – where there is disturbance there is weeds</li> <li>• Landowners – all landowners to control weeds</li> <li>• Strategies or Procedures for managing weeds – critical timing of treatments, methods of spread, infrastructure i.e. drain design for ease of access.</li> <li>• Expectations on Weed Management – all landowners, all areas of the shire</li> </ul>	The comment is noted Feedback incorporated in report
5	Nancy Kennedy, 24.10.21	General response regarding the use of herbicides, with examples of places they have been used and its effectiveness. Suggested use of steam and wiper snippers.	The submission is noted
6	Phil Docherty, 28.10.21	Suggested <ul style="list-style-type: none"> <li>• incentivising the control of weeds within the community, local laws, assistance in removal of large weed trees, e.g. neem</li> <li>• weed management requires a continuous, long term commitment, examples of Shire current works provided</li> <li>• integrated weed management plan – resourced and implemented</li> <li>• all landholders responsible for weed management</li> <li>• emphasis on weed removal not suppression</li> </ul>	The submission is noted Feedback incorporated in report Feedback to be used in action plan

7	Rebecca Johnson, 3.11.21	Supplied numerous informative fact sheets on organic controls and suggested relating back to the "PEARLS" values when looking at the strategy in relation to: <ul style="list-style-type: none"> <li>• Use of herbicides,</li> <li>• Creating a registry of people effected by herbicides</li> <li>• Education</li> <li>• Use of volunteers with nontoxic methods</li> <li>• Creating a registry of high priority weeds</li> <li>• Use of environmentally friendly products for weed eradication</li> </ul>	The submission is noted
8	John Gosper, 9.11.21	Suggested the use of goats and provided some resource links and examples	The submission is noted
9	Nic Godfrey and Yawuru Joint Management Team, 8.11.21	Made notes on the document particularly from a technical point of view.	The submission is noted Feedback incorporated in report
10	Louise Beames, Environs Kimberley, 8.11.21	Extensive response received on a marked-up document; suggestions included: <ul style="list-style-type: none"> <li>• Meet with stakeholders regularly</li> <li>• All landholders responsible for weeds and identify landholders</li> <li>• Drainage areas as weed spreading links</li> <li>• Include link to EK website for more information</li> <li>• Review mapping of densities and locations</li> <li>• Review the weed descriptions or link to the weed's cards.</li> <li>• Weed database or reporting tool</li> <li>• Include who is responsible for the land tenure</li> <li>• Resourcing – who and how</li> <li>• Education to public and operators</li> <li>• Review priorities</li> </ul>	The comment is noted Feedback to be used in action plan

**9.2.3 BROOME GROWTH PLAN REVIEW MARCH 2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	EDP007
<b>AUTHOR:</b>	Director Development Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The Broome Growth Plan was prepared as part of the State government's Regional Centres Development Planning initiative and was adopted by Council on 31 October 2016.

The purpose of this report is to update Council on work that has occurred on the Growth Plan since adoption and provide Council with recommendations in relation to the progression and future implementation of the Plan. The Shire of Broome left the West Kimberley Alliance, the implementation body, in 2021, and therefore a review of the progress of the Plan is considered necessary. While a short desktop analysis has been undertaken, a more detailed review is recommended.

**BACKGROUND**Previous Considerations

OMC 30 July 2015	Item 12.1
OMC 26 November 2015	Item 9.3.2
SMC 19 January 2016	Item 6.2.2
OMC 26 May 2016	Item 10.1
OMC 25 August 2016	Item 12.1
OMC 29 September 2016	Item 10.4
OMC 27 October 2016	Item 10.4
SMC 31 October 2016	Item 6.3.1
OMC June 2018	Item 12.2
OMC 24 June 2021	Item 9.3.2

The Broome Growth Plan was prepared as part of the State government's Regional Centres Development Plan (**RCDP**) initiative. The RCDP initiative was led by the Regional Development Council, through the Department of Regional Development (now the Department of Primary Industries and Regional Development) and funded through Royalties for Regions funding. The growth planning process commenced in late 2015 and the draft Broome Growth Plan was finalised in time to meet the deadline of 31 October 2016.

At its meeting on 31 October 2016, the Economic Development Advisory Committee (**EDAC**) considered a report on the status of the Growth Plan and the key elements that had been developed to inform the Growth Plan since the meeting on 13 October 2016. This report also sought EDAC's endorsement of the draft Growth Plan documents. At the meeting on 31 October 2016, EDAC noted the status and progress of the sub-consultancy reports and endorsed the final Growth Plan documents for submission to the Regional Centres Development Plan Steering Committee.

Since the EDAC meeting on 31 October 2016, the following occurred:

- The draft Growth Plan was endorsed by Council at the Special Meeting of Council held on 31 October 2016.
- The draft Growth Plan was forwarded to the Steering Committee on 31 October 2016.
- The final draft Growth Plan endorsed by EDAC, Council and the Growth Plan Partnership (**GPP**) was edited by a copywriter.
- The draft Growth Plan was subject to a peer review by Dorothy Lucks, SDF Global (involved in establishing the RCDP framework).
- All of the informing documents and strategies were finalised:
  - Infrastructure Audit and Assessment Reports.
  - Broome Economic and Situational Analysis
  - The Arts and Culture sub-consultancy
  - The tourism sub-consultancy report
- The Shire and Yawuru co-signed a letter to the Minister for Regional Development; Agriculture and Food; Minister assisting the Minister for State Development, Jobs and Trade (**Minister**) seeking the Minister's support for the finalisation and implementation of the Growth Plan on 7 September 2017.
- The GPP agreed that the remaining Growth Plan funds be transferred to the Shire to be held in reserve pending a decision on the expenditure of funds and the funds were subsequently transferred to the Shire prior to 31 December 2017.
- Meetings were held between an informal Project Control Group (**PCG**) established to oversee the development of the Growth Plan and representatives of Broome Future Ltd (**Broome Future**), exploring the possibility of Broome Future becoming the implementation body for the Growth Plan. A proposal was subsequently provided by Broome Futures).
- The GPP met on 14 February 2018 gave in-principal support for the Broome Future proposal, requesting that the PCG work with Broome Future to progress.
- Discussions were held between the PCG and Broome Future regarding the proposal for Broome Future to become the implementation body for the Growth Plan, culminating in the preparation of a discussion update paper by Broome Future.
- The GPP met on 14 March 2018, with the discussion predominately focused on the proposal and discussion update paper by Broome Future. The PCG's proposals for the distribution and launch of the Growth Plan as discussed at the PCG meeting on 1 March 2018 were endorsed by the GPP.
- A MOU was developed by AVC to govern the transition process whereby Broome Futures will become the implementation body for the Growth Plan. This included some minor changes to the Governance Charter, so it aligns with the MOU.
- The GPP met on 15 June 2018 and at this meeting the GPP endorsed the final Growth Plan, subject to some minor modifications. The GPP also endorsed the transition MOU subject to minor changes and discussed seed funding for the Growth Plan.
- At the June 2018 Council allocated \$100,000 to Broome Future as the endorsed implementation body. \$78,000 of remaining Growth Plan funds were also transferred to Broome Future.
- Broome Future rebranded as West Kimberley Alliance in 2020.
- West Kimberley Alliance submitted an acquittal to Council in 2021.
- Council resolved to leave the West Kimberley Alliance at the 23 June 2021 OMC.

The final Growth Plan comprises:

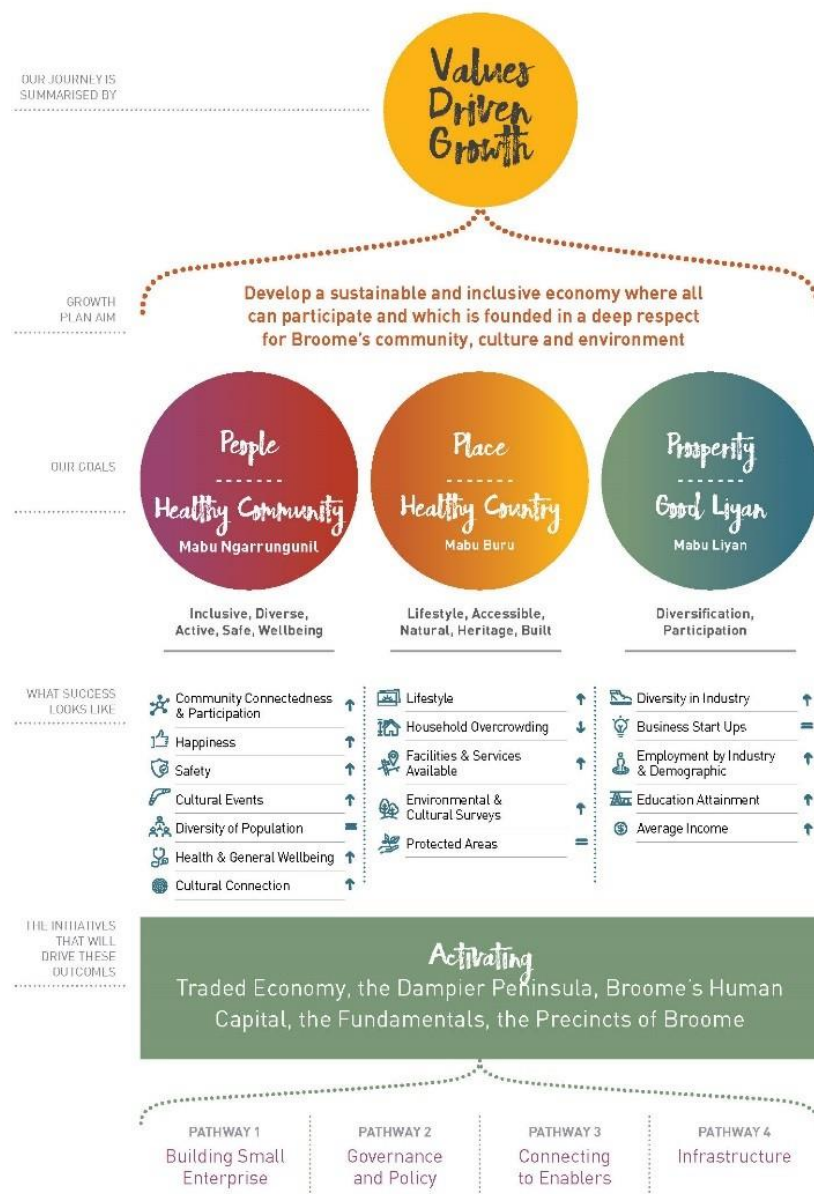
1. Strategy and Action Program
2. Background and Context and
3. Executive Summary Brochure.

An overview of each of the parts of the Growth Plan is provided below.

## Broome Growth Plan – Strategy and Action Program

The Strategy and Action Program includes the following:

- Foreword from the GPP. Note that a foreword from the Minister may be provided, and if it is this will be included also.
- Executive summary.
- About this Growth Plan, outlining how the Growth Plan aligns with other planning and strategic documents and the benefits of having a growth plan.
- The Vision and Economic Development Mission of the Growth Plan, including why growth is important and should be guided by a growth plan. The vision for the Broome Growth Plan is stated as 'Values Driven Growth' and is represented diagrammatically as follows:



This section outlines the scenarios considered for the Growth Plan, with justification for pursuing scenario 3. The pathways to implementing the Growth Plan initiatives are also introduced.

- Strategic position and identity of the Growth Plan, outlining Broome's strategic position, economic baseline, capabilities and comparative advantages, weaknesses and barriers and economic growth drivers. This section provides the economic rationale in support of the Growth Plan and discusses attracting investment.
- Core strategies, which outlines the key initiatives used for the Growth Plan (ie. activating the traded economy, activating the precincts of Broome, activating the Dampier Peninsula, activating the economic fundamentals and activating Broome's human capital) and includes for each initiative:
  - a description of the initiative;
  - how it achieves growth outcomes;
  - linkages to Broome's competitive and comparative advantages;
  - pathways to achieving the initiative; and
  - how its contribution to achieving the outcomes of the Growth Plan is measured.

This section notes that several potential projects and programs that support each of the initiatives have been identified and are summarised in Appendix 2 of the Broome Growth Plan – Background and Context section of the Growth Plan.

- The implementation governance structure for the Growth Plan, which discusses the creation of an Incorporated Association to further the aims and objectives of the Growth Plan, but ultimately leaves the final decision in relation to the implementation structure to the GPP as part of the implementation process.
- Performance framework, which outlines that the Growth Plan is to be a living document that responds to change and provides for monitoring and reporting of the Growth Plan, using performance indicators to measure the success of the Growth Plan.

## COMMENT

### Status of Growth Plan

The Growth Plan Partnership (GPP) consists of the Shire of Broome, Kimberley Development Commission, Nyamba Buru Yawuru (**NBY**), Development WA, with the Broome Chamber of Commerce and Industry also joining.

The Broome Growth Plan was endorsed by Council at the 31 October 2016 meeting and received endorsement by the Growth Plan Partners on 15 June 2018. At the June 2018 meeting Council resolved to provide \$100,000 of funding to Broome Futures as seed funding, with another \$78,000, the remaining Growth Plan funding, also provided to Broome Futures.

In 2020 Broome Futures rebranded as the West Kimberley Alliance to better align with the purpose and intent of the organisation.

Previous legal advice obtained during the development of the MOU and transition arrangements with Broome Future determined that the best model for an implantation body was an incorporated body, however, it is evident that this has not resulted in the desired results.

While the Broome Growth Plan is well established and has broad support, it is also evident that there is not the same level of support for the Growth Planning process as when the development of the Plans was implemented, evidenced by lack of implementation of round two of the Growth planning process.

At the June OMC Council resolved to leave the West Kimberley Alliance. Predominant reasons for this decision included the lack of an executive officer and chairperson, at that

time, as well as only tenuous links between the outcomes of the Growth Plan and the actions of the West Kimberley Alliance.

A desktop assessment was prepared in October 2021 by the Shires Acting Economic Development Coordinator. This assessment was undertaken to gauge the progress on specific outcomes of the Growth Plan, with a simple traffic light analysis to determine completion rates. This assessment is attached as **Attachment 1**.

There have been substantial success stemming from the Growth Plan process, as well as achievement of many of the outcomes:

- Sealing of Cape Leveque Road and subsequent business development
- Town Beach Redevelopment
- Town Beach Revetment/Coastal Protection
- Chinatown Revitalisation
- Aboriginal Short Stay Accommodation Project
- Implementation of Sport and Community Facilities Improvements
- Implementation of Shire Youth Framework
- Implementation of Community Safety Plan
- Establishment of Broome Arts Collection
- Cruise Ship Infrastructure improvements
- Establishment of international flights to Asia
- Establishment of additional flights to East Coast

Additionally, the improvement of relationships between the Growth Plan Partners allows for better collaboration and advocacy for projects and longer-term objectives and outcomes, such as Cable Beach Redevelopment, Broome Boating Facility, Telecommunications upgrades, development of iconic events, among many.

The Kimberley Development Commission was requested to review the desktop assessment and has agreed to review the document, though to date no review has been provided to Council. Other Growth Plan Partners have also recently been provided a copy of the desktop assessment. Once this task is completed a better picture of achievements will be understood, as many of the actions, outcomes and objectives are the imprimatur of the other Growth Plan Partners.

### Summary

Significant effort, research and collaboration has been undertaken to progress the Growth Plan to this point. The Growth Plan stands as a basis for the Broome community to come together to promote Broome as a regional growth centre. While the incorporated body tasked with progressing the outcomes of the growth plan has not met expectations, the document remains relevant and purposeful.

It is suggested that the best placed agency to review the Growth plan is the Shire of Broome, to ensure it retains traction and relevancy, and it is recommended that a review of the Growth Plan is undertaken by Shire officers.

A review of the Growth Plan will allow for current strategic planning processes, such as the Local Planning Strategy and Local Planning Scheme, Precinct Planning, Community Perceptions Survey to be incorporated into the Growth Plan. Additionally, the current strategic planning of Growth Plan Partners can also be reviewed to determine relevance to the Growth Plan and included if appropriate.

A review will also allow for an implementation model to be reviewed, and this will form a part of the review recommendations. As previously discussed, an incorporated body has not been successful, other options include a Committee of Council (EDAC), a Committee of the KDC, or no formal body with an MOU between the Partners to provide a framework.

## CONSULTATION

A meeting of the Broome Growth Plan Partners was held on February 23 this year to discuss an implementation model for progressing the Plan, given the Shire's decision to leave the West Kimberley Alliance. At this meeting the Growth Plan Partners agreed to the following:

- The development of the Growth Plan has resulted in closer relationships between the Growth Plan Partnership members
- Incorporated entity model had not worked as an implementation vehicle and has not added any value to implementation of Growth Plan outcomes
- The Growth Plan is still relevant and is an important document that outlines priorities
- The Growth Plan should be reviewed and retained as an 'operational manual' to guide agencies
- Individual agencies could implement relevant outcomes
- The West Kimberley Alliance should be wound up
- Remaining funds should be transferred to a relevant agency – probably the Shire

## STATUTORY ENVIRONMENT

The overarching legislation that governs the operation of the Shire of Broome is the **Local Government Act 1995**. The Shire's role and input into the growth planning process must be consistent with its roles and responsibilities as established by that Local Government Act in Western Australia is established in accordance with the Constitution Act 1889.

Any recommendations relating to the implementation will also be required to ensure conformity to the **Constitution Act 1889**, **Regional Development Commissions Act 1993** and the **Western Australian Land Authority Act 1992**.

## POLICY IMPLICATIONS

The review of the Broome Growth Plan will allow an alignment of the Plan to the Shire's Strategic Community Plan and Corporate Business Plan. Given that the Broome Growth Plan is not just a Shire of Broome planning document and has input from and will be delivered by other bodies and organisations, there will always remain some elements that are not aligned, though Council still needs to be satisfied that the Growth Plan is appropriate to facilitate the future growth of Broome and will not have an unacceptable impact on the Shire's policy direction and operations.

## FINANCIAL IMPLICATIONS

The growth plan partners have agreed that remaining funds will be transferred to the Shire on winding up of the West Kimberley Alliance. This is estimated to be somewhere between \$20,000 and \$40,000. These funds will be allocated to the review of the growth plan.

Internal resources will be utilised for the review.

## RISK

A review of the Growth Plan is intended to minimise risk. There is a risk that the outcomes of the Broome Growth Plan will not be further implemented if an appropriate implementation



model is not identified. There is similarly a risk that the Growth Plan outcomes will be compromised if an agency that does not have an imprimatur to drive the Growth Plan is allocated this task and it fails to have traction.

It is also important that issues that have emerged since the development of the Growth Plan are captured in the growth Plan as there is a risk that it will become irrelevant:

- Housing availability and rent costs
- Crime and social issues

## STRATEGIC ASPIRATIONS

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

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

Choose one item or delete the heading and control if not applicable

**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. *Accepts the desktop review of the Broome Growth Plan as shown in **Attachment 1**;*
2. *Requests the Chief Executive Officer undertake a detailed review of the Broome Growth Plan, consisting of a detailed desktop assessment that includes the current Strategic Planning processes of all of the Growth Plan Partners and addresses any relevant emerging issues;*
3. *Acknowledges the intent of the West Kimberley Alliance to 'wind up' the Alliance;*
4. *Notes the intention of the West Kimberley Alliance to transfer the remaining Broome Growth Plan funds from the West Kimberley Alliance to the Shire of Broome for the detailed review of the Growth Plan; and*
5. *Requests the Chief Executive Officer report to Council no later than June 2023 on the detailed review of Broome Growth Plan.*

## Attachments

1. Desktop Review



Activating The Traded Economy - Minerals and Energy				Activating The Traded Economy - Tourism		
Pathway 1	Short Term	Medium Term	Long Term Outcomes	Short Term	Medium Term	Long Term Outcomes
Building Small Enterprise	Encourage resource companies to pursue a resident workforce rather than FIFO to support the local community and economy	Build local support and logistics industries	Strong domestic economy providing the logistics, construction workforce administration and other support required by the Minerals and Energy sector	Branding and marketing strategy	Packaging workshops to assist small operators form new packages	Small business feels supported in delivering the best possible outcome for Broome and its people
	Develop opportunities for local businesses and resource companies to do business together			Fast track program for new products/events e.g. Kimberley Arts Fair	Business Development support for new tourism start ups in Dampier Peninsula (with sealing of road)	
					Leverage brand in small business marketing	
					Aboriginal product acceleration program	
Pathway 2	Short Term	Medium Term	Long Term Outcomes	Short Term	Medium Term	Long Term Outcomes
Governance and Policy	Regular industry meetings	Streamlined approvals in collaboration with Government	Collaboration and relationships between operators, infrastructure providers, support industries and wider community	Determine optimal leadership structure	Implementation of long term leadership structure	Different tiers of tourism leadership in the Kimberley and Broome are integrated and functional
	Collaboration with NT/Darwin counterparts - opportunity to leverage off transport links				Cooperation across the Kimberley on an annual events calendar	
	Industry specific collaboration with infrastructure/providers					















Pathway 3	Short Term	Medium Term	Long Term Outcomes	Short Term	Medium Term	Long Term Outcomes
Connecting to Enablers	Establish Broome Aboriginal mentoring support service	Improvements in health services and facilities	A range of services are available to ensure that all Broome's residents can participate in its growth	Implement Broome Aboriginal employers compact	Establish Broome Small Business mentoring and support	Embedded educational and work practice that is cognisant of the needs of all Broome's residents
	Connect adult learning to work opportunities	Establish Aboriginal Small Business Centre		Incentivise Aboriginal employment	Implement cultural connection initiatives	
	Strengthen club development	Public transport improvements		Cultural awareness programs	Increase numbers of Aboriginal adults with adequate numeracy and literacy skills	
		Improved tertiary education facilities and training infrastructure e.g. HUET simulator		Implement Shire Youth framework		
Pathway 4	Short Term	Medium Term	Long Term Outcomes	Short Term	Medium Term	Long Term Outcomes
Infrastructure	Coworking spaces	Investigate alternative energy source	Infrastructure is in place to support opportunities	Ongoing West Kimberley Transitional Housing Program	Health & education extended support at schools	To enable the community to live in Broome and prosper throughout all stages of life
	Town Beach master plan improvements	Create university facilities including accommodation for international students		Drug & Alcohol rehabilitation facility in Broome	Implement improved aged care facilities and infrastructure	
	Telecommunications upgrades	Implement Smart Cities Plan (telecommunications upgrades)		Aboriginal short stay facility project	Youth services hub	
	Regional Resource Recovery Park			Review aged care needs - aged friendly - community care - housing - residential care	Improved telecommunications for remote learning	
	Access (roads/footpaths) to amenities			Implementation of Shire sport and/community facility improvements	Improved health services and facilities	
	Sealing Cape Leveque Road			Feasibility by Housing Authority: - Foyer Broome - Yawuru Elders Independent living projects	Improve tertiary education facilities	

**9.3 PROSPERITY****9.3.1 ~~DISPOSAL OF LEASE – RESERVE 32823 – BROOME SPEEDWAY CLUB – WITHDRAWN PRIOR TO MEETING~~**

<b>LOCATION/ADDRESS:</b>	Reserve 32823, 436 Broome Road, Roebuck
<b>APPLICANT:</b>	Broome Speedway Club Inc.
<b>FILE:</b>	LSS059 RES 32823
<b>AUTHOR:</b>	Senior Property and Leasing Officer
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

**NOTE**

**Item withdrawn from the Agenda by the Chief Executive Officer prior to being considered by Council, to allow further consultation to occur with the Broome Speedway Club.**

**Item will be brought back to Council at a future Ordinary Meeting of Council.**

**9.3.2 COMMERCIAL GROWTH AND INVESTMENT FORUM - FUNDING REQUEST BCCI**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FIS10
<b>AUTHOR:</b>	Economic Development Coordinator
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The Broome Chamber of Commerce and Industry (BCCI) is requesting Silver sponsorship of \$10,000 from the Shire of Broome for the upcoming Commercial Growth and Investment Forum to be held on 23 June 2022 at the Broome Civic Centre. Alternative sponsorships include Bronze (\$5,000), Exhibitor (\$5,000) and purchasing individual tickets (\$150-200)

BCCI's Forum will provide a 12-month forecast into the commercial growth and investment opportunities that exist for Broome and the West Kimberley Region. The event will cover Broome's commercial potential; competitive advantage and the benefits of conducting business in Broome.

**BACKGROUND**

The Broome Chamber of Commerce and Industry (**BCCI**) is running a Commercial Growth and Investment Forum in June 2022. The event was rescheduled from 28 April to 23 June 2022 due to Covid-19 restrictions. The event is new to Broome, but other similar events are held in Bunbury, Kalgoorlie and Fremantle. The forum will feature guest speakers and the Shire President will feature as a speaker at the event regardless of Shire financial support.

The application for funding for the 23 June 2022 Growth and Investment Forum seeks funding through Ad Hoc funding under the current EETDF. The EETDF is replaced by the EDF from July 2022.

BCCI has also submitted a sponsorship application to the EDF 2022-23 to support the November 2022 Kimberley Economic Forum (\$30,000) and the 2023 Commercial Growth and Investment Forum (\$10,000). This application is currently under review in a competitive process under the revised EDF guidelines.

**COMMENT**

The event meets the EETDF guidelines as BCCI has demonstrated the organisational capacity to deliver the event and the budget expense items are eligible. BCCI estimates that 220 people will attend the ticketed event and has sponsorship to demonstrate financial support and non-Shire contribution to the project.

The event meets community and economic priorities as it increases local awareness for major project and capital works opportunities. At the event there will be discussion around identifying challenges and supporting industry growth.

Shire officers believe the Commercial Growth and Investment Forum has merit, and that

the Shire provide \$5,000 to support the event as a Bronze sponsor. Direct benefits of Bronze Sponsorship include; receiving two individual tickets; one exhibition booth; Shire logo in media campaigns and other conference benefits. Shire can also purchase tickets for elected representatives and staff to attend selected events.

Shire sponsorship helps demonstrate Shire support for business and industry showcase events in Broome. Other sponsors of the event include Development WA, Kimberley Ports Authority and the Kimberley Development Commission. Kimberley Marine Support Base and Shell have taken a booth.

Acquittal of the funding will be confirmed by submission of evidence as per the funding proposal submitted.

### **CONSULTATION**

Generally, EETDF applications are received after a period of public consultation where applications are accepted from community groups. The program is usually oversubscribed and is a competitive process.

In this case, the public are not aware that additional funding from EETDF may be available this financial year. The BCCI request for funding was a direct request.

### **STATUTORY ENVIRONMENT**

Nil.

### **POLICY IMPLICATIONS**

Event sponsorship aligns with EETDF Guidelines.

### **FINANCIAL IMPLICATIONS**

There is an estimated \$19,181.82 remaining from the EETDF budget for 2021/2022 due to events being postponed because of Covid-19 group size restrictions.

Of the \$265,500.00 originally approved for the program:

- \$199,818.18 has been spent or will be spent on community events;  
\$46,500 was released through the budget review process reflecting Cable Beach Polo not occurring in 2022, reducing the overall EETDF budget for 2021/22 by an equivalent amount.
- \$19,000 was allocated to the Mary G Foundation for Stompem' Ground Festival, which has been postponed.
- \$181.82 was unallocated.

If the BCCI request for sponsorship is approved, the \$5,000 will be allocated from the estimated \$19,181 available in the EETDF program.

### **RISK**

The BCCI sponsorship agreement will be a standard sponsorship contract and \$5,000 would be paid in full on Council approval. There is some risk to this approach if the event is cancelled or postponed.

BCCI intends to continue the event even under the current event group size restrictions by providing outside seating and live-stream links. To ensure Shire return on investment the acquittal process will be used and key performance indicators such as event attendee numbers are collected.

Option	Risk	Type	Rank	Mitigation
Community dissatisfaction with allocation direct to BCCI	Perception the Shire is not maximising opportunity to support organisations providing social and economic benefits.	Reputational	Low	The allocation will be a sponsorship.  The allocations are at the discretion of Council.
	Perception a fair and equitable assessment process has not been undertaken.	Reputational	Low	Shire President to declare an impartiality conflict due to being a Conference speaker.

## 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.

## VOTING REQUIREMENTS

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council:*

1. *Enter into an agreement with Broome Chamber of Commerce and Industry to sponsor the Commercial Growth and Investment Forum 2022 as a Bronze Sponsor to the value of \$5,000.*

## Attachments

Nil

**9.4 PERFORMANCE****9.4.1 ANNUAL ELECTORS MEETING - 10 FEBRUARY 2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	AME02
<b>AUTHOR:</b>	Senior Governance & Administration Officer
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The purpose of this report is to present to Council the Minutes of the Annual Electors Meeting held 10 February 2022 and to seek Council consideration of Elector Motions made at this meeting.

**BACKGROUND**

Pursuant to section 5.27 of the *Local Government Act 1995*, the Shire held their Annual Electors Meeting on Thursday, 10 February 2022. Sixteen (16) Electors were in attendance and Minutes from the meeting can be sourced from the Shire website: <https://www.broome.wa.gov.au/Council/Council-Meetings-and-Minutes>.

The Shire President's Report and the Annual Report for the previous financial year, 1 July 2020 to 30 June 2021, was received as per Regulation 15 of the *Local Government (Administration) Regulations 1996*.

During General Business, a number of Elector Motions were raised. Shire officers have investigated each of these motions and have provided Council with recommendations for consideration as detailed below.

**COMMENT****ELECTOR MOTION 1: KYLIE BROCKENSHIRE****ELECTOR MOTION 1:****Minute No. /0222/003****Moved: Kylie Brockenshire****Seconded: Gaye Wotherspoon**

***That the Shire of Broome as a critical priority advocate to both the State and Federal Government for the establishment of compulsory on country youth and parents diversion program for repeat offenders in accordance with the Shire's Strategic Community Plan 2021-2031 Objective 1.1 – Lobby for the State Government to review the effectiveness of community safety service provision in the Broome and the Kimberley region to improve social outcomes.***

**CARRIED****COMMENT – CHIEF EXECUTIVE OFFICER**

The Shire of Broome's Strategic Community Plan 2021 – 2031 (SCP), Corporate Business Plan 2021 – 2025 (CBP) and Community Safety Plan 2021 – 2025 include several actions relating

to improving community safety and social outcomes, acknowledging the importance of this issue for our community.

The Shire of Broome actively seeks opportunities to lobby State and Federal Government agencies, to advocate for improved youth and community safety outcomes in the town and region. This includes regular meetings and written correspondence to the Premier, State and Federal Ministers, State Department Director Generals and officers.

In February 2022 Shire Presidents from the four Kimberly Shires travelled to Perth to meet with State Government Ministers and officials in relation to the crime wave in the Kimberley. Discussing strategies to address family dysfunction, over-crowded housing, alcohol abuse and low school attendance. Discussions included on-country facilities for family healing, diversion activities and potential for youth custodial sentences.

This resulted in Operation Regional Shield in February 2022 with additional police officers dispatched to Kimberley locations, including increased police in Broome.

The State Government's 2021/2022 budget announcement included funding for a consultation process to co-design an on-country residential facility and a safe space facility targeted at young people who are living in Broome and are at risk or involved in the justice system. The Shire has met with the Department of Justice on several occasions to discuss and understand deliverables associated with these projects. Recently the Shire has requested to be part of the Kimberley Aboriginal Youth Wellbeing Steering Committee and Kimberley Juvenile Justice Strategy Collaborative Project Design.

A meeting was held on the 23 February 2022 with Shire President Harold Tracey, Shire Chief Executive Officer Sam Mastrolembro, Divina D'Anna MLA and Kylie Brockenshire to discuss the proposal above in further detail.

#### OFFICERS RECOMMENDATION:

*That Council:*

1. *Notes the Elector Motion;*
2. *Notes that the Shire has requested to be a representative on the Kimberley Aboriginal Youth Wellbeing Steering Committee and Kimberley Juvenile Justice Strategy Collaborative Project Design for the proposed on-country residential facility and safe space facility; and*
3. *Continue to advocate for the development of an on-country residential facility and safe space facility in the Shire of Broome.*

#### **ELECTOR MOTION 2: KYLIE BROCKENSHIRE**

##### **ELECTOR MOTION 2:**

**Minute No. /0222/004**

**Moved: Kylie Brockenshire**

**Seconded: Andrew Chambers**

***That the Shire of Broome, to address the critical shortage of day care centre places in the Shire, give consideration to the following:***

1. ***Acquisition of the land in Broome North earmarked for a day care centre and;***
2. ***Construction and operation of a community-based day care centre.***

**CARRIED**



## COMMENT – DIRECTOR DEVELOPMENT SERVICES

The Shire's planning framework provides for the development of a day care centre at Broome North. Originally this was going to be incorporated into the Local Centre to be delivered in the first stage (Waranyjarri Estate) of Broome North. While the Local Centre has recently been rezoned to 'Residential', provision has been included for a childcare centre on the corner of Shingoro Street and Yako Mall in the conditionally approved subdivision application.

A childcare centre could also be developed at the District Centre site (at a site to be determined) within Local Structure Plan No 3.

DevelopmentWA have advised that expressions of interest for the operation of a child-care centre on the corner of Shingoro Street and Yako Mall, will be released to market once all approvals have been obtained and a civil contractor has been appointed. To date, DevelopmentWA have received enquiries regarding the childcare centre site, so it is anticipated that the expressions of interest, once released, would return a positive response.

It is anticipated this will be this year, but this is subject to the design and construction timeframes for this subdivision stage, and these won't be confirmed until the tender process is complete.

Anecdotal evidence suggests demand is strong and the sale and development of the site will occur expediently.

The development of a childcare centre has not been identified as a priority through either the Shire's Strategic Community Plan or the Corporate Business Plan. As such, the Shire is currently not in a position to fund the acquisition, construction and operation of a day care centre.

### OFFICERS RECOMMENDATION:

*That Council:*

1. *Notes the Elector Motion;*
2. *Notes that DevelopmentWA is to release an Expressions of Interest to seek interest in the development of a childcare centre at the corner of Shingoro Street and Yako Mall.*

## ELECTOR MOTION 3: CHRIS MALONE

### **ELECTOR MOTION 3:**

**Minute No. /0222/005**

**Moved: Chris Malone**

**Seconded: Julia Taylor**

***That the Shire investigate and consider including a skate park in the planning and final design for the Cable Beach foreshore redevelopment.***

**CARRIED**

## COMMENT – CHIEF EXECUTIVE OFFICER / STRATEGIC PLANNING COORDINATOR

The Shire of Broome has held aspirations for many years to improve our skate park facility. At the December 2020 OMC Council unanimously endorsed the Broome Skatepark

concept design and requested the CEO to progress detailed design and seek external funding.

We have been successful in securing \$1M in funding from LotteryWest and are scheduled to begin the construction of a new \$1.5million regional level skatepark this financial year. It will be situated at the entrance to BRAC as per Council's recommendation.

There has been extensive investigation and planning undertaken. In April/May 2020 the Shire engaged renowned skate park consultants CONVIC to undertake a site selection report to identify a preferred location for a regional level skatepark within the town site of Broome.

At that time, sites at both Town Beach and Cable Beach were explored but subsequently discounted as part of the site selection process for two main reasons: both precincts were subject to endorsed masterplans that did not include skate parks and neither precinct included the space required for a regional skate park. At the Ordinary Meeting of Council on 10 December 2020 Council endorsed:

**COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/1220/007**

**Moved: Cr N Wevers**

**Seconded: Cr C Mitchell**

**That Council:**

- 1. Notes the feedback provided by the community regarding the Broome Skatepark concept design (Attachment 3);**
- 2. Endorses the Broome Skatepark concept design (Attachment 2) and requests the Chief Executive Officer to progress detailed design, and seek external funding to construct the park in the 2021-2022 financial year;**
- 3. Requests the Chief Executive Officer seek additional costings and funding for the provision of additional shade throughout the park.**

**CARRIED UNANIMOUSLY 9/0**

As a result, CONVIC focussed on two site options for the selection process; the current skate park location at BRAC and the Youth Precinct where the Broome Pump track is located. The existing skatepark site received an 85% rating by CONVIC in the site selection matrix and was therefore deemed the most suitable.

The Shire's sport and recreation planning determined Broome was a suitable size for one regional level skate park. It is also noted that Council has recently invested \$200k in the Broome Pump track facility which is suitable for skateboarding and there are skateable facilities at Broome North and PCYC. Whilst another large scale skatepark is not budgeted for in the immediate future the Shire of Broome is considering incorporating skateable elements such as a skating promenade into the Cable Beach foreshore redevelopment along with a bike-repair station and other infrastructure to attract and cater for young people.

The Shire acknowledges there is a high level of interest in skating in Broome and that skating is an attractive activity for at-risk youth. During the consultation period 203 people responded to a pre-design survey. CONVIC noted this was a significant response and they usually received approximately 60 responses to metropolitan projects. The majority of respondents were aged under 22.

Providing high-quality activity and infrastructure that attract and interest youth in Broome is a priority for the Shire. In addition to the new skate park the Shire has recently completed the construction of a Pump Track at the Youth precinct. The Shire will also install floodlights at the pump track in May 2022. Construction of Stage 1b includes a mountain bike trail around the perimeter of the site. This is due to begin in April 2022. The Shire has also applied for \$160,000 from the State Government's Criminal Confiscation Grants program for a Midnight Sport program which could incorporate skate clinics as part of its offer.

**OFFICERS RECOMMENDATION:**

*That Council:*

1. *Notes the Elector Motion; and*
2. *Request the Chief Executive Officer to consider youth and skate elements in the concept designs for the Cable Beach Foreshore Redevelopment.*

**ELECTOR MOTION 4: CARMEL LEAHY**

**ELECTOR MOTION 4:**

**Minute No. /0222/006**

**Moved: Carmel Leahy**

**Seconded: Brendan Renkin**

***That the Shire of Broome lobbies the Housing Authority and leads responsible social housing development by working with them to:***

- 1. Decrease the density of Housing Authority dwellings in the Anne St precinct to 50% within the next two years; and***
- 2. In the longer term ensure an even salt and pepper spread of Housing Authority housing across the town with no suburb having more than 30% density.***

**CARRIED**

**COMMENT – DIRECTOR DEVELOPMENT SERVICES**

The Shire of Broome utilises every opportunity including raising directly with the Premier, Minister's and Director Generals of the Department to lobby for improved social housing development in Broome. This includes trying to seek funding through COVID stimulus packages, election promises and Departmental budgets.

An Urban Renewal Strategy was developed by the Department of Communities to promote the redevelopment of areas of high social housing density to improve local amenity and liveability for residents and improve housing diversity and choice by revitalising existing housing and creating local affordable housing options.

To date that Shire has not received confirmation of funding from the Department of Communities to fund the implementation of the Urban Renewal Strategy. This continues to be an action within the Shire's Corporate Business Plan, which is to 'advocate for the State Government to finalise the Broome Urban Renewal Strategy and to commit funding for implementation'.

The Shire will continue to lobby the Department of Communities and the State Government generally to deliver on the Urban Renewal Strategy.

The Shire of Broome is currently finalising a Business Case for the McMahon Estate project. McMahon Estate is a 10-hectare parcel of land located centrally in old Cable Beach along Reid Road. The land development proposes a mix of key worker, social housing, aged living,

and private market dwellings. The project will work towards achieving several social outcomes including:

- Reduction in the drainage reserve area to improve safety and surveillance
- Improve street and walking linkages across the neighbourhood
- Increase public open space within the old Cable Beach area
- Opportunity to address
- Provide opportunities for social housing and to address recommendations in the Urban Renewal Strategy

The Shire is actively lobbying the State Government for funding for this development. This will be a step towards addressing several recommendations made in the Urban Renewal Strategy.

**OFFICERS RECOMMENDATION:**

*That Council:*

1. *Notes the Elector Motion;*
2. *Continue to lobby for the finalisation and implementation of the Urban Renewal Strategy; and*
3. *Finalise the McMahon Estate Business Case and actively seek funding for implementation.*

**ELECTOR MOTION 5: ANDREW CHAMBERS**

**ELECTOR MOTION 5:**

**Minute No. /0222/008**

**Moved: Andrew Chambers**

**Seconded: Brendan Renkin**

***That the Executive and Council of the Shire of Broome engage with equal enthusiasm and resource to develop and deliver “soft” social infrastructure projects as they do for the many “hard” projects of building and development contemplated, undertaken or completed.***

***The Shire has been an incredible advocate for and leader of the physical refurbishment of Chinatown and Town Beach with plans being put in place for tens of millions more to be spent on Cable Beach. This motion seeks to commit this Shire to dedicating itself with equal passion, resource and resolve to undertake projects that increase local training, recruitment and employment, to build services and infrastructure that lessen the issues of poverty, disease and disenfranchisement currently being experienced by this community.***

***This motion requests the Council dedicate at least 1 year in every 3 to delivering major projects through a prioritisation of focus, staffing and budget toward resolution of these issues.***

**CARRIED**

**COMMENT – CHIEF EXECUTIVE OFFICER**

The Shire of Broome's Strategic Community Plan 2021 – 2031 (SCP) and Corporate Business Plan 2021 – 2025 (CBP) outlines the Shire's current and future priorities and projects.

The Shire also has several informing strategies that guide the development of the SCP and CBP. Informing Strategies directly related to the motion above include:

- Community Development Framework 2021 - 2025
- Community Safety Plan 2021 – 2025
- Youth Plan 2021 – 2025
- Town Beach Place Management Plan 2021 – 2025
- Chinatown Place Management Plan 2019
- Disability Access and Inclusion Plan 2018 – 2023

These plans include the annual delivery of a range of 'soft' social infrastructure projects led by the Shire's Place Activation and Engagement team (previously Community Development). A recent restructure has seen this team moved to the Office of the Chief Executive Officer, recognising its importance. The team sits within the wider Community Engagement and Special Projects team which ensures that 'soft' infrastructure initiatives are built into 'hard' infrastructure projects led by the Special Projects team. For example, projects such as the Cable Beach Redevelopment and the BRAC Masterplan are delivered in conjunction with the Place Activation and Engagement team, so that diversionary, engagement and community development initiatives are built into the design.

The Place Activation and Engagement team includes the following positions:

- Place Activation and Engagement Coordinator (including the Arts, Culture and Heritage portfolio)
- Place Activation and Engagement Officer (Youth and Community Safety)
- Place Activation and Engagement Officer (Community and Sporting Groups)
- Place Activation and Engagement Officer (Events)

The Shire also deeply engages in various other strategies, programs and operational actions that are focussed on employment and social wellbeing. This includes community safety and economic development.

**OFFICERS RECOMMENDATION:**

*That Council:*

1. *Notes the Elector Motion; and*
2. *Continue to deliver place activation and engagement initiatives as outlined in the:*
  - *Community Development Framework 2021 - 2025*
  - *Community Safety Plan 2021 – 2025*
  - *Youth Plan 2021 – 2025*
  - *Town Beach Place Management Plan 2021 – 2025*
  - *Chinatown Place Management Plan 2019*

**ELECTOR MOTION 6: ANDREW CHAMBERS**

**ELECTOR MOTION 6:**

**Minute No. /0222/009**

**Moved: Andrew Chambers**

**Seconded: Brendan Renkin**

***That Shire Executive and staff engage in seeking active partnerships with resource recovery and processing companies to partner in the local recovery and re-use of recycled and waste material from the new Regional Waste Management & Recovery Facility.***

**CARRIED**

## COMMENT – DIRECTOR INFRASTRUCTURE

The Shire of Broome is progressing the design of the new Regional Resource Recovery Park at Site D2 on the Broome Cape Leveque Road. The design process will incorporate a Community Recycling Centre (CRC), Liquid Waste ponds and a landfill with associated leachate and stormwater infrastructure.

As a part of the CRC the Shire will provide the opportunity to divert tyres, construction and demolition waste, green waste, scrap metal and car bodies as well as receive and divert household hazardous waste streams and other low volume problematic waste streams. The Shire of Broome already work with industry to ensure these waste materials are diverted from landfill and where possible reused. For example, green waste is mulched and provided to residents and businesses free of charge.

Unfortunately, not all the diverted materials are able to be processed and reused within the Broome community with the tyres going to a Tyre Recycler in Perth and the scrap metal and car bodies to a metal recycler based in the Pilbara region. These materials are sent away as it allows the Shire to partner with companies that have the scale and volume required to make the recycling activity viable. At this stage it is not feasibly possible to establish these opportunities locally due to the relatively small volumes generated and the high cost of establishing the recycling operations.

The Shire is committed to finding local solutions and will continue to assess the possibilities as each of our current agreements expire. This is generally a two or three year cycle depending on the contract entered into.

### OFFICERS RECOMMENDATION:

*That Council:*

1. *Notes the Elector Motion; and*
2. *Continues to investigate local opportunities for the reuse and recycling of waste delivered to the Regional Resource Recovery Park.*

## ELECTOR MOTION 7: ANDREW CHAMBERS

### ELECTOR MOTION 7:

**Minute No. /0222/010**

**Moved: Andrew Chambers**

**Seconded: Gaye Wotherspoon**

***That the Shire support the allocation of funds in 2022 to engage Kullarri Patrol, NBY, WAPOL, WA State Government, the Federal Government and other local stakeholders in developing a local Aboriginal Community Patrol service to work in conjunction with WAPOL as a first point of contact service within the community to act as Officers of the Peace.***

**CARRIED**

## COMMENT – CHIEF EXECUTIVE OFFICER

The Shire of Broome's Strategic Community Plan 2021 – 2031 (SCP), Corporate Business Plan 2021 – 2025 (CBP) and Community Safety Plan 2021 – 2025 outline the Shire's current and future priorities in relation to community safety.

The Community Safety Plan 2021 – 2025 includes a deliverable to:

*Advocate for increased grant funding and continue to consider Shire funding to support local service providers such as Kullarri Patrol and Broome Youth and Families Hub to extend safety patrol services for children, youth and adults.*

At the 18 November 2021 Ordinary Meeting of Council, a new Memorandum of Understanding was signed with Mamabulanjin Aboriginal Corporation for the delivery of the Kullarri Patrol Service for the next 3 years. The Shire has also offered to work with Mamabulanjin Aboriginal Corporation to advocate and apply for additional funding.

The Shire of Broome actively lobbies State and Federal Government agencies, to advocate for improved youth and community safety outcomes in the town and region. This includes advocating for funding to improve youth and community safety outcomes in Broome and the Kimberley.

In February 2022 Shire Presidents from the four Kimberly Shires travelled to Perth to meet with State Government Ministers and officials in relation to the crime wave in the Kimberley. Discussing strategies to address family dysfunction, over crowded housing, alcohol abuse and low school attendance.

Following this visit the State Government announced Operation Regional Shield in February 2022 with additional police officers dispatched to Kimberley locations, including increased police in Broome.

The Shire has committed to working in collaboration with WA Police through regular meetings and a joint patrol service with the Shire rangers. These patrols operate seven days a week targeting itinerant camping, public drinking and illegal gambling.

The Shire has held several meetings with the Department of Justice to understand deliverables and recommendations in the Kimberley Juvenile Justice Strategy, including community patrol services in Broome.

The Broome Youth and Families Hub offer a variety of programs for youth and families including the HYPE service which is designed to reduce young people's contact with the juvenile justice system and presence in public spaces at night. Recently the Federal Government announced that the Broome Youth and Families Hub was one of four successful recipients of the Safer Communities Fund and would share in more than \$4 million worth of funding towards programs that improve community safety and help divert at-risk youth from a life of crime. In November 2021, the Shire met with the Director of Bandima who presented a proposal for developing a new Indigenous Community Patrol Service in Broome. The Shire advised that any such investment in future patrols, should that be a project that the Shire agrees to lead, would be subject to a tender process and funding stream.

The Shire understands that a collaborative approach is required; with local service providers, police, State Government agencies and Indigenous organisations all needing to work together. The Shire enables and encourages this collaborative approach through the Community Safety Working Group, a group endorsed by council on 29 July 2021. It is made up of representatives from WA Police, PCYC, Department of Education, Department of Communities, Department of Justice Nyamba Buru Yawuru and six elected community representatives.

Should a suitable source of funding (through State Government agencies or similar) be identified, we will advocate for Indigenous Community Patrols.

**OFFICERS RECOMMENDATION:***That Council:*

1. *Notes the Elector Motion;*
2. *Requests the Chief Executive Officer to continue to progress priorities included in the Community Safety Plan 2021 – 2025; and*
3. *Request the Chief Executive Officer to continue to liaise with the Department of Justice to understand deliverables in the Kimberley Juvenile Justice Strategy for the Broome community.*

**ELECTOR MOTION 8: ANDREW CHAMBERS****ELECTOR MOTION 8:****Minute No. /0222/011****Moved: Andrew Chambers****Seconded: Brendan Renkin**

***That the Shire commit itself to developing a permanent standing committee for the development and delivery of Shire services to the residents and communities of the Dampier Ward.***

***That this committee be comprised of members of the executive, councillors and the executive representatives from each of the major communities being Bidyadanga, Djarindjin, Beagle Bay, Lombadina and Aardylloon. That this committee have an active, monthly, meeting schedule.***

**CARRIED****COMMENT – DIRECTOR CORPORATE SERVICES**

Most land on the Dampier Peninsula is owned by State government agencies such as the Aboriginal Lands Trust, is Unallocated Crown Land, or is resolved Native Title with an appropriate Vesting Order with a controlling agency or Native Title Holder group. There are only three small land parcels that are freehold land.

The Shire has little legislated jurisdiction over any of these land areas, and currently most 'municipal' services are delivered by various State and Federal government agencies.

The Shire has, however, been proactive in advocating for the delivery of relevant services to communities and Shire staff have been engaged on the Dampier Peninsula Working Group as part of the Dampier Peninsula Project.

Shire staff also already sit on several inter-agency working groups or committees engaged with a range of issues impacting on Peninsula communities including waste disposal, development of roads and development of the tourism industry and infrastructure on the peninsula.

Similarly, the Shire sits on the Bidyadanga Land Activation Project, a project being implemented by the State Government to review the potential for 'normalisation' of municipal services to Bidyadanga.

Shire staff are also actively engaged in regulatory requirements such as compliance with Environmental Health legislation, bushfire risk mitigation and Land Use Planning.

Given the significant current engagement of the Shire on issues affecting the Dampier Peninsula and lack of statutory or legislated oversight, it is considered that the suggested committee is not required.



It should also be noted that the Local Government Act Review Final Report – May 2020 ([Local Government Act Review Final Report - May 2020](#)) includes a section on Inclusive Local Democracy and more specifically includes a sub-section on Relations with Aboriginal Peoples and Communities. Recommendations from this report are currently being considered by the State Government and may lead to changes in the level of local government involvement in service delivery to communities within the Dampier Ward.

**OFFICERS RECOMMENDATION:**

*That Council:*

1. *Notes the Elector Motion;*
2. *Acknowledges the delivery and funding of essential and municipal services in Aboriginal communities is the responsibility of the State Government (not Local Government); and*
3. *Not establish a standing committee for the development and delivery of Shire services to the residents and communities of the Dampier Ward.*

**ELECTOR MOTION 9: ANDREW CHAMBERS**

**ELECTOR MOTION 9:**

**Minute No. /0222/012**

**Moved: Andrew Chambers**

**Seconded: Kylie Brockenshire**

***That the Shire work with State and Federal Governments to set up a dedicated, permanent and substantial fund to support the drug and alcohol rehabilitation programs and facilities in the town funded from the sale of alcohol through a fixed percentage taken from the excise charged on all sales.***

**CARRIED**

**COMMENT – CHIEF EXECUTIVE OFFICER**

The Shire understands the importance of addressing the widespread alcohol abuse and associated social problems in the Kimberley. The Shire's Community Safety Plan 2021 – 2025 includes several deliverables associated with alcohol sale and consumption within the Town.

The Shire of Broome continues to advocate for the implementation of measures to reduce the impact of excessive alcohol consumption such as through the Banned Drinkers Register, and the Takeaway alcohol Management System.

The Shire also provides administration support to the Broome Liquor Accord which is a voluntary group that seeks to minimise alcohol-related problems in Broome and promote responsible practices in the sale, supply and service of liquor and provide a safe environment for the community. Through this group the Shire can promote community education about responsible liquor trading and consumption.

The Shire has been engaged with advocacy on other activities and programs targeted at addressing these issues, including assisting with the identification of a suitable location for the Sober Up Centre when this facility closed, attendance at meetings with Police on a regular basis and regular joint patrols between Shire Rangers and Police, as well as financial support for Kullari Patrol.

The Kimberley Regional Group made up of representatives from the Shires of Wyndham East Kimberley, Halls Creek, Derby West Kimberley, and Broome also advocate regularly to State Government Ministers on a range of issues relating to alcohol and other drug related harm occurring within the Shire. The group travelled to Perth in February 2022 to advocate for several issues impacting the Kimberley.

The Shire of Broome does not receive any funding from the tax associated with the sale of alcohol within the Town. All taxes associated with the sale of alcohol are collected by the Federal Government. Management of all liquor licences is controlled by the State Government.

**OFFICERS RECOMMENDATION:**

*That Council:*

1. *Notes the Elector Motion; and*
2. *Notes the Shire of Broome Community Safety Plan 2021 – 2025 and continues to progress priority deliverables associated with alcohol consumption.*

**ELECTOR MOTION 10: THERESA SIBOSADO**

**ELECTOR MOTION 10:**

**Minute No. /0222/013**

**Moved: Theresa Sibosado**

**Seconded: Carmel Leahy**

***That the Shire of Broome provides advice and updates to the community, and in particular the residents at Morrell Park, regarding the potential location of the new Broome Custodial Facility.***

**CARRIED**

**COMMENT – DIRECTOR DEVELOPMENT SERVICES**

The Shire is aware of the level of concern from Morrell Park residents about the proximity of the recently identified preferred location of the proposed Broome Custodial facility to dwellings in Morrell Park and has raised this issue with the Minister for Justice's office.

The site is identified as Site 29 in the assessment matrix prepared by Department of Justice staff and is Lot 586 Broome Road. The land is owned in freehold by Yawuru.

The Shire was requested to provide technical advice about Site 29 only two days prior to the public meeting held on 9 February. While Shire officers had concern that a preferred site had been chosen this was not confirmed until this meeting, which was called only for Twelve Mile residents.

Technical advice provided to the Department of Justice confirmed concerns about planning matters, such as consistency with the Broome Road Industrial Area Masterplan, separation between incompatible land uses and the delivery of industrial lots, but Shire officers also expressed concern that selection of Site 29 as the preferred location of the custodial facility without further consultation was premature.

Despite these concerns being raised, Minister Johnston announced site 29 as the preferred site at the meeting.

Since the 9 February meeting Council officers have formally documented concerns about the impacts of the selection of this site with the Department of Justice and have also raised concerns with the Department of Planning Lands and Heritage.

Issues identified by Council staff as needing resolution include:

### **Incompatible Land Uses**

The issue of potential incompatible land uses would need to be considered to ensure that the custodial facility would not impact on delivery of industrial lots, and to ensure that the use of Site 29 for a custodial facility is also not compromised. As the surrounding land is zoned Industry under the Scheme, hazardous and noxious industries could all be located in this zone.

The custodial facility site would need to be large enough so that any buffers to these potential industries would be contained outside of the custodial facility to ensure it is not impacted. Without an adequate buffer Council could potentially be placed in a position where it would have to approve a conflicting compliant development that would render the custodial facility inoperative. Alternatively, planning or land title mechanisms would need to be established to prevent any conflicting land uses being permitted where they would present a risk to the custodial facility.

### **Rezoning**

The land identified is not zoned for the proposed use and rezoning of the land would need to be undertaken (unless Public Works exemptions are utilised). The current Scheme review is not considered an appropriate mechanism for the rezoning of the land, as insufficient public consultation has been undertaken on the new identified site, and additional consultation or resolution of land use conflicts may delay the process of completion of the new Scheme.

### **Revision to BRIA Masterplan**

To guide development in the Broome Road Industrial Area, a Masterplan has been prepared. If this site was selected adjustments would be required to the road layout to demonstrate that it would not compromise the overall subdivision of the Industrial Estate in the future – Development WA should be consulted to confirm their position on use of this land.

### **Consultation**

Furthermore, little consultation has been undertaken by the Department of Justice with the owners and/or tenants of the BRIA. There is a risk that there will be significant concern and similar public objection to the preferred site and that this will create further community angst and conflict. Proper community consultation must be undertaken to ensure that the decision is supported by the community.

Elected Members have raised significant concern about lack of consultation during the entire site selection process. The level of concern by elected members is reflected in the following social media post from 14 February 2022:

<https://www.broome.wa.gov.au/Home/Tabs/Latest-news/Broome-Custodial-Facility-site-selection-%E2%80%93-a-clarification>

While Shire officers will continue to raise these concerns the responsibility for ensuring Morrell Park residents are well informed about the proposed Custodial Facility rests ultimately with the Department of Justice.

While it is suggested that the imprimatur for ensuring adequate consultation is undertaken rests with the Department, and the recommendations have been framed to ensure the Department accepts and complies with its responsibilities regarding community consultation, the Department has confirmed in writing that it is committed to doing so, stating:

*The Department remains committed to consultation with the Broome Community, owners and residents proximate to Site 29 and Site 12, and will work closely with DPLH, DevWA, and the Shire to achieve a positive outcome, which minimises or removes impacts on the future industrial use of the adjacent industrial park.*

#### **OFFICERS RECOMMENDATION:**

*That Council:*

- 1. Notes the Elector Motion;*
- 2. Requests the Chief Executive Officer advocate on behalf of Morrell Park residents' concerns when discussing the proposed Broome Custodial Facility with the Department of Justice; and*
- 3. Requests the Department of Justice commits to providing a community meeting with, and regular updates to, Morrell Park residents as well as the broader community on the development of the Broome Custodial Facility.*

## **STATUTORY ENVIRONMENT**

### ***Local Government Act 1995***

#### **Subdivision 4 — Electors' meetings**

##### **5.26. Term used: electors**

In this Subdivision —  
**electors** include ratepayers.

##### **5.27. Electors' general meetings**

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.  
[Section 5.27 modified: SL 2020/57 <sup>1M</sup>.]

## **STRATEGIC ASPIRATIONS**

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

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

11.1 Strengthen leadership, advocacy and governance capabilities.

**Outcome Twelve – A well informed and engaged community:**

12.1 Provide the community with relevant, timely information and effective engagement.

**VOTING REQUIREMENTS**

*Simple Majority*

OFFICERS RECOMMENDATION: Elector Motion 1 – Kylie Brockenshire

*That Council:*

1. *Notes the Elector Motion;*
2. *Notes that the Shire has requested to be a representative on the Kimberley Aboriginal Youth Wellbeing Steering Committee and Kimberley Juvenile Justice Strategy Collaborative Project Design for the proposed on-country residential facility and safe space facility; and*
3. *Continue to advocate for the development of an on-country residential facility and safe space facility in the Shire of Broome.*

OFFICERS RECOMMENDATION: Elector Motion 2 – Kylie Brockenshire

*That Council:*

1. *Notes the Elector Motion; and*
2. *Notes that DevelopmentWA is to release an Expressions of Interest to seek interest in the development of a child care centre at the corner of Shingoro Street and Yako Mall.*

OFFICERS RECOMMENDATION: Elector Motion 3 – Chris Malone

*That Council:*

1. *Notes the Elector Motion; and*
2. *Request the Chief Executive Officer to consider youth and skate elements in the concept designs for the Cable Beach Foreshore Redevelopment.*

OFFICERS RECOMMENDATION: Elector Motion 4 – Carmel Leahy

*That Council:*

1. *Notes the Elector Motion;*
2. *Continue to lobby for the finalisation and implementation of the Urban Renewal Strategy; and*
3. *Finalise the McMahon Estate Business Case and actively seek funding for implementation.*

OFFICERS RECOMMENDATION: Elector Motion 5 – Andrew Chambers

That Council:

1. Notes the Elector Motion; and
2. Continue to deliver place activation and engagement initiatives as outlined in the:
  - Community Development Framework 2021 - 2025
  - Community Safety Plan 2021 – 2025
  - Youth Plan 2021 – 2025
  - Town Beach Place Management Plan 2021 – 2025
  - Chinatown Place Management Plan 2019

OFFICERS RECOMMENDATION: Elector Motion 6 – Andrew Chambers

That Council:

1. Notes the Elector Motion; and
2. Continues to investigate local opportunities for the reuse and recycling of waste delivered to the Regional Resource Recovery Park.

OFFICERS RECOMMENDATION: Elector Motion 7 – Andrew Chambers

That Council:

1. Notes the Elector Motion;
2. Requests the Chief Executive Officer to continue to progress priorities included in the Community Safety Plan 2021 – 2025; and
3. Request the Chief Executive Officer to continue to liaise with the Department of Justice to understand deliverables in the Kimberley Juvenile Justice Strategy for the Broome community.

OFFICERS RECOMMENDATION: Elector Motion 8 – Andrew Chambers

That Council:

1. Notes the Elector Motion;
2. Acknowledges the delivery and funding of essential and municipal services in Aboriginal communities is the responsibility of the State Government (not Local Government); and
3. Not establish a standing committee for the development and delivery of Shire services to the residents and communities of the Dampier Ward.

OFFICERS RECOMMENDATION: Elector Motion 9 – Andrew Chambers

That Council:

1. Notes the Elector Motion; and

2. *Notes the Shire of Broome Community Safety Plan 2021 – 2025 and continues to progress priority deliverables associated with alcohol consumption.*

OFFICERS RECOMMENDATION: Elector Motion 10 – Theresa Sibosado

*That Council:*

1. *Notes the Elector Motion; and*
2. *Requests the Chief Executive Officer advocate on behalf of Morrell Park residents' concerns when discussing the proposed Broome Custodial Facility with the Department of Justice; and*
3. *Requests the Department of Justice commits to providing a community meeting with, and regular updates to, Morrell Park residents as well as the broader community on the development of the Broome Custodial Facility.*

**Attachments**

1. Confirmed Minutes - Annual Electors Meeting 10 February 2022



# **CONFIRMED MINUTES**

**OF THE**

**ANNUAL ELECTORS MEETING**

**10 FEBRUARY 2022**

These minutes were confirmed at a meeting held 25 December 2019 and signed below by the Presiding Person, at the meeting these minutes were confirmed.

Signed:



**SHIRE OF BROOME**  
**ANNUAL ELECTORS MEETING**  
**THURSDAY 10 FEBRUARY 2022**  
**INDEX – MINUTES**

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**1. OFFICIAL OPENING**

The Shire of Broome Chief Executive Officer welcomed members and electors.

The Shire President and Deputy President were unable to attend, therefore in accordance with the *Local Government Act 1995* section 5.30, the electors present nominated Councillor Nik Wevers to preside.

Cr Wevers, having been nominated by Carmel Leahy accepted the nomination to chair the 2020/21 Annual Electors meeting and assumed the chair at 5.06pm

Cr Wevers then welcomed members and electors and outlined the process for the Annual Electors Meeting.

**2. ATTENDANCE AND APOLOGIES****ATTENDANCE****Members:**

Cr C Mitchell	
Cr B Rudeforth	
Cr P Taylor	
Cr N Wevers	Chair

**Apologies:**

Cr H Tracey	Shire President
Cr D Male	Deputy Shire President
Cr E Foy	
Cr P Matsumoto	

**Leave of Absence:**

Nil

**Officers:**

Mr S Mastrolembo	Chief Executive Officer
Mr J Hall	Director Infrastructure
Mr J Watt	Director Corporate Services
Mr K Williams	Director Development Services
Mr D Kennedy	Manager Governance, Strategy and Risk
Mr G McKnight	Marketing and Communications Coordinator
Miss K Cookson	Senior Administration and Governance Officer

**Media:**

Hannah Barry	ABC
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**Public Gallery:**

Theresa Sibosado	Elector
Andrew Chambers	Elector
Kathleen Donoghue	Elector
Andrew Waters	Elector
Carmel Leahy	Elector
James Carpenter	Elector
Brendan Renkin	Elector
Kylie Brockenshire	Elector
Gaye Wotherspoon	Elector
Neil Thomson	Elector

Lesley Morris	Elector
Liz Cochrane	Observer
Julia Taylor	Elector
Chris Malone	Elector
Michaela Nutt	Observer
Joy Welshman	Observer

### 3. SHIRE PRESIDENT REPORT

The Shire President's report is contained on page 10 of the Shire's [Annual Report 2020/21](#).

*The Chair read aloud the Shire President's Report.*

#### **RESOLUTION:**

**Minute No. /0222/001**

**Moved: Cr P Taylor**

**Seconded: Cr C Mitchell**

**That the 2020/21 Shire President's report be received.**

**CARRIED**

### 4. ANNUAL REPORT

#### **Annual Report 2020/21**

The Shire of Broome Annual Report for the financial year 2020/21 is available on the Shire of Broome website via this link: [Annual Report 2020/21](#).

#### **Supplementary Information**

Minutes from the 2019/20 Annual Electors Meeting held 4 February 2021, are available via this link: [Minutes – Annual Electors Meeting](#). These minutes were received by Council at the Ordinary Council Meeting held 25 February 2021.

#### **RESOLUTION:**

**Minute No. /0222/002**

**Moved: Cr P Taylor**

**Seconded: Andrew Chambers**

**That the Shire of Broome Annual Report for the financial year ended 30 June 2021 be received.**

**CARRIED**

### 5. GENERAL BUSINESS

#### **Elector Motions:**

*Kylie Brockenshire submitted Elector Motions prior to the meeting:*

#### **ELECTOR MOTION 1:**

**Minute No. /0222/003**

**Moved: Kylie Brockenshire**

**Seconded: Gaye Wotherspoon**

***That the Shire of Broome as a critical priority advocate to both the State and Federal Government for the establishment of compulsory on country youth and parents diversion program for repeat offenders in accordance with the Shire's Strategic Community Plan 2021-2031 Objective 1.1 – Lobby for the State Government to review the effectiveness of community safety service provision in the Broome and the Kimberley region to improve social outcomes.***

**CARRIED**

**ELECTOR MOTION 2:**

**Minute No. /0222/004**

**Moved: Kylie Brockenshire**

**Seconded: Andrew Chambers**

***That the Shire of Broome, to address the critical shortage of day care centre places in the Shire, give consideration to the following:***

- 1. Acquisition of the land in Broome North earmarked for a day care centre and;***
- 2. Construction and operation of a community based day care centre.***

**CARRIED**

***Chris Malone submitted an Elector Motion prior to the meeting:***

**ELECTOR MOTION 1:**

**Minute No. /0222/005**

**Moved: Chris Malone**

**Seconded: Julia Taylor**

***That the Shire investigate and consider including a skate park in the planning and final design for the Cable Beach foreshore redevelopment.***

**CARRIED**

***Carmel Leahy submitted an Elector Motion prior to the meeting:***

**ELECTOR MOTION 1:**

**Minute No. /0222/006**

**Moved: Carmel Leahy**

**Seconded: Brendan Renkin**

***That the Shire of Broome lobbies the Housing Authority and leads responsible social housing development by working with them to:***

- 1. Decrease the density of Housing Authority dwellings in the Anne St precinct to 50% within the next two years; and***
- 2. In the longer term ensure an even salt and pepper spread of Housing Authority housing across the town with no suburb having more than 30% density.***

**CARRIED**

***Andrew Chambers submitted Elector Motions prior to the meeting:***

**ELECTOR MOTION 1:**

**Minute No. /0222/007**

**Moved: Andrew Chambers**

**Seconded: Brendan Renkin**

***That the Shire consider negotiation with the current administrators of The Broome Noticeboard, membership 23k, to take over administration of what has become, by***

default, the public page for news, information and conversation within the Shire of Broome;

That the Shire then allocate funding to adequately staff and administer the social media presence on both the Broome Noticeboard and the Shire's existing Facebook Page and other social media accounts; and

That the Shire then convene a permanent committee of no less than 9 members, consisting of Shire Councillors and Shire Electors to provide moderation and to oversee the legal and orderly administration of the content and the Group membership.

**MOTION LOST**

**ELECTOR MOTION 2:**

Minute No. /0222/008

Moved: Andrew Chambers

Seconded: Brendan Renkin

That the Executive and Council of the Shire of Broome engage with equal enthusiasm and resource to develop and deliver "soft" social infrastructure projects as they do for the many "hard" projects of building and development contemplated, undertaken or completed.

The Shire has been an incredible advocate for and leader of the physical refurbishment of Chinatown and Town Beach with plans being put in place for tens of millions more to be spent on Cable Beach. This motion seeks to commit this Shire to dedicating itself with equal passion, resource and resolve to undertake projects that increase local training, recruitment and employment, to build services and infrastructure that lessen the issues of poverty, disease and disenfranchisement currently being experienced by this community.

This motion requests the Council dedicate at least 1 year in every 3 to delivering major projects through a prioritisation of focus, staffing and budget toward resolution of these issues.

**CARRIED**

**ELECTOR MOTION 3:**

Minute No. /0222/001

Moved: Andrew Chambers

Seconded: Brendan Renkin

That Shire Executive and staff engage in seeking active partnerships with resource recovery and processing companies to partner in the local recovery and re-use of recycled and waste material from the new Regional Waste Management & Recovery Facility.

**CARRIED**

**ELECTOR MOTION 4:**

Minute No. /0222/002

Moved: Andrew Chambers

Seconded: Gaye Wotherspoon

That the Shire support the allocation of funds in 2022 to engage Kullarri Patrol, NBY, WAPOL, WA State Government, the Federal Government and other local stakeholders in developing a local Aboriginal Community Patrol service to work in conjunction with WAPOL as a first point of contact service within the community to act as Officers of the Peace.

**CARRIED****ELECTOR MOTION 5:****Minute No. /0222/003****Moved: Andrew Chambers****Seconded: Brendan Renkin**

*That the Shire commit itself to developing a permanent standing committee for the development and delivery of Shire services to the residents and communities of the Dampier Ward.*

*That this committee be comprised of members of the executive, councillors and the executive representatives from each of the major communities being Bidyadanga, Djarindjin, Beagle Bay, Lombadina and Aardyoan. That this committee have an active, monthly, meeting schedule.*

**CARRIED****ELECTOR MOTION 6:****Minute No. /0222/004****Moved: Andrew Chambers****Seconded: Kylie Brockenshire**

*That the Shire work with State and Federal Governments to set up a dedicated, permanent and substantial fund to support the drug and alcohol rehabilitation programs and facilities in the town funded from the sale of alcohol through a fixed percentage taken from the excise charged on all sales.*

**CARRIED**

*The following motion was moved by Theresa Sibosado:*

**ELECTOR MOTION 1:****Minute No. /0222/005****Moved: Theresa Sibosado****Seconded: Carmel Leahy**

*That the Shire of Broome provides advice and updates to the community, and in particular the residents at Morrell Park, regarding the potential location of the new Broome Custodial Facility.*

**CARRIED****Public Questions**

**Gaye Wotherspoon asked the following question:**

**Question 1**

Is it correct that the new Regional Resource Recovery Park (RRRP) is going to accept waste from outside the Shire?

**Answer provided by Sam Mastrolembo, Chief Executive Officer**

By definition the new facility is proposed to be a 'regional' resource recovery facility. It is possible that materials for the purposes of re-use or recycling from outside the Shire may be processed at the new facility where economic to do so, however it is not planned for waste from outside the Shire to be accepted at the landfill component of the facility.

**Question 2**

I have heard that the septage waste from Derby will be being received?

**Answer provided by Sam Mastrolembo, Chief Executive Officer**

Septage may be accepted. This would utilise the evaporation ponds and not impact on the landfill component.

<b>6. MEETING CLOSURE</b>
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There being no further business the Chair declared the meeting closed at 5.45pm.

**9.4.2 PROPOSED SHIRE OF BROOME WASTE AMENDMENT LOCAL LAW 2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	BYL17
<b>AUTHOR:</b>	Manager Governance, Strategy & Risk
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

To consider minor amendments to the *Shire of Broome Waste Local Law 2021* and to seek Council approval to advertise the proposed *Shire of Broome Waste Amendment Local Law 2022* for public comment.

**BACKGROUND***Previous Considerations*

OMC 27 February 2020	Item 9.2.6 – Proposed new Waste Local Law 2020
OMC 25 February 2021	Item 9.2.6 – Waste Local Law 2021 – Final Adoption
OMC 26 August 2021	Item 9.2.3 – Waste Local Law 2021 – JSCDL undertakings

The Shire's *Waste Local Law 2021* was gazetted on 30 March 2021.

Following gazettal, the Joint Standing Committee on Delegated Legislation (JSCDL) raised several queries including two items that were administrative in nature. Discussions by the Manager Governance, Strategy and Risk with an officer from the State Law Publisher, who administer the Government Gazette, mistakenly led to the belief that the corrections could be made by publishing a correction notice in the Government Gazette.

The correction notice, published in the Government Gazette on 9 December 2021, involved the removal of a duplicate clause from the template local law originally provided by WALGA and the correction of a typographical error in the Schedule of Prescribed Offences.

The JSCDL by a further letter dated 23 February 2022 (Attachment 1) have now advised the Shire President that the correction notice is legally invalid. The only method that the duplicate clause and the typographical error can be corrected is by completing an amendment local law. The Advisory Officer (Legal) at the JSCDL, has conceded that the requirement to complete a full amendment local law process as part of the initial undertakings could have been clearer and that the JSCDL has taken steps to rectify this in future correspondence regarding undertakings.

**COMMENT**

To correctly make an amendment to the existing gazetted *Shire of Broome Waste Local Law 2021* (Attachment 2), the Shire must follow the process as prescribed in section 3.12 – Procedure for making local laws, of the *Local Government Act 1995*.

Regulation 3 of the *Local Government (Functions and General) Regulations 1996* requires that for the purposes of section 3.12 of the *Local Government Act 1995*, the 'Purpose' and



'Effect' of any proposed local law must be included in the agenda and minutes of a meeting.

The Purpose and Effect of the *Shire of Broome Waste Amendment Local Law 2022* are as follows:

**Purpose:**

The purpose of this amendment local law is to:

1. Remove duplicate clause 2.7(c)
2. Remove duplicate Schedule 2 - prescribed offence – Item 14; and
3. Correct Item 37, Schedule 2 – prescribed offence reference from “flora in a waste facility” to “fauna without approval in a waste facility”.

**Effect:**

The effect of this local law is to amend the principal local law.

The purpose and effect of the principal *Shire of Broome Waste Local Law 2021* are as follows:

**Purpose:**

The purpose of the local law is to regulate the collection, disposal and storage of waste and recyclable materials.

**Effect:**

The effect of the local law is to control the collections, disposal and storage of waste and recyclable materials for the benefits and health of the community and protection of the environment.

## **CONSULTATION**

Department of Local Government, Sport and Cultural Industries – Senior Legislation Officer  
WALGA – Manager Governance and Procurement

## **STATUTORY ENVIRONMENT**

### **Local Government Act 1995**

#### **Section 3.12 – Procedures for making local laws**

- (1) *In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.*
- (2A) *Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.*
- (2) *At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.*
- (3) *The local government is to —*
  - (a) *give local public notice stating that —*
    - (i) *the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and*
    - (ii) *a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and*

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

### **Waste Avoidance and Resource Recovery Act 2007**

### **Waste Avoidance and Resource Recovery Regulations 2008**

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

The estimated cost of advertising in the West and the Broome Advertiser is \$600. This covers all state-wide and local public notice requirements.

The estimated cost of gazettal with State Law Publisher is \$1,000.

This will be accommodated within the Waste Management Budget.

**RISK**

Minor reputational risk and compliance risk from having a *Waste Local Law 2021* that has not received JSCDL final approval which is required prior to being able to enforce provisions within the local law.

Completing the amendment local law process will mitigate this risk.

**STRATEGIC ASPIRATIONS**

**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. *Pursuant to section 3.12(3) and (3a) of the Local Government Act 1995, commence the law-making process, for the Shire of Broome Waste Amendment Local Law 2022, the purpose and effect of the local law being as follows:*

**Purpose:**

The purpose of this amendment local law is to:

- i. Remove duplicate clause 2.7(c)
- ii. Remove duplicate Schedule 2 - prescribed offence – Item 14; and
- iii. Correct Item 37, Schedule 2 – prescribed offence reference from “flora in a waste facility” to “fauna without approval in a waste facility”.

**Effect:**

The effect of this local law is to amend the principal local law.

2. *At the conclusion of the minimum six-week consultation period consider any submissions received via a further report to Council to then enable Council to determine whether to adopt the local law in accordance with section 3.12(4) of the Act; and*
3. *Advise the Joint Standing Committee on Delegated Legislation via a letter from the Shire President, that the undertakings as detailed in letter dated 23 February 2022 will be complied with.*

**Attachments**

1. Waste Local Law 2021 - JSCDL Undertakings February 2022 (*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)(g) as it contains “information which is the***

***subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971”.***

2. Waste Local Law 2021 - Gazetted 30 March 2021
3. Waste Amendment Local Law 2022



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**PERTH, TUESDAY, 30 MARCH 2021 No. 58**

**SPECIAL**

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WASTE AVOIDANCE AND RESOURCE RECOVERY ACT 2007  
LOCAL GOVERNMENT ACT 1995

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**SHIRE OF BROOME**

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**WASTE LOCAL LAW 2021**



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**WASTE AVOIDANCE AND RESOURCE RECOVERY ACT 2007  
LOCAL GOVERNMENT ACT 1995**

SHIRE OF BROOME

**WASTE LOCAL LAW 2021**

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**WASTE AVOIDANCE AND RESOURCE RECOVERY ACT 2007  
LOCAL GOVERNMENT ACT 1995**

SHIRE OF BROOME

**WASTE LOCAL LAW 2021**

Under the powers conferred on it by the *Waste Avoidance and Resource Recovery Act 2007* and the *Local Government Act 1995* and under all other enabling powers, the Council of the Shire of Broome resolved on the 27th day of February 2021 to make the following local law.

**PART 1—PRELIMINARY**

**1.1 Short title**

This is the *Shire of Broome Waste Local Law 2021*.

**1.2 Commencement**

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

**1.3 Application**

This local law applies throughout the district.

**1.4 Repeal**

This Waste Local Law repeals Division 2 of Part 4 of the *Shire of Broome Health Local Laws 2006* with the exception of clause 4.2.11, as published in the *Government Gazette* on 20 March 2007.

**1.5 Meaning of terms used in this local law**

(1) In this local law—

**authorised person** means a person appointed by the local government under section 9.10 of the LG Act to perform any of the functions of an authorised person under this local law;

**collectable waste** means local government waste that is not—

- (a) liquid refuse;
- (b) liquid waste; or
- (c) non-collectable waste;

**collectable waste receptacle** means a receptacle for the deposit and collection of collectable waste that is—

- (a) a recycling waste receptacle;
- (b) a general waste receptacle; or
- (c) an organic waste receptacle;

**collection**, when used in relation to a receptacle, means the collection and removal of collectable waste from the receptacle by the local government or its contractor;

**collection day** means the day determined by the local government for the collection of collectable waste in the district or a part of the district;

**collection time** means the time on the collection day determined by the local government for the collection of collectable waste in the district or a part of the district;

**costs** of the local government include administrative costs;

**Council** means the council of the local government;

**district** means the district of the local government;

**general waste receptacle** means a receptacle for the deposit and collection of collectable waste that is not recycling waste;

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

**LG Regulations** means the *Local Government (Functions and General) Regulations 1996*;

**local government** means Shire of Broome;

**local government waste** has the same meaning as in the WARR Act;

**non-collectable waste** has the meaning set out in Schedule 1;

**occupier** in relation to premises, means any or all of the following—

- (a) a person by whom or on whose behalf the premises are actually occupied; or
- (b) a person having the management or control of the premises;

**organic waste** means waste that decomposes readily, such as garden waste or food waste;

**organic waste receptacle** means a receptacle for the deposit and collection of organic waste;

**owner** has the same meaning as in the LG Act;

**public place** includes a place to which the public ordinarily have access, whether or not by payment of a fee;

**receptacle**, means a receptacle—

- (a) that has been supplied for the use of the premises by the local government or its contractor, or which has otherwise been approved by the local government; and
- (b) the waste from which is collected and removed from the premises by the local government or its contractor;

**recycling waste receptacle** means a receptacle for the deposit and collection of recycling waste;

**recycling waste** means—

- (a) paper and cardboard;
- (b) plastic containers comprised of polyethylene terephthalate or high density polyethylene;
- (c) glass containers;
- (d) steel containers;
- (e) aluminium containers;
- (f) liquid paper board; and
- (g) any other waste determined by the local government to be recycling waste;

**specified** means specified by the local government or an authorised person, as the case may be;

**street alignment** means the boundary between the land comprising a street and the land that abuts the street;

**WARR Act** means the *Waste Avoidance and Resource Recovery Act 2007*;

**WARR Regulations** means the *Waste Avoidance and Resource Recovery Regulations 2008*;

**waste** has the same meaning as in the WARR Act;

**waste facility** means a waste facility, as defined in the WARR Act, that is operated by the local government; and

**waste service** has the same meaning as in the WARR Act.

(2) Where, in this local law, a duty or liability is imposed on an owner or occupier, or on an owner and occupier, the duty or liability is taken to be imposed jointly and severally on each of the owners or occupiers.

#### 1.6 Local public notice of determinations

Where, under this local law, the local government has a power to determine a matter—

- (a) local public notice, under section 1.7 of the LG Act, must be given of the matter determined;
- (b) the determination becomes effective only after local public notice has been given;
- (c) the determination remains in force for the period of one year after the date that local public notice has been given under paragraph (a);
- (d) after the period referred to in paragraph (c), the determination continues in force only if, and for so long as, it is the subject of local public notice, given annually, under section 1.7 of the LG Act; and
- (e) the determination must be recorded in a publicly accessible register of determinations that must be maintained by the local government.

#### 1.7 Rates, fees and charges

The local government's powers to impose rates, fees and charges in relation to waste services are set out in sections 66 to 68 of the WARR Act and section 6.16 and 6.17 of the LG Act.

#### 1.8 Power to provide waste services

The local government's power to provide, or enter into a contract for the provision of, waste services is dealt with in section 50 of the WARR Act.

### PART 2—LOCAL GOVERNMENT WASTE

#### 2.1 Supply of receptacles

(1) The local government is to supply, for the use of each premises that are, or are capable of being, occupied or used for residential purposes, one or more receptacles for the collection and removal, from those premises, of collectable waste.

(2) The owner of premises to which subclause (1) applies must—

- (a) ensure that the fee or charge (if any) imposed by the local government in relation to each receptacle is paid to the local government; and
- (b) ensure that each receptacle is used, in respect of those premises, in accordance with this local law.

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**2.2 Deposit of waste in receptacles**

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a receptacle any non-collectable waste.
- (2) A person must not deposit waste in a receptacle that has been provided for the use of other premises without the consent of the owner or occupier of those premises.

**2.3 General waste receptacles**

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle—
- (a) where the receptacle has a capacity of 240 litres—more than 70 kilograms of collectable waste; or
  - (b) where the receptacle has any other capacity—more than the weight determined by the local government.
- (2) Where the local government supplies recycling waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any recycling waste.
- (3) Where the local government supplies organic waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any organic waste.

**2.4 Recycling waste receptacles**

An owner or occupier of premises must not deposit or permit to be deposited in a recycling waste receptacle—

- (a) anything other than the particular type of recycling waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres—more than 70 kilograms of recycling waste; or
- (c) where the receptacle has any other capacity—more than the weight determined by the local government.

**2.5 Organic waste receptacles**

An owner or occupier of premises must not deposit or permit to be deposited in an organic waste receptacle—

- (a) anything other than the particular type of organic waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres—more than 70 kilograms of organic waste; or
- (c) where the receptacle has any other capacity—more than the weight determined by the local government.

**2.6 Direction to place or remove a receptacle**

- (1) The local government or an authorised person may give a written direction to an owner or occupier of specified premises—
- (a) to place a receptacle in respect of those premises for collection; or
  - (b) to remove a receptacle in respect of those premises after collection.
- (2) The direction under subclause (1) may specify when the placement or removal is to occur, or where the receptacle is to be placed, or both.
- (3) An owner or occupier of premises must comply with a direction given under this clause.

**2.7 Duties of owner or occupier**

An owner or occupier of premises must—

- (a) except for a reasonable period before and after collection time, keep each receptacle in a storage space or area that is behind the street alignment;
- (b) take reasonable steps, if placing a receptacle for collection on the verge adjoining the premises, or other area as determined by the local government, ensure that, within a reasonable period before collection time, each receptacle is—
  - (i) within 1 metre of the carriageway;
  - (ii) placed so that it does not unduly obstruct any footpath, cycle way, right-of-way or carriageway; and
  - (iii) facing squarely to the edge of and opening towards the carriageway,
 or in such other position as is approved in writing by the local government or an authorised person;
- (c) take reasonable steps to ensure that the premises are provided with an adequate number of receptacles; and
- (d) if the receptacle is lost, stolen, damaged or defective, notify the local government, as soon as practicable, after the event.

**2.8 Exemption**

- (1) An owner or occupier of premises may apply in writing to the local government for an exemption from compliance with the requirements of clause 2.7(a) or (b).

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- (2) The local government or an authorised person may grant, with or without conditions, or refuse an application for exemption from compliance under this clause.
- (3) An exemption granted under this clause must state—
- (a) the premises to which the exemption applies;
  - (b) the period during which the exemption applies; and
  - (c) any conditions imposed by the local government or the authorised person.
- (4) An exemption granted under this clause ceases to apply—
- (a) if the local government decides, on reasonable grounds, that there has been a failure to comply with a condition of the exemption; and
  - (b) from the date that the local government informs the owner or occupier of its decision under clause 2.8(4)(a).

### 2.9 Damaging or removing receptacles

A person, other than the local government or its contractor, must not—

- (a) damage, destroy or interfere with a receptacle; or
- (b) except as permitted by this local law or as authorised by the local government or an authorised person, remove a receptacle from any premises to which it was delivered by the local government or its contractor.

### 2.10 Verge collections

- (1) Where the local government has advertised a verge waste collection (such as a green waste, or a bulk waste, verge collection) a person, unless with and in accordance with the approval of the local government or an authorised person—
- (a) must deposit waste only during the period of time, and in accordance with other terms and conditions, as advertised by the local government in relation to that verge waste collection; and
  - (b) must otherwise comply with those terms and conditions.
- (2) Where waste has been deposited on a verge for a verge waste collection, a person must not remove any of that waste for a commercial purpose but may remove it for any other purpose.
- (3) Except where waste is lawfully removed from a verge under this clause, a person must not disassemble or tamper with any waste deposited on a verge for a verge waste collection so as to increase the risk of harm to any person.
- (4) Clause 2.10(2) does not apply to the local government or a person engaged or contracted by the local government in relation to the verge waste collection.

## PART 3—GENERAL DUTIES

### 3.1 Duties of an owner or occupier

An owner or occupier of premises must—

- (a) take reasonable steps to ensure that a sufficient number of receptacles are provided to contain all waste which accumulates or may accumulate in or from the premises;
- (b) ensure that each receptacle is kept in good condition and repair;
- (c) take all reasonable steps to—
  - (i) prevent fly breeding and keep each receptacle free of flies, maggots, cockroaches, rodents and other vectors of disease;
  - (ii) prevent the emission of offensive or noxious odours from each receptacle; and
  - (iii) ensure that each receptacle does not cause a nuisance to an occupier of adjoining premises; and
- (d) whenever directed to do so by the local government or an authorised person, thoroughly clean, disinfect, deodorise and apply a residual insecticide to each receptacle.

### 3.2 Removal of waste from premises

- (1) A person must not remove any waste from premises unless that person is—
- (a) the owner or occupier of the premises;
  - (b) authorised to do so by the owner or occupier of the premises; or
  - (c) authorised in writing to do so by the local government or an authorised person.
- (2) A person must not remove any waste from a receptacle without the approval of—
- (a) the local government or an authorised person; or
  - (b) the owner or occupier of the premises at which the receptacle is ordinarily kept.

### 3.3 Receptacles and containers for public use

A person must not, without the approval of the local government or an authorised person—

- (a) deposit household, commercial or other waste from any premises on or into; or
- (b) remove any waste from,

a receptacle provided for the use of the general public in a public place.

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**PART 4—OPERATION OF WASTE FACILITIES****4.1 Operation of this Part**

This Part applies to a person who enters a waste facility.

**4.2 Hours of operation**

The local government may from time to time determine the hours of operation of a waste facility.

**4.3 Signs and directions**

- (1) The local government or an authorised person may regulate the use of a waste facility—
  - (a) by means of a sign; or
  - (b) by giving a direction to a person within a waste facility.
- (2) A person within a waste facility must comply with a sign or direction under subclause (1).
- (3) The local government or an authorised person may direct a person who commits or is reasonably suspected by the local government or the authorised person of having committed, an offence under this clause to leave the waste facility immediately.
- (4) A person must comply with a direction under subclause (3).

**4.4 Fees and charges**

- (1) Unless subclause (3) applies, a person must, on or before entering a waste facility or on demand by the local government or an authorised person, pay the fee or charge as assessed by an authorised person.
- (2) An authorised person may assess the fee or charge in respect of a particular load of waste at a rate that applies to any part of that load, even if that rate is higher than the rate that would apply to any other part of the load.
- (3) Subclause (1) does not apply—
  - (a) to a person who disposes of waste in accordance with the terms of—
    - (i) a credit arrangement with the local government; or
    - (ii) any other arrangement with the local government to pay the fee or charge at a different time or in a different manner; and
  - (b) to the deposit of waste owned by the local government, or in the possession of an employee on behalf of the local government.

**4.5 Depositing waste**

- (1) A person must not deposit waste at a waste facility other than—
  - (a) at a location determined by a sign and in accordance with the sign; and
  - (b) in accordance with the direction of an authorised person.
- (2) The local government may determine the classification of any waste that may be deposited at a waste facility.

**4.6 Prohibited activities**

- (1) Unless authorised by the local government, a person must not—
  - (a) remove any waste or any other thing from a waste facility;
  - (b) deposit at a waste facility that is a landfill site any waste that is toxic, poisonous or hazardous, or the depositing of which is regulated or prohibited by any written law;
  - (c) light a fire in a waste facility;
  - (d) remove, damage or otherwise interfere with any flora in a waste facility;
  - (e) remove, injure or otherwise interfere with any fauna in a waste facility; or
  - (f) damage, deface or destroy any building, equipment, plant or property within a waste facility.
- (2) A person must not act in an abusive or threatening manner towards any person using, or engaged in the management or operation of, a waste facility;

**PART 5—ENFORCEMENT****5.1 Objection and appeal rights**

Division 1 of Part 9 of the LG Act applies to a decision under this local law to grant, renew, vary or cancel—

- (a) an approval under clause 2.7(b);
- (b) an exemption under clause 2.8(2);
- (c) an approval under clause 2.9(b);
- (d) an approval under clause 2.10(1);
- (e) an authorisation under clause 3.2(1)(c);
- (f) an approval under clause 3.2(2); and
- (g) an approval under clause 3.3.

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**5.2 Offences and general penalty**

(1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law a person is prohibited from doing, commits an offence.

(2) A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding \$500 in respect of each day or part of a day during which the offence has continued.

**5.3 Other costs and expenses**

(1) A person who is convicted of an offence under this local law is to be liable, in addition to any penalty imposed under clause 5.2, to pay to the local government the costs and expenses incurred by the local government in taking remedial action such as—

- (a) removing and lawfully disposing of toxic, hazardous or poisonous waste; or
- (b) making good any damage caused to a waste facility.

(2) The costs and expenses incurred by the local government are to be recoverable, as a debt due to the local government, in a court of competent civil jurisdiction.

**5.4 Prescribed offences**

(1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of section 9.16(1) of the LG Act.

(2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 2.

**5.5 Form of notices**

(1) Where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the LG Act is that of Form 1 in Schedule 1 of the LG Regulations;

(2) The form of the infringement notice given under section 9.16 of the LG Act is that of Form 2 in Schedule 1 of the LG Regulations; and

(3) The form of the infringement withdrawal notice given under section 9.20 of the LG Act is that of Form 3 in Schedule 1 of the LG Regulations.

**SCHEDULE 1—MEANING OF ‘NON-COLLECTABLE WASTE’**

*non-collectable waste* means—

- (a) hot or burning material;
- (b) household hazardous waste, including paint, acids, alkalis, fire extinguishers, solvents, pesticides, oils, gas cylinders, batteries, chemicals and heavy metals;
- (c) any other hazardous material, such as radioactive waste;
- (d) any explosive material, such as flares or ammunition;
- (e) electrical and electronic equipment;
- (f) hospital, medical, veterinary, laboratory or pathological substances;
- (g) construction or demolition waste;
- (h) sewage;
- (i) ‘controlled waste’ for the purposes of the *Environmental Protection (Controlled Waste) Regulations 2004*;
- (j) any object that is greater in length, width, or breadth than the corresponding dimension of the receptacle or that will not allow the lid of the receptacle to be tightly closed;
- (k) waste that is or is likely to become offensive or a nuisance, or give off an offensive or noxious odour, or to attract flies or cause fly breeding unless it is first wrapped in non-absorbent or impervious material or placed in a sealed impervious and leak-proof container; and
- (l) any other waste determined by the local government to be non-collectable waste.

**SCHEDULE 2—PRESCRIBED OFFENCES**

Item No.	Clause No.	Description	Modified Penalty
1	2.1(2)(a)	Failing to pay fee or charge	\$350
2	2.1(2)(b)	Failing to ensure lawful use of receptacle	\$350
3	2.2(1)	Depositing non-collectable waste in a receptacle	\$350
4	2.2(2)	Depositing waste in another receptacle without consent	\$350
5	2.3(1)	Exceeding weight capacity of a general waste receptacle	\$350
6	2.3(2) and (3)	Depositing unauthorised waste in a general waste receptacle	\$350
7	2.4(a)	Depositing unauthorised waste in a recycling waste receptacle	\$350
8	2.4(b) and (c)	Exceeding weight capacity of a recycling waste receptacle	\$250

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Item No.	Clause No.	Description	Modified Penalty
9	2.5(a)	Depositing unauthorised waste in an organic waste receptacle	\$350
10	2.5(b) and (c)	Exceeding weight capacity of an organic waste receptacle	\$350
11	2.6(3)	Failing to comply with a direction concerning placement or removal of a receptacle	\$250
12	2.7(a)	Failing to keep a receptacle in the required location	\$250
13	2.7(b)	Failing to place a receptacle for collection in a lawful position	\$250
14	2.7(c)	Failing to provide a sufficient number of receptacles	\$250
15	2.7(d)	Failing to notify of a lost, stolen, damaged or defective receptacle	\$50
16	2.9(a)	Damaging, destroying or interfering with a receptacle	\$400
17	2.9(b)	Removing a receptacle from premises	\$400
18	2.10(1)	Failing to comply with a term or condition of verge waste collection	\$400
19	2.10(2)	Removing waste for commercial purposes	\$350
20	2.10(3)	Disassembling or leaving in disarray waste deposited for collection	\$250
21	3.1(a)	Failing to provide a sufficient number of receptacles	\$250
22	3.1(b)	Failing to keep a receptacle clean and in a good condition and repair	\$250
23	3.1(c)(i)	Failing to prevent fly breeding and vectors of disease in a receptacle	\$350
24	3.1(c)(ii)	Failing to prevent the emission of offensive odours from a receptacle	\$350
25	3.1(c)(iii)	Allowing a receptacle to cause a nuisance	\$350
26	3.1(d)	Failing to comply with a direction to clean, disinfect or deodorise receptacle	\$300
27	3.2(1)	Unauthorised removal of waste from premises	\$250
28	3.2(2)	Removing waste from a receptacle without approval	\$250
29	4.3(2)	Failing to comply with a sign or direction	\$500
30	4.3(4)	Failing to comply with a direction to leave	\$500
31	4.4(1)	Disposing waste without payment of fee or charge	\$500
32	4.5(1)	Depositing waste contrary to sign or direction	\$500
33	4.6(1)(a)	Removing waste without authority in a waste facility	\$250
34	4.6(1)(b)	Depositing toxic, poisonous or hazardous waste at a waste facility	\$500
35	4.6(1)(c)	Lighting a fire in a waste facility	\$300
36	4.6(1)(d)	Removing or interfering with any flora in a waste facility	\$300
37	4.6(1)(e)	Removing or interfering with any flora in a waste facility	\$300
38	4.6(1)(f)	Damaging, defacing or destroying any building, equipment, plant or property within a waste facility	\$500
39	4.6(2)	Acting in an abusive or threatening manner	\$300

Dated this 23rd day of March, 2021.

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

DESIREE MALE, President.  
SALVATORE MASTROLEMBO, Chief Executive Officer.

Consented to—

MIKE ROWE, Chief Executive Officer,  
Department of Water and Environmental Regulation

Dated this 3rd day of February, 2021.

***Waste Avoidance and Resource Recovery Act 2007***  
***Local Government Act 1995***

**SHIRE OF BROOME**

**Waste Amendment Local Law 2022**

---

Under the powers conferred on it by the *Waste Avoidance and Resource Recovery Act 2007* and the *Local Government Act 1995* and under all other enabling powers, the Council of the Shire of Broome resolved on ..... 2022 to make the following local law.

**Part 1 - Preliminary**

**1.1 Short title**

This local law may be cited as the *Shire of Broome Waste Amendment Local Law 2022*

**1.2 Commencement**

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

**1.3 Local law repealed**

The *Shire of Broome Waste Local Law 2021* published in the *Government Gazette* on 9 December 2021 is repealed.

**1.4 Principal Local Law amended**

This local law amends the *Shire of Broome Waste Local Law 2021* published in the *Government Gazette* on 30 March 2021.

**1.5 Clause 2.7 amended**

Clause 2.7 is amended as follows:

- (a) In paragraph (b) after “person;” insert “and”.
- (b) Delete paragraph (c).
- (c) Renumber paragraph (d) as paragraph (c).

**1.6 Schedule 2 amended**

Schedule 2 is amended as follows:

- (a) In item 37, delete the words “flora in a waste facility” and replace with “fauna without approval in a waste facility”
- (b) Delete item 14 and renumber the remaining items accordingly.



Dated this .....day of ..... 2022.

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

.....  
HAROLD TRACEY  
Shire President

.....  
SALVATORE MASTROLEMBO  
Chief Executive Officer.

Consented to –

Chief Executive Officer,  
Department of Water and Environmental Regulation.

Dated this .....day of..... 2022.

### 9.4.3 RESTRICTIVE COVENANT - EMERALD PARK ESTATE TREES

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	ADM26
<b>AUTHOR:</b>	Manager Governance, Strategy & Risk
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

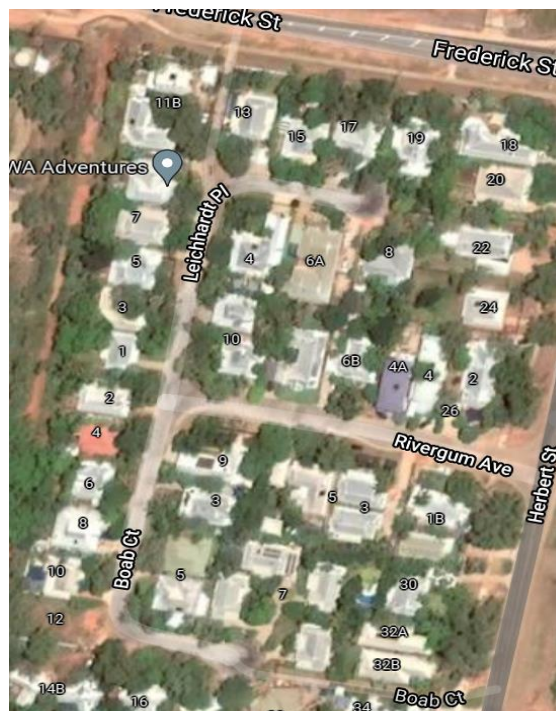
This report provides Council with an update regarding the lifting of the Restrictive Covenant lodged by the Public Education Endowment Trust over properties within the Emerald Park Estate area on 18 June 1993.

### BACKGROUND

#### Previous Considerations

OMC 16 July 1996	Item 4.2
OMC 16 December 2021	Item 9.4.3

The Public Education Endowment Trust (PEET) were the original owners of the Emerald Park Subdivision comprising - Rivergum Avenue, Boab Court and Leichhardt Place.



In 1996 it was reported to Council that a lot in the subdivision had been totally cleared in contravention of a Restrictive Covenant that had been put in place by PEET.

At the time the Shire was unaware of the existence of the Restrictive Covenant. Further investigations followed and advice was received from the Minister for Education that it was

a Council responsibility to approve the felling of any tree or transplanting of any tree from any lots in the subdivision.

This led to the creation of the Restrictive Covenant Trees – Rivergum/Boab/Leichardt Ct Subdivision Council Policy, as a reminder of the existence of the Restrictive Covenant.

The Policy was retired at the 16 December 2021 Ordinary Meeting of Council where the following resolution was moved by Cr N Wevers and passed.

**COUNCIL RESOLUTION:**

**(RECOMMENDATION)**

**Minute No. C/1221/036**

**Moved: Cr N Wevers**

**Seconded: Cr H Tracey**

**That Council:**

- 1. Approves the retirement of the Restrictive Covenant Trees – Rivergum / Boab / Leichardt Ct Subdivision Policy;**
- 2. Requests the Chief Executive Officer to write to all the landowners in the Emerald Park Estate to advise and request comments regarding the lifting of the Restrictive Covenant lodged by the Public Education Endowment Trust; and**
- 3. Requests that a further report be present to Council by 31 March 2022.**

**CARRIED UNANIMOUSLY 7/0**

This agenda item relates to items 2 & 3 from the above resolution C/1221/036

**COMMENT**

Landgate was contacted in January 2022 to confirm the process for the removal of the Restrictive Covenant.

From the advice received it became apparent that removing a Restrictive Covenant was not something that could be initiated by a local government. Individual Emerald Park Estate landowners could initiate the process but it comes with a cost, is onerous and time-consuming. This is further complicated by advice received from the Department of Education that the PEET is no longer operational and in the process of being dissolved.

Landgate advised that it was not uncommon for restrictive covenants of this nature to remain in perpetuity as there was often no incentive for the landowner to seek to remove. Essentially each landowner would need to make a separate application for the covenant to be lifted and this would require the consent of all other landowners burdened with the covenant. In this case approximately 46 consents. On top of the administrative burden, Landgate costs of approximately \$250 per property would apply.

As a result, the consultation with landowners in the Emerald Park Estate did not proceed in accordance with Council Resolution Point 2 above, with Council approval sought to not pursue the lifting of the covenant any further.

**CONSULTATION**

Landgate – Land Titles Operations  
Department of Education.

**STATUTORY ENVIRONMENT*****Transfer of Land Act 1893***

Section 129BA – Restrictive covenants benefiting local governments and public authorities

Section 129BB – Discharge and modification of s.129BA covenants

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil.

**RISK**

Nil.

**STRATEGIC ASPIRATIONS**

**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 does not pursue the removal of the Restrictive Covenant applying to landowners in the Emerald Park Estate for reasons outlined in the body of the report.*

**Attachments**

There are no attachments for this report.

**9.4.4 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW POLICY**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	ADM28
<b>AUTHOR:</b>	Manager People and Culture
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The *Local Government (Administration) Amendment Regulations 2021* (CEO Standard Regulations) require the Shire and the Chief Executive Officer (CEO) to agree and set out in a written document the process by which the CEO's performance will be reviewed.

This report recommends that Council adopts the CEO Performance Review Policy to set out the CEO performance review process in a consistent, transparent manner and to provide overall guidance for process.

**BACKGROUND***Previous Considerations*

Each year the Council must review the performance of the Chief Executive Officer (CEO) in accordance with section 5.38 of the *Local Government Act 1995*.

**COMMENT**

The *Local Government (Administration) Amendment Regulations 2021* (CEO Standard Regulations) require the Shire and the CEO to agree and set out in a written document the process by which the CEO's performance will be reviewed.

The purpose of the CEO Performance Review Policy is to set out the CEO performance review process in a consistent, transparent manner and to provide overall guidance for process.

The policy specifies that Council will establish a CEO Performance Review Panel each year, ahead of the review being undertaken. The primary functions of the Panel are to manage the consultant appointed by Council, review the results of the performance review process and remuneration review, provide a recommendation to Council, and discuss possible KPIs and measurements with the CEO for reporting to Council.

The Panel will comprise of three members:

- a) The Shire President
- b) The Deputy Shire President
- c) A Council appointed Elected Member.

This report recommendation is seeking the appointment of the Elected Member to form the panel for the 2022 review process.

The review process specified within the policy includes seeking feedback from all Elected Members measuring the CEO's performance against achievement of KPI's, recognition of responsibilities, alignment with the Shire's values, the organisations performance, as well as suggestions for KPI's for the upcoming review period. The CEO also undertakes a self-assessment against the same measures. This process achieves a consistent, transparent and equitable approach towards conducting the CEO performance review.

The process also allows for a streamlined RFQ (Request for Quote) process, requesting consultants to quote for the scope of work specified within the policy.

## **CONSULTATION**

A workshop was conducted with Councillors on 8 March 2022 requesting input for the direction of the policy. Councillors Foy, Male, Matsumoto, Taylor and Wevers were in attendance.

## **STATUTORY ENVIRONMENT**

### **Local Government Act 1995**

#### **5.38. Annual review of employees' performances**

*(1) A local government must review the performance of the CEO if the CEO is employed for a term of more than 1 year.*

*(3) A review under subsection (1) or (2) must be conducted at least once in relation to each year of the person's employment. The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.*

#### **5.39. Contracts for CEO and senior employees**

*(7) A CEO is to be paid or provided with such remuneration as is determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975, section 7A.*

#### **5.39A Model standards for CEO recruitment, performance and termination**

*(1) Regulations must prescribe model standards for local governments in relation to the following —*

- (a) the recruitment of CEOs;*
- (b) the review of the performance of CEOs;*
- (c) the termination of the employment of CEOs.*

*(2) Regulations may amend the model standards.*

#### **5.41. Functions of CEO**

*The CEO's functions are to —*

- (a) advise the council in relation to the functions of a local government under this Act and other written laws; and*
- (b) ensure that advice and information is available to the council so that informed decisions can be made; and*
- (c) cause council decisions to be implemented; and*
- (d) manage the day to day operations of the local government; and*
- (e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and*
- (f) speak on behalf of the local government if the mayor or president agrees; and*
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and*

- (h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- (i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

## **Local Government (Administration) Amendment Regulations 2021**

### **Division 3 — Standards for review of performance of CEOs**

#### **15. Overview of Division**

*This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.*

#### **16. Performance review process to be agreed between local government and CEO**

- (1) The local government and the CEO must agree on —
  - (a) the process by which the CEO's performance will be reviewed; and
  - (b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.
- (2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.
- (3) The matters referred to in subclause (1) must be set out in a written document.

#### **17. Carrying out a performance review**

- (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.
- (2) The local government must —
  - (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and
  - (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

#### **18. Endorsement of performance review by local government**

*Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.*

#### **19. CEO to be notified of results of performance review**

*After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —*

- (a) the results of the review; and
- (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

### **POLICY IMPLICATIONS**

This is a new Council policy to ensure compliance with the *Local Government (Administration) Amendment Regulations 2021* (CEO Standard Regulations).

### **FINANCIAL IMPLICATIONS**

The cost of an independent consultant to facilitate the CEO's annual performance review has been budgeted for.

### **RISK**

Having an endorsed policy will mitigate the risk of non-compliance with the *Local Government Act 1995*, the *Local Government (Administration) Amendment Regulations 2021* and the CEO's contract of Employment.

## **STRATEGIC ASPIRATIONS**

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

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

11.1 Strengthen leadership, advocacy and governance capabilities.

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

14.3 Monitor and continuously improve performance levels.

***Outcome Fifteen – An engaged and effective workforce that strives for service excellence:***

15.1 Support employee wellness and foster a positive workplace culture.

## **VOTING REQUIREMENTS**

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council:*

1. *Endorses the Chief Executive Officer Performance Review Council Policy as attached (Attachment 1); and*
2. *Appoints Cr \_\_\_\_\_, in addition to the Shire President and Deputy Shire President onto the Chief Executive Officer Performance Review Panel.*

## **Attachments**

1. Chief Executive Officer Performance Review Council Policy



## COUNCIL POLICY



### Chief Executive Officer Performance Review

## Policy Objective

The *Local Government (Administration) Amendment Regulations 2021* (CEO Standard Regulations) require the Shire and the Chief Executive Officer (CEO) to agree and set out in a written document the process by which the CEO's performance will be reviewed.

The purpose of this Policy is to set out the CEO performance review process in a consistent, transparent manner and to provide overall guidance for process.

## Policy Scope

This Policy is applicable to the review of the CEO's performance in accordance with section 5.38 of the *Local Government Act 1995* and the CEO Standards.

## Policy Statement

### 1. Performance Review Panel

- 1.1 The Council shall establish a CEO Performance Review Panel (the Panel) to have oversight of the Annual Review Process.
- 1.2 The Panel shall be appointed by resolution of Council each year ahead of the review being undertaken.
- 1.3 The Panel shall comprise of three members:
  - a) The Shire President
  - b) The Deputy Shire President
  - c) A Council appointed Elected Member
- 1.4 The primary functions of the Panel are to:
  - a) Manage the consultant appointed by Council;
  - b) Review the results of the performance review process and remuneration review and provide a recommendation to Council on these; and
  - c) Discuss possible KPIs and measurements with the CEO for reporting to Council.

## 2. Appointment of Consultant

- 2.1 Council shall appoint a suitably qualified and experienced consultant to assist with the conduct of the performance review process in an independent manner.
- 2.2 To ensure the review process is commenced in a timely manner, Council will make the decision to appoint a consultant by no later than April to allow the review to be finalised prior to July of the same year.
- 2.3 The appointed consultant shall, as a minimum, undertake the following as part of the performance review process:
  - a) Prepare and distribute an electronic questionnaire to all current Elected Members to provide feedback on:
    - i. The extent to which the CEO is considered to have achieved the KPI's and measurements that applied during the review period;
    - ii. the CEO's responsibilities during the review period;
    - iii. the extent to which the CEO is considered to have modelled the Shire values during the review period;
    - iv. the organisation's performance during the review period; and
    - v. suggested KPI's for the upcoming review period.
  - b) Prepare and distribute an electronic questionnaire to the CEO to provide a self assessment/feedback on:
    - i. The extent to which they have achieved the KPI's and measurements that applied during the review period;
    - ii. their responsibilities during the review period;
    - iii. the extent to which they have to have modelled the Shire values during the review period;
    - iv. the organisation's performance during the review period; and
    - v. suggested KPI's for the upcoming review period
  - c) Conduct a review of the CEO's remuneration package in line with the Salaries and Allowance Tribunal (SAT) determinations;
  - d) Convene and attend at least one meeting between the consultant and the CEO to discuss the feedback received;
  - e) Convene and attend at least one meeting between the consultant and the Panel to discuss the feedback received;
  - f) Convene and attend at least one meeting between the consultant, the Panel and the CEO to discuss the feedback received;
  - g) Provide to the Panel and the CEO an Annual Performance Review report incorporating the results of the review exercise; and
  - h) Conduct a review of the CEO's KPI's and recommend draft KPI's and measurements for the upcoming review period in discussion with the CEO and the Panel.

## 3. Administrative Support

- 3.1 Administrative support for the process will be provided by the Manager People and Culture.
- 3.2 The Manager People and Culture will use this policy as the scope to request quotes from suitably qualified consultants to undertake the review. Quotes will be provided to Council for their consideration and selection.

## 4. Performance Review Outcomes

- 4.1 Within one month of the conclusion of the performance review process, the performance review findings and recommendations will be presented as a confidential report (in accordance with section 5.23 of the Act) for endorsement by Council

- a) In accordance with section 18 of the *Local Government (Administration) Amendment Regulations 2021* the review must be endorsed by resolution of an absolute majority of the council.
- 4.2 Any areas that require attention or improvement must be identified, discussed with the CEO, and a plan agreed to address the issues.
- 4.3 The plan should outline the actions to be taken, who is responsible for the actions and timeframes.
- 4.4 Regular discussion and ongoing feedback on any identified performance issues should be scheduled to ensure improvements are being made.

Document Control Box						
Document Responsibilities:						
Owner:				Owner Business Unit:		
Reviewer:				Decision Maker:		
Compliance Requirements:						
Legislation:						
Industry:						
Organisational:						
Document Management:						
Risk Rating:		Review Frequency:	Reviewer	Annual Desktop	Next Due:	
			Council			
Version #	Decision Reference:		Synopsis:			
1.						
2.						
3.						

**9.4.5 MONTHLY PAYMENT LISTING - FEBRUARY 2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Finance Officer - Creditors
<b>CONTRIBUTOR/S:</b>	Finance Officer - Rates Finance Officer
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report recommends that Council receives the list of payments made under delegated authority, as per the attachment to this report, for February 2022.

**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 February 2022.

**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.

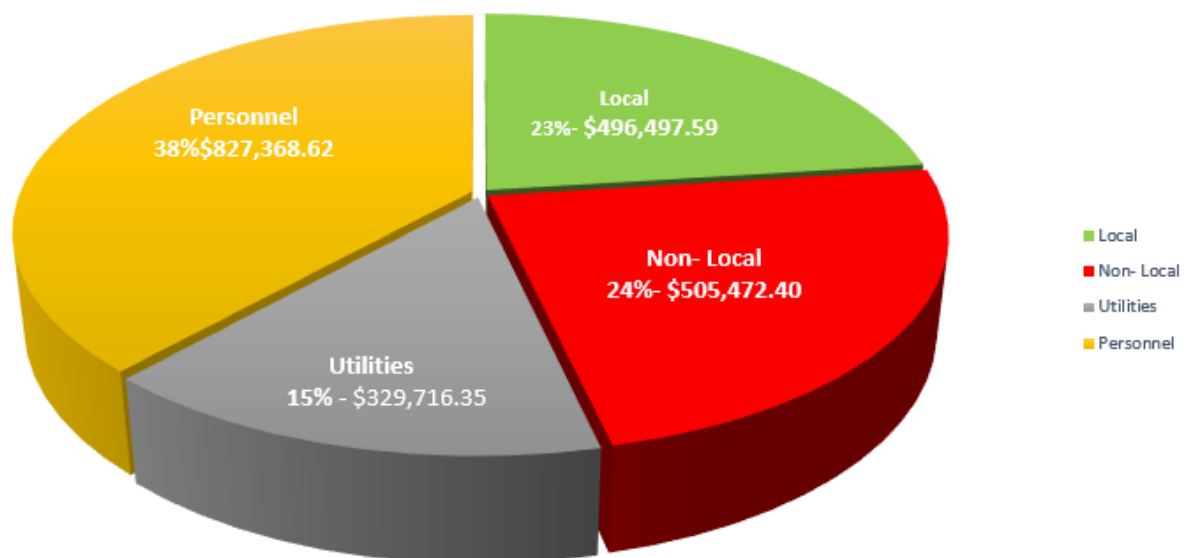
## POLICY IMPLICATIONS

Nil.

## FINANCIAL IMPLICATIONS

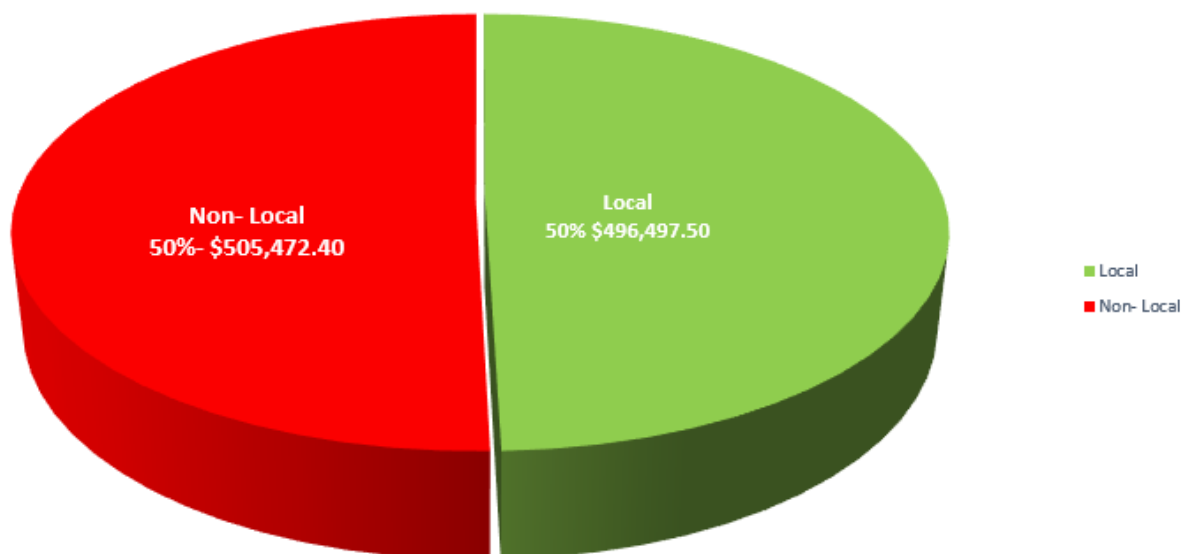
List of payments made in accordance with budget and delegated authority. The graph below displays the percentage comparison for the total spend for the month of February 2022. Local Spending accounted for \$496,498 (23%), non-local payments were \$504,472 (24%), personnel payments totalled \$827,369 (38%) and utility payments totalled \$329,716 (15%) for the month of February 2022.

### SHIRE OF BROOME PAYMENTS FEBRUARY 2022



The Below graph shows the percentage of local spend in comparison to non-local and recoupable spend for February 2022 after \$827,368.62 in personnel payments, \$329,716.35 in utilities and other non-local sole suppliers were excluded.

## LOCAL Vs NON-LOCAL PAYMENTS FEBRUARY 2022



### YEAR TO DATE CREDITOR PAYMENTS

The below table summaries the total payments made to creditors year to date:

Month	Cheques	EFT Payments	Direct Debit	Credit Card	Trust	Payroll
Jul-21	\$ 10,506.30	\$ 6,056,588.25	\$ -	\$ 6,043.33	\$ -	\$ 1,696,691.00
Aug-21	\$ 6,767.35	\$ 2,896,710.40	\$ 477.00	\$ -	\$ -	\$ 941,363.60
Sep-21	\$ 6,195.68	\$ 4,108,217.76	\$ -	\$ 18,411.00	\$ -	\$ 1,226,205.36
Oct-21	\$ 1,483.11	\$ 2,929,208.21	\$ -	\$ 12,730.32	\$ -	\$ 1,205,740.99
Nov-21	\$ 200.00	\$ 4,627,401.36	\$ -	\$ 14,493.76	\$ -	\$ 1,138,889.36
Dec-21	\$ 1,535.45	\$ 4,110,391.07	\$ -	\$ 15,913.03	\$ -	\$ 1,670,146.75
Jan-22	\$ -	\$ 496,497.59	\$ -	\$ 7,624.83	\$ -	\$ 1,110,862.41
Feb-22	\$ 2,864.42	\$ 1,988,158.76	\$ -	\$ 2,081.14	\$ -	\$ 827,368.62
<b>TOTAL</b>	<b>25,152.44</b>	<b>20,618,125.98</b>	<b>477.00</b>	<b>51,678.41</b>	<b>-</b>	<b>6,208,890.31</b>

### 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:**

**VOTING REQUIREMENTS***Simple Majority***REPORT RECOMMENDATION:***That Council:*

1. *Receives the list of payments made from the Municipal and Trust Accounts in February 2022 totalling in \$2,159,054.96 (Attachment 1) per the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996 covering:*
  - a) *EFT Vouchers EFT64305 - EFTEFT64625 totalling \$1,988,158.76;*
  - b) *Municipal Cheque Vouchers 57724 - 27729 totalling \$2,864.42;*
  - c) *Trust Cheque Vouchers 0000 – 0000 totalling \$0.00 and;*
  - d) *Credit Card Payments and Municipal Direct Debits DD30448.1 – DD30488.31 totalling \$168,031.78.*
2. *Notes the local spend of \$496,497.50. included in the amount above, equating to 50%. of total payments excluding personnel, utility and other external sole supplier costs*

**Attachments**

1. Monthly Payment Listing February 2022

**Item 9.4.5 - MONTHLY PAYMENT LISTING - FEBRUARY 2022**

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 , TRUST , DIRECT DEBITS & CREDIT CARDS - FEBRUARY 2022						
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - FEBRUARY 2022						
EFT64305	01/02/2022	BRUCE JOSEPH RUDEFORTH JNR	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64306	01/02/2022	CHRISTOPHER RALPH MITCHELL	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64307	01/02/2022	DESIREE MAGDOLNA MALE	Monthly Councillor Sitting Fee and Allowances	\$ 2,737.67	MFS	\$ 2,737.67
EFT64308	01/02/2022	ELSTA REGINA FOY	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64309	01/02/2022	HAROLD NORMAN TRACEY	Monthly Councillor Sitting Fee and Allowances	\$ 6,202.16	MFS	\$ 6,202.16
EFT64310	01/02/2022	NIK WEVERS	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64311	01/02/2022	PETER JOHN TAYLOR	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64312	01/02/2022	PHILLIP FRANCIS MATSUMOTO	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64313	01/02/2022	AGENT SALES & SERVICES PTY LTD	Chlorine Tests- Depot	\$ 1,005.40	MFS	
EFT64314	01/02/2022	ANDREW CLOSE	Reimbursement Expenses- Community	\$ 202.07	MFS	\$ 202.07
EFT64315	01/02/2022	AUSTRALIAN INSTITUTE OF MANAGEMENT	Diploma of Project Management Online- Community	\$ 3,350.00	MFS	
EFT64316	01/02/2022	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Stock- BRAC	\$ 2,137.12	MFS	\$ 2,137.12
EFT64317	01/02/2022	BROOME DOCTORS PRACTICE PTY LTD	Pre Employment Medical- People & Culture	\$ 55.00	MFS	\$ 55.00
EFT64318	01/02/2022	BROOME SMALL ENGINE SERVICES	Repairs Blower- P&G	\$ 107.31	MFS	\$ 107.31
EFT64319	01/02/2022	BROOME VETERINARY HOSPITAL	Monthly Boarding & Vet Costs Dec 21- Rangers	\$ 2,974.90	MFS	\$ 2,974.90
EFT64320	01/02/2022	ELOY JULIAN CARDENAS	Performance Entertainment Christmas Trails- Place & Activation	\$ 450.00	MFS	\$ 450.00
EFT64321	01/02/2022	HARVEY NORMAN AV/IT SUPERSTORE	Electronic Devices- IT	\$ 119.00	MFS	\$ 119.00
EFT64322	01/02/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- WMF	\$ 968.44	MFS	
EFT64323	01/02/2022	J BLACKWOOD & SON T/AS	Uniforms- People & Culture	\$ 191.72	MFS	\$ 191.72
EFT64324	01/02/2022	NORTH WEST LOCKSMITHS	Keys For Metal Cabinet Cool Room- Civic Centre	\$ 10.00	MFS	\$ 10.00
EFT64325	01/02/2022	NORTH WEST TRIM & SHADE	Repair of Shade Sail- Town Beach	\$ 308.00	MFS	\$ 308.00
EFT64326	01/02/2022	PRINTING IDEAS	Signage- Town Beach Jetty	\$ 407.00	MFS	\$ 407.00
EFT64327	01/02/2022	REDFISH TECHNOLOGIES PTY LTD	Audit of Chambers AV System- Governance	\$ 4,994.00	MFS	
EFT64328	01/02/2022	THREAT PROTECT	Quarterly Alarm Monitoring- Shire Admin	\$ 143.00	MFS	
EFT64329	02/02/2022	WATER CORPORATION	Water Use- Various Locations	\$ 98,711.34	MFS	
EFT64330	03/02/2022	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs- BRAC	\$ 115.50	MFS	\$ 115.50
EFT64331	03/02/2022	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Signage- BRAC	\$ 99.00	MFS	\$ 99.00
EFT64332	03/02/2022	BOUNCIN' IN BROOME (BRADLY JAMES BRIGHT)	Water Slide Hire- BRAC	\$ 350.00	MFS	\$ 350.00
EFT64333	03/02/2022	BP AUSTRALIA PTY LTD - FUEL	Fuel- Depot	\$ 14,047.33	MFS	\$ 14,047.33
EFT64334	03/02/2022	BROOME BETTA HOME LIVING	Replacement Cords- BRAC	\$ 25.00	MFS	\$ 25.00
EFT64335	03/02/2022	BROOME DIESEL & HYDRAULIC SERVICE	Parts for Truck- Works	\$ 18.85	MFS	\$ 18.85
EFT64336	03/02/2022	BROOME DOCTORS PRACTICE PTY LTD	Pre-employment Medicals- People & Culture	\$ 391.00	MFS	\$ 391.00
EFT64337	03/02/2022	BROOME SMALL ENGINE SERVICES	Tools Repairs- P&G	\$ 127.00	MFS	\$ 127.00
EFT64338	03/02/2022	BROOME SPORTS ASSOCIATION	Bond Refund (1666)- Civic Centre	\$ 985.97	MFS	\$ 985.97
EFT64339	03/02/2022	CHADSON ENGINEERING PTY LTD	Pool Testing- BRAC	\$ 1,706.10	MFS	
EFT64340	03/02/2022	COGGO PTY LTD	Group Fitness Instructor- BRAC	\$ 900.00	MFS	\$ 900.00
EFT64341	03/02/2022	CS LEGAL	Legal Fees- Rates	\$ 2,607.45	MFS	
EFT64342	03/02/2022	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Depot	\$ 888.20	MFS	\$ 888.20
EFT64343	03/02/2022	J BLACKWOOD & SON T/AS	PPE Uniform- P&G	\$ 1,128.81	MFS	\$ 1,128.81
EFT64344	03/02/2022	KIMBERLEY FUEL & OIL SERVICES	Grease- Workshop	\$ 281.89	MFS	\$ 281.89
EFT64345	03/02/2022	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Tools- Works	\$ 556.90	MFS	\$ 556.90
EFT64346	03/02/2022	NORTH WEST LOCKSMITHS	Install Safe- Library	\$ 150.00	MFS	\$ 150.00
EFT64347	03/02/2022	NORTHERN RURAL SUPPLIES PTY LTD	Round Up- P&G	\$ 3,643.20	MFS	\$ 3,643.20
EFT64348	03/02/2022	NUTRIEN AG SOLUTIONS	Round Up- P&G	\$ 2,185.92	MFS	\$ 2,185.92
EFT64349	03/02/2022	OFFICE NATIONAL BROOME	Stationary- Shire Admin	\$ 141.39	MFS	\$ 141.39
EFT64350	03/02/2022	OPTIC SECURITY GROUP- NORWEST	Repairs Security System- BRAC	\$ 178.75	MFS	\$ 178.75



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EFT64305	01/02/2022	BRUCE JOSEPH RUDEFORTH JNR	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64351	03/02/2022	POOL WISDOM	Water Park Chemicals- Town Beach	\$ 203.00	MFS	\$ 203.00
EFT64352	03/02/2022	SECUREX SECURITY PTY LTD	Security Card Activation- People & Culture	\$ 66.00	MFS	
EFT64353	03/02/2022	THINK WATER BROOME	Reticulation Materials- P&G	\$ 2,176.93	MFS	\$ 2,176.93
EFT64354	03/02/2022	TNT AUSTRALIA PTY LTD T/AS TNT EXPRESS	Freight- Health	\$ 365.48	MFS	
EFT64355	03/02/2022	TROPICAL UPHOLSTERY	Repairs Tractor- Workshop	\$ 1,100.00	MFS	\$ 1,100.00
EFT64356	03/02/2022	WESTBOOKS	Books- Library	\$ 84.63	MFS	
EFT64357	03/02/2022	WOOLWORTHS GROUP LIMITED (96000235)	Kiosk Consumables- BRAC	\$ 12.70	MFS	
EFT64358	07/02/2022	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs- BRAC	\$ 458.98	MFS	\$ 458.98
EFT64359	07/02/2022	BENCHMARK DIESEL SERVICES PTY LTD	Case Loader Breakdown- Works	\$ 5,413.10	MFS	\$ 5,413.10
EFT64360	07/02/2022	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Stock Kiosk- BRAC	\$ 1,977.94	MFS	\$ 1,977.94
EFT64361	07/02/2022	BRIGHTHOUSE STRATEGIC CONSULTANTS	Proposed Sanctuary Road Caravan Park Business Case Consultancy (RFQ 21/36)- Community	\$ 16,025.00	MFS	
EFT64362	07/02/2022	BROOME BOAT SHOP	Lifebuoy- Town Beach Jetty	\$ 1,883.00	MFS	\$ 1,883.00
EFT64363	07/02/2022	BROOME DIESEL & HYDRAULIC SERVICE	Parts for Water Tank- Fleet	\$ 126.65	MFS	\$ 126.65
EFT64364	07/02/2022	BROOME TREE & PALM SERVICE	Bush Mulch- P&G	\$ 600.00	MFS	\$ 600.00
EFT64365	07/02/2022	CABLE BEACH TYRE SERVICE PTY LTD ( GOODYEAR AUTOCARE BROOME )	Tyre Replacement, Fitting & Disposal for the Backhoe- Works	\$ 3,232.50	MFS	\$ 3,232.50
EFT64366	07/02/2022	CHADSON ENGINEERING PTY LTD	Pool Test- BRAC	\$ 368.83	MFS	
EFT64367	07/02/2022	CO3 CONTEMPORARY DANCE	Bond refund- Civic Centre	\$ 1,082.80	MFS	
EFT64368	07/02/2022	COAST & COUNTRY ELECTRICS	Electrical Repairs- Shire Admin	\$ 257.86	MFS	\$ 257.86
EFT64369	07/02/2022	CUBE MAINTENANCE SOLUTIONS	Replace Office Doors- Workshop	\$ 550.00	MFS	\$ 550.00
EFT64370	07/02/2022	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Airconditioning Repairs Tractor- Workshop	\$ 1,418.25	MFS	\$ 1,418.25
EFT64371	07/02/2022	FIRE & SAFETY SERVICES	Fire Extinguishers- Depot	\$ 1,500.40	MFS	\$ 1,500.40
EFT64372	07/02/2022	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Footprint Cleaning- Shire Admin	\$ 2,749.12	MFS	\$ 2,749.12
EFT64373	07/02/2022	FREEDOM FAIRIES	Children's Activities Christmas Trails- Chinatown	\$ 1,892.00	MFS	
EFT64374	07/02/2022	FULTON HOGAN INDUSTRIES PTY LTD / PIONEER ROAD SERVICES	Asphalt- Depot	\$ 1,795.20	MFS	
EFT64375	07/02/2022	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Works	\$ 111.17	MFS	\$ 111.17
EFT64376	07/02/2022	GRANTS EMPIRE	Grant Application Community Recycling Centre- Infrastructure	\$ 2,376.00	MFS	
EFT64377	07/02/2022	HARMONY HORTICULTURE	Weed Control- Broome North/Blue Haze	\$ 4,707.64	MFS	\$ 4,707.64
EFT64378	07/02/2022	HEAD OFFICE DEPARTMENT OF FIRE & EMERGENCY SERVICES	Bond Refund- Civic Centre	\$ 200.00	MFS	
EFT64379	07/02/2022	HOLDFAST FLUID POWER NW PTY LTD	Butterfly Valves for Water Tank- WMF	\$ 2,972.68	MFS	
EFT64380	07/02/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Male Oval	\$ 5,136.70	MFS	
EFT64381	07/02/2022	INDUSTRIAL AUTOMATION GROUP	Lighting Father McMahon Sports Field- BRAC	\$ 1,484.45	MFS	
EFT64382	07/02/2022	JAYE SMOKER ( UNBOUND SOUND )	Production Technician- Australia Day	\$ 2,695.00	MFS	\$ 2,695.00
EFT64383	07/02/2022	KIMBERLEY FUEL & OIL SERVICES	Hydraulic Oil- Fleet	\$ 582.06	MFS	\$ 582.06
EFT64384	07/02/2022	KMART AUSTRALIA LIMITED	School Holiday Supplies- BRAC	\$ 65.00	MFS	\$ 65.00
EFT64385	07/02/2022	KOMATSU AUSTRALIA PTY LTD	Shims for the Komatsu Loader- WMF	\$ 148.06	MFS	
EFT64386	07/02/2022	LOCK & LOAD LASER TAG	School Holiday Program Laser Tag Activity- BRAC	\$ 1,220.00	MFS	\$ 1,220.00
EFT64387	07/02/2022	MAMABULANJIN ABORIGINAL CORPORATION	Grant Funding- Community	\$ 22,000.00	MFS	\$ 22,000.00
EFT64388	07/02/2022	MINETRANS PTY LTD	Seat Belt Maintenance- Works	\$ 249.70	MFS	
EFT64389	07/02/2022	NORTH WEST COAST SECURITY	Security Cash Collections- Shire Admin	\$ 60.50	MFS	\$ 60.50
EFT64390	07/02/2022	NORTH WEST LOCKSMITHS	Locksmith Services- WMF	\$ 240.00	MFS	\$ 240.00
EFT64391	07/02/2022	OFFICE NATIONAL BROOME	Kitchen Supplies- Shire Admin	\$ 32.25	MFS	\$ 32.25
EFT64392	07/02/2022	OPTIC SECURITY GROUP- NORWEST	Alarms- BRAC	\$ 286.00	MFS	\$ 286.00
EFT64393	07/02/2022	RESOLUTE SECURITY SERVICES	Security Call Outs- Shire of Broome	\$ 1,188.00	MFS	\$ 1,188.00
EFT64394	07/02/2022	ROSMECH SALES & SERVICE PTY LTD	Parts Sweeper- Workshop	\$ 2,931.30	MFS	
EFT64395	07/02/2022	SEAT ADVISOR PTY LTD	Ticket Sales Commission- Civic Centre	\$ 66.39	MFS	
EFT64396	07/02/2022	STREETER & MALE PTY MITRE 10	Door- Library	\$ 247.76	MFS	\$ 247.76
EFT64397	07/02/2022	SUBLIME (ELLYN MARIE HARTVIGSEN)	80th Air Raid Anniversary- Community	\$ 120.00	MFS	
EFT64398	07/02/2022	SUNDRY CREDITOR A	Security Scheme Incentive- Community	\$ 275.00	MFS	\$ 275.00
EFT64399	07/02/2022	SUNDRY CREDITOR B	Security Scheme Incentive- Community	\$ 170.00	MFS	\$ 170.00
EFT64400	07/02/2022	SUNDRY CREDITOR C	Security Scheme Incentive- Community	\$ 275.00	MFS	\$ 275.00

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EFT64305	01/02/2022	BRUCE JOSEPH RUDEFORTH JNR	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64401	07/02/2022	VICKI CHRISTOPHERS	Reimbursement Bar/kiosk Consumables- Civic Centre	\$ 300.65	MFS	\$ 300.65
EFT64402	07/02/2022	WA HINO	Parts Hino Tipper- Workshop	\$ 905.01	MFS	
EFT64403	07/02/2022	WEST COAST ON HOLD (ON HOLD ONLINE)	Monthly On Hold Phone Messages- Marketing	\$ 77.00	MFS	
EFT64404	07/02/2022	WOOLWORTHS GROUP LIMITED (96000235)	School Holiday Program Supplies- BRAC	\$ 85.50	MFS	
EFT64405	09/02/2022	DEPARTMENT OF MINES, INDUSTRY AND SAFETY - BUILDING & ENERGY (PREVIOUSLY BUILDING COMMISSION)	December BSL 2021	\$ 3,572.67	MFS	
EFT64406	09/02/2022	SHIRE OF BROOME	December BSL 2021	\$ 150.00	MFS	\$ 150.00
EFT64407	10/02/2022	SALARY & WAGES	Payroll S&W	\$ 138,607.79	MFS	
EFT64408	10/02/2022	SALARY & WAGES	Payroll S&W	\$ 13,245.23	MFS	
EFT64409	10/02/2022	SALARY & WAGES	Payroll S&W	\$ 1,780.35	MFS	
EFT64410	10/02/2022	SALARY & WAGES	Payroll S&W	\$ 438.30	MFS	
EFT64411	10/02/2022	SALARY & WAGES	Payroll S&W	\$ 900.00	MFS	
EFT64412	10/02/2022	SALARY & WAGES	Payroll S&W	\$ 740.00	MFS	
EFT64413	10/02/2022	SALARY & WAGES	Payroll S&W	\$ 472.44	MFS	
EFT64414	10/02/2022	SALARY & WAGES	Payroll S&W	\$ 214.00	MFS	
EFT64415	11/02/2022	ACOR CONSULTANTS (WA) PTY LIMITED	Carpark Design Civil (RFQ 21/35)- Frederick St SHS	\$ 12,416.80	MFS	\$ 12,416.80
EFT64416	11/02/2022	ADRIAN WALTER SKEAF	Refund (A302955)- Rates	\$ 139.00	MFS	\$ 139.00
EFT64417	11/02/2022	BEILBY DOWNING TEAL	Recruitment Manager Financial Services- People & Culture	\$ 2,750.00	MFS	
EFT64418	11/02/2022	BENCHMARK DIESEL SERVICES PTY LTD	Repairs Truck- Workshop	\$ 2,535.50	MFS	\$ 2,535.50
EFT64419	11/02/2022	BROOME COMMUNITY INFORMATION RESOURCE CENTRE AND LEARNING EXCHANGE INCORPORATED	Refund (A105580)- Rates	\$ 1,715.20	MFS	\$ 1,715.20
EFT64420	11/02/2022	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Edger Blades- P&G	\$ 825.00	MFS	\$ 825.00
EFT64421	11/02/2022	BUNNINGS BROOME	Materials for Door Plate Install- Civic Centre	\$ 106.64	MFS	\$ 106.64
EFT64422	11/02/2022	FIRE & SAFETY SERVICES	Routine Fire Equipment Servicing- Civic Centre	\$ 378.64	MFS	\$ 378.64
EFT64423	11/02/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Kimberley Regional Office	\$ 28,690.13	MFS	
EFT64424	11/02/2022	IT VISION USER GROUP	Annual IT Vision Membership 21/22- IT	\$ 748.00	MFS	
EFT64425	11/02/2022	J BLACKWOOD & SON T/AS BLACKWOODS	Drum Rack- Works	\$ 2,166.59	MFS	\$ 2,166.59
EFT64426	11/02/2022	JAYE SMOKER ( UNBOUND SOUND )	Replace Amplifier- Civic Centre	\$ 2,431.00	MFS	\$ 2,431.00
EFT64427	11/02/2022	KAI STEVEN JONES	Refund (A119037)- Rates	\$ 522.15	MFS	\$ 522.15
EFT64428	11/02/2022	KIMBERLEY WASHROOM SERVICES	Sanitary Waste Removal- Various	\$ 1,036.00	MFS	\$ 1,036.00
EFT64429	11/02/2022	LEE SUSANNE ANDERSON	Refund- (A303619)- Rates	\$ 884.11	MFS	\$ 884.11
EFT64430	11/02/2022	LOCK & LOAD LASER TAG	Laser Tag- Civic Centre	\$ 1,980.00	MFS	\$ 1,980.00
EFT64431	11/02/2022	MICHAEL DAVID ELPHICK	Reimbursement for Maintenance- Property	\$ 567.64	MFS	\$ 567.64
EFT64432	11/02/2022	MITCHELL FRANKLYN-FOWLER	Approved Bar Manager- Civic Centre	\$ 291.24	MFS	\$ 291.24
EFT64433	11/02/2022	NAOMI JUDITH-ANNE APPLEBY	Refund (A306219)- Rates	\$ 1,198.32	MFS	\$ 1,198.32
EFT64434	11/02/2022	NORTH WEST LOCKSMITHS	Block Cylinders for Bollards- Town Beach	\$ 2,405.00	MFS	\$ 2,405.00
EFT64435	11/02/2022	PAULA HART	Air Raid Artwork- Town Beach Stage 2	\$ 44,877.40	MFS	
EFT64436	11/02/2022	PMK WELDING & METAL FABRICATION	Wash Down Bay & Benches- P&G	\$ 2,319.90	MFS	\$ 2,319.90
EFT64437	11/02/2022	SAI GLOBAL LIMITED (SUBSCRIPTIONS)	Annual Renewal BCA & STDS- Planning	\$ 2,785.93	MFS	
EFT64438	11/02/2022	STREETER & MALE PTY MITRE 10	Replace Soft Door Closers to Public Toilets- Library	\$ 183.26	MFS	\$ 183.26
EFT64439	11/02/2022	SUNDRY CREDITOR A	Security Scheme Incentive- Community	\$ 275.00	MFS	\$ 275.00
EFT64440	11/02/2022	SUNDRY CREDITOR B	Security Scheme Incentive- Community	\$ 275.00	MFS	\$ 275.00
EFT64441	16/02/2022	AUSCIVIL	Hire Plant Equipment Landing Pad (RFT 20/10)- WMF	\$ 26,640.90	MFS	\$ 26,640.90
EFT64442	16/02/2022	AUSTRALIA POST	Postage Charges- Shire Admin	\$ 616.64	MFS	\$ 616.64
EFT64443	16/02/2022	AVERY AIRCONDITIONING PTY LTD	Airconditioning Maintenance- Shire Admin	\$ 2,479.69	MFS	\$ 2,479.69
EFT64444	16/02/2022	BEST IT & BUSINESS SOLUTIONS PTY LTD	Monthly Printer Copies- IT	\$ 233.41	MFS	\$ 233.41
EFT64445	16/02/2022	BP AUSTRALIA PTY LTD - FUEL	Fuel- Depot	\$ 10,490.29	MFS	\$ 10,490.29
EFT64446	16/02/2022	BROOME CLEANAWAY	Kerbside Recycling Collection (RFT 14/01)- WMF	\$ 55,995.89	MFS	\$ 55,995.89
EFT64447	16/02/2022	BROOME PROGRESSIVE SUPPLIES	Drinking Water- Depot	\$ 130.42	MFS	\$ 130.42
EFT64448	16/02/2022	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Servicing of Small Plant- Stores	\$ 421.00	MFS	\$ 421.00
EFT64449	16/02/2022	BUNNINGS BROOME	Ryobi Bench Sander- P&G	\$ 199.00	MFS	\$ 199.00
EFT64450	16/02/2022	CLARK EQUIPMENT SALES PTY LTD	Parts Loader- Depot	\$ 267.28	MFS	\$ 484.00
EFT64451	16/02/2022	DIX PRODUCTIONS- ENTERTAINMENT	Entertainment School Holidays- BRAC	\$ 484.00	MFS	
EFT64452	16/02/2022	EMERALD LEAHY KERR	Approved Manager Application- BRAC	\$ 228.50	MFS	

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EFT64305	01/02/2022	BRUCE JOSEPH RUDEFORTH JNR	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64453	16/02/2022	EVENTPRO SOFTWARE	EventPro Renewal- IT	\$ 1,436.41	MFS	
EFT64454	16/02/2022	FIRE & SAFETY SERVICES	Routine Fire Equipment Servicing- Haynes Pavilion	\$ 4.40	MFS	\$ 4.40
EFT64455	16/02/2022	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Cleaning Services (RFT 17-02)- Various Locations	\$ 43,910.28	MFS	\$ 43,910.28
EFT64456	16/02/2022	FUEL TRANS AUSTRALIA PTY LTD T/A RECHARGE PETROLEUM (BP BROOME CENTRAL)	Drum of Unleaded Fuel for Small Plant- Depot	\$ 517.00	MFS	\$ 517.00
EFT64457	16/02/2022	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Front Pads & Rear Tyres for Vehicle- WMF	\$ 163.90	MFS	
EFT64458	16/02/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Street Lighting	\$ 77,788.50	MFS	
EFT64459	16/02/2022	INDUSTRIAL AUTOMATION GROUP	Programming & Supply of Modbus Convertor Storm Damage- BRAC	\$ 932.80	MFS	
EFT64460	16/02/2022	INTELLIHR SYSTEMS PTY LTD	Complete IntelliHR- IT	\$ 3,250.50	MFS	
EFT64462	16/02/2022	KIMBERLEY PROPERTY DEVELOPMENTS PTY LTD	Refund (A112540)- Rates	\$ 1,373.55	MFS	
EFT64463	16/02/2022	LOCK & LOAD LASER TAG	Laser Tag- Civic Centre	\$ 495.00	MFS	\$ 495.00
EFT64464	16/02/2022	M2M ONE PTY LTD	Telstra Sim Cards- BRAC	\$ 10.45	MFS	
EFT64465	16/02/2022	MAGIQ SOFTWARE PTY LTD	MAGIQ Performance Software- IT	\$ 7,315.00	MFS	
EFT64466	16/02/2022	MANAGED SYSTEM SERVICES	IT Support Dec 21- IT	\$ 10,299.52	MFS	
EFT64467	16/02/2022	MAPIEN	Employment Contract Advice- People & Culture	\$ 1,584.00	MFS	
EFT64468	16/02/2022	MARKETFORCE	Public Notices- BRAC	\$ 403.21	MFS	
EFT64469	16/02/2022	MCCORRY BROWN EARTHMOVING PTY LTD	Install Grey Footpaths (RFT 21-01)- Dunnart Cres	\$ 18,307.30	MFS	\$ 18,307.30
EFT64470	16/02/2022	MCLEODS BARRISTERS & SOLICITORS	Advice Regarding Disposal of Property- Governance	\$ 124.30	MFS	
EFT64471	16/02/2022	NEXON ASIA PACIFIC PTY LTD	Monthly Nexon Bill Nov 21- IT	\$ 7,503.74	MFS	
EFT64472	16/02/2022	NORTH WEST LOCKSMITHS	Repair Seized Door Handle Lock- P&G	\$ 197.00	MFS	\$ 197.00
EFT64473	16/02/2022	NORTH WEST TRIM & SHADE	Shade Sail Maintenance (RFQ 21/48)- Various Locations	\$ 8,910.00	MFS	\$ 8,910.00
EFT64474	16/02/2022	NYAMBA BURU YAWURU LTD	Welcome to Country Ceremony- Air Raid Commemoration	\$ 1,357.40	MFS	\$ 1,357.40
EFT64475	16/02/2022	POOL WISDOM	Aquatic Chemicals- BRAC	\$ 3,483.58	MFS	\$ 3,483.58
EFT64476	16/02/2022	RECFISHWEST	Life Saving Rings- Town Beach	\$ 572.46	MFS	
EFT64477	16/02/2022	REDFISH TECHNOLOGIES PTY LTD	Tilt Screens- Governance	\$ 9,601.80	MFS	
EFT64478	16/02/2022	REMOTE MECHANICAL CONTRACTING	Maintenance Dozer Cat- Works	\$ 2,312.97	MFS	\$ 2,312.97
EFT64479	16/02/2022	RESOLUTE SECURITY SERVICES	Security Services October- Various Location	\$ 10,618.04	MFS	\$ 10,618.04
EFT64480	16/02/2022	ROADLINE CIVIL CONTRACTORS	Hire of Excavator for Repairs (RFT 20-10)- Williams Road	\$ 4,089.80	MFS	\$ 4,089.80
EFT64481	16/02/2022	SALVATORE CONSTANTINO	Reimbursement- Office of the CEO	\$ 5,653.61	MFS	\$ 5,653.61
EFT64482	16/02/2022	SHINJU MATSURI INC COMMITTEE	Sponsorship- Shinju Matsuri Festival	\$ 28,600.00	MFS	\$ 28,600.00
EFT64483	16/02/2022	STREETER & MALE PTY MITRE 10	Newspapers- Library	\$ 156.10	MFS	\$ 156.10
EFT64484	16/02/2022	SUNDRY CREDITOR- CIVIC CENTRE - BROOME CHINESE COMMUNITY	Refund (1867)- Civic Centre	\$ 1,364.00	MFS	
EFT64485	16/02/2022	SUNDRY CREDITOR- DEBTORS	Refund (A30359)- Rates	\$ 1,042.25	MFS	
EFT64486	16/02/2022	TALIS CONSULTANTS	Detail Design Services (RFQ 21/27)- RRRP	\$ 23,764.87	MFS	
EFT64487	16/02/2022	TELSTRA	Satellite Phones Jan 22- Rangers	\$ 50.92	MFS	
EFT64488	16/02/2022	THEATRE KIMBERLEY INC (WORN ART)	Grant Funding - Community	\$ 1,000.00	MFS	\$ 1,000.00
EFT64489	16/02/2022	TOTALLY WORKWEAR	Embroidery Reading Bags- Library	\$ 9.90	MFS	\$ 9.90
EFT64490	16/02/2022	TOWN OF PORT HEDLAND	Long Service Leave- Payroll	\$ 12,910.17	MFS	
EFT64491	16/02/2022	VENDORPANEL PTY LTD	Vendorpanel Procurement Subscription- Governance	\$ 15,444.00	MFS	
EFT64492	16/02/2022	VIVA ENERGY AUSTRALIA	Fuel Card Charges- Infrastructure	\$ 254.85	MFS	
EFT64493	16/02/2022	WANNA PLAY IND (THE PLAY REVOLUTION)	School Holiday Activates- Community	\$ 660.00	MFS	\$ 660.00
EFT64494	16/02/2022	WOOLWORTHS GROUP LIMITED (96000235)	Restock Refreshments- Council Chambers	\$ 53.30	MFS	
EFT64495	18/02/2022	DEPARTMENT OF MINES, INDUSTRY AND SAFETY - BUILDING & ENERGY (PREVIOUSLY BUILDING COMMISSION)	JANUARY Building Services Levy 2022	\$ 2,029.53	MFS	
EFT64496	18/02/2022	SHIRE OF BROOME	JANUARY Building Services Levy 2022	\$ 70.00	MFS	\$ 70.00
EFT64497	21/02/2022	ACROMAT	Volleyball Nets- BRAC	\$ 510.28	MFS	
EFT64498	21/02/2022	ACURIX NETWORKS PTY LTD	Monthly Monitoring Broadband- Library	\$ 490.60	MFS	
EFT64499	21/02/2022	ALLPEST (BROOME PEST CONTROL)	Pest Control- BRAC	\$ 2,506.75	MFS	\$ 2,506.75
EFT64500	21/02/2022	AVERY AIRCONDITIONING PTY LTD	Airconditioning Maintenance- Kimberley Regional Office 2	\$ 2,500.72	MFS	\$ 2,500.72

**Item 9.4.5 - MONTHLY PAYMENT LISTING - FEBRUARY 2022**

EFT64305	01/02/2022	BRUCE JOSEPH RUDEFORTH JNR	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64501	21/02/2022	BIDFOOD ( PREVIOUSLY GOLDLINE DISTRIBUTORS )	Chips- BRAC	\$ 457.70	MFS	\$ 457.70
EFT64502	21/02/2022	BROOME BOLT SUPPLIES WA PTY LTD	Concrete Edger- Works	\$ 83.20	MFS	\$ 83.20
EFT64503	21/02/2022	BROOME CLARK POOLS & SPAS	Pool Servicing- Staff Housing	\$ 193.45	MFS	\$ 193.45
EFT64504	21/02/2022	BROOME CLEANAWAY	Emptying Recycling Bins- WMF	\$ 838.75	MFS	\$ 838.75
EFT64505	21/02/2022	BROOME CYCLES	Prizes- Pump Track Event	\$ 500.00	MFS	\$ 500.00
EFT64506	21/02/2022	BROOME DIESEL & HYDRAULIC SERVICE	Water Tank Parts- WMF	\$ 28.95	MFS	\$ 28.95
EFT64507	21/02/2022	BROOME MOTORS	Repairs Vehicle- Workshop	\$ 199.35	MFS	\$ 199.35
EFT64508	21/02/2022	BROOME PLUMBING & GAS	Anti Vandal Hose Tap Installation- Herbert Park	\$ 818.00	MFS	\$ 818.00
EFT64509	21/02/2022	BROOME PROGRESSIVE SUPPLIES	Face Mask PPE- Depot	\$ 2,969.55	MFS	\$ 2,969.55
EFT64510	21/02/2022	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Whisper Twist- P&G	\$ 440.00	MFS	\$ 440.00
EFT64511	21/02/2022	BROOME THE RETURNED & SERVICES LEAGUE OF AUSTRALIA	Morning Tea- Air Raid Commemoration	\$ 1,000.00	MFS	\$ 1,000.00
EFT64512	21/02/2022	BROOME TOWING & SALVAGE	Abandoned Vehicle Towing- Rangers	\$ 220.00	MFS	\$ 220.00
EFT64513	21/02/2022	BROOME TREE & PALM SERVICE	Machinery- WMF	\$ 5,390.00	MFS	\$ 5,390.00
EFT64514	21/02/2022	BROOME CRETE	Sand & Concrete- P&G Various Locations	\$ 21,099.38	MFS	\$ 21,099.38
EFT64515	21/02/2022	BUNNINGS BROOME	Health Lab Paint Materials- Property	\$ 925.51	MFS	\$ 925.51
EFT64516	21/02/2022	CABLE BEACH ELECTRICAL SERVICE	Electrical Lighting Repairs- Carpark Works	\$ 1,331.00	MFS	\$ 1,331.00
EFT64517	21/02/2022	CABLE BEACH TYRE SERVICE PTY LTD ( GOODYEAR AUTOCARE BROOME )	Tyre Replacement- WMF	\$ 3,443.00	MFS	\$ 3,443.00
EFT64518	21/02/2022	CARPET PAINT & TILE CENTRE	Painting Supplies- Workshop	\$ 1,154.61	MFS	\$ 1,154.61
EFT64519	21/02/2022	CIRCUITWEST INC	Presenters Fee Strings (1st Instalment )- Civic Centre	\$ 3,300.00	MFS	\$ 3,300.00
EFT64520	21/02/2022	CJD EQUIPMENT PTY LTD	Parts Loader- Works	\$ 341.66	MFS	\$ 341.66
EFT64521	21/02/2022	CLARK EQUIPMENT SALES PTY LTD	Parts for Bobcat- Workshop	\$ 1,696.29	MFS	\$ 1,696.29
EFT64522	21/02/2022	COAST & COUNTRY ELECTRICS	Cool Room Repairs- BRAC	\$ 430.27	MFS	\$ 430.27
EFT64523	21/02/2022	CUBE MAINTENANCE SOLUTIONS	Replacement Tiles- BRAC	\$ 176.00	MFS	\$ 176.00
EFT64524	21/02/2022	DIX INITIATIVES PTY LTD - CONSTRUCTION DIVISION	Office Maintenance- Works	\$ 2,303.80	MFS	\$ 2,303.80
EFT64525	21/02/2022	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Repairs Mower- P&G	\$ 918.25	MFS	\$ 918.25
EFT64526	21/02/2022	FOOTPRINT CLEANING (FORMERLY REGIONAL ASSET MANAGEMENT SERVICES)	Routine Cleaning- Various	\$ 4,174.10	MFS	\$ 4,174.10
EFT64527	21/02/2022	FULTON HOGAN INDUSTRIES PTY LTD / PIONEER ROAD SERVICES	Asphalt- Depot	\$ 1,795.20	MFS	\$ 1,795.20
EFT64528	21/02/2022	HOLDFAST FLUID POWER NW PTY LTD	Hydraulic Hose Repair Hooklift- WMF	\$ 123.66	MFS	\$ 123.66
EFT64529	21/02/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Various	\$ 10,045.10	MFS	\$ 10,045.10
EFT64530	21/02/2022	JENNA MCNEISH TAS BROOME FLORIST	Flower Arrangement- Finance	\$ 100.00	MFS	\$ 100.00
EFT64531	21/02/2022	KIMBERLEY CONTRACTING	Posi-shell Application (RFT 19/1)- WMF	\$ 33,000.00	MFS	\$ 33,000.00
EFT64532	21/02/2022	KIMBERLEY FUEL & OIL SERVICES	Filters- Workshop	\$ 49.50	MFS	\$ 49.50
EFT64533	21/02/2022	KIMBERLEY GOLD PURE DRINKING WATER	Drinking Water- WMF	\$ 170.00	MFS	\$ 170.00
EFT64534	21/02/2022	KIMBERLEY TRAILER PARTS	Jockey Wheel & Spare Wheel Carrier- Workshop	\$ 152.00	MFS	\$ 152.00
EFT64535	21/02/2022	KIMBERLEY TREE CARE	Grind Stumps- P&G	\$ 687.01	MFS	\$ 687.01
EFT64536	21/02/2022	MARKETFORCE	Advertising- Cemetery Perimeter Fence Installation	\$ 282.00	MFS	\$ 282.00
EFT64537	21/02/2022	OFFICE NATIONAL BROOME	Printer Repair- Library	\$ 72.50	MFS	\$ 72.50
EFT64538	21/02/2022	OPENFORMS	Monthly Openforms Costs- IT	\$ 146.30	MFS	\$ 146.30
EFT64539	21/02/2022	POOL WISDOM	Aquatic Chemicals- BRAC	\$ 1,349.90	MFS	\$ 1,349.90
EFT64540	21/02/2022	RESOLUTE SECURITY SERVICES	Security (1826)- Civic Centre	\$ 4,339.50	MFS	\$ 4,339.50
EFT64541	21/02/2022	SUNDRY CREDITOR - SECURITY INCENTIVE SCHEME	Security Scheme Incentive- Community	\$ 214.95	MFS	\$ 214.95
EFT64542	21/02/2022	SUNDRY CREDITOR- CIVIC CENTRE - BROOME CHINESE COMMUNITY	Refund Paid Twice in Error (1807)- Civic Centre	\$ 896.00	MFS	\$ 896.00
EFT64543	21/02/2022	TOTALLY WORKWEAR	PPE Safety Glasses- Depot	\$ 3,340.00	MFS	\$ 3,340.00
EFT64544	21/02/2022	WOOLWORTHS GROUP LIMITED (96000235)	Supplies School Holiday Program- BRAC	\$ 75.15	MFS	\$ 75.15
EFT64545	23/02/2022	ABLE ELECTRICAL (WA) PTY LTD	Lighting (RFT 21/05 )- Nipper Roe Oval	\$ 82,487.68	MFS	\$ 82,487.68
EFT64546	23/02/2022	ACOR CONSULTANTS (WA) PTY LIMITED	Construction Fees- Chinatown	\$ 2,035.00	MFS	\$ 2,035.00
EFT64547	23/02/2022	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs- Library	\$ 1,345.72	MFS	\$ 1,345.72
EFT64548	23/02/2022	BLUE TONGUE GARAGE DOORS	Annual Roller Door Servicing- Various	\$ 4,400.00	MFS	\$ 4,400.00
EFT64549	23/02/2022	BROOME BOLT SUPPLIES WA PTY LTD	Tools Renovations- Shire Admin	\$ 75.85	MFS	\$ 75.85
EFT64550	23/02/2022	BROOME CLEANAWAY	Kerbside Refuse Collection- (RFT 14/01) - WMF	\$ 28,440.25	MFS	\$ 28,440.25

**Item 9.4.5 - MONTHLY PAYMENT LISTING - FEBRUARY 2022**

EFT64305	01/02/2022	BRUCE JOSEPH RUDEFORTH JNR	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64551	23/02/2022	BROOME DIESEL & HYDRAULIC SERVICE	Horizontal Drum Lifter- Workshop	\$ 264.85	MFS	\$ 264.85
EFT64552	23/02/2022	BROOME PROGRESSIVE SUPPLIES	Lollies Christmas Trails- Chinatown	\$ 146.37	MFS	\$ 146.37
EFT64553	23/02/2022	BUNNINGS BROOME	Caster Wheels Rubber- Workshop	\$ 250.24	MFS	\$ 250.24
EFT64554	23/02/2022	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME )	Tyres Fitting and Disposal- P&G	\$ 1,015.00	MFS	\$ 1,015.00
EFT64555	23/02/2022	COAST & COUNTRY ELECTRICS	Lighting Repairs- Zanders Carpark	\$ 233.75	MFS	\$ 233.75
EFT64556	23/02/2022	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 921.59	MFS	\$ 921.59
EFT64557	23/02/2022	COLES SUPERMARKETS - CHINATOWN, S324	Kiosk Stock- BRAC	\$ 57.90	MFS	\$ 57.90
EFT64558	23/02/2022	CS LEGAL	Debt Collection Fees- Rates	\$ 132.00	MFS	\$ 132.00
EFT64559	23/02/2022	DIRECTCOMMS PTY LTD	SMS Service - LIBRARY	\$ 33.44	MFS	\$ 33.44
EFT64560	23/02/2022	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Airconditioning Repairs Tipper- Works	\$ 5,406.15	MFS	\$ 5,406.15
EFT64561	23/02/2022	FIRE & SAFETY SERVICES	Fire Protection Equipment- WMF	\$ 1,566.40	MFS	\$ 1,566.40
EFT64562	23/02/2022	FIT2WORK	Police Clearance Checks- People & Culture	\$ 1,402.50	MFS	\$ 1,402.50
EFT64563	23/02/2022	GO GO MEDIA	12 Month Radio License- BRAC	\$ 198.00	MFS	\$ 198.00
EFT64564	23/02/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Shire Admin	\$ 26,554.09	MFS	\$ 26,554.09
EFT64565	23/02/2022	J BLACKWOOD & SON T/AS BLACKWOODS	PPE Uniforms- P&G	\$ 1,401.70	MFS	\$ 1,401.70
EFT64566	23/02/2022	KARRATHA ASPHALT (MANNING PAVEMENT SERVICES)	Resealing Roads (RFT 19/06)- Port Drive	\$ 61,986.06	MFS	\$ 61,986.06
EFT64567	23/02/2022	KENNARDS HIRE	Excavator Hire- Works	\$ 2,820.50	MFS	\$ 2,820.50
EFT64568	23/02/2022	LANDGATE	GRV Interim Schedules- Rates	\$ 285.94	MFS	\$ 285.94
EFT64569	23/02/2022	MANAGED SYSTEM SERVICES	Managed Services- IT	\$ 7,209.68	MFS	\$ 7,209.68
EFT64570	23/02/2022	MARKETFORCE	Advertising- Broome Cemetery Perimeter Fence Installation	\$ 419.73	MFS	\$ 419.73
EFT64571	23/02/2022	MCCORRY BROWN EARTHMOVING PTY LTD	Pindan for Final Cover (RFT 20/09)- WMF	\$ 29,733.00	MFS	\$ 29,733.00
EFT64572	23/02/2022	MCKENO BLOCKS & PAVERS	Pavers Carpark- BRAC	\$ 747.65	MFS	\$ 747.65
EFT64573	23/02/2022	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Volumetric & General Site Surveying (RFT20/02)- WMF	\$ 2,062.50	MFS	\$ 2,062.50
EFT64574	23/02/2022	NORTH WEST LOCKSMITHS	Locksmith Services- Staff Housing	\$ 65.00	MFS	\$ 65.00
EFT64575	23/02/2022	NORTHERN RURAL SUPPLIES PTY LTD	Diesel Pod- Works	\$ 1,968.00	MFS	\$ 1,968.00
EFT64576	23/02/2022	NUTRIEN AG SOLUTIONS	Turf Supplies- BRAC	\$ 954.25	MFS	\$ 954.25
EFT64577	23/02/2022	OFFICE NATIONAL BROOME	Replacement Printer- IT	\$ 1,988.08	MFS	\$ 1,988.08
EFT64578	23/02/2022	OPTON PROPERTY GROUP PTY LTD	Property Valuation- Property	\$ 1,980.00	MFS	\$ 1,980.00
EFT64579	23/02/2022	OPTIC SECURITY GROUP- NORWEST	Duress Alarm Testing & Service- Library	\$ 330.00	MFS	\$ 330.00
EFT64580	23/02/2022	PAATSCH GROUP	Consulting Services (RFQ 21/1)- BRAC	\$ 30,439.20	MFS	\$ 30,439.20
EFT64581	23/02/2022	PRITCHARD FRANCIS CONSULTING PTY LTD	Design Services- Haynes Oval	\$ 2,090.00	MFS	\$ 2,090.00
EFT64582	23/02/2022	REMOTE MECHANICAL CONTRACTING	Repairs Dozer- Workshop	\$ 6,462.50	MFS	\$ 6,462.50
EFT64583	23/02/2022	RESOLUTE SECURITY SERVICES	Security Services January- Various	\$ 7,937.72	MFS	\$ 7,937.72
EFT64584	23/02/2022	ROSMECH SALES & SERVICE PTY LTD	Parts Sweeper- Works	\$ 813.58	MFS	\$ 813.58
EFT64585	23/02/2022	SCAPE-ISM PTY LTD ATFT REES FAMILY TRUST	Sandblasting Artwork- Chinatown	\$ 16,500.00	MFS	\$ 16,500.00
EFT64586	23/02/2022	SEAT ADVISOR PTY LTD	Ticket Sales Commission- Civic Centre	\$ 94.44	MFS	\$ 94.44
EFT64587	23/02/2022	SECUREPAY PTY LTD	Security Ticket Sales- Civic Centre	\$ 16.91	MFS	\$ 16.91
EFT64588	23/02/2022	SECUREX SECURITY PTY LTD	Security Card Activation- People & Culture	\$ 66.00	MFS	\$ 66.00
EFT64589	23/02/2022	SIGMA CHEMICALS	Signage- BRAC	\$ 126.26	MFS	\$ 126.26
EFT64590	23/02/2022	SLATER & GARTRELL SPORTS	Badminton Shuttles Feather- BRAC	\$ 1,364.50	MFS	\$ 1,364.50
EFT64591	23/02/2022	SOUTHERN CROSS AUSTEREO (SCA)	Fight the Bite Campaign- Marketing	\$ 2,178.00	MFS	\$ 2,178.00
EFT64592	23/02/2022	SPACETOCO PTY LTD	PartnerPro Bundle Monthly- IT	\$ 165.00	MFS	\$ 165.00
EFT64593	23/02/2022	SPECIALIST WHOLESALERS - TRUCKLINE TRADING (SPEC WSALE)	Flexiguard Kit- Workshop	\$ 741.97	MFS	\$ 741.97
EFT64594	23/02/2022	ST JOHN AMBULANCE AUSTRALIA (WA) INC	First Aid Services- Air Raid Event	\$ 425.00	MFS	\$ 425.00
EFT64595	23/02/2022	STREETEER & MALE PTY MITRE 10	Property Maintenance - Shire Admin	\$ 269.00	MFS	\$ 269.00
EFT64596	23/02/2022	SUNDRY CREDITOR	Security Scheme Incentive- Community	\$ 275.00	MFS	\$ 275.00
EFT64597	23/02/2022	TALIS CONSULTANTS	Investigations and Planning (RFQ 19/72)- RRRP	\$ 18,040.75	MFS	\$ 18,040.75
EFT64598	23/02/2022	TELSTRA	Telephone Charges Satellite Phone- Rangers	\$ 94.80	MFS	\$ 94.80
EFT64599	23/02/2022	THINK WATER BROOME	Ovals Reticulation- BRAC	\$ 2,019.52	MFS	\$ 2,019.52

**Item 9.4.5 - MONTHLY PAYMENT LISTING - FEBRUARY 2022**

EFT64305	01/02/2022	BRUCE JOSEPH RUDEFORTH JNR	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
EFT64600	23/02/2022	TOTAL PACKAGING (WA) PTY LTD	Animal Waste Collection Bags- Depot	\$ 1,526.25	MFS	
EFT64601	23/02/2022	TOTALLY WORKWEAR	Uniforms - Rangers	\$ 2,483.00	MFS	\$ 2,483.00
EFT64602	23/02/2022	WA HINO	Seat Covers- Fleet	\$ 667.43	MFS	
EFT64603	23/02/2022	WANNA PLAY IND (THE PLAY REVOLUTION)	Children's Activities- Christmas Trails 2021	\$ 3,767.50	MFS	\$ 3,767.50
EFT64604	23/02/2022	WEST COAST ON HOLD (ON HOLD ONLINE)	Monthly on Hold Messages- Marketing	\$ 77.00	MFS	
EFT64605	23/02/2022	WESTERN DIAGNOSTIC PATHOLOGY	Instant Urine Drug & Alcohol Tests- People & Culture	\$ 106.21	MFS	
EFT64606	23/02/2022	WESTRAC	IBC Engine Oil- Workshop	\$ 3,537.63	MFS	
EFT64607	23/02/2022	WOOLWORTHS GROUP LIMITED (96000235)	Kiosk Consumables- Civic Centre	\$ 279.99	MFS	
EFT64608	23/02/2022	WURTH AUSTRALIA PTY LTD	Consumables- Workshop	\$ 120.52	MFS	
EFT64609	24/02/2022	SALARY & WAGES	Payroll S&W	\$ 14,268.03	MFS	
EFT64610	24/02/2022	SALARY & WAGES	Payroll S&W	\$ 1,780.35	MFS	
EFT64611	24/02/2022	SALARY & WAGES	Payroll S&W	\$ 122,633.75	MFS	
EFT64612	24/02/2022	SALARY & WAGES	Payroll S&W	\$ 438.30	MFS	
EFT64613	24/02/2022	SALARY & WAGES	Payroll S&W	\$ 860.00	MFS	
EFT64614	24/02/2022	SALARY & WAGES	Payroll S&W	\$ 700.00	MFS	
EFT64615	24/02/2022	SALARY & WAGES	Payroll S&W	\$ 472.44	MFS	
EFT64616	24/02/2022	SALARY & WAGES	Payroll S&W	\$ 214.00	MFS	
EFT64617	24/02/2022	SALARY & WAGES	Payroll S&W	\$ 363,453.00	MFS	
EFT64618	24/02/2022	CHARTER PROPERTY GROUP PTY LTD	Staff Rent- March 2022	\$ 3,258.93	MFS	
EFT64619	24/02/2022	FIRST NATIONAL REAL ESTATE BROOME	Staff Rent- March 2022	\$ 17,837.20	MFS	\$ 17,837.20
EFT64620	24/02/2022	FIRST NATIONAL REAL ESTATE BROOME - COMMERCIAL TRUST	Staff Rent- March 2022	\$ 300.00	MFS	\$ 300.00
EFT64621	24/02/2022	HUTCHINSON REAL ESTATE	Staff Rent- March 2022	\$ 2,400.00	MFS	\$ 2,400.00
EFT64622	24/02/2022	MARY ELIZABETH JANE LAWTON	Staff Rent- March 2022	\$ 1,520.08	MFS	\$ 1,520.08
EFT64623	24/02/2022	PRD NATIONWIDE	Staff Rent- March 2022	\$ 8,512.83	MFS	\$ 8,512.83
EFT64624	24/02/2022	RAY WHITE BROOME (STAFF RENTAL PAYMENTS)	Staff Rent- March 2022	\$ 13,349.54	MFS	\$ 13,349.54
EFT64625	24/02/2022	STAFF	Missed Wages	\$ 200.00	MFS	
<b>MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:</b>				<b>\$ 1,988,158.76</b>		<b>\$ 708,175.46</b>

MUNICIPAL CHEQUES - JANUARY2022						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
57724	44595	DEPARTMENT OF TRANSPORT - LICENSING	Shire of Broome Plates- Shire Admin	400.00	MFS	
57725	03/02/2022	MARY JENNIFER GARSTONE	Refund (A112620)- Rates	\$ 97.02	MFS	\$ 97.02
57726	03/02/2022	WYLOO METALS PTY LTD	Refund (A306584)- Rates	\$ 1,370.95	MFS	
57727	09/02/2022	SHIRE OF BROOME (ADMIN PETTY CASH)	Petty Cash- Administration	\$ 596.45	MFS	\$ 596.45
57728	17/02/2022	DEPARTMENT OF TRANSPORT - LICENSING	Shire of Broome Plates- Shire Admin	\$ 200.00	MFS	
57729	22/02/2022	DEPARTMENT OF TRANSPORT - LICENSING	Shire of Broome Plates- Shire Admin	\$ 200.00	MFS	
<b>MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:</b>				<b>\$ 2,864.42</b>		<b>\$ 693.47</b>

TRUST CHEQUES - JANUARY2022						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
					MFS	
<b>TRUST CHEQUES TOTAL:</b>				<b>\$ -</b>		<b>\$ -</b>

MUNICIPAL DIRECT DEBIT/CREDIT CARD PAYMENTS - JANUARY2022						
DD#	Date	Name	Description	Amount	Del Auth	Local Spend
DD30448.1	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 42,069.02	MFS	
DD30448.2	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 550.00	MFS	
DD30449.1	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 550.00	MFS	
DD30449.2	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 1,248.60	MFS	
DD30449.3	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 4,017.88	MFS	
DD30449.4	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 396.51	MFS	
DD30449.5	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 734.09	MFS	
DD30449.6	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 1,510.08	MFS	

**Item 9.4.5 - MONTHLY PAYMENT LISTING - FEBRUARY 2022**

EFT64305	01/02/2022	BRUCE JOSEPH RUDEFORTH JNR	Monthly Councillor Sitting Fee and Allowances	\$ 1,747.75	MFS	\$ 1,747.75
DD30449.7	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 799.88	MFS	
DD30449.8	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 1,283.36	MFS	
DD30449.9	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 955.39	MFS	
DD30488.1	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 46,414.61	MFS	
DD30488.2	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 550.00	MFS	
DD30488.3	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 1,143.07	MFS	
DD30488.4	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 3,048.43	MFS	
DD30488.5	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 893.02	MFS	
DD30488.6	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 1,073.59	MFS	
DD30488.7	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 1,442.28	MFS	
DD30488.8	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 781.70	MFS	
DD30488.9	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 1,263.90	MFS	
DD30505.1	03/02/2022	SARAH OWEN - CREDIT CARD	Flights for Conference- Planning (Credit Card Payment 16.02.22)	\$ 364.93	MFS	\$ 364.93
DD30505.2	04/02/2022	SARAH OWEN - CREDIT CARD	Flights for Workshop- Planning (Credit Card Payment 17.01.22)	\$ 378.00	MFS	\$ 378.00
DD30505.3	17/02/2022	SARAH OWEN - CREDIT CARD	Accommodation- Broome Workshops (Credit Card Payment 17.01.22)	\$ 602.91	MFS	\$ 602.91
DD30522.1	16/02/2022	ALANA MARTINOVICH - CREDIT CARD	Flights- Kimberley Zone (Credit Card Payment 18.01.22)	\$ 735.30	MFS	\$ 735.30
DD30449.10	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 420.31	MFS	
DD30449.11	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 294.03	MFS	
DD30449.12	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 2,221.06	MFS	
DD30449.13	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 265.27	MFS	
DD30449.14	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 496.68	MFS	
DD30449.15	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 539.29	MFS	
DD30449.16	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 506.63	MFS	
DD30449.17	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 294.83	MFS	
DD30449.18	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 1,009.62	MFS	
DD30449.19	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 321.92	MFS	
DD30449.20	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 335.47	MFS	
DD30449.21	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 413.26	MFS	
DD30449.22	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 2,592.39	MFS	
DD30449.23	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 324.44	MFS	
DD30449.24	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 210.65	MFS	
DD30449.25	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 9,449.55	MFS	
DD30449.26	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 5,920.46	MFS	
DD30449.27	08/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 4,188.32	MFS	
DD30449.28	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 942.70	MFS	
DD30449.29	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 691.55	MFS	
DD30449.30	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 495.11	MFS	
DD30449.31	08/02/2022	SUPERANNUATION	Superannuation contributions	\$ 850.51	MFS	
DD30488.10	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 933.68	MFS	
DD30488.11	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 308.50	MFS	
DD30488.12	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 294.03	MFS	
DD30488.13	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 2,183.74	MFS	
DD30488.14	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 265.27	MFS	
DD30488.15	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 293.84	MFS	
DD30488.16	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 580.46	MFS	
DD30488.17	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 298.84	MFS	
DD30488.18	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 776.13	MFS	
DD30488.19	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 327.58	MFS	
DD30488.20	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 298.52	MFS	
DD30488.21	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 413.26	MFS	
DD30488.22	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 363.46	MFS	
DD30488.23	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 2,318.98	MFS	
DD30488.24	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 271.80	MFS	
DD30488.25	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 101.25	MFS	
DD30488.26	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 5,683.36	MFS	
DD30488.27	22/02/2022	SUPERANNUATION	Superannuation Contributions	\$ 4,089.09	MFS	
DD30488.28	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 735.35	MFS	
DD30488.29	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 606.26	MFS	
DD30488.30	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 483.85	MFS	
DD30488.31	22/02/2022	SUPERANNUATION	Superannuation contributions	\$ 813.93	MFS	
<b>MUNICIPAL DIRECT DEBIT/CREDIT CARD TOTAL:</b>				<b>\$ 168,031.78</b>		<b>\$ 2,081.14</b>
<b>MUNICIPAL ELECTRONIC TRANSFER TOTAL</b>				<b>\$ 1,988,158.76</b>		<b>\$ 708,175.46</b>
<b>MUNICIPAL CHEQUES TOTAL</b>				<b>\$ 2,864.42</b>		<b>\$ 693.47</b>
<b>TRUST CHEQUE TOTAL</b>				<b>\$ -</b>		<b>\$ -</b>

EFT64305	01/02/2022	BRUCE JOSEPH RUDEFORTH JNR	Monthly Councillor Sitting Fee and Allowances	\$	1,747.75	MFS	\$	1,747.75
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MUNICIPAL DIRECT DEBIT/ CREDIT  
CARD TOTAL

\$ 168,031.78 \$ 2,081.14

TOTAL PAYMENTS FEBRUARY 2022

\$ 2,159,054.96 \$ 710,950.07

Key for Delegation of Authority:

CEO- Chief Executive Officer  
MFS- Manager Financial Services  
DCS- Director Corporate Services



**9.4.6 MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT - FEBRUARY 2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Finance Officer - Revenue
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

Council is required by legislation to consider and adopt the Monthly Statement of Financial Activity Report for the period ended 28 February 2022, 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 2021/22 Annual Budget was adopted at the Ordinary Meeting of Council on 24 June 2021. The following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	67%
Total Rates Raised Revenue	100% (of which 90% has been collected)
Total Other Operating Revenue	60%
Total Operating Expenditure	59%
Total Capital Revenue	33%
Total Capital Expenditure	35%
Total Sale of Assets Revenue	17%

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 2021/22 Annual Budget presented at the Ordinary Meeting of Council on 24 June 2021, Council adopted a balanced budget to 30 June 2022.

## **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 engagement

**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 28 February 2022 as attached.*

## **Attachments**

1. Monthly Statement of Activity February 2022

**SHIRE OF BROOME**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 28 February 2022**

**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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## Shire of Broome

### Compilation Report

For the Period Ended 28 February 2022

### 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 28 February 2022 of \$14,350,465.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

### Preparation

Prepared by: S Santoro

Reviewed by: E French

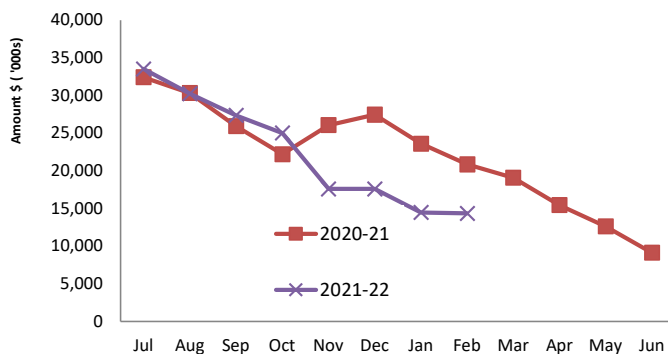
Date prepared: 11/03/2022

## Shire of Broome

### Monthly Summary Information

For the Period Ended 28 February 2022

**Liquidity Over the Year (Refer Note 3)**



#### Cash and Cash Equivalents

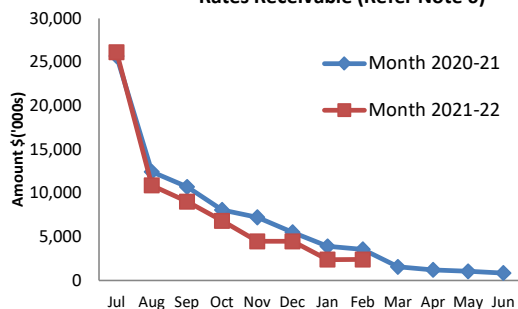
##### as at period end

Unrestricted	\$ 15,571,299
Restricted	\$ 30,858,748
	<u>\$ 46,430,047</u>

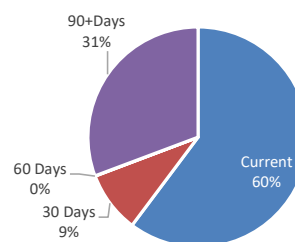
#### Receivables

Rates	\$ 2,395,514
Other	\$ 151,467
	<u>\$ 2,546,981</u>

**Rates Receivable (Refer Note 6)**



**Accounts Receivable Ageing (non-rates)  
(Refer Note 6)**



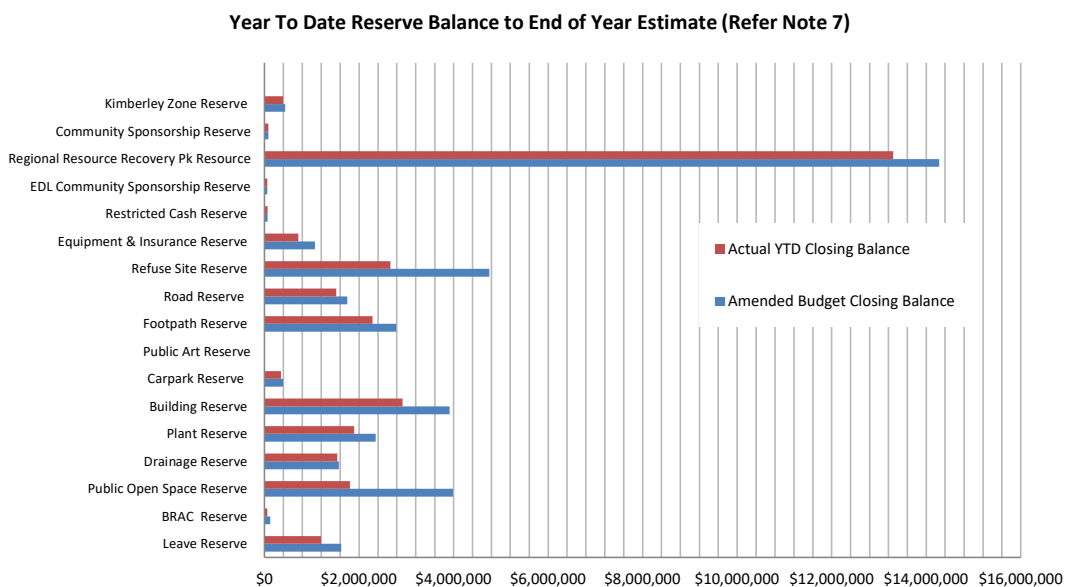
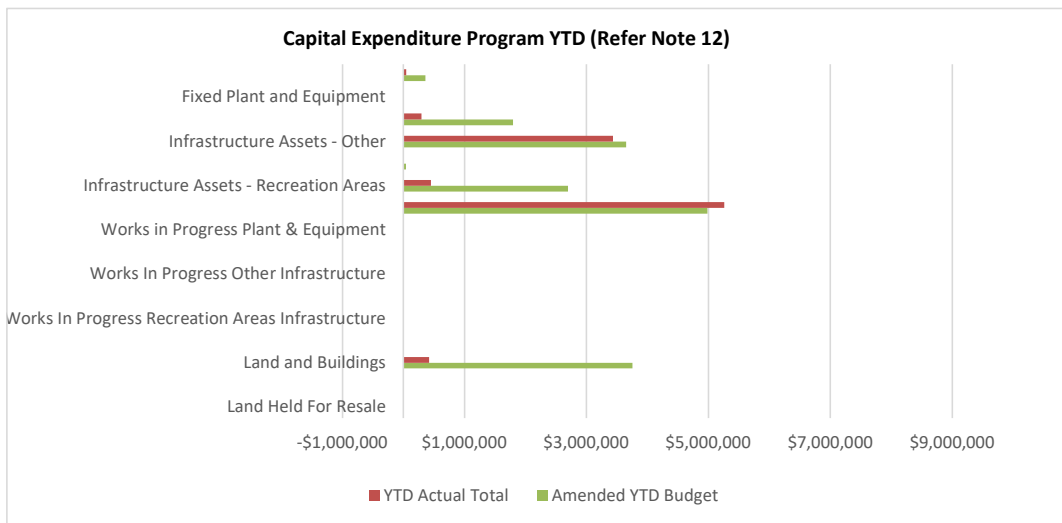
#### Comments

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 \$24.417M 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 \$23.89M with total outstanding rates YTD at \$2.4M.

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 28 February 2022



**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.

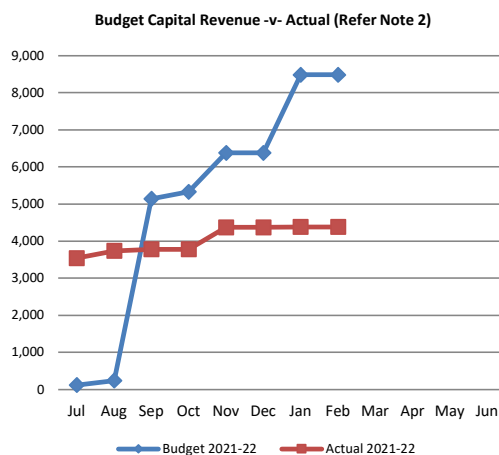
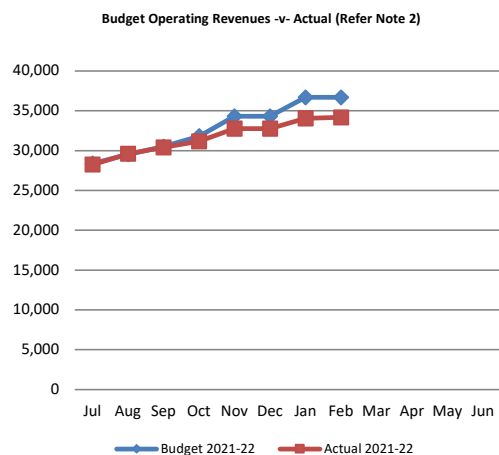


## Shire of Broome

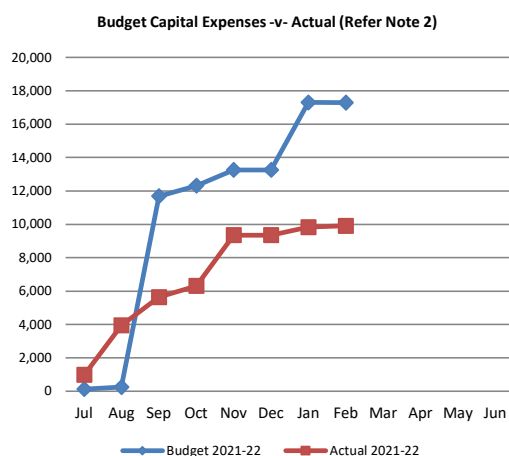
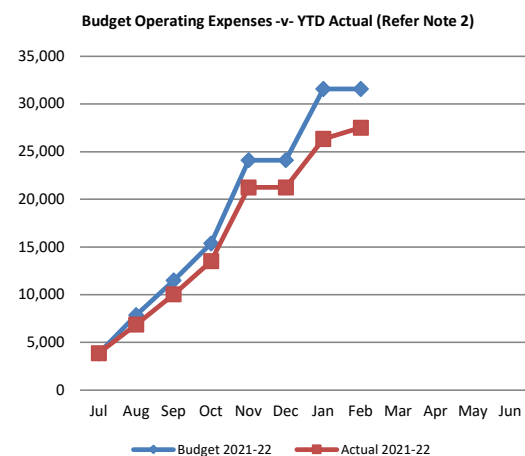
### Monthly Summary Information

For the Period Ended 28 February 2022

#### 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 28 February 2022**

	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		187,440	180,340	178,345		(1,995)	(1.11%)	
General Purpose Funding - Rates	9	24,522,247	24,390,122	24,259,913		(130,209)	(0.53%)	
General Purpose Funding - Other		822,334	616,751	615,716		(1,035)	(0.17%)	
Law, Order and Public Safety		120,861	80,560	67,094		(13,466)	(16.72%)	▼
Health		184,731	150,457	144,325		(6,132)	(4.08%)	
Education and Welfare		50,000	27,500	25,000		(2,500)	(9.09%)	
Housing		2,031,236	1,354,152	352,752		(1,001,400)	(73.95%)	▼
Community Amenities		6,669,577	5,433,798	5,389,431		(44,367)	(0.82%)	
Recreation and Culture		1,597,702	1,093,971	1,055,743		(38,228)	(3.49%)	
Transport		1,120,732	832,162	370,203		(461,959)	(55.51%)	▼
Economic Services		933,071	657,040	265,378		(391,662)	(59.61%)	▼
Other Property and Services		2,755,397	1,856,154	1,441,045		(415,109)	(22.36%)	▼
Total Operating Revenue		40,995,328	36,673,007	34,164,945	60%	(2,508,062)		
<b>Operating Expense</b>								
Governance		(2,406,933)	(1,614,218)	(1,309,130)		305,088	18.90%	▲
General Purpose Funding		(339,348)	(226,232)	(247,561)		(21,329)	(9.43%)	
Law, Order and Public Safety		(1,161,435)	(780,200)	(852,742)		(72,542)	(9.30%)	
Health		(806,634)	(537,776)	(540,145)		(2,369)	(0.44%)	
Education and Welfare		(449,795)	(305,716)	(201,280)		104,436	34.16%	▲
Housing		(2,257,459)	(1,506,969)	(694,843)		812,126	53.89%	▲
Community Amenities		(11,496,226)	(7,672,434)	(6,426,253)		1,246,181	16.24%	▲
Recreation and Culture		(14,033,626)	(9,402,402)	(8,208,178)		1,194,224	12.70%	▲
Transport		(11,236,225)	(7,491,200)	(6,041,598)		1,449,602	19.35%	▲
Economic Services		(2,156,498)	(1,505,350)	(1,296,485)		208,865	13.87%	▲
Other Property and Services		(559,946)	(516,934)	(1,690,186)		(1,173,252)	(226.96%)	▼
Total Operating Expenditure		(46,904,125)	(31,559,431)	(27,508,401)	59%	4,051,030		
<b>Funding Balance Adjustments</b>								
Add back Depreciation	25	12,629,134	8,419,440	8,874,926		455,486	(5.41%)	
Adjust (Profit)/Loss on Asset Disposal	8	69,567	97,776	13,583		(84,193)	86.11%	
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
<b>Net Cash from Operations</b>		6,789,904	13,630,792	15,545,053		1,914,261		
<b>Capital Revenues</b>								
<b>Grants, Subsidies and Contributions</b>		12,932,910	7,938,704	4,237,111		(3,701,593)	46.63%	▲
Governance		0	0	0		0		
General Purpose Funding		0	0	0		0		
Rates		0	0	0		0		
Other General Purpose Funding		0	0	0		0		
Law, Order and Public Safety		5,000	2,500	0		(2,500)	100.00%	
Health		0	0	0		0		
Education and Welfare		0	0	0		0		
Housing	5	0	0	0		0		
Community Amenities		37,333	24,888	37,333		12,445	(50.00%)	
Recreation and Culture		8,772,977	5,209,583	3,069,190		(2,140,393)	41.09%	
Transport		3,717,165	2,434,781	980,588		(1,454,193)	59.73%	
Economic Services		400,435	266,952	150,000		(116,952)	43.81%	
Other Property and Services		0	0	0		0		
Proceeds from Disposal of Assets	8	875,000	544,820	145,746	17%	(399,074)	73.25%	▼
Total Capital Revenues		13,807,910	8,483,524	4,382,857	33%	(4,100,667)		

SHIRE OF BROOME  
STATEMENT OF FINANCIAL ACTIVITY  
(Statutory Reporting Program)  
For the Period Ended 28 February 2022

	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	(5,648,450)	(3,754,736)	(420,577)		3,334,159	88.80%	▲
Infrastructure Assets - Roads & Footpaths	12	(7,862,379)	(4,984,715)	(5,258,482)		(273,767)	(5.49%)	
Infrastructure Assets - Recreation Areas	12	(5,595,029)	(2,697,000)	(451,018)		2,245,982	83.28%	▲
Infrastructure Assets - Drainage	12	(128,810)	(43,600)	0		43,600	100.00%	▲
Infrastructure Assets - Other	12	(5,587,237)	(3,652,784)	(3,434,191)		218,593	5.98%	
Mobile Plant and Equipment	12	(2,893,500)	(1,795,828)	(296,378)		1,499,450	83.50%	▲
Fixed Plant and Equipment	12	0	0	0		0		
Furniture and Equipment	12	(611,590)	(362,940)	(46,772)		316,168	87.11%	▲
Total Capital Expenditure		(28,326,995)	(17,291,603)	(9,907,418)	35%	7,384,185		
<b>Net Cash from Capital Activities</b>								
		(14,519,085)	(8,808,079)	(5,524,561)		3,283,518		
<b>Financing</b>								
Proceeds from New Debentures		2,490,746	1,660,496	0		(1,660,496)	100.00%	▲
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		93,483	46,577	0		(46,577)	100.00%	
Transfer from Reserves	7	5,246,054	2,994,536	0		(2,994,536)	100.00%	▲
Advances to Community Groups		0	0	0		0		
Repayment of Debentures	10	(936,275)	(492,024)	(426,692)		65,332	13.28%	▲
Repayment of Self Supporting Loan		(75,389)	(37,562)	0		37,562	100.00%	▲
Asset Rehab Liability		(700,158)	(350,079)	(70,299)		279,780	79.92%	▲
Transfer to Reserves	7	(3,149,206)	(1,181,149)	(12,502)		1,168,647	98.94%	▲
Net Cash from Financing Activities		2,969,255	2,640,795	(509,493)		(3,150,288)		
<b>Net Operations, Capital and Financing</b>								
		(4,759,926)	7,463,508	9,510,999		2,047,491		
<b>Opening Funding Surplus(Deficit)</b>								
	3	4,839,466	4,839,466	4,839,466		0		
<b>Closing Funding Surplus(Deficit)</b>								
	3	79,540	12,302,974	14,350,465		2,047,491		

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 28 February 2022**

	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	24,125,882	24,125,882	23,888,802		(237,080)	(0.98%)	
Operating Grants, Subsidies and Contributions		2,883,687	2,198,039	1,564,361		(633,678)	(28.83%)	▼
Fees and Charges		12,233,557	9,286,346	7,850,547		(1,435,799)	(15.46%)	▼
Service Charges		0	0	0		0		
Interest Earnings		377,850	199,212	274,478		75,266	37.78%	▲
Other Revenue		1,199,975	800,952	564,393		(236,559)	(29.53%)	▼
Profit on Disposal of Assets	8	174,377	62,576	22,366		(40,210)	(64.26%)	▼
<b>Total Operating Revenue</b>		<b>40,995,328</b>	<b>36,673,007</b>	<b>34,164,947</b>	<b>60%</b>	<b>(2,508,060)</b>		
<b>Operating Expense</b>								
Employee Costs		(16,364,770)	(10,912,249)	(10,070,418)		841,831	(7.71%)	
Materials and Contracts		(12,578,020)	(8,356,099)	(4,856,826)		3,499,273	(41.88%)	
Utility Charges		(2,144,443)	(1,429,688)	(1,494,178)		(64,490)	4.51%	
Depreciation on Non-Current Assets		(12,629,134)	(8,419,440)	(8,874,926)		(455,486)	5.41%	
Interest Expenses		(122,689)	(70,039)	(61,286)		8,753	(12.50%)	
Insurance Expenses		(746,307)	(746,056)	(720,031)		26,025	(3.49%)	
Other Expenditure		(2,074,818)	(1,465,508)	(1,394,786)		70,722	(4.83%)	
Loss on Disposal of Assets	8	(243,944)	(160,352)	(35,950)		124,402	(77.58%)	
<b>Total Operating Expenditure</b>		<b>(46,904,125)</b>	<b>(31,559,431)</b>	<b>(27,508,401)</b>	<b>59%</b>	<b>4,051,030</b>		
<b>Funding Balance Adjustments</b>								
Add back Depreciation		12,629,134	8,419,440	8,874,926		455,486	5.41%	
Adjust (Profit)/Loss on Asset Disposal	8	69,567	97,776	13,583		(84,193)	(86.11%)	▼
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
<b>Net Cash from Operations</b>		<b>6,789,904</b>	<b>13,630,792</b>	<b>15,545,055</b>		<b>1,914,263</b>		
<b>Capital Revenues</b>								
Grants, Subsidies and Contributions		12,932,910	7,938,704	4,237,111		(3,701,593)	(46.63%)	▼
Proceeds from Disposal of Assets	25	875,000	544,820	145,746	17%	(399,074)	(73.25%)	▼
<b>Total Capital Revenues</b>		<b>13,807,910</b>	<b>8,483,524</b>	<b>4,382,857</b>	<b>33%</b>	<b>(4,100,667)</b>		
<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	(5,648,450)	(3,754,736)	(420,577)		3,334,159	(88.80%)	
Infrastructure Assets - Roads & Footpaths	12	(7,862,379)	(4,984,715)	(5,258,482)		(273,767)	5.49%	
Infrastructure Assets - Recreation Areas	12	(5,595,029)	(2,697,000)	(451,018)		2,245,982	(83.28%)	
Infrastructure Assets - Drainage	17	(128,810)	(43,600)	0		43,600	(100.00%)	
Infrastructure Assets - Other	12	(5,587,237)	(3,652,784)	(3,434,191)		218,593	(5.98%)	
Fixed Plant and Equipment	12	0	0	0		0		
Furniture and Equipment	12	(611,590)	(362,940)	(46,772)		316,168	(87.11%)	
<b>Total Capital Expenditure</b>		<b>(28,326,995)</b>	<b>(17,291,603)</b>	<b>(9,907,418)</b>	<b>35%</b>	<b>7,384,185</b>		
<b>Net Cash from Capital Activities</b>		<b>(14,519,085)</b>	<b>(8,808,079)</b>	<b>(5,524,561)</b>		<b>3,283,518</b>		
<b>Financing</b>								
Proceeds from New Debentures		2,490,746	1,660,496	0		(1,660,496)	(100.00%)	▼
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		93,483	46,577	0		(46,577)	(100.00%)	▼
Transfer from Reserves	7	5,246,054	2,994,536	0		(2,994,536)	(100.00%)	▼
Advances to Community Groups		0	0	0		0		
Repayment of Debentures	10	(936,275)	(492,024)	(426,692)		65,332	(13.28%)	
Repayment of Self Supporting Loan		(75,389)	(37,562)	0		37,562	(100.00%)	
Asset Rehab Liability		(700,158)	(350,079)	(70,299)		279,780	(79.92%)	
Transfer to Reserves	7	(3,149,206)	(1,181,149)	(12,502)		1,168,647	(98.94%)	
<b>Net Cash from Financing Activities</b>		<b>2,969,255</b>	<b>2,640,795</b>	<b>(509,493)</b>		<b>(3,150,288)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(4,759,926)</b>	<b>7,463,508</b>	<b>9,511,001</b>		<b>2,047,493</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>4,839,466</b>	<b>4,839,466</b>	<b>4,839,466</b>		<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>79,540</b>	<b>12,302,974</b>	<b>14,350,467</b>		<b>2,047,493</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.

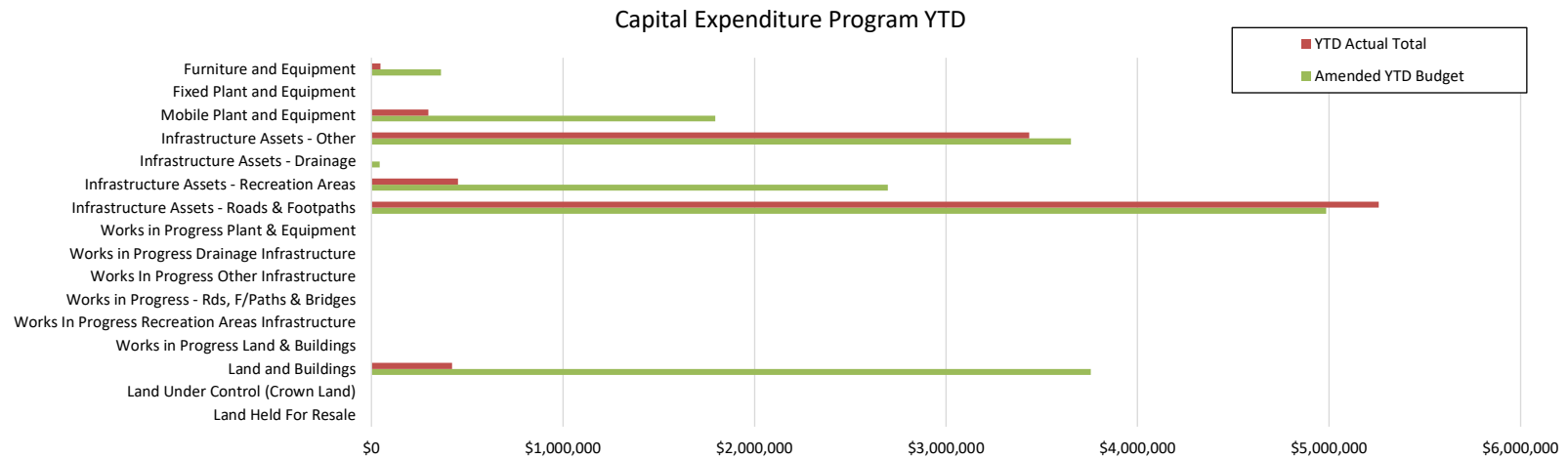
**SHIRE OF BROOME**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 28 February 2022

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	203,205	217,372	420,577	3,754,736	5,648,450	(3,334,159)
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	4,752,918	505,564	5,258,482	4,984,715	7,862,379	273,767
Infrastructure Assets - Recreation Areas	12	410,865	40,153	451,018	2,697,000	5,595,029	(2,245,982)
Infrastructure Assets - Drainage	12	0	0	0	43,600	128,810	(43,600)
Infrastructure Assets - Other	12	3,365,081	69,110	3,434,191	3,652,784	5,587,237	(218,593)
Mobile Plant and Equipment	12	3,966	292,412	296,378	1,795,828	2,893,500	(1,499,450)
Fixed Plant and Equipment	12	0	0	0	0	0	0
Furniture and Equipment	12	46,772	0	46,772	362,940	611,590	(316,168)
Capital Expenditure Totals		8,782,807	1,124,611	9,907,418	17,291,603	28,326,995	(7,384,185)

**Funded By:**

Capital Grants and Contributions	4,237,111	7,938,704	12,932,910	3,701,593
Borrowings	0	1,660,496	2,490,746	(1,660,496)
Other (Disposals & C/Fwd)	145,746	544,820	875,000	(399,074)
Total Own Source Funding - Cash Backed Reserves	0	2,994,536	(5,246,054)	(2,994,536)
Own Source Funding - Operations	5,524,561	4,153,047	17,274,393	1,371,514
Capital Funding Total	9,907,418	17,291,603	28,326,995	(7,384,185)

**SHIRE OF BROOME**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
**For the Period Ended 28 February 2022**



**SHIRE OF BROOME**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 28 February 2022**

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
<b>Operating Revenues</b>	\$	\$	\$
Governance	12,620	174,820	187,440
General Purpose Funding - Rates	24,314,912	207,335	24,522,247
General Purpose Funding - Other	822,334	0	822,334
Law, Order and Public Safety	120,861	0	120,861
Health	194,731	(10,000)	184,731
Education and Welfare	25,000	25,000	50,000
Housing	2,031,236	0	2,031,236
Community Amenities	6,627,788	41,789	6,669,577
Recreation and Culture	1,498,143	99,559	1,597,702
Transport	600,070	520,662	1,120,732
Economic Services	911,027	22,044	933,071
Other Property and Services	2,475,280	280,117	2,755,397
<b>Total Operating Revenue</b>	<b>39,634,002</b>	<b>1,361,326</b>	<b>40,995,328</b>
<b>Operating Expense</b>			
Governance	(2,240,459)	(166,474)	(2,406,933)
General Purpose Funding	(339,348)	0	(339,348)
Law, Order and Public Safety	(1,116,235)	(45,200)	(1,161,435)
Health	(806,634)	0	(806,634)
Education and Welfare	(424,795)	(25,000)	(449,795)
Housing	(2,247,459)	(10,000)	(2,257,459)
Community Amenities	(10,780,752)	(715,474)	(11,496,226)
Recreation and Culture	(13,995,567)	(38,059)	(14,033,626)
Transport	(11,233,425)	(2,800)	(11,236,225)
Economic Services	(2,210,496)	53,998	(2,156,498)
Other Property and Services	(241,123)	(318,823)	(559,946)
<b>Total Operating Expenditure</b>	<b>(45,636,293)</b>	<b>(1,267,832)</b>	<b>(46,904,125)</b>
<b>Funding Balance Adjustments</b>			
Add back Depreciation	12,629,134	0	12,629,134
Adjust (Profit)/Loss on Asset Disposal	65,387	25	65,412
Adjust Provisions and Accruals	0	0	0
<b>Net Cash from Operations</b>	<b>6,692,230</b>	<b>93,519</b>	<b>6,785,749</b>
<b>Capital Revenues</b>			
Grants, Subsidies and Contributions	8,226,226	4,706,684	12,932,910
Proceeds from Disposal of Assets	694,000	181,000	875,000
Proceeds from Sale of Investments	0		0
<b>Total Capital Revenues</b>	<b>8,920,226</b>	<b>4,887,684</b>	<b>13,807,910</b>

**SHIRE OF BROOME**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 28 February 2022**

	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	(4,661,693)	(986,757)	(5,648,450)
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	5	5
Works In Progress Other Infrastructure	0	0	0
Works in Progress Plant & Equipment	0	0	0
Infrastructure Assets - Roads & Footpaths	(6,222,370)	(1,640,009)	(7,862,379)
Infrastructure Assets - Recreation Areas	(4,904,135)	(690,894)	(5,595,029)
Infrastructure Assets - Drainage	(150,560)	21,750	(128,810)
Infrastructure Assets - Other	(3,993,002)	(1,594,235)	(5,587,237)
Mobile Plant and Equipment	(2,188,500)	(705,000)	(2,893,500)
Fixed Plant and Equipment	0	0	0
Furniture and Equipment	(588,125)	(23,465)	(611,590)
<b>Total Capital Expenditure</b>	<b>(22,708,385)</b>	<b>(5,618,605)</b>	<b>(28,326,989)</b>
<b>Net Cash from Capital Activities</b>	<b>(13,788,159)</b>	<b>(730,921)</b>	<b>(14,519,079)</b>
<b>Financing</b>			
Proceeds from New Debentures	2,100,000	390,746	2,490,746
Proceeds from Advances	0	0	0
Self-Supporting Loan Principal	93,483	0	93,483
Transfer from Reserves	3,562,505	1,683,549	5,246,054
Purchase of Investments	0	0	0
Advances to Community Groups	0	0	0
Repayment of Debentures	(936,275)	0	(936,275)
Repayment of Self Supporting Loan	(75,389)	0	(75,389)
Asset Rehab Liability	(700,158)	0	(700,158)
Transfer to Reserves	(2,441,206)	(708,000)	(3,149,206)
<b>Net Cash from Financing Activities</b>	<b>1,602,960</b>	<b>1,366,295</b>	<b>2,969,255</b>
<b>Net Operations, Capital and Financing</b>	<b>(5,492,969)</b>	<b>728,893</b>	<b>(4,764,076)</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>5,492,969</b>	<b>(653,503)</b>	<b>4,839,466</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>75,390</b>	<b>75,390</b>



**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2022**

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	(1,995)	(1.11%)			
General Purpose Funding - Rates	(130,209)	(0.53%)			
General Purpose Funding - Other	(1,035)	(0.17%)			
Law, Order and Public Safety	(13,466)	(16.72%)	▼	Timing	Q2 recoupment not invoiced for DFES, no fees received for Surf Life Saver self supporting loan,
Health	(6,132)	(4.08%)			
Education and Welfare	(2,500)	(9.09%)			
Housing	(1,001,400)	(73.95%)	▼	Permanent	Lower level of staff leasing through Shire.
Community Amenities	(44,367)	(0.82%)			
Recreation and Culture	(38,228)	(3.49%)			
Transport	(461,959)	(55.51%)	▼	Timing	Funds to be received for Wandrra Claim.
Economic Services	(391,662)	(59.61%)	▼	Timing	BVC & Roebuck CP monthly recoup amount - annual reconciliation at year end. Building fees higher due to higher value applications, considered in mid year budget review.
Other Property and Services	(415,109)	(22.36%)	▼	Timing	LGIS insurance contribution not yet received. Income for leased property is under review.
<b>Operating Expense</b>					
Governance	305,088	18.90%	▲	Timing	Accrual for annual audit fee - awaiting invoice. Community sponsorship program to be paid later in the year. Timing of Kimberley Zone expenditure. Other governance consultants below budget, referred to budget review. Air Raid anniversary event expenditure to be incurred in March.
General Purpose Funding	(21,329)	(9.43%)			
Law, Order and Public Safety	(72,542)	(9.30%)			
Health	(2,369)	(0.44%)			
Education and Welfare	104,436	34.16%	▲	Permanent	Community Services positions vacant.
Housing	812,126	53.89%	▲	Permanent	Lower level of staff leasing through Shire.
Community Amenities	1,246,181	16.24%	▲	Permanent /Timing	Recycling/Waste management contractors unavailable to get to site due to COVID interstate lockdowns in July/Aug, RFQ required to engage environmental consultant for contaminated site remediation.
Recreation and Culture	1,194,224	12.70%	▲	Permanent /Timing	Resources for parks & ovals maintenance being allocated to Chinatown streetscaping works.
Transport	1,449,602	19.35%	▲	Permanent /Timing	Resources for urban road maintenance allocated to Town Beach Carpark.
Economic Services	208,865	13.87%	▲	Timing	BVC Annual Subsidy partially paid.
Other Property and Services	(1,173,252)	(226.96%)	▼	Timing	ABC Allocation Journals processed YTD higher than budget as LGIS insurance contribution not yet received. IT Licence fees paid ahead of budget.
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(3,701,593)	46.63%	▲	Timing	20/21 Grant recognition of income as contract liability in current year - Chinatown, Town Beach Jetty & LRCI projects.
Proceeds from Disposal of Assets	(399,074)	73.25%	▼	Timing	Assets disposed of at various time throughout year.
<b>Capital Expenses</b>					
Land Held for Resale	0				
Land Under Control (Crown Land)	0				
Land and Buildings	3,334,159	88.80%	▲	Timing	Surf Club Tender being evaluated. Regional Resource Recovery Park not yet commenced.
Works in Progress Land & Buildings	0				
Works In Progress Recreation Areas Infrastructure	0				
Works in Progress - Rds, F/Paths & Bridges	0				
Works In Progress Other Infrastructure	0				
Works in Progress Drainage Infrastructure	0				
Works in Progress - Plant & Equipment	0				
Infrastructure Assets - Roads & Footpaths	(273,767)	(5.49%)			

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2022**

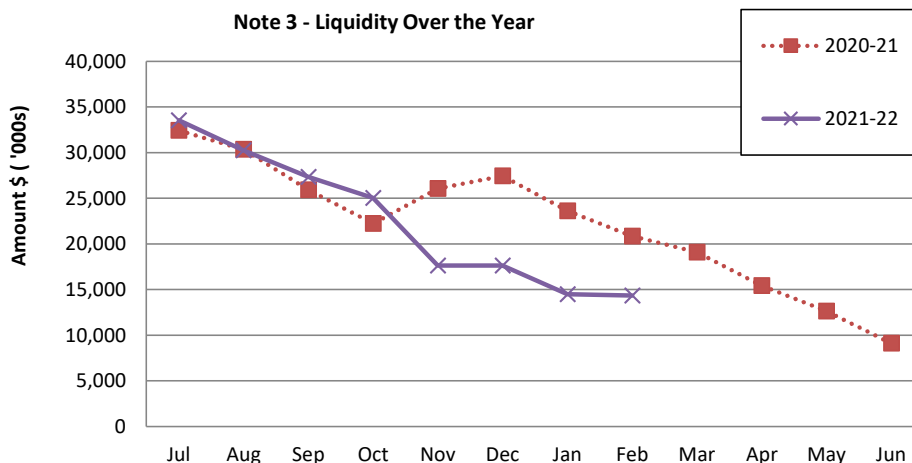
**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Infrastructure Assets - Recreation Areas	2,245,982	83.28%	▲	Timing	Nipper Roe Lighting additional funding approved and contract awarded; works to commence in new year.
Infrastructure Assets - Drainage	43,600	100.00%	▲	Timing	Carryover works on clearing mangroves at end of Short St Drainage, ongoing investigation on methodology to complete works.
Infrastructure Assets - Other	218,593	5.98%			
Mobile Plant and Equipment	1,499,450	83.50%	▲	Timing	P87012 Works Tip Truck & Carryover; P15311 Transportable Sign replacement received.
Fixed Plant and Equipment	0				
Furniture and Equipment	316,168	(8.37%)	▲	Timing	Carryover project Altus Payroll - currently on hold due to staffing constraints with contractor.
<b>Financing</b>					
Proceeds from New Debentures	(1,660,496)	100.00%	▲	Timing	Carryover Loans Chinatown Contingency & Surf Club not yet drawn down.
Proceeds from Advances	0				
Self-Supporting Loan Principal	(46,577)	100.00%	▲	Timing	Golf Club self supporting loan.
Transfer from Reserves	(2,994,536)	100.00%	▲	Timing	Reserve Transfers completed at EOFY.
Advances to Community Groups	0				
Loan Principal	65,332	13.28%	▲	Timing	Timing of Chinatown Stage 2 loan repayment.
Repayment of Self Supporting Loan	37,562	100.00%	▲	Timing	Golf Club self supporting loan.
Transfer to Reserves	1,168,647	98.94%	▲	Timing	Reserve Transfers completed at EOFY.

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2022**

**Note 3: NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)				
	Note	YTD 28 Feb 2022	30 Jun 2021	YTD 28 Feb 2021
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	15,571,299	6,137,536	4,817,610
Cash Restricted	4	30,858,748	30,846,264	31,977,407
Receivables - Rates	6	2,395,514	839,535	3,430,919
Receivables - Rates Other		1,150	(72,471)	125,747
Receivables - Debtors	6	281,743	2,089,103	486,374
Receivables - Other		(86,922)	665,842	113,286
Sundry Provisions & Accruals		99,482	325,530	96,557
Inventories		26,627	65,150	63,244
		49,147,641	40,896,489	41,111,144
<b>Less: Current Liabilities</b>				
Payables		(4,629,922)	(12,414,578)	(5,553,527)
Provisions		(988,632)	(1,564,678)	(1,323,052)
		(5,618,554)	(13,979,256)	(6,876,579)
Less: Cash Reserves	7	(30,858,765)	(30,846,264)	(31,977,407)
Rounding and Timing Adjustment		1,680,144		
<b>Net Current Funding Position</b>		<b>14,350,465</b>	<b>(3,929,031)</b>	<b>2,257,157</b>

**Comments - Net Current Funding Position**

The budget was adopted at the OMC 25 June 2020. It was presented to Council with a predicted carried forward surplus of \$2,226,546.

The Rounding and Timing Adjustment is calculated by subtracting the sum of current assets less current liabilities and cash reserves from the YTD funding surplus (see page 7).

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2022**

**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%	7,688,919			7,688,919	CommBank	At Call
Business Online Saver	0.40%	33,902			33,902	CommBank	At Call
BRAC Bank Account	0.10%	51,850			51,850	CommBank	At Call
BPAY Bank Account	0.00%	51,850			51,850	CommBank	At Call
Reserve Bank Account	0.40%		285,400		285,400	CommBank	At Call
Trust Bank Account	0.00%			200,481	200,481	CommBank	At Call
ESCROW - Trust	0.00%		3,373,348		3,373,348	Perpetual	At Call
Cash On Hand	Nil	4,200			4,200	N/A	On Hand
<b>(b) Term Deposits</b>							
Term Deposit	0.40%	2,000,000	0		2,000,000	CommBank	26-May-22
Term Deposit	0.40%	0	27,200,000		27,200,000	Bankwest	14-Mar-22
Term Deposit	0.38%	3,000,000			3,000,000	Bankwest	16-Mar-22
Term Deposit	0.43%	3,000,000			3,000,000	Bankwest	20-Apr-22
Term Deposit	0.00%				0		
<b>Total</b>		<b>15,830,720</b>	<b>30,858,748*</b>	<b>200,481†</b>	<b>46,889,948</b>		
<b>Adjustments</b>							
Payment Timing Adjustments**		259,421					
<b>Total</b>		<b>15,571,299</b>	<b>30,858,747.60</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 28 February 2022

**Note 5: BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		<b>Budget Adoption</b>		Opening Surplus	\$	\$	\$	\$ 0
		<b>Permanent Changes</b>						
		Opening surplus adjustment				0		0
		Budgeted EOY Surplus/(Deficit)					0	0
								0
								0
								0
		<b>General Purpose Funding</b>						0
0030105		Rates Broome - Op Inc - Rates	OMC 18/11/21 - FACR1	Operating Income		133,335		133,335
0030146		Interest - Rates Instalments - Op Inc - Rates	OMC 18/11/21 - FACR1	Operating Income		50,000		183,335
32480		Rates Enquiry Fees - Op Inc - Rates	OMC 24/02/22 - FACR 2	Operating Income		24,000		207,335
								207,335
		<b>Governance</b>						207,335
22129		Kimberley Zone - Zone & RCG Meeting Expenses - Op Exp	OMC 29/7/21 KRG	Operating Expenditure			(10,000)	197,335
22134		Kimberley Zone - Annual Financial Audit - Op Exp	OMC 29/7/21 KRG	Operating Expenditure			(5,000)	192,335
22136		Kimberley Zone - IT Support - Op Exp	OMC 29/7/21 KRG	Operating Expenditure			(1,500)	190,835
22137		Kimberley Zone - Sundry Expenses - Op Exp	OMC 29/7/21 KRG	Operating Expenditure			(1,000)	189,835
22143		Kimberley Zone - Savannah Way Membership - Op Exp	OMC 29/7/21 KRG	Operating Expenditure			(5,000)	184,835
22181		Kimberley Zone - Executive Consultancy - Op Exp	OMC 29/7/21 KRG	Operating Expenditure			(147,320)	37,515
23013		Kimberley Zone - Reimbursement Zone & RCG Meetings Expenses - Op Inc	OMC 29/7/21 KRG	Operating Income		3,000		40,515
23021		Kimberley Zone - Members Contribution Secretariat Costs - Op Inc	OMC 29/7/21 KRG	Operating Income		164,320		204,835
23536		Kimberley Zone - Interest on Reserve - Op Inc	OMC 29/7/21 KRG	Operating Income		2,500		207,335
22183		Kimberley Zone - Consultancy - Op Exp	KRG 2/9/21	Operating Expenditure			(40,000)	167,335
23598		Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone	KRG 2/9/21	Capital Income		40,000		207,335
24040		Election Expenses Op Exp - Members	OMC 18/11/21	Operating Expenditure			0	207,335
0023450		Consultants - Op Exp - Other Governance	OMC 16/12/21 - Carryovers	Operating Expenditure			(28,674)	178,661
23450		Consultants - Op Exp - Other Governance	OMC 24/02/22 - FACR 2	Operating Expenditure		50,000		228,661
23015		Executive Travel & Accom - Op Exp - Other Governance	OMC 24/02/22 - FACR 2	Operating Expenditure		10,000		238,661
23050		Grant Op - Youth Coordinating Committee Op Inc - Other Governance	OMC 24/02/22 - FACR 2	Operating Income			(5,000)	233,661
23053		Community Grant Op Inc - Other Governance	OMC 24/02/22 - FACR 2	Operating Income		10,000		243,661
23017		Special Event/Milestone Celebration - Op Exp - Other Governance	OMC 24/02/22 - FACR 2	Operating Expenditure			(10,000)	233,661
22124		Contribution to Kimberley Zone Secretariat	OMC 24/02/22 - FACR 2	Operating Expenditure		13,920		247,581
24060		Broome Shire Council Allowances Members Op Exp - Members	OMC 24/02/22 - FACR 2	Operating Expenditure		11,600		259,181
22200		Audit Fees Op Exp - Other Governance	OMC 24/02/22 - FACR 2	Operating Expenditure			(84,000)	175,181
22110		Refreshments & Receptions - Op Exp - Other Governance	OMC 24/02/22 - FACR 2	Operating Expenditure		5,000		180,181
24010		Conferences Travel & Accom Op Exp - Members	OMC 24/02/22 - FACR 2	Operating Expenditure		20,000		200,181
24040		Election Expenses Op Exp - Members	OMC 24/02/22 - FACR 2	Operating Expenditure		9,000		209,181
22174		Sundry In Kind Donations Op Exp - Other Governance	OMC 24/02/22 - FACR 2	Operating Expenditure		46,500		255,681
								255,681
		<b>Law, Order and Public Safety</b>						255,681
0053010	53010	Ranger Salaries - Gen & Beach - R & B Op	OMC 18/11/21 - FACR1	Operating Expenditure		14,400		270,081

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 28 February 2022

**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
0051010		Salaries - Op Exp - Fire Prevention	OMC 18/11/21 - FACR1	Operating Expenditure		38,400		308,481
0052010		Salaries - Op Exp - Animal Control	OMC 18/11/21 - FACR1	Operating Expenditure		27,000		335,481
0053015		Relief Staff Exp - Op Exp - Ranger Operations	OMC 18/11/21 - FACR1	Operating Expenditure			(105,000)	230,481
0146404		SS Loan Interest & Fees Rec'd -Life Saving Club Loan 200	OMC 18/11/21 - FACR1	Operating Income			(2,058)	228,423
0146404		SS Loan Interest & Fees Rec'd -Life Saving Club Loan 200	OMC 18/11/21 - FACR1	Operating Income		2,058		230,481
53239		Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	OMC 16/12/21 - Carryovers	Capital Expenditure			0	230,481
53239		Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	SMC 21/12/21	Capital Expenditure			(767,200)	(536,719)
53015		Relief Staff Exp - Op Exp - Ranger Operations	OMC 24/02/22 - FACR 2	Operating Expenditure		60,000		(476,719)
51010		Salaries - Op Exp - Fire Prevention	OMC 24/02/22 - FACR 2	Operating Expenditure			(15,000)	(491,719)
52010		Salaries - Op Exp - Animal Control	OMC 24/02/22 - FACR 2	Operating Expenditure			(20,000)	(511,719)
53010		Salary - Op Exp - Ranger & Beach Operations	OMC 24/02/22 - FACR 2	Operating Expenditure			(25,000)	(536,719)
507218		Consultants - Op Exp - Ranger Operations	OMC 24/02/22 - FACR 2	Operating Expenditure			(20,000)	(556,719)
146505		Non Operating Grant- Radar Speed Display Signs- Cap Inc	OMC 24/02/22 - FACR 2	Capital Income			(5,000)	(561,719)
								(561,719)
		<b>Health</b>						(561,719)
74413		Commercial Pool Inspection Fees - Op Inc - Preventive - Inspection/Admin	OMC 24/02/22 - FACR 2	Operating Income			(10,000)	(571,719)
								(571,719)
		<b>Education and Welfare</b>						(571,719)
82617		Community Development Strategy - Op Exp - Community Services	OMC 26/8/21	Operating Expenditure			(25,000)	(596,719)
82670		Grant Income - Comm Services	OMC 16/12/21 - Carryovers	Operating Income		25,000		(571,719)
								(571,719)
		<b>Housing</b>						(571,719)
96101		Staff Housing - Reactive Maint - Op Exp	OMC 24/02/22 - FACR 2	Operating Expenditure			(10,000)	(581,719)
								(581,719)
		<b>Community Amenities</b>						(581,719)
101995		Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC 28/10/21	Capital Income		330,000		(251,719)
101896		Building New Const - Cap Exp - Regional Resource Recovery Park	OMC 28/10/21	Capital Expenditure			(330,000)	(581,719)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 28 February 2022

**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
0105546	105550	Project - Broome Townsite Coastal Hazard Risk Mgt & Adaptation Plan Consult -Op	OMC 18/11/21 - FACR1	Operating Expenditure			(50,000)	(631,719)
0107030	107030	Broome Cemetery - P&G Maint	OMC 18/11/21 - FACR1	Operating Expenditure		6,000		(625,719)
0107030	107030	Broome Cemetery - P&G Maint	OMC 18/11/21 - FACR1	Operating Expenditure		10,000		(615,719)
0108001		New Refuse Site Exp - Op Exp - Regional Resource Recovery Park	OMC 18/11/21 - FACR1	Operating Expenditure			(150,500)	(766,219)
0101995		Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC 18/11/21 - FACR1	Capital Income		150,500		(615,719)
0107035		General CCTV & Wireless Network Maint - Op Exp - Other Comm Amen	OMC 18/11/21 - FACR1	Operating Expenditure		3,500		(612,219)
0104482		Headworks Contribution - Non Op Inc - Urban Stormwater Drainage	OMC 18/11/21 - FACR1	Capital Income		37,333		(574,886)
0105400		Development Grants Rec'd - Op Inc - Protection of Environment	OMC 18/11/21 - FACR1	Operating Income		25,000		(549,886)
0104270	104299	Short St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			(14,830)	(564,716)
0107550	107550	Japanese Cemetery New Infra by P & G - Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			(2,718)	(567,434)
0107568		Transfer From POS Reserve - Other Comm Amenities	OMC 16/12/21 - Carryovers	Capital Income			(8,010)	(575,444)
0106030	106055	Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC 16/12/21 - Carryovers	Operating Expenditure			(5,000)	(580,444)
0101050		Contaminated Site Remediation	OMC 16/12/21 - Carryovers	Operating Expenditure			(569,474)	(1,149,918)
1052510		Transfer From Refuse Site Reserve - Sanitation Other	OMC 16/12/21 - Carryovers	Capital Income		569,474		(580,444)
0107060	107061	Broome Roadwise - Road Safety Project	OMC 16/12/21 - Carryovers	Operating Expenditure			(5,000)	(585,444)
0106194		Proceeds From Sale Of Assets - Development Services	OMC 16/12/21 - Carryovers	Capital Income		13,000		(572,444)
106159		Profit on Asset Sale - Dev Serv	OMC 16/12/21 - Carryovers	Operating Income	1,789			(572,444)
0104800	104920	Broome Townsite Drains Renewal - Cap Infra Exp - Urb Stwater	OMC 16/12/21 - Carryovers	Capital Expenditure			(50,000)	(622,444)
107035		General CCTV & Wireless Network Maint - Op Exp - Other Comm Amen	OMC 24/02/22 - FACR 2	Operating Expenditure		10,000		(612,444)
106410		Planning Fees (GST Free) - Op Inc - Town Planning/Regional Devel	OMC 24/02/22 - FACR 2	Operating Income		20,000		(592,444)
106421		Rezoning and Structure Plan Fees (Excl GST) - Op Inc - Town Planning	OMC 24/02/22 - FACR 2	Operating Income			(5,000)	(597,444)
101022		Kerbside Recycling Collection -Op Exp - San Gen Refuse	OMC 24/02/22 - FACR 2	Operating Expenditure		35,000		(562,444)
101550	101552	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	OMC 24/02/22 - FACR 2	Capital Expenditure			(35,000)	(597,444)
104800	104920	Broome Townsite Drains Renewal - Cap Infra Exp - Urb Stwater	OMC 24/02/22 - FACR 2	Capital Expenditure			(13,420)	(610,864)
107552	107561	Broome Cemetery Renewal by P & G - Cap Exp	OMC 24/02/22 - FACR 2	Capital Expenditure		6,630		(604,234)
								(604,234)
		<b>Recreation and Culture</b>						
113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 30/9/21	Capital Income		68,988		(535,246)
1181425	1181426	Cable Beach Foreshore Upgrade	OMC 30/9/21	Capital Expenditure			(68,988)	(604,234)
1181425	1181426	Cable Beach Foreshore Upgrade	OMC 30/9/21	Capital Expenditure			(18,000)	(622,234)
117315	117316	BRAC Building Renewal - Cap Exp - BRAC Dry	SMC 28/10/21	Capital Expenditure		159,848		(462,386)
117450	117452	BRAC Oval Upgrade of Infra - Cap Exp	SMC 28/10/21	Capital Expenditure			(159,848)	(622,234)
113489		Transfer From POS Reserve - Other Rec & S	SMC 28/10/21	Capital Income		352,176		(270,058)
117450	117452	BRAC Oval Upgrade of Infra - Cap Exp	SMC 28/10/21	Capital Expenditure			(352,176)	(622,234)
0113704	113705	Consultants - Sport & Recreation - Op Exp	OMC 18/11/21 - FACR1	Operating Expenditure			(10,000)	(632,234)
0116282		Triple J Maintenance & Operating Exp - Other Culture	OMC 18/11/21 - FACR1	Operating Expenditure			(3,500)	(635,734)
0055382		Broome Golf Club SS Loan Interest & Fees Inc Rec'd - Op Inc - Other Recreation &	OMC 18/11/21 - FACR1	Operating Income			(8,576)	(644,310)
0055382		Broome Golf Club SS Loan Interest & Fees Inc Rec'd - Op Inc - Other Recreation &	OMC 18/11/21 - FACR1	Operating Income		8,576		(635,734)
0113702		Club Development Officer Programs Exp - Rec Services	OMC 18/11/21 - FACR1	Operating Expenditure			(17,000)	(652,734)
0117148		Group Fitness Program - Op Exp - BRAC - Aquatic	OMC 18/11/21 - FACR1	Operating Expenditure			(10,000)	(662,734)
0117171		Salary - Op Exp - Holiday Prog Exps - BRAC Dry	OMC 18/11/21 - FACR1	Operating Expenditure		10,000		(652,734)
0117252		Floorball BRAC Program - Op Inc - BRAC Dry	OMC 18/11/21 - FACR1	Operating Income		15,000		(637,734)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 28 February 2022

**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
0117260		Creche User Fees Inc. Rec'd	OMC 18/11/21 - FACR1	Operating Income		5,000		(632,734)
0117266		Multipurpose Room Hire Inc - BRAC	OMC 18/11/21 - FACR1	Operating Income		10,000		(622,734)
0116130		Mobile Plant & Equip New - Cap Exp - Bme Civic Centre	OMC 18/11/21 - FACR1	Capital Expenditure			(8,000)	(630,734)
0115292		Books & Binding - Op Exp	OMC 18/11/21 - FACR1	Operating Expenditure			(6,000)	(636,734)
1140211		General Operating Exp - Swim Areas & Beach Life Guard	OMC 18/11/21 - FACR1	Operating Expenditure			(6,000)	(642,734)
1181425	1181426	Cable Beach Foreshore Upgrade	OMC 18/11/21 - FACR1	Capital Expenditure			(40,000)	(682,734)
0116125	116128	Lord McAlpine Bust New Construction	OMC 16/12/21 - Carryovers	Capital Expenditure			0	(682,734)
0113406		Council Loans Received - Other Rec & Sport	OMC 16/12/21 - Carryovers	Capital Income			0	(682,734)
0112485		Grant Non Op - State Swim Areas & Beaches	OMC 16/12/21 - Carryovers	Capital Income			0	(682,734)
0112485		Grant Non Op - State Swim Areas & Beaches	OMC 16/12/21 - Carryovers	Capital Income			0	(682,734)
1181407		Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure		6,470		(676,264)
0113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 16/12/21 - Carryovers	Capital Income		230,819		(445,445)
0113403		Grants - Non Op - Cap Inc - Other Rec & Sport	OMC 16/12/21 - Carryovers	Capital Income		180,856		(264,589)
1181409		Town Beach Development - Jetty Project - Other Infra New - Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			(252,755)	(517,344)
0113371		Royalties For Regions Loc Govt Non Op Grant - Op Inc - Other Recreation & Sport	OMC 16/12/21 - Carryovers	Capital Income			(0)	(517,344)
0113371		Royalties For Regions Loc Govt Non Op Grant - Op Inc - Other Recreation & Sport	OMC 16/12/21 - Carryovers	Capital Income		1,453,852		936,508
0113551	113763	Male Oval Renewal Infra - Cap Exp - Parks & Ovals	OMC 16/12/21 - Carryovers	Capital Expenditure			0	936,508
0113550	113570	Dakas Street Reserve New Infra Const Cap Exp-P&O	OMC 16/12/21 - Carryovers	Capital Expenditure			0	936,508
0113551	113788	Cygnat Park Infrastructure Renewal - Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			0	936,508
0113989		Transfer From POS Reserve - Parks & Ovals	OMC 16/12/21 - Carryovers	Capital Income			0	936,508
0117315	117316	BRAC Building Renewal - Cap Exp - BRAC Dry	OMC 16/12/21 - Carryovers	Capital Expenditure			(0)	936,508
0117450	117452	BRAC Oval Upgrade of Infra - Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure		69,141		1,005,649
0113316		Grants - non Operating Income for Parks & Oval Const - Cap Inc - Parks & Ovals	OMC 16/12/21 - Carryovers	Capital Income		51,975		1,057,624
0113316		Grants - non Operating Income for Parks & Oval Const - Cap Inc - Parks & Ovals	OMC 16/12/21 - Carryovers	Capital Income		394,600		1,452,224
1181420	YBRA001	Youth Bike Recreation Area - New Construction - Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			(85,221)	1,367,003
0115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	OMC 16/12/21 - Carryovers	Operating Expenditure		4,441		1,371,444
0115480		Grant Program Income - Op Inc - Library (Expense in 115280)	OMC 16/12/21 - Carryovers	Operating Income			(5,500)	1,365,944
0115480		Grant Program Income - Op Inc - Library (Expense in 115280)	OMC 16/12/21 - Carryovers	Operating Income		1,059		1,367,003
0113419		Roadwise Contribution - Op Inc - Parks & Ovals	OMC 16/12/21 - Carryovers	Operating Income		5,000		1,372,003
0113603		Reticulation Control System New Exp - Cap Exp Parks & Ovals	OMC 16/12/21 - Carryovers	Capital Expenditure			(23,533)	1,348,470
0117455	117456	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	OMC 16/12/21 - Carryovers	Capital Expenditure			(100,647)	1,247,822
0115461		Library Building Renewal (Inc Plant & Furn) - Cap Exp - Libraries	OMC 16/12/21 - Carryovers	Capital Expenditure			(5,291)	1,242,531
116085		Arts, Culture and Heritage Strategy - Op Exp - Other Culture	OMC 24/02/22 - FACR 2	Operating Expenditure			(50,000)	1,192,531
1181425	1181426	Cable Beach Foreshore Upgrade	OMC 24/02/22 - FACR 2	Capital Expenditure			(115,892)	1,076,639
113128		Building Better Regions Grant for Cable Beach - Non Op Grant - Other Recreation &	OMC 24/02/22 - FACR 2	Capital Income		708,000		1,784,639
111989		Transfer to POS Reserve - Cap Exp - Parks & Ovals	OMC 24/02/22 - FACR 2	Capital Expenditure			(708,000)	1,076,639
117081	117082	General Building & Facility Maint - BRAC Dry - Op Exp	OMC 24/02/22 - FACR 2	Operating Expenditure			(10,000)	1,066,639
117142		Holiday Program Op Exp - BRAC - Dry	OMC 24/02/22 - FACR 2	Operating Expenditure			(5,000)	1,061,639
117272		Holiday Program Enrolment Fees Rec'd	OMC 24/02/22 - FACR 2	Operating Income		10,000		1,071,639
117235		Cost of Goods Sold Goods Kiosk - Op Exp - BRAC - General MUN	OMC 24/02/22 - FACR 2	Operating Expenditure			(10,000)	1,061,639
117336		Cost Of Goods Sold Direct (Consumables) Op Exp - BRAC General	OMC 24/02/22 - FACR 2	Operating Expenditure			(5,000)	1,056,639
117234		Kiosk Sales - Op Inc - BRAC - General	OMC 24/02/22 - FACR 2	Operating Income		16,000		1,072,639



SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 28 February 2022

**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
117236		Consumables Sales	OMC 24/02/22 - FACR 2	Operating Income		8,000		1,080,639
1140211		General Operating Exp - Swim Areas & Beach Life Guard	OMC 24/02/22 - FACR 2	Operating Expenditure		100,000		1,180,639
116470	116471	Broome Civic Centre Building General Maint Exps - Op Exp Bme Civic Centre	OMC 24/02/22 - FACR 2	Operating Expenditure			(10,000)	1,170,639
116489		Operational Expenses - Broome Civic Centre - Production/Events	OMC 24/02/22 - FACR 2	Operating Expenditure			(20,000)	1,150,639
116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC 24/02/22 - FACR 2	Operating Income		10,000		1,160,639
116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC 24/02/22 - FACR 2	Operating Income		25,000		1,185,639
112485		Grant Non Op - State Swim Areas & Beaches	OMC 24/02/22 - FACR 2	Capital Income		350,000		1,535,639
113406		Council Loans Received - Other Rec & Sport	OMC 24/02/22 - FACR 2	Capital Income		390,746		1,926,385
113000	113543	Town Beach Water Park - P&G Maint	OMC 24/02/22 - FACR 2	Operating Expenditure		20,000		1,946,385
113550	113570	Dakas Street Reserve New Infra Const Cap Exp-P&O	OMC 24/02/22 - FACR 2	Capital Expenditure		87,800		2,034,185
113989		Transfer From POS Reserve - Parks & Ovals	OMC 24/02/22 - FACR 2	Capital Income			(87,800)	1,946,385
113551	113788	Cygnat Park Infrastructure Renewal - Cap Exp	OMC 24/02/22 - FACR 2	Capital Expenditure		110,000		2,056,385
113001	113004	Haynes Oval Pavilion - Operating Expense - Op Exp	OMC 24/02/22 - FACR 2	Operating Expenditure			(5,000)	2,051,385
117218	117219	Medland Pavilion - Operating Expense - Op Exp	OMC 24/02/22 - FACR 2	Operating Expenditure			(5,000)	2,046,385
								2,046,385
		<b>Transport</b>						2,046,385
0122000	121011	Sector 1 Chinatown - Works Maint	OMC 18/11/21 - FACR1	Operating Expenditure			(23,000)	2,023,385
124010	124010	Parking Control - Salaries	OMC 18/11/21 - FACR1	Operating Expenditure		25,200		2,048,585
0124600	124612	Town Beach - Carpark and Robinson / Hopton intersection	OMC 18/11/21 - FACR1	Capital Expenditure			(128,056)	1,920,529
0125000	125045	State Blackspot - Frederick Street off-street carpark Cap (Broome SHS) Exp	OMC 18/11/21 - FACR1	Capital Expenditure			(260,238)	1,660,291
0125000	125046	State Blackspot - Port Drive Stage 2 -Off Street Carpark (Saint Mary's )Cap Exp	OMC 18/11/21 - FACR1	Capital Expenditure		299,198		1,959,489
0120305		WALGGC Road Grants Untied Op Grant Rec'd	OMC 18/11/21 - FACR1	Operating Income			(227,806)	1,731,683
0121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd	OMC 18/11/21 - FACR1	Operating Income		38,468		1,770,151
0121785		Regional Bikeways Grant- Non Op Inc - Footpaths	OMC 18/11/21 - FACR1	Capital Income		236,105		2,006,256
0121767		Grant Non Op - Footpath Construction - Cap Inc	OMC 18/11/21 - FACR1	Capital Income			(236,105)	1,770,151
1254421		Access & Inclusion Improvements New Infra - Cap Exp	OMC 18/11/21 - FACR1	Capital Expenditure		12,000		1,782,151
0121771		Black Spot State Non Op Grant	OMC 18/11/21 - FACR1	Capital Income		260,238		2,042,389
0121776		Rds To Recovery Non Op Grant for Urban Rds - Non Op Inc	OMC 18/11/21 - FACR1	Capital Income		150,000		2,192,389
0121100	RU226	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	OMC 18/11/21 - FACR1	Capital Expenditure			(216,198)	1,976,191
0121100	RU226	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure		390,042		2,366,234
0125252		Contribution Non Op - St Marys Carparking	OMC 16/12/21 - Carryovers	Capital Income			(400,000)	1,966,234
0121101	RRU	Urban Reseals Renewal Program - Various (Sealing Contractor) - Cap Ex - Renewal	OMC 16/12/21 - Carryovers	Capital Expenditure			(40,430)	1,925,803
0121771		Black Spot State Non Op Grant	OMC 16/12/21 - Carryovers	Capital Income			(50,393)	1,875,410
0125251		Carparks LRCI Grant & Other LRCI Grants - Cap Inc	OMC 16/12/21 - Carryovers	Capital Income		61,294		1,936,704
0125251		Carparks LRCI Grant & Other LRCI Grants - Cap Inc	OMC 16/12/21 - Carryovers	Capital Income		813,688		2,750,392
0124600	124612	Town Beach - Carpark and Robinson / Hopton intersection	OMC 16/12/21 - Carryovers	Capital Expenditure			(202,151)	2,548,240
0120306		Dep't Premier & Cabint Natural Disaster Grant - Cape Leveque Rd	OMC 16/12/21 - Carryovers	Operating Income		700,000		3,248,240
0125140	125277	Broome North Footpath New Const - Capex	OMC 16/12/21 - Carryovers	Capital Expenditure			(41,853)	3,206,387
0125960		Transfer From Footpath Reserve - Footpath Construction	OMC 16/12/21 - Carryovers	Capital Income		53,784		3,260,171
0125140	125290	Old Broome Estate Subdivision - Whole Estate - Various Paths	OMC 16/12/21 - Carryovers	Capital Expenditure			(11,931)	3,248,240
0125215	125033	Broome Streets General Purpose Street Lighting Upgrades-CapE	OMC 16/12/21 - Carryovers	Capital Expenditure			(11,883)	3,236,358
0125225	125232	Street Lighting at Various Locations - Renewal	OMC 16/12/21 - Carryovers	Capital Expenditure			(48,020)	3,188,338

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 28 February 2022

**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
1254421		Access & Inclusion Improvements New Infra - Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			(30,000)	3,158,338
124910		Parking Fines - Op Inc - Parking Facilities	OMC 24/02/22 - FACR 2	Operating Income		10,000		3,168,338
121501	121587	Lawrence Road Upgrade	OMC 24/02/22 - FACR 2	Capital Expenditure			(10,344)	3,157,994
121501	121586	Williams Road - Upgrade	OMC 24/02/22 - FACR 2	Capital Expenditure		10,344		3,168,338
121501	121587	Lawrence Road Upgrade	OMC 24/02/22 - FACR 2	Capital Expenditure			(150,000)	3,018,338
121501	121586	Williams Road - Upgrade	OMC 24/02/22 - FACR 2	Capital Expenditure		150,000		3,168,338
121550		Statutory Contrib for Crossovers - Op Exp - Crossovers & General	OMC 24/02/22 - FACR 2	Operating Expenditure			(5,000)	3,163,338
121510	121510	Chinatown Landscaping Upgrade of Infra by P & G - Cap	OMC 24/02/22 - FACR 2	Capital Expenditure			(9,403)	3,153,935
		<b>Economic Services</b>						3,153,935
1367405	1367419	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	OMC 29/7/21 Streeters	Capital Expenditure			(100,000)	3,053,935
104270	104299	Short St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	OMC 29/7/21 Streeters	Capital Expenditure		100,000		3,153,935
1367405	1367419	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	OMC 29/7/21 Streeters	Capital Expenditure			(310,000)	2,843,935
1367404	1367417	Carnarvon Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	OMC 29/7/21 Streeters	Capital Expenditure		0		2,843,935
1367405	1367419	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	OMC 29/7/21 Streeters	Capital Expenditure			(196,823)	2,647,112
1181409		Town Beach Development - Jetty Project - Other Infra New - Cap Exp	OMC 29/7/21 Streeters	Capital Expenditure		196,823		2,843,935
0132050	132052	Broome Visitor Centre - Reactive Maint - Op Exp	OMC 18/11/21 - FACR1	Operating Expenditure			(9,500)	2,834,435
0132310	132313	Roebuck Bay CP - Reactive Maint - Op Exp	OMC 18/11/21 - FACR1	Operating Expenditure			(11,500)	2,822,935
1367301		Grants & Contributions Received (Chinatown Revitalisation Stage 2) - Op Inc -	OMC 18/11/21 - FACR1	Operating Income		2,044		2,824,979
1367405	1367419	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure		31,048		2,856,026
1367404	1367414	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure		95,051		2,951,077
1367502		Loans Received China Town Revitalisation - Cap Inc - Economic Services Special	OMC 16/12/21 - Carryovers	Capital Income			0	2,951,077
1367453		Chinatown Revitalisation Stage 2 Loan 198 Principal Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			0	2,951,077
1367454		Chinatown Revitalisation Stage 2 Loan 198 Interest & Fee Exp - Op Exp	OMC 16/12/21 - Carryovers	Operating Expenditure			0	2,951,077
1367454		Chinatown Revitalisation Stage 2 Loan 198 Interest & Fee Exp - Op Exp	OMC 16/12/21 - Carryovers	Operating Expenditure			0	2,951,077
1367405	1367418	Smart Cities Enabling Items - Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			0	2,951,077
1367404	1367416	Napier Terrace Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			(887,944)	2,063,133
1367404	1367417	Carnarvon Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			(286,000)	1,777,133
1367404	1367433	Carnarvon Street South Streetscape Enhancements	OMC 16/12/21 - Carryovers	Capital Expenditure			(322,096)	1,455,038
1367405	1367420	Chinatown Transit Hub and Pocket Park (Chinatown Stage 2) Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			(307,000)	1,148,038
1367405	1367412	Public Art (funded from Reserve) - Other Infra New - Cap Ex	OMC 16/12/21 - Carryovers	Capital Expenditure			(378,537)	769,501
1367221		Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic	OMC 16/12/21 - Carryovers	Capital Expenditure			0	769,501
1367405	1367421	Visitor Centre Amenities (Chinatown Stage 2) Cap Exp	OMC 16/12/21 - Carryovers	Capital Expenditure			(186,000)	583,501
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	OMC 16/12/21 - Carryovers	Capital Income		150,000		733,501
1367504		Grants & Contr. Received Non Op - Cap Inc - Economic Services Special Projects	OMC 16/12/21 - Carryovers	Capital Income		250,435		983,936
0136723		Chinatown Place Activation Initiatives - Op Exp - Economic Services Special Projects	OMC 16/12/21 - Carryovers	Operating Expenditure			(24,000)	959,936
136723	CT00	Chinatown Activation - Budget Only	OMC 24/02/22 - FACR 2	Operating Expenditure		24,000		983,936
132020		Australia's North West Tourism Contribution - Op Exp - Tourism	OMC 24/02/22 - FACR 2	Operating Expenditure		75,000		1,058,936
133410		Stat Fees & Lic - Building Permits	OMC 24/02/22 - FACR 2	Operating Income		20,000		1,078,936

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 28 February 2022

**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>Other Property and Services</b>						1,078,936
0142000	142058	Haas St Office - Planned Maint & Minor Works - Op Exp	OMC 18/11/21 - FACR1	Operating Expenditure			(20,000)	1,058,936
0147270	147270	KRO - Operating Expense - Op Exp	OMC 18/11/21 - FACR1	Operating Expenditure			(44,500)	1,014,436
0142015		All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads	OMC 18/11/21 - FACR1	Operating Expenditure			(20,000)	994,436
0142395		All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads	OMC 18/11/21 - FACR1	Operating Income		20,000		1,014,436
0142048		HRM Consultancy - Op Exp	OMC 18/11/21 - FACR1	Operating Expenditure			(30,000)	984,436
0142231		Consultants Corp Serv - Op Exp - Corp Gov Support	OMC 18/11/21 - FACR1	Operating Expenditure			(20,000)	964,436
0146105		Salary - Op Exp - IT	OMC 18/11/21 - FACR1	Operating Expenditure		30,000		994,436
0146111		IT Contract Consultants - Exp	OMC 18/11/21 - FACR1	Operating Expenditure			(30,000)	964,436
0142004		Salary - Op Exp - Finance	OMC 18/11/21 - FACR1	Operating Expenditure		20,000		984,436
0142193		Relief Staff - Op Exp - Finance - Corp. Gov. & Support	OMC 18/11/21 - FACR1	Operating Expenditure			(20,000)	964,436
142392		Reimbursement Insurance No GST - Op Inc - Corp Gov & Supp	OMC 18/11/21 - FACR1	Operating Income		23,000		987,436
147355		Transfer From Building Reserve Leased Offices Un Clas	OMC 18/11/21 - FACR1	Capital Income		9,500		996,936
0146408		Zanders - Rent & Recoup Income - Op Inc	OMC 18/11/21 - FACR1	Operating Income		135,000		1,131,936
0147463		Far North Community Services Tenancy 5,6,7 - KRO2 - Rent & Recoup Income - Op	OMC 18/11/21 - FACR1	Operating Income			(114,605)	1,017,331
0147463		Far North Community Services Tenancy 5,6,7 - KRO2 - Rent & Recoup Income - Op	OMC 18/11/21 - FACR1	Operating Income			(175,375)	841,956
0147483		Dept of Housing Tenancy 11& 10B - KRO1 - Rent & Recoup Income - Op Inc	OMC 18/11/21 - FACR1	Operating Income		96,106		938,062
0112483		Town Beach Cafe - Rent & Recoup Income - Op Inc	OMC 18/11/21 - FACR1	Operating Income		1,274		939,336
0112483		Town Beach Cafe - Rent & Recoup Income - Op Inc	OMC 18/11/21 - FACR1	Operating Income		37,400		976,736
0146120		Equip & H'Ware > \$5000 Cap Exp - IT	OMC 16/12/21 - Carryovers	Capital Expenditure		5,000		981,736
0146122		Software >\$5000 Cap Exp - IT	OMC 16/12/21 - Carryovers	Capital Expenditure			(28,465)	953,271
0146166		Transfer From Equip & Ins Reserve - IT Ops - Cap Inc	OMC 16/12/21 - Carryovers	Capital Income		73,926		1,027,197
0146555		Transfer From Building Reserve Leased Comm Facilities - Un Clas	OMC 16/12/21 - Carryovers	Capital Income			0	1,027,197
0148242	148243	Depot Building Upgrade - Cap Exp - Depot Ops	OMC 16/12/21 - Carryovers	Capital Expenditure			0	1,027,197
0148604		Transfer From Building Reserve - Depot	OMC 16/12/21 - Carryovers	Capital Income			0	1,027,197
0142232		LGIS Insurance Funded Expenses (Inc in 142393) - Op Exp - Corp Gov	OMC 16/12/21 - Carryovers	Operating Expenditure			(26,380)	1,000,817
0148611		Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	OMC 16/12/21 - Carryovers	Capital Expenditure			(515,000)	485,817
0148600		Proceeds from Sale of Assets - Cap Inc - Works Operations	OMC 16/12/21 - Carryovers	Capital Income		113,000		598,817
0148396		Loss On Sale Of Assets - Op Exp - Works Operations	OMC 16/12/21 - Carryovers	Operating Expenditure	(22,742)			598,817
0148499		Profit On Sale of Assets - Op Inc - Works Operations	OMC 16/12/21 - Carryovers	Operating Income	54,487			598,817
0143601		Proceeds from Sale of Assets - Cap Inc - Parks & Gardens Operations	OMC 16/12/21 - Carryovers	Capital Income		55,000		653,817
0143518		Profit on Sale of Assets - Op Inc - Parks & Gardens Operations	OMC 16/12/21 - Carryovers	Operating Income	17,533			653,817
0143610		Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	OMC 16/12/21 - Carryovers	Capital Expenditure			(182,000)	471,817
0143520		Loss on Sale of Assets - Op Exp - Parks & Gardens Operations	OMC 16/12/21 - Carryovers	Operating Expenditure	(55,247)			471,817
0148395		Transfer from Plant Reserve - Works Ops	OMC 16/12/21 - Carryovers	Capital Income		200,000		671,817
0141450		Works Private Works Income - Not Prepaid	OMC 16/12/21 - Carryovers	Operating Income		207,250		879,066
0142558		Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	OMC 16/12/21 - Carryovers	Capital Expenditure			(17,928)	861,139
0147374		KRO1 Building Renewal - Cap Exp - Office Prop Leased	OMC 16/12/21 - Carryovers	Capital Expenditure			(26,187)	834,952
142006		Salary - Op Exp - Human Resources	OMC 24/02/22 - FACR 2	Operating Expenditure			(18,000)	816,952
142008		Relieving Staff Exp - HR	OMC 24/02/22 - FACR 2	Operating Expenditure		18,000		834,952
14296		COVID-19 Emergency Costs - Unclassified General	OMC 24/02/22 - FACR 2	Operating Expenditure			(20,000)	814,952
146102		License Maint and Support - IT Exp	OMC 24/02/22 - FACR 2	Operating Expenditure			(80,000)	734,952

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 28 February 2022

**Note 5: BUDGET AMENDMENTS**

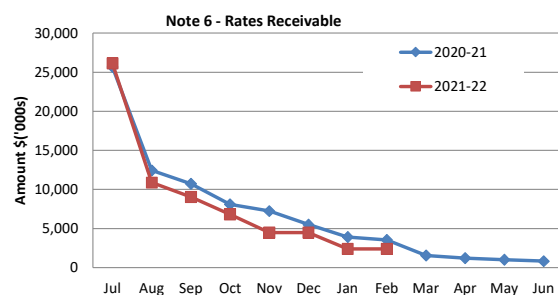
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
146109		Software<\$5000 - IT Exp	OMC 24/02/22 - FACR 2	Operating Expenditure		10,000		744,952
800		Oils & Lubricants - Op Exp - Depot Operations	OMC 24/02/22 - FACR 2	Operating Expenditure			(5,000)	739,952
147270	147272	KRO1 - Reactive Maint - Op Exp	OMC 24/02/22 - FACR 2	Operating Expenditure			(7,500)	732,452
114310	114311	Broome Turf Club Recoupable Expenses (Income in 114401) - Op Exp - Unclassified	OMC 24/02/22 - FACR 2	Operating Expenditure		22,546		754,998
114401		Turf Club - Rent & Recoup Income - Op Inc	OMC 24/02/22 - FACR 2	Operating Income			(21,952)	733,046
					(4,180)	12,071,579	(11,338,533)	733,046

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 28 February 2022

**Note 6: RECEIVABLES**

Receivables - Rates Receivable	YTD 28 Feb 2022	30 Jun 2021
	\$	\$
Opening Arrears Previous Years	839,534	876,141
Levied this year	23,888,802	23,282,829
Less Collections to date	(22,332,822)	(23,319,436)
Equals Current Outstanding	2,395,514	839,534
<b>Net Rates Collectable</b>	<b>2,395,514</b>	<b>839,534</b>
% Collected	90.31%	96.52%



**Comments/Notes - Receivables Rates**

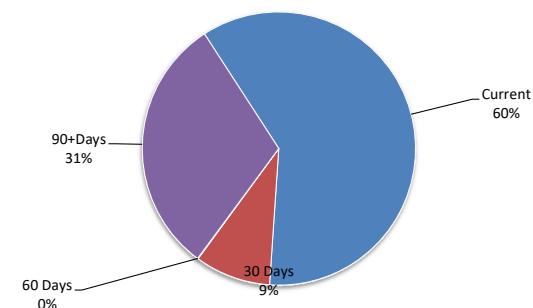
\* NOTE - Rates were raised on 15 July 2021 and are due on 19 August 2021.

\*\*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	(152,917)	308,238	45,895	343	157,059
<b>Total Receivables General Outstanding</b>					<b>358,619</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

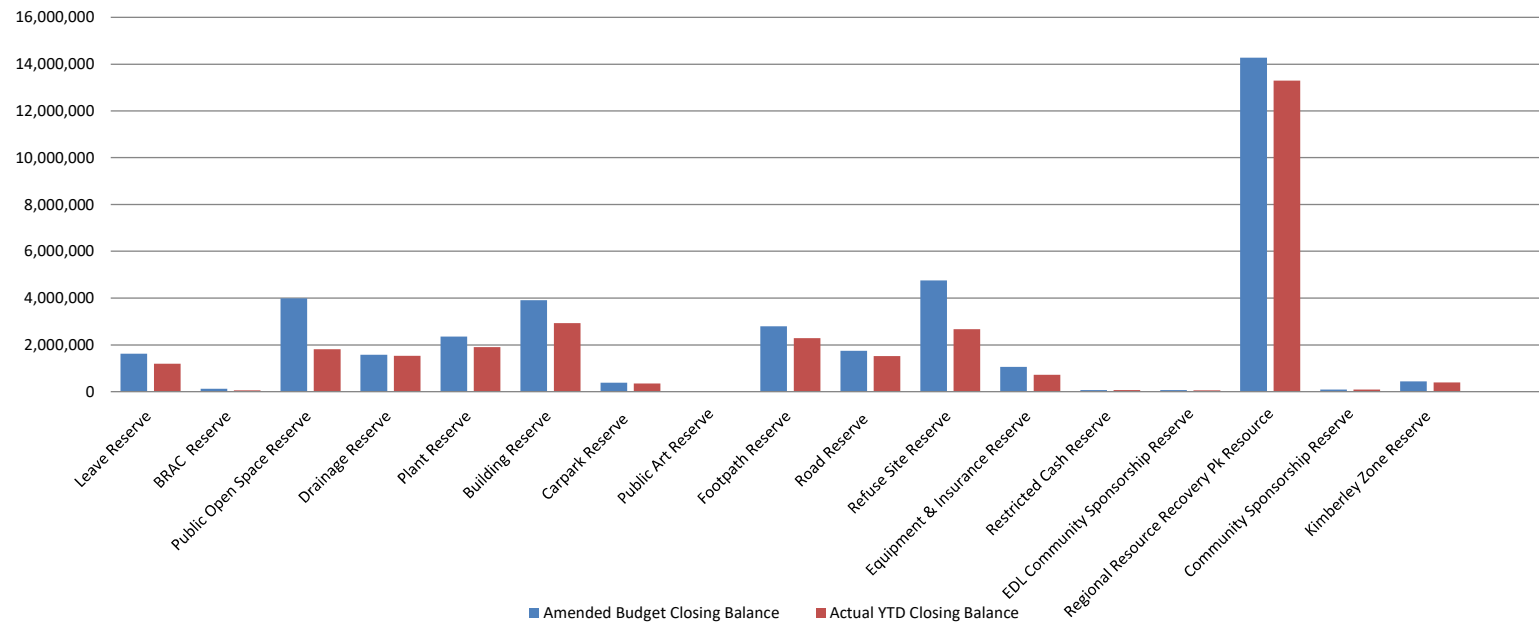
**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2022**

**Note 7: Cash Backed Reserve**

2021-22										
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	1,197,060	3,256	444	310,595	0	115,646	0		1,626,557	1,197,504
BRAC Reserve	58,504	187	24	0	(0)	58,000	0		116,691	58,528
Public Open Space Reserve	1,806,645	8,188	738	1,745,521	(0)	429,166	0		3,989,520	1,807,382
Drainage Reserve	1,538,300	4,434	622	29,174	0	0	0		1,571,908	1,538,923
Plant Reserve	1,895,391	5,410	771	0	(0)	452,500	0		2,353,301	1,896,162
Building Reserve	2,920,961	7,434	1,182	473,982	(0)	509,356	0		3,911,733	2,922,143
Carpark Reserve	348,224	1,111	141	41,869	0	0	0		391,204	348,365
Public Art Reserve	6,211	20	3	0	(0)	0	0		6,231	6,214
Footpath Reserve	2,283,309	5,672	929	0	0	498,138	0		2,787,119	2,284,238
Road Reserve	1,517,285	4,769	620	230,811	0	0	0		1,752,865	1,517,905
Refuse Site Reserve	2,664,994	6,766	1,090	0	(0)	2,082,091	0		4,753,850	2,666,084
Equipment & Insurance Reserve	714,651	2,361	291	221,336	(0)	123,926	0		1,062,273	714,941
Restricted Cash Reserve	65,000	0	0	0	0	0	0		65,000	65,000
EDL Community Sponsorship Reserve	62,024	145	26	0	(0)	0	0		62,169	62,050
Regional Resource Recovery Pk Resource	13,291,670	44,690	5,414	0	18	937,232	0		14,273,592	13,297,101
Community Sponsorship Reserve	81,454	0	33	0	0	0	0		81,454	81,487
Kimberley Zone Reserve	394,580	3,975	157	(2,500)	(0)	40,000	0		436,055	394,737
					0		0			
	30,846,264	98,418	12,485	3,050,788	17	5,246,054	0		39,241,524	30,858,765

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 28 February 2022

Note 7: Cash Backed Reserve



## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

## Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Annual Budget Profit/(Loss)	YTD Actual Profit/(Loss)	Variance
Cost	Accum Depr	Proceeds	Profit (Loss)				
\$	\$	\$	\$	P Number Plant and Equipment	\$	\$	\$
				0 New DCS Toyota Hilux Dual Cab 4x4 Auto (Manager)	0	0	0
				0 P9914 ALL TERRAIN VEHICLE 4WD - BEACH AREA (REPLACES P9911) - Used by CCC and Weed Control	(1,580)	0	0
				0 P11116 Mitsubishi Triton - Health (BM29322)	(1,293)	0	0
				0 P118 Holden Colorado Rangers- (1GND061)	(11,786)	0	0
				0 P16518 Holden Colorado (MRHS)	(1,358)	0	0
				0 P817 Mitsubishi Triton - BRAC Manager (Replaces Toyota Hilux P810) BM29323	(3,405)	0	0
				0 P16212 Trailer - SES Incident Support Trailer (Boptop) 1TJA451	0	0	0
				0 P5013 Case 590ST Backhoe Loader (Works) BM26051	1,280	0	0
				0 P4614 HINO 3 WAY SIDE TIPPER (1EUV239)	(25,707)	0	0
				0 P84214 HINO 2628 MEDIUM 500 SERIES WATER TRUCK(Works)	(48,064)	0	0
				0 NEW Record not found	1,000	0	0
				0 P1013 Truck Crew Cab Tipper 5T Isuzu FRR 500 (P&Gs) 1EKS727	16,433	0	0
				0 P10518 John Deere Ride on Mower 1585 with Cab - 1GOK099	(8,409)	0	0
				0 P2916 Isuzu D-Max Extra Cab - P&G Spray Ute	1,360	0	0
				0 P9118 Holden Colorado - Parks Supervisor 1GNT026	(10,813)	0	0
				0 P1216 John Deere 5105M Tractor (1GB0512)- P&G	(17,433)	0	0
				0 P9216 Isuzu D-Max Extra Cab (P&Gs) Mowing 2 (1GD1724)	(2,054)	0	0
				0 P17218 Toro Groundmaster 360 4WD Centre Deck Ride on Mower (refer P17214 old unit)	(8,263)	0	0
				0 P6218 Holden Colorado Parks Supervisor 1GNC980	(1,351)	0	0
				0 P3818 Holden Colorado Parks Supervisor - 1GND051	(1,524)	0	0
				0 P2718 Holden Colorado - Parks Mowing Team 2 - 1GNC990	(1,167)	0	0
				0 P2518 Holden Colorado Retic 1	(3,372)	0	0
				P6818 Holden Colorado P&G Retic 2 - 1GNS960	(4,192)	0	0
				0 P17714 KOMATSU WHEEL LOADER WA 250PZ-6 (WMF) 1ESM965	78,795	0	0
				0 P15416 Isuzu D-Max Extra Cab - WMF Supervisor	1,421	0	0
				Hino 300 Series 921 XXlong Auto Truck Crew Cab Caged Tipper (CFC) (1GEU286) (Replaced			
				0 P13616 P3611)	(14,184)	0	0
	25		(25)	P18118 Holden Colorado Community Clean Up 1GND050 (replaced P1611)	279	(25)	(304)
119,990	(57,377)	74,545	11,933	P87012 Hino 500 series 2630 Medium Auto Tip Truck 10T (Works) 1DZK 931		11,933	11,933
24,200	(21,200)	2,682	(318)	P6510 Trailer Caged Tipper Tandem - P&G's		(318)	(318)
8,910	(3,788)	0	(5,122)	115452 BIBLIOTHECA RFID LIBRARY SYSTEMS - Smartserve 200 Tabletop Kiosk		(5,122)	(5,122)
0	0	1,260	1,260	P1500 Trailer Dean No 17 Flatbed Tilting (for ride-on mower) BM1679		1,260	1,260
50,872	(8,223)	50,761	8,112	P15219 Toyota Prado DSL Wagon GX 2019 - Director Development & Community		8,112	8,112
0	0	1,062	1,062	P8703 Trailer Dean No 17 Flatbed Tilting (for ride-on mower) BM11268		1,062	1,062
14,217	(4,268)	1,701	(8,247)	P1516 Dean No17 Single Axel Tilt Flat Bed Plant Trailer		(8,247)	(8,247)
31,641	(11,843)	235	(19,563)	P15311 Trailer - Variable Message Display (Works) BM13417		(19,563)	(19,563)
31,500	(13,950)	14,850	(2,700)	P18218 TORO GROUND MASTER 360 4WD - 1GOO288		(2,700)	(2,700)
			0			0	0
			0			0	0
			0			0	0
			0			0	0
			0			0	0
			0			0	0
			0			0	0
			0			0	0
			0			0	0
281,330	(120,625)	147,096	(13,609)		(65,387)	(13,609)	(13,886)



**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2022**

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>												
<b>Gross Rental Valuations</b>												
GRV - Residential		11.0204	4,942	116,990,601	12,892,832	100,000		12,992,832	13,092,832			13,092,832
GRV - Residential - Vacant		20.1729	187	2,909,900	587,011			587,011	587,011			587,011
GRV - Commercial/Industrial		11.4171	555	55,404,596	6,325,598			6,325,598	6,325,598			6,325,598
GRV - Tourism		14.9349	454	17,635,596	2,633,859			2,633,859	2,633,859			2,633,859
<b>Unimproved Value Valuations</b>												
UV - Rural		0.7763	54	17,509,000	135,922			135,922	135,922			135,922
UV - Mining		11.9883	32	1,135,382	136,113			136,113	136,113			136,113
UV - Commercial Rural		3.2458	21	13,230,120	429,423			429,423	429,423			429,423
<b>Sub-Totals</b>			6,245	224,815,195	23,140,759	100,000	0	23,240,759	23,340,759	0	0	23,340,759
<b>Minimum Payment</b>		<b>Minimum \$</b>										
<b>Gross Rental Valuations</b>												
GRV - Residential		1,220	61	585,654	74,420			74,420	74,420			74,420
GRV - Residential - Vacant		1,220	191	869,842	233,020			233,020	233,020			233,020
GRV - Commercial/Industrial		1,220	23	170,490	28,060			28,060	28,060			28,060
GRV - Tourism		1,220	371	1,599,000	452,620			452,620	452,620			452,620
<b>Unimproved Value Valuations</b>												
UV - Rural		1,220	4	141,300	4,880			4,880	4,880			4,880
UV - Mining		500	25	48,318	12,500			12,500	12,500			12,500
UV - Commercial Rural		1,220	2	13,300	2,440			2,440	2,440			2,440
<b>Sub-Totals</b>			677	3,427,904	807,940	0	0	807,940	807,940	0	0	807,940
<b>Charitable Concessions</b>								24,048,699 (56,151)				24,148,699 (56,151)
<b>Amount from General Rates</b>								23,992,548				24,092,548
<b>Ex-Gratia Rates</b>								0				0
<b>Specified Area Rates</b>								0				0
<b>Totals</b>								23,992,548				24,092,548

**Comments - Rating Information**

NOTE - This note represents the budgeted rating and back rating revenue expected for the 2021/22 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 28 February 2022**

**10. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 30-Jun-21	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 193 - Civic Centre Redevelopment	506,929		250,986	506,929	255,943	0	17,132	19,683
Loan 197 - Town Beach Redevelopment	1,363,845		43,601	87,554	1,320,244	1,276,291	24,126	31,922
Loan 196 - Chinatown Revitalisation Loan	1,385,090		80,596	161,954	1,304,494	1,223,136	17,171	35,440
Loan 198 - Chinatown Revitalisation Stage 2	1,785,000		51,509	161,744	1,733,491	1,623,256	23,414	57,014
China Town Contingency		1,800,000	0	0	0	0	0	0
<b>Self Supporting Loans</b>								
Loan 199 - Broome Golf Club	1,250,000		0	75,389	1,250,000	1,174,611	16,423	25,937
Broome Surf Life Saving Club	0	300,000	0	0	0	0	0	0
	6,290,864	2,100,000	426,692	993,570	5,864,172	5,297,294	98,267	144,059

All debenture repayments were financed by general purpose revenue.

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2022**

**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 21	Amount Received	Amount Paid	Closing Balance 28-Feb-22
	\$	\$	\$	\$
Town Planning Related Bond Deposits	106,562	0	0	106,562
BRB Levy	10,906	84,734	(72,617)	23,024
	117,468	25	(72,617)	129,586

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 28 February 2022

Note 12: CAPITAL ACQUISITIONS

					YTD 28 Feb 2022					
	Level of Completion Indicator				Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
% of Completion		Infrastructure Assets	Acct	Job						Strategic Reference / Comment
Governance										
0%	○						0		0	
0%	○						0		0	
0%	○						0		0	
0%	○						0		0	
0%	○						0		0	
0%	○						0		0	
0%	○	Governance Total			0	0	0	0	0	
Law, Order And Public Safety										
1%	○	Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	0053239		4,210,084	2,806,720	52,663	(4,157,421)	0	
103%	●	Radar Speed Display Signs Cap Exp	0053258	53259	31,980	16,320	32,813	833	0	
0%	○	Vehicles & Mob Plant Renewal > \$3000 - Cap Exp - SES/ FESA	0055167		7,000	3,500	0	(7,000)	0	
No Budget	☒	Vehicle & Mob Plant Renewal(Replacement) Exp -Cap Exp -Ranger Ops	0052550		0	0	0	78	78	
2%	○	Law, Order And Public Safety Total			4,249,064	2,826,540	85,476	(4,163,510)	78	
Education and Welfare										
0%	○	Education and Welfare Total			0	0	0	0	0	
Housing										
0%	○	Housing Total			0	0	0	0	0	
Health										
0%	○	Health Total			0	0	0	0	0	
Community Amenities										
0%	○	Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	0101510		347,000	173,500	0	(347,000)	0	
81%	●	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	0101550	101552	85,000	56,664	0	(15,890)	69,110	
8%	○	Community Recycling Centre - RRP - Cap Exp	101896	101897	778,596	559,064	66,175	(712,421)	0	
0%	○	Short St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	0104270	104299	65,390	43,592	0	(65,390)	0	
0%	○	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Dev Services	0106184		160,000	80,000	0	(160,000)	0	
113%	●	Japanese Cemetery New Infra by P & G - Cap Exp	0107550	107550	127,790	85,192	145,000	17,210	0	
0%	○	Broome Cemetery New Infrastructure Cap Exp	0107550	107556	21,336	14,224	0	(21,336)	0	
0%	○	Broome Cemetery Fencing Capx	0107550	107563	310,000	155,000	655	(309,345)	0	
		Broome Cemetery Renewal by P & G - Cap Exp	0107552	107561	0	0	0	0	0	
0%	○	Mobile Plant & Equipment Renewal (Replacement) - Cap Exp - Sanitation Other	1042510		195,000	97,500	0	(195,000)	0	
		Buckleys Rd Closure Upgrade (was Opex 101302) - Cap Exp - San Gen Refuse	101545	101558	0	0	0	0	0	
0%	○	Broome Townsite Drains Renewal - Cap Infra Exp - Urb Stwater	104800	104920	63,420	0	0	(63,420)	0	
13%	○	Community Amenities Total			2,153,532	1,264,736	211,830	(1,872,591)	69,110	
Recreation And Culture										
1%	○	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	0113027	113029	1,605,165	68,640	18,427	(1,586,738)	0	
0%	○	Dakas Street Reserve New Infra Const Cap Exp-P&O	0113550	113570	5,940	3,960	0	(5,940)	0	
0%	○	Haynes Oval Reserve Renewal of Infrastructure- Cap Exp	0113551	113762	29,420	14,710	0	(29,420)	0	
99%	●	Male Oval Renewal Infra - Cap Exp - Parks & Ovals	0113551	113763	22,500	15,000	0	(300)	22,200	
0%	○	Cygnat Park Infrastructure Renewal - Cap Exp	0113551	113788	8,796	5,864	0	(8,796)	0	
0%	○	Parks & Gardens Works Renewal Infra - Cap Exp	0113551	113795	159,763	79,882	0	(159,763)	0	
0%	○	Lord McAlpine Bust New Construction	0116125	116128	50,000	33,328	0	(50,000)	0	
0%	○	Cape Leveque Tourist Bay and Signage	0116125	116132	92,000	46,000	0	(92,000)	0	
93%	●	BRAC Building Renewal - Cap Exp - BRAC Dry	0117315	117316	207,165	138,104	0	(14,700)	192,465	
No Budget	☒	Building New Construction Expense - BRAC Dry - Cap Exp	117300	117365	0	0	609	609	0	
		BRAC IT Improvements (was Computer & Network Equip Over \$3000 Cap Exp - BRAC General)								
0%	○		0117327		22,164	11,082	0	(22,164)	0	

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 28 February 2022

## Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acc	Job	YTD 28 Feb 2022				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)
139%	●	BRAC - Carpark & Roads New Const by Works - BRAC Dry	0117360	117360	336,564	171,876	469,378	132,814	0
88%	●	Furniture & Equip - New - BRAC Dry	0117372	117373	15,000	17,500	13,182	(1,818)	0
0%	○	Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- BRAC General	0117398		45,000	22,500	0	(45,000)	0
2%	○	BRAC Grid Solar Connection	0117399	117420	231,500	115,750	4,560	(225,940)	0
11%	○	BRAC Oval Upgrade of Infra - Cap Exp	0117450	117452	1,603,914	1,069,272	177,434	(1,426,480)	0
6%	○	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	0117455	117456	293,336	195,552	0	(275,534)	17,802
No Budget	☒	Town Beach Redevelopment - Greenspace & Waterpark - Cap Exp	1181405		0	0	930	930	0
-12%	☒	Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	1181407		400,630	267,080	(48,167)	(448,797)	0
74%	●	Town Beach Development - Jetty Project - Other Infra New - Cap Exp	1181409		2,666,076	1,777,376	1,971,970	(694,106)	0
1%	○	Youth Bike Recreation Area - New Construction - Cap Exp	1181420	YBRA001	271,721	181,144	1,978	(269,743)	0
22%	○	Cable Beach Foreshore Upgrade	1181425	1181426	1,170,311	780,208	260,264	(910,047)	0
50%	●	Mobile Plant & Equip New - Cap Exp - Bme Civic Centre	0116130		8,000	5,328	3,966	(4,034)	0
0%	○	Library Building Renewal (Inc Plant & Furn) - Cap Exp - Libraries	0115461		5,291	3,520	0	(5,291)	0
0%	○	Reticulation Control System New Exp - Cap Exp Parks & Ovals	0113603		23,533	15,688	0	(23,533)	0
No Budget	☒	Sibosado Park Renewal Infra - Cap Exp - Pks & Ovals	0113551	113628	0	0	0	151	151
34%	○	<b>Recreation And Culture Total</b>			<b>9,273,789</b>	<b>5,029,364</b>	<b>2,874,530</b>	<b>(6,166,641)</b>	<b>232,618</b>
		<b>Transport</b>							
99%	●	Black Spot - Port Drive Refuge Island - Rd Upgrade Cap Exp	0121100	RU226	304,053	202,696	300,276	(3,777)	0
17%	○	Urban Reveals Renewal Program - Various (Sealing Contractor) - Cap Ex - Renewal Williams Road - Upgrade	0121501	RRU	722,474	481,648	0	(598,423)	124,051
3%	○	Lawrence Road Upgrade	0121501	121586	0	0	0	0	0
134%	●	Chinatown Landscaping Upgrade of Infra by P & G - Cap	0121510	121587	320,688	163,792	9,487	(311,201)	0
110%	●	Car park renewals - Various	0124600	124611	2,867	1,434	373,907	94,420	3,150
6%	○	State Blackspot - Frederick Street off-street carpark Cap (Broome SHS) Exp	0125000	125046	1,146,857	764,568	69,387	(1,077,470)	0
1%	○	State Blackspot - Port Drive Stage 2 - Off Street Carpark (Saint Mary's )Cap Exp	0125000	125046	20,484	13,656	106	(20,378)	0
25%	○	Footpaths - Various	0125140	125172	212,208	106,764	53,033	(159,175)	0
6%	○	Conti foreshore Footpath Construction (Before Hamersley Street - New Footpath	0125140	125183	504,551	257,666	29,929	(474,622)	0
57%	●	Kerr & D'Antoine Street Footpath	0125140	125220	106,816	54,544	61,140	(45,676)	0
0%	○	Broome Streets General Purpose Street Lighting Upgrades-CapE	0125215	125033	161,883	107,920	0	(161,883)	0
4%	○	Various Footbridge Renewals	0125300	125921	89,924	45,916	0	(86,114)	3,810
0%	○	Various Footpath Renewal - Renewal Construction - Cap Exp	0125300	VARPATH	72,902	38,835	0	(72,629)	273
0%	○	Access & Inclusion Improvements New Infra - Cap Exp	1254421		34,104	22,736	0	(34,104)	0
No Budget	☒	Bike Tracks New Footpath Const - Infra Cap Exp	125140	125150	0	0	(231)	(231)	0
77%	●	Broome North Footpath New Const - Capex	125140	125277	41,853	27,896	32,352	(9,501)	0
113%	●	Town Beach - Carpark and Robinson / Hopton intersection	0124600	124612	330,207	220,136	0	44,072	374,279
No Budget	☒	Black Spot - Sanderling, Spoonbill, & Banu - Rd Upgrade Cap Exp	121100	RU225	0	0	118	118	0
0%	○	Port Drive Street Lighting Const & Imp - Cap Exp	125200	125060	0	0	0	0	0
0%	○	Old Broome Estate Subdivision - Whole Estate - Various Paths	125140	125290	11,931	7,952	0	(11,931)	0
0%	○	Street Lighting at Various Locations - Renewal	125225	125232	48,020	32,008	0	(48,020)	0
33%	○	<b>Transport Total</b>			<b>4,411,309</b>	<b>2,736,503</b>	<b>929,504</b>	<b>(2,976,243)</b>	<b>505,563</b>
		<b>Economic Services</b>							
0%	○	Detailed Design Chinatown Project Stage 2 - CapEx	1367228		123,420	82,280	0	(123,420)	0
97%	●	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	1367404	1367414	1,704,949	1,136,632	1,650,991	(53,958)	0
0%	○	Smart Cities Enabling Items - Cap Exp	1367405	1367418	300,000	200,000	112	(299,888)	0
82%	●	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	1367405	1367419	821,615	547,736	676,046	(145,570)	0
No Budget	☒	Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic Services Special Projects	1367221		0	0	289,453	289,453	0
99%	●	Napier Terrace Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	1367404	1367416	887,944	591,960	878,109	(9,835)	0
75%	●	Carnarvon Street North Streetscape Enhancements (Chinatown Stage 2) Cap Exp	1367404	1367417	286,000	190,664	213,388	(72,612)	0
100%	●	Carnarvon Street South Streetscape Enhancements	1367404	1367433	322,096	214,728	322,096	0	0
117%	●	Public Art (funded from Reserve) - Other Infra New - Cap Ex	1367405	1367412	378,537	252,352	442,064	63,527	0
No Budget	☒	Chinatown Public Art - Start of the Pearl Story	1367405	1367423	0	0	61,117	61,117	0
No Budget	☒	Chinatown Entry Statement - Other Infra New - Cap Ex	1367405	1367415	0	0	0	0	0
No Budget	☒	Chinatown Public Art - Art Coordination & Contingency	1367405	1367422	0	0	12,440	12,440	0
No Budget	☒	Chinatown Public Art - The Tram	1367405	1367427	0	0	15,000	15,000	0
No Budget	☒	Chinatown Public Art - The Japanese in Broome	1367405	1367428	0	0	3,500	3,500	0
No Budget	☒	Chinatown Public Art - Interpretation Trail	1367405	1367429	0	0	1,636	1,636	0
No Budget	☒	Chinatown Public Art - Customised Designs Filagree Panels	1367405	1367431	0	0	2,727	2,727	0

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 28 February 2022

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 28 Feb 2022					
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
0%	<input type="radio"/>	Chinatown Transit Hub and Pocket Park (Chinatown Stage 2) Cap Exp	1367405	1367420	307,000	204,664	0	(307,000)	0	
0%	<input type="radio"/>	Visitor Centre Amenities (Chinatown Stage 2) Cap Exp	1367405	1367421	186,000	124,000	0	(186,000)	0	
							0		0	
86%	<input checked="" type="radio"/>	<b>Economic Services Total</b>			<b>5,317,561</b>	<b>3,545,016</b>	<b>4,568,679</b>	<b>(748,882)</b>	<b>0</b>	
		<b>Other Property &amp; Services</b>								
0%	<input type="radio"/>	Vehicle & Mobile Plant New - Cap Exp - Corp Gov	0142550		45,000	22,500	0	(45,000)	0	
6%	<input type="radio"/>	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	0143610		909,000	606,000	0	(857,496)	51,504	
8%	<input type="radio"/>	Equip & H'Ware > \$5000 Cap Exp - IT	0146120		269,000	179,328	21,876	(247,124)	0	
10%	<input type="radio"/>	Software >\$5000 Cap Exp - IT	0146122		73,926	49,280	7,154	(66,772)	0	
6%	<input type="radio"/>	Building Renewal AMP	0147500		305,200	152,600	0	(287,868)	17,332	
0%	<input type="radio"/>	Vehicle & Mobile Plant New - Cap Exp - Depot Ops	0148021		12,500	8,336	0	(12,500)	0	
85%	<input checked="" type="radio"/>	Depot Building Upgrade - Cap Exp - Depot Ops	0148242	148243	98,000	65,328	83,758	(14,242)	0	
21%	<input type="radio"/>	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	0148611		1,165,000	776,664	0	(924,170)	240,830	
29%	<input type="radio"/>	KRO1 Building Renewal - Cap Exp - Office Prop Leased	0147374		26,187	17,456	0	(18,612)	7,575	
0%	<input type="radio"/>	Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	0142558		17,928	11,944	0	(17,928)	0	
15%	<input type="radio"/>	<b>Other Property &amp; Services Total</b>			<b>2,921,740</b>	<b>1,889,436</b>	<b>112,789</b>	<b>(2,491,710)</b>	<b>317,241</b>	
35%	<input type="radio"/>	<b>GRAND TOTAL</b>			<b>28,326,994</b>	<b>17,291,595</b>	<b>8,782,808</b>	<b>(18,419,577)</b>	<b>1,124,610</b>	

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 28 February 2022

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 28 Feb 2022					
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
9%	○	Land & Buildings - New			778,596	559,064	66,784	(711,812)	0	
3%	○	Land & Buildings - Upgrade			4,308,084	2,872,048	136,422	(4,171,662)	0	
39%	○	Land & Buildings - Renewal			561,770	323,624	0	(344,398)	217,372	
		Works in Progress Land & Buildings			0	0	0	0	0	
7%	○	<b>Land &amp; Buildings - Total</b>			<b>5,648,450</b>	<b>3,754,736</b>	<b>203,206</b>	<b>(5,227,872)</b>	<b>217,372</b>	
8%	○	Recreation Areas Infrastructure - New			5,081,214	2,385,992	410,865	(4,670,348)	0	
		Recreation Areas Infrastructure - Upgrade			0	0	0	0	0	
8%	○	Recreation Areas Infrastructure - Renewal			513,815	311,008	0	(473,662)	40,153	
		Works in Progress Recreation Areas Infrastructure			0	0	0	0	0	
8%	○	<b>Recreation Areas Infrastructure - Total</b>			<b>5,595,029</b>	<b>2,697,000</b>	<b>410,865</b>	<b>(5,144,010)</b>	<b>40,153</b>	
30%	○	Roads, F/Paths & Bridges Infrastructure - New			2,415,368	1,427,658	715,094	(1,700,274)	0	
95%	●	Roads, F/Paths & Bridges Infrastructure - Upgrade			4,228,636	2,769,088	4,037,824	(190,813)	0	
41%	●	Roads, F/Paths & Bridges Infrastructure - Renewal			1,218,375	787,969	0	(712,812)	505,563	
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0	0	
67%	●	<b>Roads, F/Paths &amp; Bridges Infrastructure - Total</b>			<b>7,862,379</b>	<b>4,984,715</b>	<b>4,752,918</b>	<b>(2,603,898)</b>	<b>505,563</b>	
0%	○	Drainage Infrastructure - New			65,390	43,592	0	(65,390)	0	
		Drainage Infrastructure - Upgrade			0	0	0	0	0	
0%	○	Drainage Infrastructure - Renewal			63,420	0	0	(63,420)	0	
		Works in Progress Drainage Infrastructure			0	0	0	0	0	
0%	○	<b>Drainage Infrastructure - Total</b>			<b>128,810</b>	<b>43,592</b>	<b>0</b>	<b>(128,810)</b>	<b>0</b>	
64%	●	Other Infrastructure - New			5,292,334	3,456,192	3,365,081	(1,927,253)	0	
0%	○	Other Infrastructure - Upgrade			161,883	107,920	0	(161,883)	0	
52%	●	Other Infrastructure - Renewal			133,020	88,672	0	(63,910)	69,110	
		Works in Progress Other Infrastructure			0	0	0	0	0	
61%	●	<b>Other Infrastructure - Total</b>			<b>5,587,237</b>	<b>3,652,784</b>	<b>3,365,081</b>	<b>(2,153,046)</b>	<b>69,110</b>	
6%	○	Mobile Plant & Equip New			65,500	36,164	3,966	(61,534)	0	
		Mobile Plant & Equip Upgrade			0	0	0	0	0	
10%	○	Mobile Plant & Equipment Renewal (Replacement)			2,828,000	1,759,664	0	(2,535,588)	292,412	
10%	○	<b>Mobile Plant &amp; Equip - Total</b>			<b>2,893,500</b>	<b>1,795,828</b>	<b>3,966</b>	<b>(2,597,122)</b>	<b>292,412</b>	
		Fixed Plant & Equipment - New			0	0	0	0	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>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
8%	○	Furniture & Equipment - New			611,590	362,940	46,772	(564,818)	0	
8%	○	<b>Furniture &amp; Equipment - Total</b>			<b>611,590</b>	<b>362,940</b>	<b>46,772</b>	<b>(564,818)</b>	<b>0</b>	
35%	○	<b>Capital Expenditure Total</b>			<b>28,326,994</b>	<b>17,291,595</b>	<b>8,782,808</b>	<b>(18,419,577)</b>	<b>1,124,610</b>	

**SHIRE OF BROOME**  
**Monthly Statement of Financial Activity**  
**For the Period Ending 28 February 2022**

**Appendix A: SUPPLEMENTARY NOTES TO THE MONTHLY REPORT**

**NOTES TO THIS MONTH'S REPORT**

**OVERVIEW**

For the period ended 28 February 2022, the following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	67%
Total Rates Raised Revenue	100% (of which 90% were collected)
Total Other Operating Revenue	60%
Total Operating Expenditure	59%
Total Capital Revenue	33%
Total Capital Expenditure	35%
Total Sale of Assets Revenue	17%

The budget was adopted at the Ordinary Meeting of Council on 24 June 2021. Council adopted a balanced annual budget, which included a net carried forward balance of \$5,492,969 being \$3,916,821 of carry-over projects, plus \$1,576,148 Financial Assistance Grants received in advance.

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 February 2022, the current position stands at \$14.3M.

**Cash**

Total Cash Assets are now \$46.4M being \$0.4M decrease from prior month.

The major collections this month include receipt of:

- \$685K Rate Various Assessments – Lot 270 Broome Road & 73 Tanami Drive
- \$299K Lotterywest Grant – Town Beach Stage 2
- \$205K WA Treasury – FAG's quarter 3
- \$57K Broome Cleanaway – Waste Management Fees

The major expenditure items this month include payments of:

- \$82K Able Electrical – Nipper Roe Oval Lighting (RFT 21/05)
- \$61K Karratha Asphalt – Port Drive reseal
- \$56K Cleanaway – Kerbside Collection
- \$44K Paula Hart – Air Raid Artwork Town Beach Stage 2



### **Receivables**

Sundry debtors including GST refundable stand at \$195K.

Rates and rubbish debtors stand at \$2.3M. Annual rates were raised on 15th July 2021 with due date of 19 August 2021. 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 \$126K having a \$7K increase since the previous month.

### **Cash Liabilities**

These stand at \$566K. This represents our obligation on our outstanding loans in 21/22.

### **Creditors and Payables**

Sundry Creditors are \$1.9M, 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 \$2.6M.

### **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 \$2.1M (Non-current leave provisions are \$193K). Accruals to reflect the year end position have been completed for the 2020-2021 year.

## 10. REPORTS OF COMMITTEES

### 10.1 MINUTES FROM LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 9 MARCH 2022

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	EMS02
AUTHOR:	Executive Support Officer - Development Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development Services
DISCLOSURE OF INTEREST:	Nil

#### SUMMARY:

This report presents for Council receipt the minutes from the Local Emergency Management Committee meeting held on 9 March 2022.

### BACKGROUND

The Local Emergency Management Committee (**LEMC**) is established by Council under section 38 of the *Emergency Management Act 2005 (Act)*. In accordance with section 39 of the Act, the functions of the LEMC are:

- (a) to advise and assist the local government in assuring that local emergency management arrangements are established for its district;
- (b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- (c) to carry out other emergency management activities as directed by the State Emergency Management Committee, or prescribed by the *Emergency Management Regulations 2006*.

### COMMENT

#### LEMC meeting on 9 March 2022

The minutes of the LEMC meeting held on 9 March 2022 are included as **Attachment 1** of this report.

At the meeting, the LEMC discussed the following:

#### Item 5.1 Local Emergency Management Committee (LEMC) Document Updates

Members were reminded to send any changes/additions to the LEMC Secretariat for the following documents:

- Resource Register
- Incident Report (none to report)
- Training Schedule

The Contact list was sent with the Agenda for Committee members to review and to provide updates as required.

#### Item 5.2 Status Report

The 2022 Status Report was discussed – there are currently no items outstanding on the Status Report.

### Item 5.3 Update from LEMC Members

A round table discussion was conducted allowing Committee members to give an update on their agencies, and any relevant matters.

## **CONSULTATION**

Local Emergency Management Committee members.

## **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 38 Local emergency management committees

- (1) A local government is to establish one or more local emergency management committees for the local government's district.
- (2) If more than one local emergency management committee is established, the local government is to specify the area in respect of which the committee is to exercise its functions.
- (3) A local emergency management committee consists of —
  - (a) a chairman and other members appointed by the relevant local government in accordance with subsection (4); and
  - (b) if the local emergency coordinator is not appointed as chairman of the committee, the local emergency coordinator for the local government district.
- (4) Subject to this section, the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members, are to be determined by the SEMC.

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

Nil.

## **RISK**

Nil.

**STRATEGIC ASPIRATIONS**

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

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

5.2 Manage and conserve the natural environment, lands and water.

**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 engagement.

**VOTING REQUIREMENTS**

*Simple Majority*

**COMMITTEE RECOMMENDATION:**

*That Council receives the minutes of the Local Emergency Management Committee meeting held on 9 March 2022.*

**Attachments**

1. Minutes from Local Emergency Management Committee Meeting held on 9 March 2022



# UNCONFIRMED MINUTES

OF THE

LOCAL EMERGENCY MANAGEMENT  
COMMITTEE

## 9 MARCH 2022

These minutes were confirmed at a meeting held and signed below by the Presiding Person, at the meeting these minutes were confirmed.

Signed:









Item 5.1 - LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) DOCUMENT UPDATES

BROOME LEMC - RESOURCE SCHEDULE - ORGANISATIONS																						
		Agencies																				
		Aviation Fire and Rescue	Australian Border Force	Broome Police	Department of Communities	DFES	SES (Broome Unit)	Kimberley Ports Authority	Fisheries	Sea Rescue Group	Shire of Broome	Parks and Wildlife (formally DEC)	St John Ambulan ce	Surf Life Saving	Water Corporati on	Horizon Power	Main Roads WA	Department of Transport	Broome Int Airport	Department of Aboriginal Affairs	Nyamba Buru Yawuru	Kimberley Land Council
VEHICLES																						
AMBULANCE													2									
Mercedes - diesel - single berth													2									
Toyota 4WD - diesel - single berth													2									
Toyota 4WD - petrol - single berth													0									
PASSENGER																						
4WD ute - diesel		1		2			2	2	3	1		6			15	2			10		3	
4WD ute - petrol											33				0							
2WD ute - diesel								2														
2WD ute - petrol								4						1		1						
4WD Wagon - Landcruiser, Prado		1	3	4	12	5			3		4	4	1		3	5		4		1		
4WD - Workmate																				1		
4WD Ute (79 series dual cab)			1																			
4WD Wagon (200 Series LC)			1																			
Ute																						
Troop carrier				3			1		3												1	
Motor bike																						
Quad bike							1		4			1			1							
TRUCK																			3			
4x2 tipper truck																						
4x2 truck (tray?)																						
4x2 patching truck											1											
4x4 truck											3				1							
6x4 tipper truck																						
Truck, tray and Hiab crane											3	1			1							
Truck (Horizon)																						
BHB crane (Western Power)																	2					
Cherry picker											1											
Prime mover											1											
Low loader / Supalift											2											
Semi-trailer																						
PLANT																						
EARTHWORKS																			2			
2WD loader																						
4WD loader											3											
Tractor / loader 4WD										1	3	1			1							
Tractor 2WD																						
D6 dozer											1											
Scraper											1											
Backhoe / loader											2				1					1		
Grader											1									1		
Skid steer loader											1									1		
Roller - multi wheel											1									3		
Roller - vibrating											1									1		
mini excavator											2				1							
Compactor - Waste											1											
MISCELLANEOUS																						
Water truck and tank 14,000 litres											2								1			
Water tank slip on 14,000 litres											1											
Mechanic's mobile unit 4x4											1											
Forklift		1						3							1				2			1
Portable toilet (single unit)								2			1											
Mobile toilet (multiple unit)																						
VEGETATION CLEARING																						
Slasher Procut (PTO driven)											2				1				2			
Woodchipper 450 dia capacity											1											
EQUIPMENT																						
COMMUNICATION																						







Date	Training/Exercise 2022

## 5.2 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) STATUS REPORT

### Attachments

1. LEMC Status Report

LEMC Status Report 2022				
MEETING DATE/ITEM NUMBER	DETAILS	STATUS	COMMENT	ESTIMATED COMPLETION

### 5.3 UPDATES FROM LEMC MEMBERS

Members in attendance were given the opportunity to provide an update at the meeting.

**Chris Channing – BIA** – flights starting to ramp up, Melbourne and Sydney direct flights starting next month. Airport had some flooding, but drainage is being reconfigured prior to next wet season.

**David Keating – Horizon Power** – all mandatory training for the year is complete. Team is at full capacity, but running on split crews as part of COVID-19 response.

**Andy Henshaw – Dampier Peninsula Police** - raised concern of CEO's from Communities not being aware of LEMC meetings.

**Narelle Laurie – Services Australia** - continuing to service remote communities through communities schedule. Standard internal training happening shortly.

**Megan Spence – Department of Communities** – involved with the evacuation of community members associated with TC Anika. Protocols in place should staff members test positive to COVID-19 to ensure service levels remain in place.

**Peter Carstairs – Department of Biodiversity, Conservation and Attractions** – Minyirr Park and Simpsons Beach access flooding with the rain event at the end of January. Gearing up for fire season – carrying out mandatory pre season training. Burning to commence at the end of the month.

**Chris Mitchell – Shire of Broome** – COVID-19 update – 2 cases in Lombadina, being confirmed with PCR tests. 1 case at One Arm Point, 2 cases in Broome with 2 close contacts who have been notified – in isolation.

**Ivan Davie – Town of Broome Community Representative** – concern over flooding and water over the road from the Hopton St drainage system. Shire of Broome advised issues with the grates being covered with debris, and looking at ways to better manage in the future.

#### Attachments

Nil

<b>6. REPORTS OF OFFICERS</b>
-------------------------------

Nil.

<b>7. MEETING CLOSURE</b>
---------------------------

**10.2 MINUTES FROM BUSH FIRE ADVISORY COMMITTEE MEETING HELD ON 9 MARCH 2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	EMM06
<b>AUTHOR:</b>	Executive Support Officer - Development Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report presents for Council receipt the minutes from the Bush Fire Advisory Committee meeting held on 09 March 2022.

**BACKGROUND**

The Bush Fire Advisory Committee (**BFAC**) meets quarterly to provide advice to the Shire of Broome on:

1. All matters relating to the prevention, controlling and extinguishing of bushfires.
2. The planning and layout of fire breaks in the district.
3. Prosecutions for breaches of the *Bush Fires Act 1956*.
4. The formation of Bush Fire Brigades.
5. Coordination and cooperation between agencies within the district

**COMMENT**

The minutes of the BFAC meeting held on 9 March 2022 are included at **Attachment 1**.

A lack of a quorum prevented meeting proceeding.

**CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT*****Bush Fires Act 1956***

Section 67. – Advisory committees

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**RISK**

Nil.

## 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.

## VOTING REQUIREMENTS

*Simple Majority*

### COMMITTEE RECOMMENDATION:

*That Council receives the minutes of the Bush Fire Advisory Committee meeting held on 9 March 2022, noting that a lack of quorum prevented the meeting from proceeding.*

## Attachments

1. Minutes from Bush Fire Advisory Committee Meeting held on 9 March 2022





# UNCONFIRMED MINUTES

OF THE

BUSH FIRE ADVISORY COMMITTEE

**9 MARCH 2022**

These minutes were confirmed at a meeting held and signed below by the Presiding Person, at the meeting these minutes were confirmed.

Signed:

**SHIRE OF BROOME**  
**BUSH FIRE ADVISORY COMMITTEE**  
**WEDNESDAY 9 MARCH 2022**  
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**MINUTES OF THE BUSH FIRE ADVISORY COMMITTEE OF THE SHIRE OF BROOME,  
HELD IN THE COMMITTEE ROOM, CORNER WELD AND HAAS STREETS, BROOME, ON  
WEDNESDAY 9 MARCH 2022, COMMENCING AT 11:00AM.**

<b>1. OFFICIAL OPENING</b>
----------------------------

The Chairman welcomed Members and Officers at 11:00am.

The Terms of Reference state that a quorum of five (5) is required for the Bush Fire Advisory Committee. As there was not a quorum, the meeting was adjourned, and all items on the Agenda will be referred to the next meeting, scheduled to be held 9 June 2021 at 11:00am.

<b>2. ATTENDANCE AND APOLOGIES</b>
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**ATTENDANCE**

<b>Members:</b>	Cr C Mitchell James Taylor  Peter Carstairs  Richard Whatley	Chairperson Department of Fire and Emergency Services Department of Biodiversity, Conservation and Attractions Kimberley Land Council
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**Via Teams:** Nil.

<b>Apologies:</b>	Martin Glynn Phil Leach Erin Tassell  Andrew Cove Dane Goodsell	WAPOL – Bidyadanga BVFRS Department of Biodiversity, Conservation and Attractions Water Corporation Broome Regional Volunteer Bush Fire Brigade
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**Leave of Absence:** Nil

<b>Officers:</b>	Keith Williams Sarah Owen  Alf Mikelat  Barry Wilson	Director Development Services Executive Support Officer Development Services Coordinator Community Safety and Rangers Senior Ranger
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<b>3. CONFIRMATION OF MINUTES</b>
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3.1 The minutes of the BFAC were distributed and taken as read.

<b><u>RECOMMENDATION:</u></b>
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That the Minutes of the Local Emergency Management Committee held on 8 December 2021, as published and circulated, be confirmed as a true and accurate record of that meeting.

#### **4. CORRESPONDENCE IN / OUT**

##### **4.1 CORRESPONDENCE IN/OUT**

###### Correspondence In:

- Monthly DFES LG Report – 5 January 2022 – 05/01/2022 – DFES
- Monthly DFES LG Report – 2 February 2022 – 02/02/2022 - DFES

###### **Attachments**

Nil

#### **5. BUSINESS ARISING**

##### **5.1 BFAC STATUS REPORT**

The 2022 BFAC Status Report is attached to track the progress of actions arising from each meeting.

###### **Attachments**

1. Attachment 1

BFAC STATUS REPORT 2022				
MEETING DATE/ITEM NUMBER	DETAILS	STATUS	COMMENT	ESTIMATED COMPLETION
10 June 2020 – Round Table	DFES raised concerns about contamination at Demco, and fire risk.	In Progress	SoB to update BFAC on Demco progress. 08.09.21 – MEHER to investigate further and respond to DFES and DBCA prior to next meeting.	December 2021

## **5.2 UPDATE FROM BFAC MEMBERS**

Members will have the opportunity to provide an update at the meeting.

### **Attachments**

Nil

<b>6. REPORTS OF OFFICERS</b>
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Nil.

<b>7. MEETING CLOSURE</b>
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There being no further business the Chairman declared the meeting closed at 11:30am.

<b>11. NOTICES OF MOTION WITH NOTICE</b>
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<b>12. NOTICES OF MOTION 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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