



AGENDA

FOR THE

ORDINARY MEETING OF COUNCIL

29 SEPTEMBER 2022

NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of Council will be held on Thursday, 29 September 2022 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 5:00PM.

Regards,



S MASTROLEMBO
Chief Executive Officer

21/09/2022

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.

Persons should be aware that the provisions in section 5.25 of the *Local Government Act 1995* establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person. The Shire of Broome expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

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

Councillor Attendance Register										
Councillor		Cr H Tracey	Cr D Male	Cr E Foy	Cr P Matsumoto	Cr C Mitchell	Cr B Rudeforth	Cr P Taylor	Cr N Wevers	Vacant Seat
2021	30 September									
2021	14 October				A					
2021	18 November			LOA						
2021	16 December			A						
2022	24 February			LOA	A					
2022	31 March						LOA			
2022	28 April			A						
2022	26 May			LOA	A					
2022	30 June 2022		A	A						
2022	28 July 2022									
2022	25 August 2022									

- 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 29 SEPTEMBER 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 25 August 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

There are no reports in this section.

9.2 PLACE

9.2.1 PROPOSED LOCAL PLANNING POLICY - DESIGN REVIEW PANEL

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	PLA22
AUTHOR:	Acting Manager Planning & Building Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

The Department of Planning, Lands and Heritage and the Office of the Government Architect recently reviewed its Design of the Built Environment policy framework through the DesignWA process. Through this process, the Western Australian Planning Commission adopted the Design Review Guide and State Planning Policy 7.0 – Design of the Built Environment (SPP7.0) (Attachments 2 and 3 respectively). The Design Review Guide recommends local governments establish a Design Review Panel (DRP).

This report recommends that Council adopts a draft Local Planning Policy – Design Review Panel, for the purpose of public advertising.

BACKGROUND

Previous Considerations

N/A

Background

DesignWA is a State Government initiative to ensure good design is at the centre of all development in Western Australia. It is made up of a suite of policies that aims to create built environments that reflects the distinctive characteristics of local areas. The foundation of the DesignWA suite of policies is State Planning Policy 7.0 – Design of the Built Environment (SPP7.0) (<https://www.wa.gov.au/government/publications/state-planning-policy-70-design-of-the-built-environment>), which became operational following its gazettal in May 2019. As part of the introduction of SPP7.0, the Design Review Guide (the Guide) (<https://www.wa.gov.au/government/document-collections/design-review-guide>) was released to assist local governments with the establishment and operation of Design Review Panels (DRP).

Design review is the process of independently evaluating the design quality of a built environment proposal. It is carried out by a panel of appropriately trained, multi-disciplinary built environment professionals, who are experienced in offering objective and constructive design advice. Design review provides independent expert advice and informed assessment of proposals, guided by a set of 10 design principles as outlined within SPP7.0. It offers feedback and observations that will lead to the improvement of proposals but does not redesign them.

With a recent uplift in pre-application queries relating to development proposals of strategic importance and the commencement of the Cable Beach and Chinatown/Old Broome Precinct Structure Plans, there is an opportunity for Officers to facilitate the improvement of built form outcomes within the Shire.

COMMENT

In the preparation of the draft Local Planning Policy (LPP), officers reviewed several other local planning policies for design review adopted by other local governments and has tailored the policy to suit the Shire's requirements. The review included Local Planning Policies from metropolitan and regional Local Government Authorities across Western Australia.

The draft LPP will include the following guidance to assist with the establishment and operation of the DRP:

Membership

The draft LPP establishes that the panel shall be made up of five (5) design professional who should be appointed in accordance with Section 5 of the Guide. It outlines those appointments to the Panel should be for a maximum period of three (3) years and gives powers to the Director of Development Services to terminate the appointment of a DRP member where necessary. Membership shall include the appointment of a Chairperson of the Panel to manage and facilitate the interactive design review process.

If the draft LPP is adopted by Council following the formal consultation period, the Shire will seek expressions of interest from professionals to join the Panel. The Panel will ideally be made up of a mix of professionals within the following fields:

- Architecture (essential);
- Landscape Architecture (essential);
- Urban Design (essential);
- Heritage;
- Sustainability and Environmental Design;
- Accessibility;
- Services Engineering;
- Civil and/or Structural Engineering;
- Transport Planning; and
- Public Art.

Professionals who are based within Broome will be encouraged to apply for a position on the Panel. However, it should be noted that those professionals would be expected to excuse themselves from the design review process where there is a potential conflict of interest. As such, the Panel is also likely to include professionals who are based outside of the Shire of Broome. Notwithstanding this, the selection criteria will include relevant Broome/regional experience.

The Panel will provide independent expert and technical advice to proponents, Officers and Council in relation to the design of development and other related matters. The Panel will only make recommendations and will not have any decision-making powers.

Items to be referred to the Panel

The draft LPP will require the following to be referred to the DRP for consideration:

- Development applications and pre-application development submissions for Major Development;
- Non-major development proposals may be referred to the Panel for review at the discretion of the Director of Development Services, with the prior agreement of the proponent; and
- Strategies, policies, master plans, local development plans, structure plans, precinct structure plans, local planning schemes and amendments or other matters relating to the strategic and statutory local planning frameworks that have the ability to inform the future built form within the Shire.

Major Development is currently defined within the draft LPP as:

- 10 or more grouped or multiple dwellings;
- Mixed use developments incorporating a residential component with an estimated construction cost of more than two million dollars (\$3,000,000); and
- Commercial Developments within all zoned and reserved land except for the Service Commercial, Industry and Light & Service Industry zones with an estimated construction cost of more than two million dollars (\$3,000,000).

Operation of DRP Meetings

DRP meetings will follow the advice contained within the Guide and the recommendations of the appointed members will be made in accordance with the design principles set out in SPP7.0. Meetings will require a quorum comprising a minimum of two panel members, with the desired number of members for each meeting being determined by the scale and significance of a proposal.

Proponents will be encouraged to request officers to refer proposals to the Panel for consideration early in the design stage, prior to the submission of a formal development application. Meetings will be held at the Shire Administration Centre and will be coordinated when required either as a pre-application referral at the concept design stage, or post lodgement of development as part of the development application process.

Fees

A fee is payable to each member of the panel who attends a meeting. The fee will be borne by the Shire and the proponent will not be charged to engage with the process. It is noted that development application fees are based on the cost of development. Major developments would incur a higher application fee which is expected to cover the costs associated with an officer's assessment, including referral to the DRP.

Fees will be determined through the expression of interest process, but other Local Government Authorities have advised that fees are currently set at \$200 per hour for

standard DRP members and \$250 per hour for the designated Chairperson. DRP meetings are typically made up of three members (including the Chairperson) and are expected to run for one hour with additional time (approximately 30 mins) charged for review of documentation prior to the meeting.

Ideally, each item should be referred to the DRP on once occasion. It will be at the discretion of the assessing officer to determine whether or not the comments made by the DRP have been adequately addressed through the submission of amended plans and/or additional supporting information. In certain circumstances, an item may be referred back to the panel if the assessing officer is not satisfied that the amended plans and/or additional information addresses the comments made.

CONSULTATION

Under the *Planning and Development (Local Planning Schemes) Regulations 2015*, upon resolution to prepare a Local Planning Policy, the local government must publish a notice and provide a 21-day period for making submissions.

A workshop was held outlining the purpose and objective of Design Review Panels with Council in August 2022. The following Councillors were in attendance at this meeting:

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

STATUTORY ENVIRONMENT

Planning and Development (Local Planning Schemes) Regulations 2015

The Planning and Development (Local Planning Schemes) Regulations 2015 sets out the procedure for preparing local planning policies. This includes setting minimum requirements for advertising of the draft LPP and the process for considering submissions during the public advertising period.

POLICY IMPLICATIONS

Adoption of a new Policy.

FINANCIAL IMPLICATIONS

As discussed above, the fee to refer proposals to a DRP meeting will be borne by the Shire. Notwithstanding this, Major developments would incur a higher application fee which is expected to cover the costs associated with an officer's assessment, including referral to the DRP.

Additionally, savings, both financially and in processing times, in the formal assessment process may be achieved by a robust Design Review process.

RISK

The process of design review is now standard practice amongst most Local Government Authorities within Western Australia. If Council resolved to not adopt the draft LPP, the Shire is exposing itself to reputational risk by falling behind other Local Government Authorities which are implementing processes in accordance with LPP7.0 and the Guide.

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.

Outcome Two - Everyone has a place to call home:

2.1 Promote access to safe, affordable accommodation to meet all needs, including itinerants, homeless people, those at risk, youth and the elderly. **Place – We will grow and develop responsibly, caring for our natural, cultural and built heritage, for everyone.**

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

6.1 Promote sensible and sustainable growth and development.

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

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

9.2 Activate the precincts of Broome.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

- 1. pursuant to Clause 4 (1) of the Deemed Provisions in the Planning and Development (Local Planning Schemes) Regulations 2015, resolves to prepare Local Planning Policy – Design Review Panel as included in Attachment No 1, for public comment for a minimum of 21 days; and*
- 2. directs officers to prepare a report to Council following the conclusion of the public comment period seeking a resolution from Council to adopt the draft Local Planning Policy – Design Review Panel, in the light of any submissions made.*

Attachments

1. Draft Local Planning Policy - Design Review Panel

LOCAL PLANNING POLICY

5.24

TITLE: DESIGN REVIEW PANEL

ADOPTED:

REVIEWED:

ASSOCIATED LEGISLATION: *Planning and Development Act 2005*
Shire of Broome Local Planning Scheme No 6 (LPS6)

ASSOCIATED DOCUMENTS:

REVIEW Director Development & Community Services

RESPONSIBILITY: Delegations are exercised in accordance with
DELEGATION: delegation granted in terms of Section 5.42 of the
Local Government Act 1995 as amended or other
statutes as applicable to specified officers.

APPLICATION This policy applies to the LPS6/7 area.

Objectives:

1. To ensure the administration of the Shire of Broome is consistent with the process outlined by the State Government Design Review Guide.
2. To provide an independent evaluation process for proposals and processes that impact the design quality of the built environment.
3. To facilitate an improvement in urban design and the quality of the built environment within the Shire of Broome.
4. To assist in the formulation of recommendations to the Council and the Joint Development Assessment Panel, or in the determining of applications under delegated authority.

Definitions:

“Design Review” means an independent and impartial evaluation process in which experts on the built environment assess the design of a proposal.

“Design Review Guide” means the Department of Planning, Lands and Heritage's *Design Review Guide – Guidance for local governments to set up and operate design review processes*.

“Major Development” is defined as:

- 10 or more grouped or multiple dwellings;
- Mixed use developments incorporating a residential component with an estimated construction cost of more than two million dollars (\$3,000,000); and
- Commercial Developments within all zoned and reserved land except for the Service Commercial, Industry and Light & Service Industry zones with an estimated construction cost of more than two million dollars (\$3,000,000).

“Panel” means a selected panel of experts who undertake a design review of a development proposal or the implementation of a new or amended document which forms part of the local planning framework.

“Scheme” means the Shire of Broome Local Planning Scheme No. 6.

Policy:

1.0 Membership

- 1.1. The Panel is to comprise a pool of up to five (5) design professionals, appointed by the Director of Development Services to fulfill the requirements outlined in this Policy.
- 1.2. The Panel shall be appointed as per the recommendations contained within Section 5 of the Department of Planning, Lands and Heritage's Design Review Guide.
- 1.3. The term of appointment of a Panel Member will be for a maximum of three (3) years. Appointment for additional terms may be approved by the Director of Development Services.
- 1.4. The Director of Development Services may terminate the appointment of a Panel member prior to expiry of their term if it is considered that the member is not providing a positive contribution to the intended function of the Panel or if the member has not demonstrated a satisfactory level of attendance at Panel meetings.
- 1.5. One member of the Panel shall be the Chairperson of the Panel for the purpose of managing and facilitating interactive design review, discussions, identifying key recommendations for reporting. The Chairperson will also be responsible for minute taking of each meeting.
- 1.6. Where a vacancy in the Panel occurs, eligible persons shall be drawn from previous nominations, and shall be presented to the Director of Development Services for selection and approval. Failing this, the Shire shall seek additional expressions of interest in accordance with clause 1.2 above.

2.0 Items to be Referred to the Panel

- 2.1 Development applications and pre-application development submissions for Major Development.

- 2.2 Non-major development proposals may be referred to the Panel for review at the discretion of the Director of Development Services, with the prior agreement of the proponent
- 2.3 Strategies, policies, master plans, local development plans, structure plans, precinct structure plans, local planning schemes and amendments or other matters relating to the strategic and statutory local planning frameworks that have the ability to inform the future built form within the Shire.
- 3.0 Operational requirements
- 3.1 Panel meetings will follow the meeting procedures, roles and responsibilities recommended by the *Design Review Guide*.
- 3.2 The Panel will take into consideration the design principles set out in State Planning Policy 7.0 Design of the Built Environment
- 3.3 A Panel meeting cannot proceed unless a quorum comprising a minimum of two panel members is in attendance.
- 3.4 Notes of the Panel meeting should be maintained and reported in accordance with Clause 6.6 of the *Design Review Guide*.
- 3.5 Proponents are encouraged to request the Shire to refer proposals to the Panel early in the design concept stage, prior to the submission of a development application. Several referrals to the Panel may be required depending on the complexity of the proposal.
- 3.6 Panel meetings are to be held at the Shire of Broome Administration Centre. Where proponents and Panel Members are unable to attend in person or are not locally based, the meeting shall be undertaken by video teleconference.
- 4.0 Fees
- 4.1 A fee is payable to each member of the Panel for preparation and attendance at a Panel meeting.
- 4.2 If the Director of Development Services requests a Panel member to appear on the Shire's behalf as an expert witness at the State Administrative Tribunal, the member is to be paid at a mutually agreed hourly rate between the member and the Shire.
- 5.0 Conflict of Interest
- 5.1 Where a member of the DRP has a financial interest (as defined by the Local Government Act 1995) in a matter to be considered by the Panel, the member must disclose the interest to the convenor of the meeting (in

writing) and must not participate in or be present during any discussion on the matter.

5.2 Where a member of the Panel has an impartiality interest in a matter to be considered by the Panel (an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest arising from kinship, friendship or membership of an association), the member must disclose the nature of the interest to the convenor of the meeting, prior to any discussion on the matter.

5.3 A person who is currently employed by, or who is an Elected Member of the Shire, is not eligible for appointment as a member.

6.0 Confidentiality

6.1 Proceedings of a meeting, supporting information, agendas and minutes of any proposal presented to the Panel are to remain confidential unless such details are disclosed in an authorised manner by an officer to the proponent or applicant, or presented in a report which is available to the public.

7.0 Code of Conduct

7.1 All Panel members are required to review and agree to the Shire's Code of Conduct.

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

This Policy is a Local Planning Policy adopted pursuant to Part 2, clause 4 of the deemed provisions of LPS6. LPS6 is administered by the Shire of Broome as the responsible authority under the Scheme. LPS6 was gazetted and came into operation on the 30 January 2015.

Planning policies adopted under LPS6 may be amended or rescinded after the procedures set out in Part 2 clause 5 & 6 of the deemed provisions of LPS6 have been completed.

9.2.2 RFT22/07 - FREDERICK STREET BSHS CARPARK AND ROADWORKS

LOCATION/ADDRESS:	NIL
APPLICANT:	NIL
FILE:	RFT22/07
AUTHOR:	<i>Director Infrastructure</i>
CONTRIBUTOR/S:	<i>Nil</i>
RESPONSIBLE OFFICER:	<i>Director Infrastructure</i>
DISCLOSURE OF INTEREST:	NIL

SUMMARY:

This report seeks to inform Council that there were no submissions received for RFT22/07 Frederick Street BSHS Carpark and Roadworks and recommends Council request the Chief Executive Officer review the Capital Works schedule for 2022/23.

BACKGROUND*Previous Considerations*

OMC 24 Feb 2022 Item 14.1

The drop off/pick up for Broome Senior High School (BSHS) on Frederick Street occurs in what is currently a Shire car park that was designed for medium term parking at the Peter Haynes Reserve cricket nets and basketball courts. The carpark does not work efficiently as a drop off / pick up zone and is causing several traffic issues along Frederick Street, with associated safety risk to pedestrians.

Following a road safety audit and subsequent state blackspot application the project was funded by via a Western Australian Government election promise plus a further contribution from the Department of Education. The Shire also made a contribution of \$50,000 in Municipal funds for the construction works and an in kind contribution for Officers time to manage the design and construction.

The Shire engaged ACOR Consultants Pty Ltd to prepare the detailed design for the carpark which was issued to the market for quotation in January 2022. At its ordinary meeting of Council held 24 February 2022 the Chief Executive Officer was authorised to enter into a Contract with McCorry Brown Earthmoving Pty Ltd for the construction of the carpark only and subject to additional funding being secured for the slip lane and roadworks.

Unfortunately, due to labour resourcing issues McCorry Brown were unable to commit to the Contract and therefore no Contract was ever entered into. Shire officers communicated this to Main Roads, who were administering the State Government funds, and the Department of Education who were a project partner. Both agencies confirmed that the project funds were able to be transferred from the 2021/22 financial year into the 2022/23 financial year.

Following the adoption of the 2022/23 budget and in discussion with Shire Executive the decision was made to re-package the project works and again go out to market to see if an alternate Contractor was available or if the market and/or labour resourcing issues had changed.

COMMENT

Scope of Works

The scope of works for the tender included a new slip lane off Frederick St; the removal and replacement of the existing crossover; the removal of the existing carpark and the installation of a new dual lane drop off and carpark plus associated kerbs, paths and line marking.

The request for tender included two options for tenderers;

1. Entire scope of works; and
2. The removal of the slip lane

The options were provided so as not to limit interest from Contractors not interested in completing the slip lane and associated traffic management responsibilities. The two options would also allow the Shire to ascertain the additional pricing for the slip lane in the event the tendered pricing exceeded the project budget and the Shire needed to value manage the project scope.

A procurement plan was developed and approved by the Director Infrastructure in July 2022.

The procurement was managed internally by officers through VendorPanel as an open tender process. The open tender process allows any Contractors to tender the project rather than a select number of Contractors identified by the Shire.

As required by legislation, an advertisement was placed in the West Australian on 3 August 2022, the Broome Advertiser on 4 August 2022, the Shire of Broome Website and on the Administration Office and Library noticeboards. The submission period was open 21 days and closed at 4:00pm AWST Wednesday 31 August 2022.

No submissions were received by the closing date and therefore no submissions were evaluated against the compliance or qualitative criteria.

Unfortunately for the Shire this is the second time we have unsuccessfully attempted to engage a Contractor for the delivery of this project. On the first occasion we were able to generate interest from two Contractors however the pricing was significantly higher than the project budget. Ultimately it turned out that neither Contractor had the capacity to complete the works, even at the significantly higher rates.

On this second occasion we were unable to generate a single response to the request for tender.

Shire officers have maintained a continued dialogue with potential Contractors in Broome and the feedback received is that the current workload and resourcing of those Contractors does not permit them to tender further works at this stage. Anecdotally the Contractors are stating that they are not in a position to undertake other projects until the second half of 2023, at the earliest.

In some instances, the Shire has delivered capital works under direct management using our internal workforce and project management capacity. The scope of work for this project allows us to consider that option however it would require the reallocation of resources from other capital projects and/or operations and maintenance. The Shire could also negotiate directly with Contractors under purchasing exemptions if that approach was considered appropriate.

In accordance with Council's adopted budget for 2022/23 the Shire was intending to deliver the following Engineering capital projects through Contractors;

- Cable Beach Foreshore Redevelopment Upgrade (noting some in-house staff time has also been allocated to this project)
- Regional Resource Recovery Park
- Broome Surf Lifesaving Club Redevelopment
- Stewart Street Upgrade
- Port Drive / Guy Street Intersection Upgrade
- Frederick Street BSHS Carpark and Roadworks
- Pump Track
- Skate Park
- BRAC Solar upgrade
- Subdivisional Footpath installation
- Road Reseals

In addition, the Shire's operational resources have been allocated to complete:

- Rural Road maintenance
- Urban Road maintenance
- Carpark maintenance
- Drainage maintenance
- Footpath, kerb, sign maintenance
- Operational cleaning and maintenance to Shire assets

Given the number of capital and operational tasks planned for 2022/23 versus the capacity of the Contractor resources and the Shire's internal resources there is a significant risk that the Shire may be unable to deliver all works listed above.

Shire officers therefore recommend that Council request the Chief Executive Officer to undertake a full review of the 2022/23 Capital and Operational Programs with a view to consider external and internal resources, project funding, project priorities and operational levels of service. Given the current economic climate and market conditions there is also concern that this may be impacting on value for money, and it is therefore recommended the review includes consideration of deferring projects where possible that may not be critical or that do not have associated grant funding conditions on delivery.

CONSULTATION

Main Roads Western Australia
Department of Education
ACOR Consultants Pty Ltd

STATUTORY ENVIRONMENT

The tender process was administered in accordance with the **Local Government Act 1995, 3.57 Tenders for providing goods or services** and in accordance with the **Local Government (Functions and General) Regulations 1996, 11. When tenders have to be publicly invited**.

As indicated the Shire could choose to negotiate directly with a contractor or contractors to complete the works under the following tender exemption;

LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996

11 . When tenders have to be publicly invited

- (2) *Tenders do not have to be publicly invited according to the requirements of this Division if —*
- (c) *within the last 6 months —*
- (i) *the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment*

POLICY IMPLICATIONS

As no submissions were received there is no Policy Impact.

FINANCIAL IMPLICATIONS

The table below provides a summary of the budget position for this project. Further In-kind contributions will be made towards the project for project management activities.

Item	Amount (Excl. GST)
Funding	
Municipal funds	\$50,000
State Government Election Commitment	\$780,000
Department of Education Contribution (includes additional contribution from February 2022)	\$509,881
Budget	\$1,339,881
Committed Expenditure	
Topographical Survey, design fees, Electrical Service Decommissioning, Miscellaneous items	\$53,566
Construction Budget	\$1,286,315

There are no financial implications as a result of no tender submissions being received.

RISK

As referred to above there is a significant risk that the Shire may be unable to deliver all works listed above and that the projects may not represent value for money. Shire officers therefore recommend that Council request the Chief Executive Officer to undertake a full review of the 2022/23 Capital and Operational Programs.

STRATEGIC CORPORATE PLAN OBJECTIVES

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

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

7.1 Provide safe and efficient roads and parking

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

- 1. Note that no tender submissions were received for RFT22/07 Frederick Street BSHS Carpark and Roadworks;*
- 2. Requests the Chief Executive Officer advise Main Roads Western Australia and the Department of Education of the project status; and*
- 3. In recognition of concerns in contractor availability in the foreseeable future, requests the Chief Executive Officer undertakes a full review of the 2022/23 Capital and Operational Programs and considers both external and internal resources, project funding and project priorities and presents a report and recommendation to Council at the 2022 October Ordinary Meeting of Council.*

Attachments

Nil

9.3	PROSPERITY
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There are no reports in this section.

9.4 PERFORMANCE

9.4.1 WARD AND REPRESENTATION REVIEW

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	GOB03
AUTHOR:	Acting Director Corporate Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Acting Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report seeks Council endorsement to undertake a Ward and Representation Review pursuant to Schedule 2.2. of the *Local Government Act 1995*.

BACKGROUND

Previous Considerations

OMC 28 July 2016	Item 9.4.4
OMC 24 November 2016	Item 9.4.3
SMC 6 October 2020	Item 6.4.1
OMC 10 December 2020	Item 9.4.3

Schedule 2.2 of the *Local Government Act 1995* (the Act) requires Local Governments with a Ward system to carry out a review of the ward boundaries and the number of offices of Councillor for each ward at least every eight years.

The Council last conducted a review in 2020, where it was resolved to maintain the existing ward structure and the number of Elected Members. This recommendation was reported to the Local Government Advisory Board (LGAB) whose major function is to assess proposals to change local government boundaries and their systems of representations.

Following the review, the LGAB provided the following advice to Council:

“The Board considers that the ratio of councillors to electors is particularly significant. It is expected that each local government will have similar ratios of electors to councillors across its wards, generally falling within a deviation of plus or minus 10%.

While the Board acknowledges the particular characteristics of the Shire of Broome's geography, population, and representation profile, they would like to recommend that the Shire undertakes a further ward review ahead of the 2023 local government elections to encourage further consideration of either:

- ***a revised ward structure (to return to a plus or minus 10% councillor to elector ratio),***
or
- ***to potentially consider the discontinuance of the two-ward system.”***

COMMENT

Councillor to Elector Ratio

The Councillor to Elector Ratio is the local government measure for ensuring that where a ward structure is in place that representation between wards is similar. The LGAB have a targeted variance range of +/- 10% between wards

As the below table indicates, the Councillor to Elector Ratio in the Shire of Broome has progressively declined between the Broome Ward and the Dampier Ward over the last decade.

Essentially the Dampier Ward is significantly overrepresented compared to the Broome Ward. To address this, the LGAB expectation is that ward boundaries are adjusted, representation in wards is changed or the ward structure is disbanded.

Shire of Broome Councillor to Elector Ratio 2009 - 2021								
Election	Broome Ward				Dampier Ward			
	No. Electors	No. Councillors	Councillor: Elector Ratio	% Ratio Deviation	No. Electors	No. Councillors	Councillor: Elector Ratio	% Ratio Deviation
2021	7,073	7	1:1010	-11%	1,117	2	1:558	+39%
2019	7,191	7	1:1027	-10%	1,189	2	1:594	+36%
2017	7,401	7	1:1057	-10%	1,270	2	1:635	+34%
2015	7,057	7	1:1008	-8%	1,369	2	1:684	+27%
2013	7,248	7	1:1035	-8%	1,355	2	1:677	+29%
2011	6,400	7	1:914	-6%	1,351	2	1:675	+22%
2009	6,309	7	1:901	-6%	1,308	2	1:654	+22%

Local Government Reforms – No Wards for Small Councils

The Local Government Minister, John Carey has announced that he intends to legislate to abolish wards for small councils (Band 3 and 4), prior to the October 2023 ordinary local government elections. The Shire of Broome is a Band 2 Council. This enables Council to retain a ward structure however local governments have been encouraged to review their need.

The rationale provided for the decision to abolish wards in smaller councils was:

- Wards increase the complexity and cost of elections;
- In smaller local governments, the population of wards can be very small;
- These wards often have councillors elected unopposed or elect a councillor with a very small number of votes. Some local governments have ward councillors elected with less than 50 votes; and
- There has been a trend in smaller local governments to reduce the use of wards.

Currently 70% of Councils in Western Australia operate with no wards and this will increase to over 80% when the above legislation comes into effect.

Examples of Councils, which have chosen to do away with wards in the last 2 years include the City of Greater Geraldton, City of Rockingham, Shire of Narrogin, Shire of Bridgetown and the Town of Mosman Park.

The below table provides the Shire of Broome elector participation by ward history over the last decade. This shows an improving participation rate in the Broome Ward and a declining level of engagement from the Dampier Ward. There is also a large variance between the number of votes required to be elected in each ward which aligns with the rationale provided by the Minister.

Shire of Broome Elector Participation by Ward 2009 - 2021						
Election	Broome Ward			Dampier Ward		
	Votes Cast	Turnout Rate	Minimum Votes to be elected	Votes Cast	Turnout Rate	Minimum Votes to be elected
2021	2,157	30.57%	999	167	15.04%	109
2019	1,954	27.28%	776	Elected unopposed		
2017	1,809	24.48%	784	Elected unopposed		
2015	1,853	26.29%	1,048	293	21.62%	125
2013	2,490	34.44%	1,382	689	27.38%	216
2011	2,601	40.64%	1,246	326	24.92%	123
2009	2,099	33.44%	821	286	22.17%	155

Local Government Reforms – Public Vote to Elect the Mayor or Shire President

The Local Government Minister, John Carey has also announced that he intends to legislate to require a public vote to elect the Mayor or Shire President in Band 1 and 2 local governments at the October 2023 local government elections.

The transition to a popularly elected Shire President will apply to the Shire of Broome and add further complexity to addressing the Councillor to Elector ratio should a ward structure be retained.

Under the reforms the Shire President will not be aligned to a ward as this position will be elected by the entire electors of the district. Therefore the number of ward councillors will reduce to 8. Currently the Broome Ward has 7 Councillors and the Dampier Ward 2. If the Broome Ward was reduced to 6 Councillors the Councillor to Elector Ratio will deteriorate further. If the Dampier Ward is reduced to 1 Councillor, the Councillor to Elector Ratio will fall within the LGAB's desired target range of +/- 10%. This is outlined in the table below based on 2021 electoral roll details.

Shire of Broome Councillor to Elector Ratio Public Vote – Shire President 8 Ward Councillors								
Ward Reduced	Broome Ward				Dampier Ward			
	No. Electors	No. Councillors	Councillor : Elector Ratio	% Ratio Deviation	No. Electors	No. Councillors	Councillor : Elector Ratio	% Ratio Deviation
Broome	7,073	6	1:1178	+15%	1,117	2	1:558	-45%
Dampier	7,073	7	1:1010	-1%	1,117	1	1:1117	+9%

The Minister for Local Government has outlined the Election Transition arrangements for public election of the Shire President in a letter dated 20 September 2022 (Attachment 2).

There are two options:

Voluntary Pathway

Under this arrangement the Shire is being encouraged to use existing legislative provisions to voluntarily resolve to change the method of electing the Shire President to a vote by electors of the district under section 2.11(2) of the Act; and then complete a Ward and Representation Review.

Reform Election Pathway

If the Shire opposes the voluntarily pathway to publicly elect the Shire President, the Minister intends to make amendments to the Act which will result in the October 2023 elections being referred to as a once off reform election that will effectively force the change.

For the Shire because wards are currently in place, this pathway would see all current Councillor positions being declared vacant, and all wards abolished. The October 2023 election would then involve a public vote to elect the Shire President and to fill all vacant Councillor positions, with a split between two- and four-year terms to re-establish an ordinary election cycle.

The newly-elected Council would then be able to consider whether to establish new wards, through a future Ward and Representation Review.

Advice to Department of Local Government, Sport and Cultural Industries (DLGSC)

The Minister has requested that all local governments advise the DLGSC which pathway they intend to take by the 28 October 2022.

Officer Comment

On the basis that the Shire was already intending to conduct a Ward and Representation Review, the voluntary pathway is the recommended approach.

It should be noted however that the Shire and the Western Australian Local Government Association (WALGA) remain opposed to the mandatory requirement to have a public vote for the Shire President believing that the existing provisions should have been retained which provide discretion to each local government.

The move to a public vote for Shire President was not a recommendation that was contained in the [Local Government Review Panel Final Report - May 2020](#).

The Ward and Representation Review Process

The review process involves the following steps:

1. Council resolves to undertake the review;
2. Public submission period opens for 6 weeks;
3. Information provided to the community for discussion;
4. Public submission period closes;
5. Council considers all submissions and relevant factors and decides on any changes;
6. Council submits a report to the LGAB for its consideration; and
7. If a change is proposed, the LGAB submits a recommendation to the Minister for Local Government (the Minister).

The LGAB has advised local governments to submit reports no later than 14 February 2023 to allow enough time for the LGAB and Minister to consider changes and for them to be in place for the next ordinary election due in October 2023.

When considering changes to wards and representation, Schedule 2.2 of the Act specifies the factors that must be considered:

- Community of interest;
- Physical and topographic features;
- Demographic trends;
- Economic factors; and
- Ratio of Councillors to Electors in the various wards.

The LGAB offers the following interpretation of these factors:

Community of interest

The term community of interest has several elements. These include a sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. It can also include dependence on the shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspapers.

Neighbourhoods, suburbs and towns are important units in the physical, historical and social infrastructure and often generate a feeling of community and belonging.

Physical and topographic features

These may be natural or man-made features that will vary from area to area. Water features such as rivers and catchment boundaries may be relevant considerations. Coastal plain and foothills regions, parks and reserves may be relevant as may other man-made features such as railway lines and freeways.

Demographic trends

Several measurements of the characteristics of human populations, such as population size, and its distribution by age, sex, occupation and location provide important demographic information. Current and projected population characteristics will be relevant as well as similarities and differences between areas within the local government.

Economic factors

Economic factors can be broadly interpreted to include any factor that reflects the character of economic activities and resources in the area. This may include the industries

that occur in a Local Government area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks.

Discussion Paper

It is expected that each Local Government will have similar ratios of Electors to Councillors across the wards of its district.

Officers have prepared a draft discussion paper titled "Shire of Broome Review of Wards and Representation" (Attachment 1), which is based on the template provided by the LGAB. The discussion paper outlines 5 options for Council's consideration and recognises that alternative recommendations may be put forward by the public.

Council is requested to approve the release of the discussion paper and give local public notice of its intention to carry out a review process and seek public submissions over a minimum 6-week period.

On conclusion of the public consultation period, and following consideration of any submissions received, Council will then be asked to select one option to be put forward in a report to the LGAB.

CONSULTATION

The Ward review was discussed at the Councillor Workshop on 6 September 2022 with Councillors Male, Taylor, Tracey, and Wevers present.

An advertisement will be placed in the Broome Advertiser and promoted on the Shire's Facebook page inviting the community to participate in the Shire of Broome Review of Wards and inviting written submissions for six weeks.

An email notification will be sent to those residents that have provided one, the review will be heavily promoted through regular shire radio advertisements during the consultation phase and each of the major aboriginal communities will be contacted through their respective CEO's advising of the review and availability to make comment.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 2.11 Alternative methods of filling office of mayor or president

(2) A local government may change * the method of filling the office of mayor or president used by the local government from the election by the council method to the election by the electors method.

** Absolute majority required*

Schedule 2.2 — Provisions about names, wards and representation

- 6. Local government with wards to review periodically**
- 7. Reviews**
- 8. Matters to be considered in respect of wards**
- 9. Proposal by local government**
- 10. Recommendation by Advisory Board**

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Review of Wards and Representation Discussion Paper has been prepared in-house and is based on the template provide by the LGAB.

The estimated cost for advertising in the Broome Advertiser is \$350.

Further financial implications may be presented to Council when public submissions are presented following the community consultation period. These will primarily relate to Elected Members fees and allowances if there is a change in the number of Councillors, and if Landgate are required to undertake any boundary changes.

RISK

The *Local Government Act 1995* (the Act) requires that each Local Government with a Ward system carry out a review of the ward boundaries and the number of offices of Councillor for each ward at least every eight years.

The review poses minimal risk, maintains compliance with the Act and addresses the recommendation from the Local Government Advisory Board following the 2020 Ward and Representation Review.

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.

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION:

That Council:

1. *In accordance with Section 2.11(2) of the Local Government Act 1995, resolve to change the method of filling the office of Shire President from election by council method to the election by electors method;*
2. *Request the Chief Executive Officer to advise the Department of Local Government, Sport and Cultural Industries that the Shire of Broome will undertake the voluntary pathway to complete the required electoral reforms prior to the October 2023 ordinary local government elections;*
3. *Endorse the 'Shire of Broome Review of Wards and Representation Discussion Paper' as attached;*
4. *Commence the review of its ward boundaries and representation in accordance with Schedule 2.2 of the Local Government Act 1995;*
5. *Endorse the following community consultation activities during the review:*
 - (a) *Public Notice in the Broome Advertiser;*
 - (b) *Promotion via the Shire's Facebook Page and Website;*
 - (c) *Promotion on local radio;*
 - (d) *Email to residents who have provided an address; and*
 - (e) *Personal contact with each of the major aboriginal communities.*

6. *Authorise the Chief Executive Officer to undertake the steps required to facilitate the review.*

Attachments

1. LGAB - 2020 Ward and Representation Review Response Letter
2. Public Election of Shire President - Advice from Minister for Local Government 20 September 2022
3. 2022 Ward and Representation Review Discussion Paper



Department of
**Local Government, Sport
and Cultural Industries**

Our ref E2106499
Enquiries Julie Craig
Phone 9492 9830
Email Julie.craig@dlgsc.wa.gov.au

Mr Sam Mastrolembro
Chief Executive Officer
Shire of Broome
PO Box 44
BROOME WA 6725

Dear Sam

SHIRE OF BROOME – WARD AND REPRESENTATION REVIEW

Thank you for your recent report to the Local Government Advisory Board on the ward and representation review conducted by the Shire of Broome.

The Board considered the report out-of-session on 9 February 2021 and noted the Shire's resolution to retain its current ward and representation structure of two wards and nine elected members.

However, the Board also noted that this is the second consecutive review where the Shire has resolved to maintain the current situation, and that the imbalance in the councillor to elector ratio is increasing.

The Board considers that the ratio of councillors to electors is particularly significant. It is expected that each local government will have similar ratios of electors to councillors across its wards, generally falling within a deviation of plus or minus 10%.

It is considered that uniform distribution of the numbers of electors in council wards supports councils in meeting the principles of one vote one value, or an equal ratio of electors to representatives. It is also regarded as desirable for the ratio between the number of electors per representative in a ward to be close to the average ratio of electors per representative for the council.

While the Board acknowledges the particular characteristics of the Shire of Broome's geography, population and representation profile, they would like to recommend that the Shire undertakes a further ward and representation review ahead of the 2023 local government elections to encourage your further consideration of either a revised ward structure (to return to a plus or minus 10% councillor to elector ratio), or to potentially consider the discontinuance of the two ward system.

However, for the current review, as no changes were proposed, there is no further action to be taken by the Board at this stage, and therefore no recommendations are required to be made to the Minister for Local Government.

The Board would like to sincerely thank the Shire and its staff, particularly Darren Kennedy, for their efforts in undertaking and completing the review.

Finally, if you need any assistance in conducting a further review, you are welcome to contact Julie Craig at the department as per the details noted in the address block at the top of the page. It would also be appreciated if you could acknowledge receipt of this correspondence.

Yours sincerely

Marion Blair OAM

Marion Blair OAM
Chair
Local Government Advisory Board
9 February 2021

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Hon John Carey MLA
Minister for Housing; Lands; Homelessness; Local Government

Our Ref: 78-08502 (Category 3)

20 September 2022

Dear Local Government Chief Executive Officers

MEMORANDUM TO CHIEF EXECUTIVE OFFICERS
LOCAL GOVERNMENT REFORMS: ELECTION TRANSITION ARRANGEMENTS
(DIRECT ELECTION OF THE MAYOR OR PRESIDENT, AND CONSEQUENTIAL
CHANGES TO THE COUNCIL)

On 3 July 2022, I announced the final package of proposed local government reforms, following a review of public submissions. As part of the reforms to strengthen local democracy and increase community engagement, new requirements will be introduced to provide for:

- The introduction of optional preferential voting;
- Directly elected Mayors and Presidents for band 1 and 2 local governments;
- Councillor numbers based on population; and
- The removal of wards for band 3 and 4 local governments.

Work on a Bill to amend the *Local Government Act 1995* (the Act) is ongoing, and a Bill is expected to be introduced into Parliament in early 2023.

Many of the reform proposals related to council representation are based on recent trends, and are intended to provide greater consistency between districts. Accordingly, for more than half of all local governments, the reforms will not require any specific change to the size or structure of the council.

However, the reform proposals do require some local governments to:

- Reduce the number of elected members on council in accordance with population thresholds; or
- Change from a council elected mayor or president to a directly elected mayor or president (this reform affects only band 1 and 2 local governments); or
- Abolish wards (for band 3 and 4 local governments with wards); or
- Implement more than one of the above.

The Amendment Act will also provide that optional preferential voting will apply for all local government elections. As you may know, optional preferential voting means that all electors have the choice to number preferences for as many or as few candidates as they wish to.

Level 7, Dumas House, 2 Havelock Street, West Perth, WA, 6005
Telephone: +61 8 6552 5300 Facsimile: +61 8 6552 5301 Email: minister.carey@dpc.wa.gov.au

I appreciate the significant interest in the reform proposals, and potential transitional arrangements for the upcoming 2023 ordinary elections. Many councils have expressed a proactive intent to implement reforms as early as possible.

The Department of Local Government, Sport and Cultural Industries (DLGSC) has completed an initial review, and identified that your local government may need to change to a directly-elected Mayor or President, and consequently reduce the size of the elected council by one to account for the Mayor or President being directly elected. This relatively small change should be implemented for the 2023 ordinary elections.

The Act already provides that local governments may:

- Resolve, by absolute majority of the council, to change the method of filling the office of Mayor or President to a direct vote by the electors of the district, and
- Initiate proposals to change arrangements related to the size or structure of the council through a Ward and Representation Review.

Accordingly, I write to advise of two pathways your council may consider for making these election transition arrangements.

Voluntary Pathway

Your local government may formulate a plan to implement these changes on a voluntary basis. This pathway will require your local government to make the steps outlined below, and provides the greatest possible lead time to plan for next year's ordinary elections.

If your council wishes to undertake this process, it should, by 28 October 2022:

- Advise the DLGSC of its intention to undertake a voluntary process. This advice should include a high-level plan outlining the potential changes to be implemented for the ordinary elections to be held in 2023;
- Pass a resolution to change the method of electing the Mayor or President to a vote by the electors of the district under section 2.11(2) of the Act; and
- Initiate a Ward and Representation Review to determine the specific consequential changes to the structure of the council for the 2023 ordinary elections, to be completed no later than 14 February 2023.

I appreciate that significant effort is required to complete a Ward and Representation Review. The Ward and Representation Review would need to be initiated ahead of the 28 October 2022 date, and finalised by 14 February 2023, to ensure that the timeframes set out in the Act can be practically met. While the Ward and Representation Review can consider the size of the council, and any wards, any changes should not diverge from the proposed reforms.

Further information is attached to this letter to assist with this process.

Reform Election Pathway

Alternatively, it is intended that the Amendment Act will provide for all changes to be implemented through reform elections in 2023.

For councils with wards, this pathway would provide that all council offices can be declared vacant, and all wards can be abolished. Elections would then be held to fill all council offices, with a split between two and four year terms as might be necessary to re-establish an ordinary election cycle.

The newly-elected council would then be able to consider whether to establish new wards, through a future Ward and Representation Review.

For councils with no wards, it may be possible to abolish one vacancy arising next year, while also declaring that the Mayor or President is to be elected by a vote of the electors of the district.

Your council may specifically decide to follow the Reform Election Pathway. If this is the council's intention, I request that you advise the DLGSC by 28 October 2022.

It is also intended that the Amendment Act will contain provisions for the Reform Election Pathway to apply if a local government:

- Does not advise of an intention to follow the Voluntary Pathway, or
- Decides to follow the Voluntary Pathway, but does not suitably complete a Ward and Representation Review by the dates outlined in this letter.

Next Steps

In line with the above, I request that your council considers these matters, and provides formal written advice on the preferred pathway to the DLGSC by 28 October 2022. Given the timeframes already established in the Act, no extension to the dates specified in this letter will be possible.

The DLGSC is available to assist with these election transition arrangements. If you require any assistance, please contact Ms Julie Craig, Strategy and Research Officer, on 6552 7300 or at advisoryboard@dlgsc.wa.gov.au.

I have also written a formal letter to the Mayor or President of your local government, which contains the same information as this memorandum. That letter should be received shortly.

Yours sincerely



HON JOHN CAREY MLA
MINISTER FOR LOCAL GOVERNMENT

Att: Timeline and steps – local government ward and representation reviews

Timeline and steps – local government ward and representation reviews

The following steps will need to occur to allow all required local governments to meet the **30 June 2023** timeframe of publication in the Government Gazette of any proposed ward and representation review changes, ahead of the October 2023 local government elections. Please note that all stages that are currently followed for 'regular' reviews are included below.

Table 1 includes suggested timeframes which will need to be considered by all local governments that will be required to undertake a review ahead of the October 2023 elections.

All local governments should aim to have their completed reviews submitted to the Local Government Advisory Board (the Advisory Board) by no later than **14 February 2023**.

Table 1 – proposed timeframes for local government actions

Due date (latest possible)	Requirements/actions
28 October 2022	Council resolves to undertake a ward and representation review A comprehensive discussion paper is developed
December 2022	Completion of six week consultation period
December 2022 – January 2023	Draft review report is prepared, considered and adopted by council
14 February 2023	Formal review report is submitted to the Advisory Board

Please note that the above dates are suggestions only, as each council will have to consider their own calendars for their monthly meetings. It is also possible that some affected councils will have an earlier meeting in December 2022, and then no meeting in January 2023. This is why mid to late December is suggested as the date by which the draft review report should be considered by council.

Table 2 - Ward and representation review process – for local governments

	Existing requirements/actions	Timeframe
1	The council resolves to undertake a ward and representation review	Variable
2	A comprehensive discussion paper is developed	Variable
3	Council advertises that it is conducting a review and the associated public submission period opens (minimum 6 weeks)	6 weeks
4	The discussion paper is made available to the community for consideration, and public submissions are invited on the matter	
5	Public submission period closes	
6	The Council assesses all submissions, considers options for change against the relevant factors to be considered, and drafts a report, which includes their decision, for the Local Government Advisory Board (the Advisory Board)	Variable
7	The formal report is presented to Council on the outcome of the public submissions and the proposed ward and/or boundary changes	Variable
8	Council resolves to adopt the report to the Advisory Board	Variable
9	The preferred option is submitted to the Advisory Board via the formal report, for the Board's consideration and recommendation	Variable
10	The Advisory Board considers the council's review report, and a recommendation is submitted to the Minister, which can either be accepted or rejected	Variable



**Review of Wards
and Representation**

Discussion Paper

September 2022

Background

The Shire of Broome completed a review of ward boundaries and the number of Councillors for each ward in 2020. Council made a recommendation to the Local Government Advisory Board (LGAB) to retain the current two (2) ward structure with seven (7) Councillors in the Broome Ward and two (2) Councillors in the Dampier Ward.

Following the review, the LGAB whose major function is to assess proposals to change local government boundaries and their systems of representations issued the following advice to Council:

“The Board considers that the ratio of councillors to electors is particularly significant. It is expected that each local government will have similar ratios of electors to councillors across its wards, generally falling within a deviation of plus or minus 10%.

While the Board acknowledges the particular characteristics of the Shire of Broome’s geography, population, and representation profile, they would like to recommend that the Shire undertakes a further ward review ahead of the 2023 local government elections to encourage further consideration of either:

- ***a revised ward structure (to return to a plus or minus 10% councillor to elector ratio), or***
- ***to potentially consider the discontinuance of the two-ward system.”***

Since the LGAB advice, the Minister for Local Government has also announced several changes that will impact the use of wards and the requirement to publicly elect the Shire President at the next ordinary local government elections in October 2023. Further details of these changes are provided below.

Therefore, Council has resolved to undertake a further review of its ward system to comply with the requirements of the Local Government Act 1995 (the Act), the advice from the LGAB and the direction from the Minister for Local Government.

Current situation

Currently the Shire of Broome has nine (9) Councillors elected from two (2) wards as follows:

The table below shows the Councillor to elector ratios at the time of the October 2021 local government election.

WARDS AND REPRESENTATION

WARD	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Broome	7	7,073	1:1010	-11%
Dampier	2	1,117	1:558	+39%
Total	9	8,190	1:910	

(Source: District Roll provided by WAEC for the October 2021 Ordinary Local Government Election)

The % ratio deviation gives a clear indication of the % difference between the average Councillor/Elector ratio for the whole local government and the Councillor/Elector ratio for each ward.

The Local Government Advisory Board has expressed the view that it will tolerate a plus or minus 10% deviation in the Councillor to elector ratio. The above table shows that the Dampier Ward has a significant deviation above that. A balanced representation would be reflected in the % ratio deviation being within plus or minus 10%. A change to ward boundaries or the ward system should be considered to address the imbalance in representation across the Shire.

Historical – Councillor to Elector Ratio

As the below table indicates, the Councillor to Elector Ratio in the Shire of Broome has progressively declined between the Broome Ward and the Dampier Ward over the last decade. Essentially a redistribution is required to bring the Councillor to Elector Ratio within the acceptable deviation of +/- 10%.

Shire of Broome Councillor to Elector Ratio 2009 - 2021								
Election	Broome Ward				Dampier Ward			
	No. Electors	No. Councillors	Councillor: Elector Ratio	% Ratio Deviation	No. Electors	No. Councillors	Councillor: Elector Ratio	% Ratio Deviation
2021	7,073	7	1:1010	-11%	1,117	2	1:558	+39%
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2017	7,401	7	1:1057	-10%	1,270	2	1:635	+34%
2015	7,057	7	1:1008	-8%	1,369	2	1:684	+27%
2013	7,248	7	1:1035	-8%	1,355	2	1:677	+29%
2011	6,400	7	1:914	-6%	1,351	2	1:675	+22%
2009	6,309	7	1:901	-6%	1,308	2	1:654	+22%

Local Government Reforms – No Wards for Small Councils

The Local Government Minister, John Carey has announced that he intends to legislate to abolish wards for small councils (Band 3 and 4), prior to the October 2023 ordinary local government elections. The Shire of Broome is a Band 2 Council. This enables Council to retain a ward structure however local governments have been encouraged to review their need.

The rationale provided for the decision to abolish wards in smaller councils was:

- Wards increase the complexity and cost of elections;
- In smaller local governments, the population of wards can be very small;
- These wards often have councillors elected unopposed or elect a councillor with a very small number of votes. Some local governments have ward councillors elected with less than 50 votes; and
- There has been a trend in smaller local governments to reduce the use of wards.

Currently 70% of Councils in Western Australia operate with no wards and this will increase to over 80% when the above legislation comes into effect.

Examples of Councils, which have chosen to do away with wards in the last 2 years include the City of Greater Geraldton, City of Rockingham, Shire of Narrogin, Shire of Bridgetown and the Town of Mosman Park.

The below table provides the Shire of Broome elector participation by ward history over the last decade. This shows an improving participation rate in the Broome Ward and a declining level of engagement from the Dampier Ward. There is also a large variance between the number of votes required to be elected in each ward which aligns with the rationale provided by the Minister.

Shire of Broome Elector Participation by Ward 2009 - 2021						
Election	Broome Ward			Dampier Ward		
	Votes Cast	Turnout Rate	Minimum Votes to be elected	Votes Cast	Turnout Rate	Minimum Votes to be elected
2021	2,157	30.57%	999	167	15.04%	109
2019	1,954	27.28%	776	Elected unopposed		
2017	1,809	24.48%	784	Elected unopposed		
2015	1,853	26.29%	1,048	293	21.62%	125
2013	2,490	34.44%	1,382	689	27.38%	216
2011	2,601	40.64%	1,246	326	24.92%	123
2009	2,099	33.44%	821	286	22.17%	155

Local Government Reforms – Public Vote to Elect the Mayor or Shire President

The Local Government Minister, John Carey has also announced that he intends to legislate to require a public vote to elect the Mayor or Shire President in Band 1 and 2 local governments at the October 2023 local government elections.

The transition to a popularly elected Shire President will apply to the Shire of Broome and add further complexity to addressing the Councillor to Elector ratio should a ward structure be retained.

Under the reforms the Shire President will not be aligned to a ward as this position will be elected by the entire electors of the district. Therefore the number of ward councillors **must** reduce to 8.

Currently the Broome Ward has 7 Councillors and the Dampier Ward 2. If the Broome Ward was reduced to 6 Councillors the Councillor to Elector Ratio will deteriorate further. If the Dampier Ward is reduced to 1 Councillor, the Councillor to Elector Ratio will fall within the LGAB's desired target range of +/- 10%. This is outlined in the table below based on 2021 electoral roll details.

Shire of Broome Councillor to Elector Ratio Public Vote – Shire President 8 Ward Councillors								
Ward Reduced	Broome Ward				Dampier Ward			
	No. Electors	No. Councillors	Councillor: Elector Ratio	% Ratio Deviation	No. Electors	No. Councillors	Councillor: Elector Ratio	% Ratio Deviation
Broome	7,073	6	1:1178	+15%	1,117	2	1:558	-45%
Dampier	7,073	7	1:1010	-1%	1,117	1	1:1117	+9%

Review process

The review process is set out in the *Local Government Act 1995* schedule 2.2.

1. To begin a review, a local government must pass a resolution at Council to this effect. Council made this resolution on the 29 September 2022.
2. Prior to carrying out a review, a local government must give local public notice advising that the review is to be carried out and that submissions may be made to the local government. The public submissions period it to be not less than 6 weeks after the notice is first given.
3. A local government is encouraged to provide several options as a basis to generate discussion.
4. Public submission closes and the submissions received are collated and reviewed.
5. Council considers all submissions received.
6. Council reaches a decision based on an assessment of the options against a number of established criteria as contained in schedule 2.2 clause 8 of the *Local Government Act 1995*.
7. A report is then submitted to the Local Government Advisory Board.
8. If a change is proposed and the Board is satisfied with the recommendation, then the Board submits the recommendation to the Minister for Local Government.

Factors to be considered

Under schedule 2.2 clause 8 of the *Local Government Act 1995*, a number of criteria have been established upon which a local government is to assess any changes proposed to be made to the ward system. These criteria include;

1. Community of interest;
2. Physical and topographic features;
3. Demographic trends;
4. Economic factors; and
5. Ratio of Councillors to Electors in the various wards.

The Local Government Advisory Board offers the following interpretation of these factors:

1. Community of interest

The term community of interest has a number of elements. These include a sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. It can also include dependence on the shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspapers.

Neighbourhoods, suburbs and towns are important units in the physical, historical and social infrastructure and often generate a feeling of community and belonging.

2. Physical and topographic features

These may be natural or man-made features that will vary from area to area. Water features such as rivers and catchment boundaries may be relevant considerations. Coastal plain and foothills regions, parks and reserves may be relevant as may other man-made features such as railway lines and highways.

3. Demographic trends

Several measurements of the characteristics of human populations, such as population size, and its distribution by age, sex, occupation and location provide important demographic information. Current and projected population characteristics will be relevant as well as similarities and differences between areas within the local government.

4. Economic factors

Economic factors can be broadly interpreted to include any factor that reflects the character of economic activities and resources in the area. This may include the industries that occur in a local government area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks.

5. Ratio of Councillors to Electors in the various wards

It is expected that each local government will have similar ratios of Electors to Councillors across the wards of its district. It is the Board's preference for the ratio between wards to fall between the plus or minus 10% range.

Options to consider

The Council will consider the following options and members of the community may suggest others:

Option 1 - Status Quo (Contrary to Ministerial Direction)

Maintain the current ward system and ward boundaries, and current number of Councillors.

The Minister for Local Government has indicated that if the Shire does not voluntarily move to a public vote for Shire President, legislation will be enacted that will force this change.

A consequence of this would be that all existing council positions would be declared vacant, wards abolished and the resulting October 2023 ordinary election being for all councillor positions.

Option 2 - Retain current ward boundaries

Shire President – public vote by whole district

Dampier Ward – 1 Councillor (reduced by 1)

Broome Ward – 7 Councillors (no change)

Total – 9 Councillors (no change)

This achieves the recommended 10% variance in representation as preferred by the Local Government Advisory Board and facilitates the election of the Shire President by public vote by the electors of the whole district.

WARD	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Broome	7	7,073	1:1010	-1%
Dampier	1(-1)	1,117	1:1117	+9%
Total Ward Councillors	8(-1)	8,190	1:1023	N/A
Shire President	1	8,190	Elected by electors of the whole district.	

Option 3 - Retain current ward boundaries

Shire President – public vote by whole district

Dampier Ward – 2 Councillors (no change)

Broome Ward – 6 Councillors (reduced by 1)

Total – 9 Councillors (no change)

This would facilitate the election of the Shire President by public vote but does not achieve the recommended 10% variance in representation as preferred by the Local Government Advisory Board.

WARD	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Broome	6 (-1)	7,073	1:1178	+15%
Dampier	2	1,117	1:558	-45%
Total Ward Councillors	8	8,190	1:1023	N/A
Shire President	1	8,190	Elected by electors of the whole district.	

Option 4 - Amend Broome Ward Boundary to include Coconut Well, 12 Mile & Skuthorpe**Shire President – public vote by whole district****Dampier Ward – 1 Councillor (reduced by 1)****Broome Ward – 7 Councillors (no change)****Total – 9 Councillors (no change)**

This principally achieves the recommended 10% variance in representation as preferred by the Local Government Advisory Board and facilitates the election of the Shire President by public vote by the electors of the whole district.

It also addresses the previous community of interest concerns raised by residents from Coconut Well, 12 Mile & Skuthorpe communities. Whilst the Dampier Ward would continue to be marginally over represented, the Federal Government has recently announced a campaign to increase electoral roll registration in the Dampier Peninsula which may lead to increased electors in the Dampier Ward.

WARD	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Broome	7	7,315 (+242)	1:1045	+2%
Dampier	1 (-1)	875 (-242)	1:875	-14%
Total Ward Councillors	8	8,190	1:1023	N/A
Shire President	1	8,190	Elected by electors of the whole district.	

Option 5 - Abolish Wards**Shire President – public vote by whole district****8 Councillors – public vote by whole district.**

This option involves the dissolution of all existing ward boundaries.

The Shire President would be elected for a four-year term commencing in October 2023. The 8 Councillor positions would similarly be elected for four-year terms with half of the Councillor positions being up for election every two years.

The Councillor to Elector Ratio under a no ward system is 1:1023 across the entire district.

This option reduces complexities, delivers administrative efficiencies, and conforms with the voluntary pathway to publicly elect the Shire President.

As previously indicated members of the public may suggest other options for consideration.

To assist, the following Locality elector numbers are provided.

Current Ward	Locality	# of Electors
Broome	Bilingurr	654
Broome	Broome	1,936
Broome	Cable Beach	2,835
Broome	Djugun	1,518
Broome	Minyirr	84
Broome	Roebuck (Broome Ward)	46
Dampier	Dampier Peninsula	538
Dampier	Eighty Mile Beach	28
Dampier	Gingerah	3
Dampier	Lagrange	296
Dampier	Roebuck (Dampier Ward)	180
Dampier	Waterbank	72
	TOTAL	8,190

The attached maps indicate the current Wards and localities within each Ward.

Number of Councillors

As provided in the options, also under consideration will be the number of Councillors for each ward and the district.

The Minister for Local Government has recently provided the below guidance in relation to the number of electors based on population. Councils that currently operate outside the below tier have been advised that Councillor numbers will reduce at the October 2023 local government elections.

- Up to 5,000: 5 – 7 Councillors (Including Shire President).
- Between 5,000 and 75,000: 5 – 9 Councillors (Including Mayor/President)
- Above 75,000: 9 – 15 Councillors (Including Mayor)

The Shire of Broome currently operates within the tier above. The 2020 Ward and Representation Review supported the retention of the current 9 Councillors.

Public submissions

Members of the community are invited to make a written submission about any aspect of ward boundaries and representation.

A submission form is provided at the end of this document for your convenience. You do not have to use this form for your written public submission.

Your written submission should be addressed to the Chief Executive Officer and clearly marked "Ward and Representation Review" and can be lodged by any of the following methods:

Online Submission: www.broome.wa.gov.au

Email to: shire@broome.wa.gov.au

Hand deliver to: Shire of Broome
Cnr Weld and Haas Streets
BROOME WA 6725

Post to: Shire of Broome
PO Box 44
BROOME WA 6725

All submissions must be received by 4pm on Friday 25 November 2022.

Thank you for your interest and involvement in this review. Council welcomes your comments on any matters that may assist it to make informed and responsible decisions for the benefit of the people of the Shire of Broome.

Cr H N Tracey
Shire President

S C Mastrolembo
Chief Executive Officer

**PUBLIC SUBMISSION PRO FORMA
SHIRE OF BROOME
REVIEW OF CURRENT WARD BOUNDARIES AND THE NUMBER OF
OFFICES OF COUNCILLOR 2022**

Note: This form is provided for your convenience. Written public submissions do not have to be made on this form.

To: Chief Executive Officer
Shire of Broome
PO Box 44
BROOME WA 6725

Email: shire@broome.wa.gov.au

I support the following Ward Boundary/ number of Offices of Councillor:

Option 1: Status Quo (Contrary to Ministerial Direction)
Maintain the current ward system and ward boundaries.
Maintain 9 Councillors
Broome Ward – 7 Councillors
Dampier Ward – 2 Councillors

Yes No

Or

Option 2: Retain current ward boundaries
Shire President – public vote by whole district
Dampier Ward – 1 Councillor (reduced by 1)
Broome Ward – 7 Councillors (no change)
Total – 9 Councillors (no change)

Yes No

Or

Option 3: Retain current ward boundaries
Shire President – public vote by whole district
Dampier Ward – 2 Councillors (no change)
Broome Ward – 6 Councillors (reduced by 1)
Total – 9 Councillors (no change)

Yes No

Option 4: Amend Broome Ward Boundary to include Coconut Well, 12 Mile & Skuthorpe

Shire President – public vote by whole district

Dampier Ward – 1 Councillor (reduced by 1)

Broome Ward – 7 Councillors (no change)

Total – 9 Councillors (no change)

Yes

No

Option 5: Abolish Wards

Shire President – public vote by whole district

8 Councillors – public vote by whole district.

Yes

No

Or

I propose the following Ward boundary/Councillor structure:

The Shire of Broome should have Wards and Councillors.

The Shire's Wards should have the following names and number of Councillors:

Name	No of Councillors
Ward 1.....	
Ward 2.....	
Ward 3	
Ward 4	

The Shire's Wards should contain the following suburbs/localities and/or physical/topographic features:

Ward 1
Ward 2
Ward 3
Ward 4

Comments in support of my preferred option:

.....

.....

.....

.....

.....

.....

.....

.....

Submitted by:

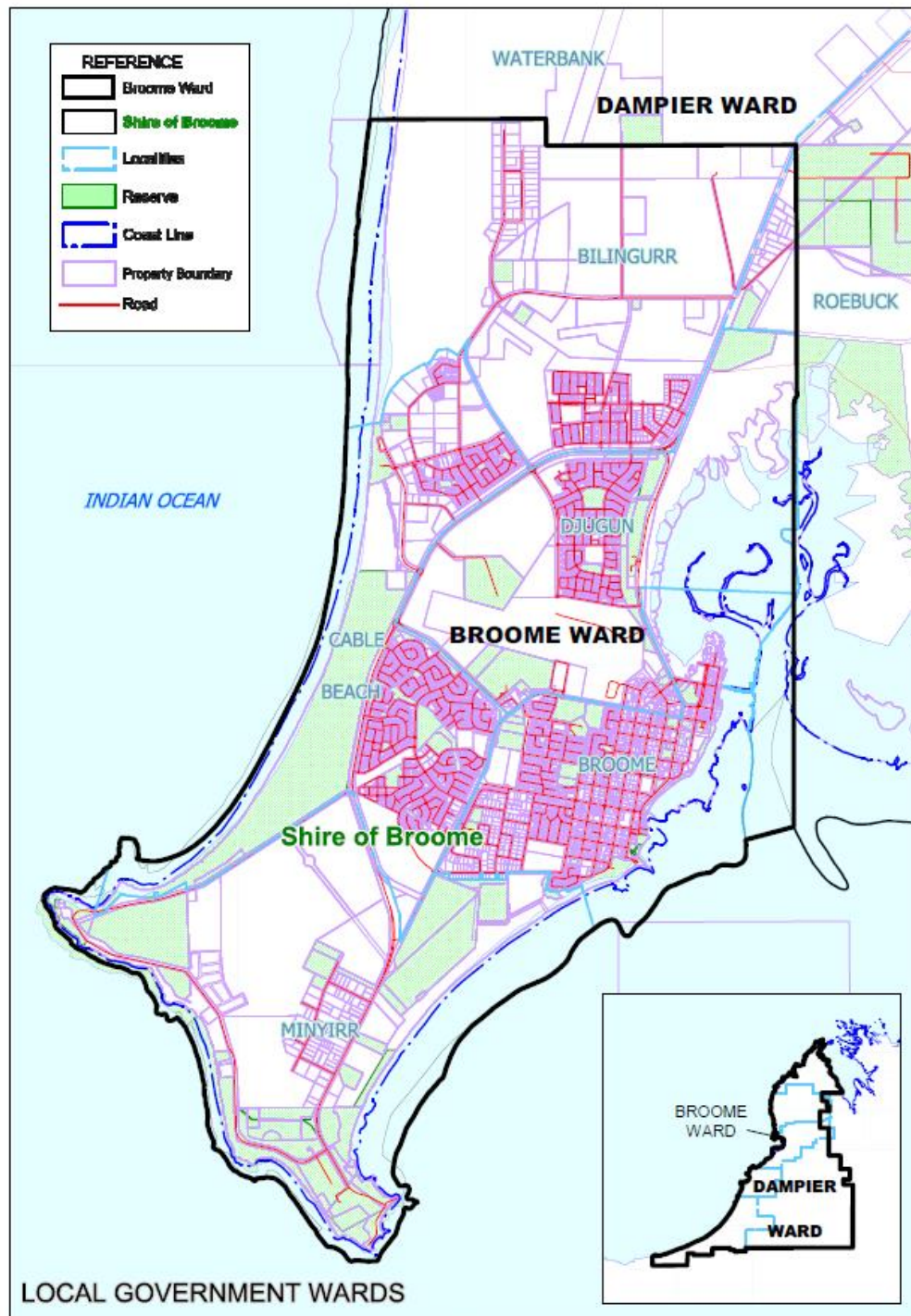
Name:

Address:

Contact details:

The Shire of Broome thanks you for your submission.

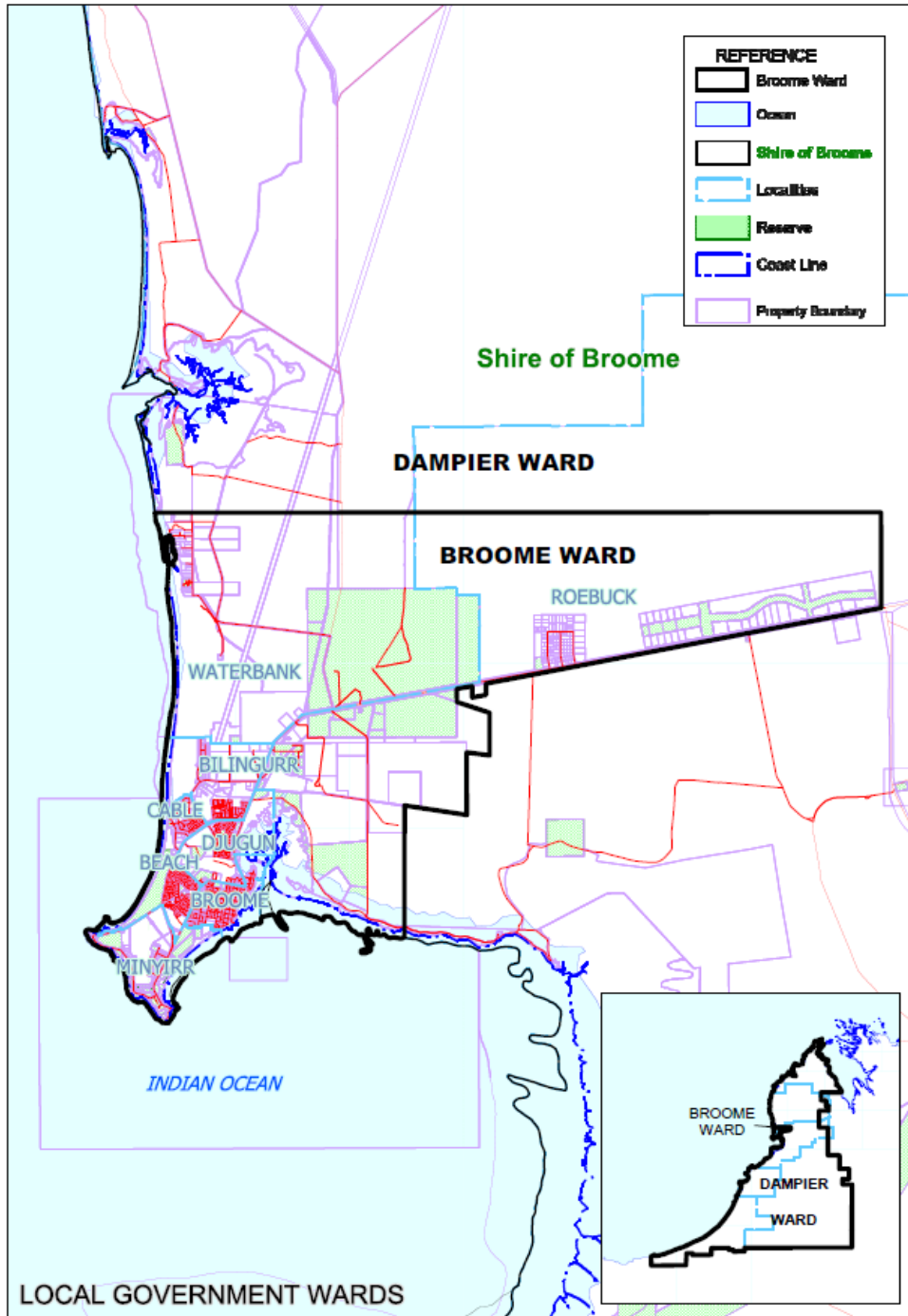
BROOME WARD BOUNDARY - CURRENT



DAMPIER WARD BOUNDARY - CURRENT



**BROOME WARD BOUNDARY AMENDED TO INCLUDE COCONUT WELL, 12 MILE & SKUTHORPE
(OPTION 4)**



NO WARDS – (OPTION 5)



9.4.2 2022 - 2023 CHRISTMAS CLOSURE AND NEW CHRISTMAS CLOSURE POLICY

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	ADM01
AUTHOR:	Acting Director Corporate Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Acting Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report recommends Council supports the closure of the Shire's operations over the 2022 - 2023 Christmas period as detailed and adopts a new Christmas Closure Policy to allow future closures to be handled administratively.

BACKGROUND*Previous Considerations*

The Christmas closure arrangements have been custom and practice annually since first considered by Council in September 2010. The arrangement allows staff to travel to spend the festive season with loved ones, assists with the ongoing management of staff leave liability and has been well accepted by the community.

COMMENT

Given the success of previous Christmas closures, it is recommended that the Shire close non-essential operations and reduce opening hours for facilities over the 2022/23 Christmas period.

The Shire will provide suitable notice to the public regarding the closure period to minimise any inconvenience. Advertising will be placed in the local newspaper, through the Shire's social media channels, and on the Shire's Website.

The Executive Management Group will develop a contingency plan to ensure essential services are still adequately delivered to the community. The Shire also has Business Operating Procedures which are enacted when a Bureau of Meteorology 'Cyclone Watch' or 'Cyclone Alert' is in place. The Procedure is reviewed annually prior to the cyclone season and ensures that officers are available to provide essential services and assist emergency services personnel in case of an extreme weather event.

Broome Recreation and Aquatic Centre

BRAC is proposed to be closed on Christmas Day, Boxing Day and New Year's Day only.

Due to lower patronage over the Christmas period BRAC operates on reduce hours in the week leading up to Christmas and Public Holiday Hours for the period between Christmas and New Years Day.

Date		Opening Hours
Monday	19 December 2022	7:00AM – 5:00PM
Tuesday	20 December 2022	7:00AM – 5:00PM
Wednesday	21 December 2022	7:00AM – 5:00PM
Thursday	22 December 2022	7:00AM – 5:00PM
Friday	23 December 2022	7:00AM – 5:00PM
Saturday	24 December 2022	9:00AM – 5:00PM
Sunday	25 December 2022 – Christmas Day	CLOSED
Monday	26 December 2022 – Boxing Day	CLOSED
Tuesday	27 December 2022 – Public Holiday	10:00AM – 5:00PM
Wednesday	28 December 2022	10:00AM – 5:00PM
Thursday	29 December 2022	10:00AM – 5:00PM
Friday	30 December 2022	10:00AM – 5:00PM
Saturday	31 December 2022	10:00AM – 5:00PM
Sunday	1 January 2023 – New Years Day	CLOSED
Monday	2 January 2023 – Public Holiday	10:00AM – 5:00PM
Tuesday	3 January 2023	5.45PM – 9:00PM

Administration Office, Broome Civic Centre, Library and Depot

Administration Building

The Shire of Broome Administration Building suggested closure period is from the close of business on Friday 23 December 2022 to Friday 30 December 2022 with the Administration Office re-opening on Tuesday 3 January 2023, following the New Years Day public holiday on Monday 2 January 2023.

The closure period incorporates two weekends and three public holidays. Staff will be required to utilise a minimum of three days of annual leave over the closure period.

Civic Centre

Due to the limited number of staff available during this period, it is proposed that the Civic Centre is not available for hire during the Christmas closure period.

Library

The Library will be shut for the same period as the Administration Building. As in previous years the Library will be doubling their loan period to 4 weeks, so members are not disadvantaged by the closure period.

Depot

A 'skeleton crew' will be rostered and will work all weekdays except for the Christmas Day, Boxing Day and New Year's Day public holidays. In case of emergency customers will be given the option to speak with an officer from the Depot when they call the Shire. There will be a skeleton crew available over the weekends to do emergency works and the emptying of rubbish bins in public open spaces including Chinatown, parks and reserves and the Cape Leveque Road.

Waste Management Facility

The Waste Management Facility is proposed to close on Christmas Day, Boxing Day and New Years Day.

The Shire's Commercial Waste Contractor will continue to be provided with access for kerbside and commercial bin collection drop off as kerbside and commercial bin collection will operate as normal over the period.

As in previous years, the Waste management Facility will operate with a "skeleton crew" for the Christmas closure period.

Christmas Closure Policy

The draft Christmas Closure policy presented for Council consideration outlines the boundaries for restricting Shire services over the Christmas/New Year period. This provides clarity to staff and the community and streamlines the administration of future Christmas Closures.

This adoption of the policy will remove the need for an agenda item each year where Christmas closure arrangements are in accordance with the Policy.

CONSULTATION

The closures will be advertised in the Broome Advertiser, on the Shire of Broome website and social media. Notices will be placed on the Administration Office, Library and BRAC noticeboards.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 2.7 – Role of council
(2)(b) determine the local government's policies.

Section 5.41 – Functions of CEO
(d) manage the day-to-day operations of the local government.

POLICY IMPLICATIONS

The new policy if adopted will establish parameters for future Christmas Closures.

FINANCIAL IMPLICATIONS

Reduced opening hours at both BRAC and the Waste Management Facility provide a small positive impact on the operating budget principally due to reduced wage expenses.

The use of 3 accrued leave days will reduce the accrual of leave across the organisation which has previously been raised as a risk by our Auditors.

RISK

Minimal. Staff will be rostered on to ensure essential services continue to be provided to the public during this time.

Review of Cyclone Procedures will occur before cyclone season commences and relevant staff will be on call should a cyclone hit during the closure period.

STRATEGIC ASPIRATIONS

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

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:

1. *Supports the closure of the Administration Office, Broome Civic Centre, Broome Library and Shire Depot from the close of business Friday 23 December 2022 to Tuesday 3 January 2023 (inclusive) as detailed in this report;*
2. *Supports the closure of the Broome Recreation and Aquatic Centre on Sunday 25 December 2022 (Christmas Day), Monday 26 December 2022 (Boxing Day) and Sunday 1 January 2023 (New Year's Day) and supports the reduced operating hours as detailed in this report for the period commencing Monday 19 December 2022 to Monday 2 January 2023 inclusive;*
3. *Supports the closure of the Broome Waste Management Facility on Sunday 25 December 2022 (Christmas Day), Monday 26 December 2022 (Boxing Day) and Sunday 1 January 2023 (New Year's Day);*
4. *Acknowledges that employees will utilise accrued leave for the above periods which are not public holidays;*
5. *Notes the above closures are subject to a contingency plan detailing staff required to ensure essential services continue to be provided to the public; and*
6. *Adopts the Christmas Closure Policy as per attachment 1.*

Attachments

1. Christmas Closure Policy

COUNCIL POLICY



Christmas Closure

Policy Objective

The objective of this policy is to communicate Council's decision to close non-essential services and facilities during the Christmas and New Year period.

Policy Scope

This policy applies to all Shire of Broome services and facilities.

Policy Statement

During the period between Christmas and New Year, the Shire's Administration Building, Depot, Library and Civic Centre will be closed.

The Waste Management Facility will close on Christmas Day, Boxing Day and New Years Day only.

The Broome Recreation and Aquatic Centre (BRAC) will close Christmas Day, Boxing Day and New Years Day.

BRAC will open for reduced hours of 7.00AM – 5.00PM (Monday – Friday) in the week leading up to Christmas Day and 9.00AM – 5.00PM (Saturday & Sunday).

Between Christmas and the conclusion of the New Years Day Public Holiday, BRAC hours will reduce to 10.00AM – 5.00PM. Normal BRAC opening hours resume on the first ordinary working day of the new year.

Throughout the Christmas closure period, the Shire will continue to provide essential services and respond to any emergency works. A 'skeleton works crew' will be rostered on and will work all weekdays except for the Christmas Day, Boxing Day and New Years Day public holidays. There will also be a 'skeleton crew' operating over the weekends to maintain rubbish control in public open spaces including Chinatown, Town Beach, parks and reserves and Cable Beach.

The Shire will provide suitable notice to the public regarding the closure period to minimise any inconvenience. Advertising will be placed in the Broome Advertiser, through the Shire Facebook page, and on the Shire's Website.

Staff affected by the closure of facilities during this period will be required to use accrued rostered days off, annual leave or take leave without pay to cover absence on normal working days.

Responsibilities

The Chief Executive Officer will determine what essential operations are to be provided during the closure period each year and ensure that appropriate staff are available to resource the provisions of these operations.

The Director Development Services will review the Staff Cyclone Business Operating Procedure prior to the cyclone season annually to ensure that officers are available to provide essential services and assist emergency services personnel in case of an extreme weather event.

Document Control Box					
Document Responsibilities:					
Owner:	Director Corporate Services		Owner Business Unit:	Corporate Services	
Reviewer:	Manager Governance, Strategy & Risk		Decision Maker:	Council	
Compliance Requirements:					
Legislation:	s5.41 Functions of CEO - Local Government Act 1995				
Industry:					
Organisational:					
Document Management:					
Risk Rating:	Low	Review Frequency:	4 Yearly	Next Due:	10/2026
Version #	Decision Reference:		Synopsis:		
1.					
2.					
3.					

9.4.3 MONTHLY PAYMENT LISTING AUGUST 2022

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	
AUTHOR:	Finance Officers - Creditors
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Acting Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report recommends that Council receives the list of payments made under delegated authority, as per the attachment to this report, for August 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 August 2022.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

Reg 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

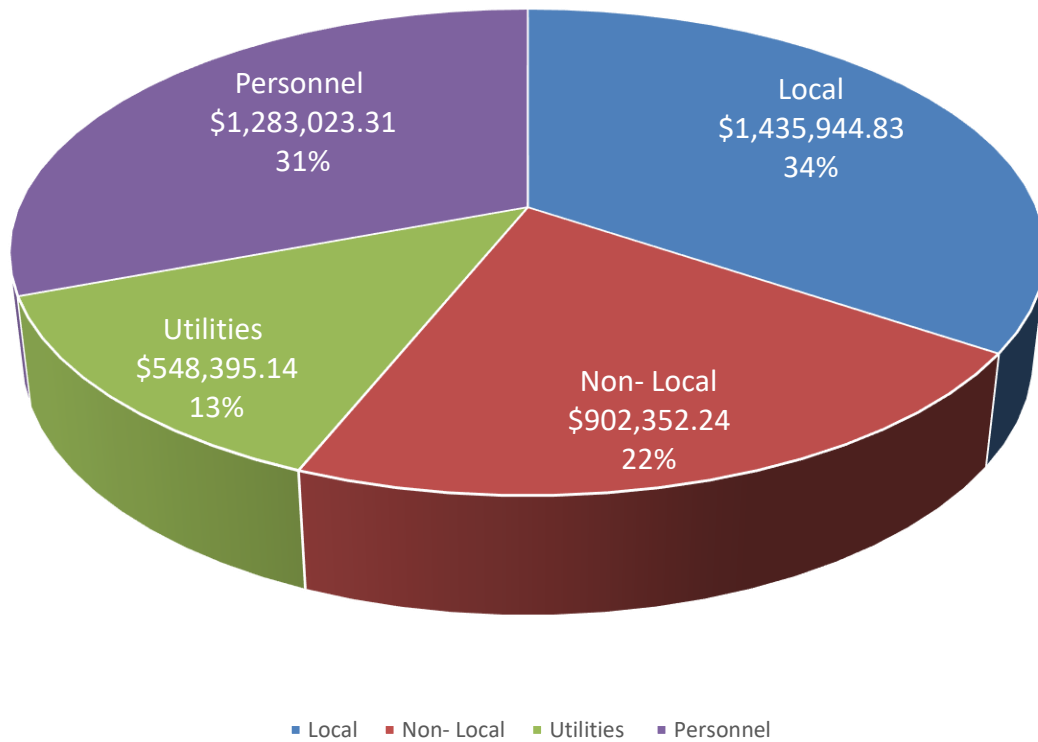
POLICY IMPLICATIONS

Nil.

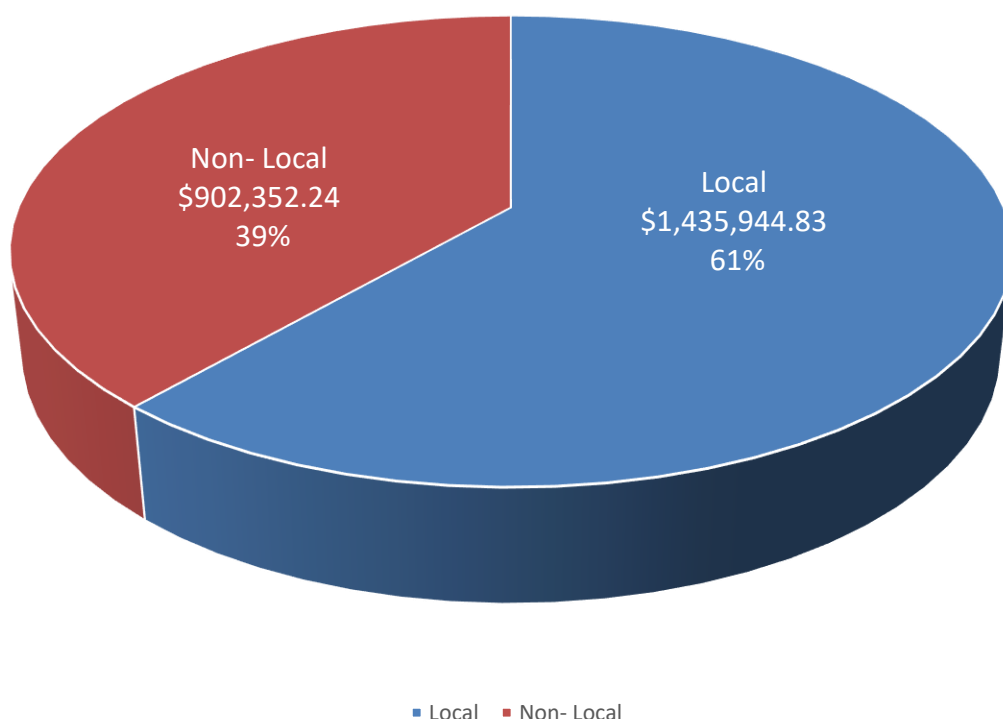
FINANCIAL IMPLICATIONS

List of payments made in accordance with budget and delegated authority. Payments can also be analysed as follows:

SHIRE OF BROOME PAYMENTS AUGUST 2022



LOCAL Vs NON-LOCAL PAYMENTS AUGUST 2022



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for August 2022 after \$524,061.06 in personnel payments, \$548,395.14 in utilities and other non-local sole suppliers were excluded.

YEAR TO DATE CREDITOR PAYMENTS

The below table summarises the total payments made to creditors year to date:

Month	Cheques	EFT Payments	Direct Debit	Credit Card	Trust	Payroll	Total Creditors
Jul-22	\$ 5,314.00	\$3,047,351.62	\$ 171,200.46	\$ 15,398.08	\$ -	\$1,364,058.69	\$4,603,322.85
Aug-22	\$ 25,568.89	\$2,848,898.04	\$ 174,797.34	\$ 27,115.77	\$ -	\$1,093,335.48	\$4,169,715.52
Sep-22							\$ -
Oct-22							\$ -
Nov-22							\$ -
Dec-22							\$ -
Jan-23							\$ -
Feb-23							\$ -
Mar-23							\$ -
Apr-23							\$ -
May-23							\$ -
Jun-23							\$ -
TOTAL	\$ 30,882.89	\$5,896,249.66	\$ 345,997.80	\$ 42,513.85	\$ -	\$2,457,394.17	\$8,773,038.37

RISK

There is a minor risk on non-compliance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* as there are well established procedures in place

to ensure that 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 ASPIRATIONS

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

Outcome Thirteen - Value for money from rates and long term financial sustainability.

13.2 Improve real and perceived value for money from rates.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Receives the list of payments made from the Municipal and Trust Accounts in August 2022 totalling in \$3,410,753.73 (Attachment 1) per the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996 covering:*
 - a) *EFT Vouchers 66719-67117 totalling \$3,210,387.04;*
 - b) *Municipal Cheque Vouchers 57770-57776 totalling 25,568.89;*
 - c) *Trust Cheque Vouchers 0000 - 0000 totalling \$0.00 and;*
 - d) *Municipal Direct Debits DD31239.1 - DD31284.28 including payroll totalling \$933,759.59.*
2. *Notes the local spend of \$1,435,944.83 included in the amount above, equating to 61% of total payments excluding personnel, utility and other external sole supplier costs.*

Attachments

1. *Monthly Payment Listing August 2022*

Management Regulation 12.

Each payment must show on a list the payees name, the amount of the payment, the date of the payment & sufficient information to identify the transaction.

This report incorporates the Delegation of Authority (Administration Regulation 19)

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - AUGUST 2022					
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - AUGUST 2022					
EFT	Date	Name	Description	Amount	DEL AUTH
EFT66719	1/08/2022	BRUCE JOSEPH RUDEFORTH JNR	Monthly Councillor Sitting Fee and Allowances	\$ 1,783.99	MFS
EFT66720	1/08/2022	CHRISTOPHER RALPH MITCHELL	Monthly Councillor Sitting Fee and Allowances	\$ 1,783.99	MFS
EFT66721	1/08/2022	DESIREE MAGDOLNA MALE	Monthly Councillor Sitting Fee and Allowances	\$ 2,798.65	MFS
EFT66722	1/08/2022	ELSTA REGINA FOY	Monthly Councillor Sitting Fee and Allowances	\$ 1,783.99	MFS
EFT66723	1/08/2022	HAROLD NORMAN TRACEY	Monthly Councillor Sitting Fee and Allowances	\$ 6,349.91	MFS
EFT66724	1/08/2022	NIK WEVERS	Monthly Councillor Sitting Fee and Allowances	\$ 1,783.99	MFS
EFT66725	1/08/2022	PETER JOHN TAYLOR	Monthly Councillor Sitting Fee and Allowances	\$ 1,783.99	MFS
EFT66726	1/08/2022	PHILLIP FRANCIS MATSUMOTO	Monthly Councillor Sitting Fee and Allowances	\$ 1,783.99	MFS
EFT66727	2/08/2022	WATER CORPORATION	Water Use and Service Charge Account	\$ 100,841.57	MFS
EFT66728	3/08/2022	ADVANCED ELECTRICAL EQUIPMENT PTY LTD	Communications Pit Lid- BRAC	\$ 28.60	MFS
EFT66729	3/08/2022	ALLURE SOUTH SEA PEARLS	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66730	3/08/2022	ANASTASIA'S OF BROOME	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66731	3/08/2022	AVERY AIRCONDITIONING PTY LTD	Air conditioner repairs- Library	\$ 173.25	MFS
EFT66732	3/08/2022	BIDFOOD	Stock- BRAC	\$ 1,526.95	MFS
EFT66733	3/08/2022	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Danger asbestos signs- Works	\$ 429.00	MFS
EFT66734	3/08/2022	BRETT BARNETT	Photography- Jetty to Jetty	\$ 450.00	MFS
EFT66735	3/08/2022	BROOME GALLERY	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66736	3/08/2022	BROOME MOTORS	Repairs Tipper Ute- P&G	\$ 186.01	MFS
EFT66737	3/08/2022	BROOME TOYOTA	Vehicle Parts- P&G	\$ 65.82	MFS
EFT66738	3/08/2022	BULLDOGS ELECTRICAL & MAINTENANCE	Diesel bowser repairs- Depot	\$ 2,189.00	MFS
EFT66739	3/08/2022	CAMDONS FINE JEWELLERY	Ladies Night Chinatown	\$ 300.00	MFS
EFT66740	3/08/2022	FIRE & SAFETY SERVICES	Notifier Addressable Smoke And Detector Base- Kimberley Regional Office 2	\$ 627.00	MFS
EFT66741	3/08/2022	GLASS CO KIMBERLEY (FORMALLY KIMBERLEY GLASS SERVICE)	Hanging art panels- Civic Centre	\$ 531.43	MFS
EFT66742	3/08/2022	GOOLARRI MEDIA ENTERPRISES PTY LTD	Women of Pearling Monument Speaker- Chinatown Discovery Festival	\$ 165.00	MFS
EFT66744	3/08/2022	HERBERT SMITH FREEHILLS	Paspaley Groundwater Well Licence- Property	\$ 6,225.91	MFS
EFT66745	3/08/2022	HOLDFAST FLUID POWER NW PTY LTD	Hose- Hardy spray unit	\$ 118.80	MFS
EFT66746	3/08/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- WMF	\$ 892.73	MFS
EFT66747	3/08/2022	INTEGRITY MANAGEMENT SOLUTIONS PTY LTD	Annual Subscription 22/23- IT Expenses	\$ 9,900.00	MFS
EFT66748	3/08/2022	KELLY CLIFTON (CLIFTON COLLECTIVE BROOME)	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66749	3/08/2022	KIMBERLEY AUTO CARE	Sign Cleaning- Jetty To Jetty	\$ 2,530.00	MFS
EFT66750	3/08/2022	KIMBERLEY FUEL & OIL SERVICES	Transmission Oil- Depot	\$ 455.93	MFS
EFT66751	3/08/2022	KIMBERLEY TREE CARE	Tree Pruning- P&G	\$ 3,245.00	MFS
EFT66752	3/08/2022	MELBOURNE INTERNATIONAL COMEDY FESTIVAL	Broome Comedy Festival Roadshow- Broome Civic	\$ 7,431.45	MFS
EFT66753	3/08/2022	MONITOR LIFTS	Replacement parts- Platform basket crawler	\$ 1,145.27	MFS
EFT66754	3/08/2022	POOL WISDOM	Chemicals- BRAC	\$ 2,836.87	MFS
EFT66755	3/08/2022	PRINTING IDEAS	Coreflute Posters- Cable Beach	\$ 1,259.50	MFS
EFT66756	3/08/2022	REMOTE MECHANICAL CONTRACTING	Service Machinery- WMF	\$ 3,300.00	MFS
EFT66757	3/08/2022	ROEBUCK BAY HOTEL	Bar- Civic Centre	\$ 1,967.98	MFS
EFT66758	3/08/2022	SUNDRY CREDITOR - SECURITY INCENTIVE SCHEME	Security Scheme Incentive- Community	\$ 275.00	MFS
EFT66759	3/08/2022	SUNDRY CREDITOR - SECURITY INCENTIVE SCHEME	Security Scheme Incentive- Community	\$ 275.00	MFS
EFT66760	3/08/2022	SUNDRY CREDITOR - SECURITY INCENTIVE SCHEME	Security Incentive Scheme- Community	\$ 247.50	MFS
EFT66761	3/08/2022	TALIS CONSULTANTS	Detail Design Services (RFQ21-27)- Recovery Park	\$ 79,237.01	MFS
EFT66762	3/08/2022	THREE ANGELS BROOME	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66763	3/08/2022	VIVA ENERGY AUSTRALIA	Fuel- Infrastructure	\$ 227.52	MFS
EFT66764	3/08/2022	WEST COAST WATER SAFETY	Life Guard Service- RFT 21/07 BRAC	\$ 46,094.62	MFS
EFT66765	5/08/2022	BIDFOOD	Frozen Chips- BRAC	\$ 465.24	MFS
EFT66766	5/08/2022	BOLINDA DIGITAL PTY LTD	Audiobooks-Library	\$ 1,670.20	MFS
EFT66767	5/08/2022	BUNNINGS BROOME	Industrial Workbench- Workshop	\$ 277.00	MFS
EFT66768	5/08/2022	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 368.09	MFS
EFT66769	5/08/2022	J BLACKWOOD & SON T/AS BLACKWOODS	Materials- Conti Foreshore	\$ 88.00	MFS
EFT66770	5/08/2022	JOSH BYRNE & ASSOCIATES	Detailed Design (RFQ21-31)- Cable Beach Foreshore	\$ 134,501.68	MFS
EFT66771	5/08/2022	KITCHEN CABANA CAFE & GRILL	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66772	5/08/2022	MADISON O'BOYLE	Mixed Netball Umpiring BRAC- 10 games @ \$35	\$ 350.00	MFS
EFT66773	5/08/2022	MCCORRY BROWN EARTHMOVING PTY LTD	Construction (RFT 21-01)- Conti Foreshore	\$ 277,515.69	MFS
EFT66774	5/08/2022	ROEBUCK BAY HOTEL	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66776	5/08/2022	THE SHEIKI SHED	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66777	10/08/2022	ABLE ELECTRICAL (WA) PTY LTD	Investigate Faulty Power Outlet- BRAC Light Tower	\$ 132.00	MFS
EFT66778	10/08/2022	ACURIX NETWORKS PTY LTD	Subscriptions Wi-Fi Access Service- Library	\$ 490.60	MFS
EFT66779	10/08/2022	AVERY AIRCONDITIONING PTY LTD	Air Conditioning Repair- WMF	\$ 432.39	MFS
EFT66780	10/08/2022	BROOME BOULEVARD CAFE	Catering for Training- People & Culture	\$ 198.00	MFS
EFT66781	10/08/2022	BROOME CHAMBER OF COMMERCE & INDUSTRY (INC) - BCCI	BCCI Corporate Subscription- Administration	\$ 1,925.00	MFS
EFT66782	10/08/2022	BROOME DIESEL & HYDRAULIC SERVICE	Hydraulic Hose Repair- WMF	\$ 342.50	MFS
EFT66783	10/08/2022	BROOME DOCTORS PRACTICE PTY LTD	Pre-employment Medical- People & Culture	\$ 50.00	MFS
EFT66784	10/08/2022	BROOME TURF CLUB	Refund Double Paid- Revenue	\$ 76.20	MFS
EFT66785	10/08/2022	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 9.00	MFS

EFT66786	10/08/2022	DELL AUSTRALIA PTY LTD	6 Laptops- IT	\$	12,672.00	MFS
EFT66787	10/08/2022	ELLAR INVESTMENTS PTY LTD	Rates refund for assessment A304244	\$	1,362.62	MFS
EFT66788	10/08/2022	EQUAL ACCESS GROUP PTY LTD T/A: EQUAL ACCESS	Access & Inclusion Audits- Infrastructure	\$	3,382.50	MFS
EFT66789	10/08/2022	FOOTPRINT CLEANING	Cleaning- Civic Centre	\$	9,061.26	MFS
EFT66790	10/08/2022	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- P&G	\$	1,564.46	MFS
EFT66791	10/08/2022	HARVEY NORMAN AV/IT SUPERSTORE BROOME	Screen Protector -Depot	\$	49.95	MFS
EFT66792	10/08/2022	HEAD OFFICE DEPARTMENT OF FIRE & EMERGENCY SERVICES	DBA Annual Alarm Monitoring- Civic Centre	\$	1,881.00	MFS
EFT66793	10/08/2022	HOLDFAST FLUID POWER NW PTY LTD	Vehicle Fittings & Adaptors- WMF	\$	815.87	MFS
EFT66794	10/08/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- BRAC	\$	12,952.40	MFS
EFT66795	10/08/2022	INTELLIHR SYSTEMS PTY LTD	Annual Renewal- IT	\$	37,342.80	MFS
EFT66796	10/08/2022	J BLACKWOOD & SON T/AS BLACKWOODS	Tape Tread- Workshop	\$	781.20	MFS
EFT66797	10/08/2022	JASCO CONSULTING PTY LTD	Monthly Office Licencing- IT	\$	7,916.26	MFS
EFT66798	10/08/2022	KIMBERLEY QUARRY PTY LTD	Bush Gravel- Buckleys Road	\$	14,624.20	MFS
EFT66799	10/08/2022	LINMAC BEARING EQUIPMENT	Parts for Mower- Parks & Gardens	\$	504.90	MFS
EFT66800	10/08/2022	MUDMAP STUDIO	Signage- Town Beach Redevelopment	\$	1,056.00	MFS
EFT66801	10/08/2022	NORTH WEST STRATA SERVICES	Quarterly Strata Levies- Staff Housing	\$	604.00	MFS
EFT66802	10/08/2022	NORWEST BUILDING GROUP	Design, Supply and Construction Shed (RFQ 21-19)- Depot	\$	12,790.00	MFS
EFT66803	10/08/2022	OHM ELECTRONICS	Replacement Radios- WMF	\$	955.00	MFS
EFT66804	10/08/2022	PALADIN RISK MANAGEMENT SERVICES	Risk Management Consultancy Services- Governance	\$	12,971.41	MFS
EFT66805	10/08/2022	PARKS & LEISURE AUSTRALIA	Annual Membership- Community	\$	825.00	MFS
EFT66806	10/08/2022	PEARLS & BOHEME	Ladies Payment- Chinatown	\$	300.00	MFS
EFT66807	10/08/2022	PRINTING IDEAS	Update Signs- Town Beach Redevelopment	\$	1,512.50	MFS
EFT66808	10/08/2022	PUSH MY BUTTONS AUSTRALIA LIMITED	Subscription- BRAC	\$	1,768.80	MFS
EFT66809	10/08/2022	ROSMECH SALES & SERVICE PTY LTD	Road Sweeper Service- Works	\$	1,726.56	MFS
EFT66810	10/08/2022	SECUREPAY PTY LTD	Security Services- Civic Centre	\$	60.29	MFS
EFT66811	10/08/2022	STATE LIBRARY OF WA	Delivery of Better Beginnings Program- Library	\$	1,600.50	MFS
EFT66812	10/08/2022	SUBLIME (ELLYN MARIE HARTVIGSEN)	Graphic Design Poster & Program- Ladies Night	\$	210.00	MFS
EFT66813	10/08/2022	SUNDRY CREDITOR - CIVIC CENTRE	Bond Refund (1905)- Civic Centre	\$	200.00	MFS
EFT66814	10/08/2022	SUNNY SIGN COMPANY PTY LTD	Signs- Works	\$	174.90	MFS
EFT66815	10/08/2022	T - QUIP	Cutting Heads Sharpen Tools -Parks and Gardens	\$	626.60	MFS
EFT66816	10/08/2022	TAPPED PLUMBING & GAS PTY LTD	Plumbing Maintenance- Shire Admin	\$	407.00	MFS
EFT66817	10/08/2022	THEATRE KIMBERLEY INC (WORN ART)	Activities- School holiday program	\$	693.00	MFS
EFT66818	10/08/2022	TNT AUSTRALIA PTY LTD	Freight- Health	\$	207.18	MFS
EFT66819	10/08/2022	TOTALLY WORKWEAR	Corporate Uniforms- People & Culture	\$	1,523.20	MFS
EFT66820	10/08/2022	TOULA MARINIS (PHAT TOULA'S FOOD COLLABORATION)	Catering For Event- Community	\$	782.00	MFS
EFT66821	10/08/2022	TRADELINK PLUMBING SUPPLIES	Timeflow Push Buttons- Gantheaume Ablutions	\$	543.86	MFS
EFT66822	10/08/2022	UDLA	Design Review Panel Member- Planning	\$	300.00	MFS
EFT66823	11/08/2022	DEPARTMENT OF MINES, INDUSTRY AND SAFETY - BUILDING & ENERGY (PREVIOUSLY BUILDING COMMISSION)	July Building Services Levy 2022	\$	5,482.73	MFS
EFT66824	11/08/2022	SHIRE OF BROOME	July Building Services Levy 2022	\$	240.00	MFS
EFT66825	12/08/2022	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll deductions	\$	595.70	MFS
EFT66826	12/08/2022	AUSTRALIAN TAXATION OFFICE	Payroll deductions	\$	128,717.85	MFS
EFT66827	12/08/2022	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll deductions	\$	760.00	MFS
EFT66828	12/08/2022	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll deductions	\$	620.00	MFS
EFT66829	12/08/2022	CHILD SUPPORT AGENCY	Payroll deductions	\$	473.79	MFS
EFT66830	12/08/2022	EASISALARY PTY LTD T/A EASI	Payroll deductions	\$	10,829.66	MFS
EFT66831	12/08/2022	LGRCEU	Payroll deductions	\$	129.40	MFS
EFT66832	12/08/2022	SPA SALARY PACKAGING AUSTRALIA	Payroll deductions	\$	2,291.77	MFS
EFT66833	12/08/2022	A PLUS EVENTS & HIRE	Furniture Hire- Air Raid Artwork Launch	\$	1,144.00	MFS
EFT66834	12/08/2022	AD ENGINEERING INTERNATIONAL PTY LTD	Maintain Variable LED Sign- Works	\$	528.00	MFS
EFT66835	12/08/2022	AUTOPRO BROOME (Gaff Holdings Pty Ltd)	Bottle Jacks- Workshop	\$	719.89	MFS
EFT66836	12/08/2022	AVERY AIRCONDITIONING PTY LTD	Supply & Replace Faulty Split System- Museum	\$	15,292.88	MFS
EFT66837	12/08/2022	BIDFOOD	Kiosk Supplies- BRAC	\$	501.78	MFS
EFT66838	12/08/2022	BOC LIMITED	Med Brackets- Depot	\$	187.70	MFS
EFT66839	12/08/2022	BP AUSTRALIA PTY LTD - FUEL	Diesel- Depot	\$	23,518.73	MFS
EFT66840	12/08/2022	BROOME BIRD OBSERVATORY	Sponsorship- Governance	\$	1,100.00	MFS
EFT66841	12/08/2022	BROOME BOLT SUPPLIES WA PTY LTD	Consumables- JD Tractor	\$	43.67	MFS
EFT66842	12/08/2022	BROOME CLARK POOLS & SPAS BROOME	Monthly Pool Servicing- Staff Housing	\$	132.48	MFS
EFT66843	12/08/2022	BROOME CLEANAWAY	General Waste & Recycle Bins- Kimberley Regional Offices	\$	4,186.21	MFS
EFT66844	12/08/2022	BROOME DIESEL & HYDRAULIC SERVICE	Consumables- Workshop	\$	91.50	MFS
EFT66845	12/08/2022	BROOME PLUMBING & GAS	Rectify Water Stoppage- Medland Pavilion	\$	1,200.00	MFS
EFT66846	12/08/2022	BROOME PROGRESSIVE SUPPLIES	Milk- Admin Office	\$	162.55	MFS
EFT66847	12/08/2022	BROOME SPORTS ASSOCIATION	Annual Funding- Community	\$	5,000.00	MFS
EFT66848	12/08/2022	BROOMECRETE	Supply Pindan- Waste Management Facility	\$	17,042.52	MFS
EFT66849	12/08/2022	BUBBLE CAT	Ladies Night- Chinatown	\$	300.00	MFS
EFT66850	12/08/2022	BUNNINGS BROOME	Items- Various repairs	\$	286.36	MFS
EFT66851	12/08/2022	CABLE BEACH PAINTING SERVICES PTY LTD	Paint Toilet Ceiling- Depot	\$	1,639.00	MFS
EFT66852	12/08/2022	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	Tyres- John Deere 672G Grader	\$	3,530.50	MFS
EFT66853	12/08/2022	CENTURION TRANSPORT	Tractor Freight- P&G	\$	87.97	MFS
EFT66854	12/08/2022	CITY OF KARRATHA	Contribution North West Defence Alliance C/07022/090- Governance	\$	5,000.00	MFS
EFT66855	12/08/2022	CLARITY COMMUNICATIONS	E-newsletters Software- Various	\$	408.92	MFS
EFT66856	12/08/2022	COLES SUPERMARKETS - CHINATOWN, S324	Refreshments- Staff Day	\$	555.37	MFS
EFT66857	12/08/2022	ELGAS LTD	Fork Lift Gas bottles- Depot	\$	47.30	MFS
EFT66858	12/08/2022	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Battery replacement- P&G Colorado	\$	1,320.15	MFS
EFT66859	12/08/2022	FIRE & SAFETY SERVICES	Fire Equipment Service- Visitor Centre	\$	253.02	MFS
EFT66860	12/08/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges (July 22)- Various	\$	10,326.97	MFS
EFT66861	12/08/2022	J BLACKWOOD & SON T/AS BLACKWOODS	Materials - P&G	\$	26.40	MFS

Item 9.4.3 - MONTHLY PAYMENT LISTING AUGUST 2022

EFT66862	12/08/2022	JAMES ANDREW WATT	LG Professionals Membership- Corporate Services	\$ 531.00	MFS
EFT66863	12/08/2022	KARRATHA ASPHALT (MANNING PAVEMENT SERVICES)	Release of Cash Guarantee held for Karratha Asphalt (Con 19/06)- Infrastructure	\$ 30,100.10	MFS
EFT66864	12/08/2022	KIMBERLEY FITNESS & SUPPORT SERVICES	Group Fitness Program- BRAC	\$ 1,500.00	MFS
EFT66865	12/08/2022	LINKINSMS (HALMAX PTY LTD)	SMS Number Rental- Governance	\$ 320.00	MFS
EFT66866	12/08/2022	MUZCRETE	Crossover Subsidy- Infrastructure	\$ 1,000.00	MFS
EFT66867	12/08/2022	ON THE LANE LIFESTYLE BOUTIQUE (ENOMIS INVESTMENTS)	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66868	12/08/2022	STRATEGIC DIRECTIONS GROUP PTY LTD	Development of an ICT Strategy (RFQ22-06)- IT	\$ 23,760.00	MFS
EFT66870	12/08/2022	SWEETS & KOH	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66871	12/08/2022	THE CHAMBER OF ARTS & CULTURE WA	Chamber of Arts & Culture Membership- Communities	\$ 385.00	MFS
EFT66872	12/08/2022	TNT AUSTRALIA PTY LTD	Freight Charges- Health	\$ 38.46	MFS
EFT66873	12/08/2022	TYRECYCLE PTY LTD	Tyre Freight- WMF	\$ 37,771.33	MFS
EFT66874	12/08/2022	WEAVING FUTURES	Yawuru Community Picnic Art Facilitation- Community	\$ 1,800.00	MFS
EFT66875	12/08/2022	WEST KIMBERLEY JUNIOR FOOTBALL LEAGUE	Annual Community Matched Funding 2021/22- West Kimberley Junior Football League	\$ 5,720.00	MFS
EFT66876	17/08/2022	CIVIQ PTY LTD	Construction Materials- BRAC	\$ 9,732.28	MFS
EFT66877	17/08/2022	CRAIG ANDREW TRENORDEN	Staff Protective Equipment- P&G	\$ 459.95	MFS
EFT66878	17/08/2022	CYGNET BAY PEARLS	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66879	17/08/2022	FLAVOUR BROOME	Ladies Night- Chinatown	\$ 300.00	MFS
EFT66880	17/08/2022	HOCKING PLANNING & ARCHITECTURE P/L	Heritage Advice- Planning	\$ 1,375.00	MFS
EFT66881	17/08/2022	HOLDFAST FLUID POWER NW PTY LTD	Hose Assembly for Bomag Compactor- WMF	\$ 238.53	MFS
EFT66882	17/08/2022	HORIZON POWER (ELECTRICITY USAGE)	Street Lighting (01/07/22- 31/07/22)- Infrastructure	\$ 74,836.90	MFS
EFT66883	17/08/2022	IANNELLO DESIGN	Resilience & Recovery Brochure- Community	\$ 3,168.00	MFS
EFT66884	17/08/2022	J BLACKWOOD & SON T/AS BLACKWOODS	Grinder/Linisher & Wrench Impact-Depot	\$ 794.11	MFS
EFT66885	17/08/2022	JAPANESE TRUCK AND BUS SPARES PTY LTD	Side Tipper Parts- Works	\$ 2,410.45	MFS
EFT66886	17/08/2022	KAZUE DOKI (LIME LEAF CAFE)	Refreshments- Development WA Board	\$ 264.00	MFS
EFT66888	17/08/2022	KEVREK PTY LTD	Truck Maintenance- Works	\$ 400.07	MFS
EFT66889	17/08/2022	KIMBERLEY FUEL & OIL SERVICES	Lubricant Grease - Depot	\$ 1,032.95	MFS
EFT66890	17/08/2022	KIMBERLEY GOLD PURE DRINKING WATER	Supply of 10x drinking water for WMF - San Gen Refuse	\$ 170.00	MFS
EFT66891	17/08/2022	KIMBERLEY WASHROOM SERVICES	Sanitary Waste Removal- Various	\$ 1,602.00	MFS
EFT66892	17/08/2022	KOLORS PTY LTD (PINDAN PRINTING)	Advertising Promotion & Printing- Op Exp	\$ 381.85	MFS
EFT66893	17/08/2022	LEISURE INSTITUTE OF WA AQUATICS (INC) LIWA	LIWA Conference- BRAC	\$ 1,962.00	MFS
EFT66894	17/08/2022	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Membership Local Government Professionals- Office of the CEO	\$ 531.00	MFS
EFT66895	17/08/2022	LOCK & LOAD LASER TAG	Lock & Load Laser- BRAC	\$ 1,815.00	MFS
EFT66896	17/08/2022	MAJOR MOTORS PTY LTD	Service Kit For Hooklift- WMF	\$ 1,676.50	MFS
EFT66897	17/08/2022	MAYNE PUBLISHING PTY LTD	Earthmoving Equipment Magazine Subscription Renewal- P&G	\$ 165.00	MFS
EFT66898	17/08/2022	MCCORRY BROWN EARTHMOVING PTY LTD	Riprap- Lawrence Road Upgrade	\$ 7,678.96	MFS
EFT66899	17/08/2022	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Surveying- Lawrence Road	\$ 495.00	MFS
EFT66900	17/08/2022	MERCURE HOTEL - PERTH	Accommodation- State Council Meeting	\$ 370.30	MFS
EFT66901	17/08/2022	NORTH AUSSIE ICE	Bags of Ice for Crib room- WMF	\$ 38.50	MFS
EFT66902	17/08/2022	NORTH WEST COAST SECURITY	Cash Pickup- Shire Admin	\$ 60.50	MFS
EFT66903	17/08/2022	NORTHERN RURAL SUPPLIES PTY LTD	Fertiliser- Parks & Gardens	\$ 15,554.00	MFS
EFT66904	17/08/2022	NYAMBA BURU YAWURU LTD	Welcome to Country- Air Raid Artwork Launch	\$ 678.70	MFS
EFT66905	17/08/2022	OFFICE NATIONAL BROOME	Rapid Span Desks- Admin	\$ 1,307.59	MFS
EFT66906	17/08/2022	OPTIC SECURITY GROUP- NORWEST	Door lock Repairs- Chambers	\$ 1,822.15	MFS
EFT66907	17/08/2022	ORD AGRICULTURAL EQUIPMENT	Replacement Glass And Weather For Tractor- P&G	\$ 2,266.15	MFS
EFT66908	17/08/2022	P & M AUTOMOTIVE EQUIPMENT	Yearly Inspection & Compliance of Hoist- Workshop	\$ 407.00	MFS
EFT66909	17/08/2022	PRINTING IDEAS	Replace Wrap Sticker on Entry Signs- Town Beach	\$ 550.00	MFS
EFT66910	17/08/2022	PRITCHARD FRANCIS CONSULTING PTY LTD	Temporary Propping Design- Surf Club Upgrade	\$ 880.00	MFS
EFT66911	17/08/2022	QUEEN TIDE CREATIVE	Photography Ladies Night- Chinatown	\$ 1,680.00	MFS
EFT66912	17/08/2022	REGIONAL CAPITALS AUSTRALIA	Regional Capitals Australia Membership Renewal (22/23)- Office of the CEO	\$ 11,000.00	MFS
EFT66913	17/08/2022	REMOTE MECHANICAL CONTRACTING	Dozer Repairs- Works	\$ 17,358.00	MFS
EFT66914	17/08/2022	SECUREPAY PTY LTD	Web Payment Security- Civic Centre	\$ 14.99	MFS
EFT66915	17/08/2022	SOUTHERN CROSS AUSTEREO (SCA)	Marketing- Radio	\$ 2,961.20	MFS
EFT66916	17/08/2022	SPACETOCO PTY LTD	Monthly Space2co Subscription- IT	\$ 165.00	MFS
EFT66917	17/08/2022	STREETER & MALE PTY MITRE 10	Newspapers- Library	\$ 214.50	MFS
EFT66918	17/08/2022	SUNDRY CREDITOR A - SECURITY INCENTIVE SCHEME - FRANKY O'CONNOR	Bond Refund (1732)- Civic Centre	\$ 172.50	MFS
EFT66919	17/08/2022	T - QUIP	Freight for Wheel Assembly Toro Ride-On Mower- P&G	\$ 45.00	MFS
EFT66920	17/08/2022	TAPPED PLUMBING & GAS PTY LTD	Inspection of the Backflow Device- Carnarvon & Short Street Roundabout	\$ 858.00	MFS
EFT66921	17/08/2022	TENDERSPOT MEAT COMPANY	Meat for Shire Staff Day- Shire Admin	\$ 512.96	MFS
EFT66922	17/08/2022	THINK WATER BROOME	Haynes Oval Tanks- P&G	\$ 27,787.73	MFS
EFT66923	17/08/2022	VORGE PTY LTD	Swimming Equipment- BRAC	\$ 1,479.94	MFS
EFT66924	17/08/2022	WATER CORPORATION	Annual Fee Ablution Licence- Town Beach	\$ 601.00	MFS
EFT66925	17/08/2022	WATERCHOICE (AUST) PTY LTD	Water Filtration- Library	\$ 65.00	MFS
EFT66926	17/08/2022	WEST AUSTRALIAN NEWSPAPERS	Shire News advertisements- Broome Advertiser	\$ 2,472.00	MFS
EFT66927	17/08/2022	WOODLANDS DISTRIBUTORS & AGENCIES	Dog Waste Bags & Dispensers- Depot	\$ 1,787.50	MFS
EFT66928	18/08/2022	AFGRI EQUIPMENT AUSTRALIA PTY LTD	John Deere Tractor (RFQ21-43)- P&G	\$ 119,830.08	MFS
EFT66929	18/08/2022	AUSSIE TELECOM	Subscription- IT	\$ 530.08	MFS
EFT66930	18/08/2022	AUSTRALIA POST	Postage Charges (July 22)- Shire Admin	\$ 5,312.18	MFS
EFT66931	18/08/2022	EVERY AIRCONDITIONING PTY LTD	Quarterly Maintenance- 53784	\$ 387.34	MFS
EFT66932	18/08/2022	BANDIT TREE EQUIPMENT	Parts for Mulcher- P&G	\$ 1,357.39	MFS
EFT66933	18/08/2022	BENCHMARK DIESEL SERVICES PTY LTD	Labour CAT Backhoe- Works	\$ 1,217.68	MFS
EFT66934	18/08/2022	BIDFOOD	Straight Cut Chips- BRAC	\$ 531.44	MFS
EFT66935	18/08/2022	BP AUSTRALIA PTY LTD - FUEL	Fuel- Depot	\$ 16,596.38	MFS
EFT66936	18/08/2022	BROOME CHAMBER OF COMMERCE & INDUSTRY (INC) - BCCI	Corporate Membership 22-23- BCCI	\$ 1,760.00	MFS
EFT66937	18/08/2022	BROOME CLARK POOLS & SPAS BROOME	Pool Servicing- Staff Housing	\$ 85.00	MFS
EFT66938	18/08/2022	BROOME MOTORS	Vehicle Service- P&G	\$ 649.31	MFS
EFT66939	18/08/2022	BROOME PROGRESSIVE SUPPLIES	Roadside Litter Bags- Maintenance	\$ 2,986.00	MFS
EFT66940	18/08/2022	BROOMECECRETE	Concrete- Kimberley Regional Offices	\$ 997.26	MFS

EFT66941	18/08/2022	BT EQUIPMENT PTY LTD (TUTT BRYANT)	Replacement Parts & Filter Kits for Bomag Compactor- WMF	\$ 1,262.24	MFS
EFT66942	18/08/2022	BUNNINGS BROOME	BBQ Gas Bottles- BRAC	\$ 53.50	MFS
EFT66943	18/08/2022	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	Tyres- P&G	\$ 1,059.00	MFS
EFT66944	18/08/2022	CAPITAL DIVISON	Rewire Data Cables- Committee Room	\$ 798.00	MFS
EFT66946	18/08/2022	CARPET PAINT & TILE CENTRE	Paint for Removal of Graffiti- Works	\$ 198.00	MFS
EFT66947	18/08/2022	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 551.14	MFS
EFT66948	18/08/2022	COLES SUPERMARKETS - CHINATOWN, 5324	Catering- CEO15	\$ 219.79	MFS
EFT66949	18/08/2022	COLIN WILKINSON DEVELOPMENTS PTY LTD	Building Construction- BSLSC Redevelopment	\$ 92,124.53	MFS
EFT66950	18/08/2022	DIRECTCOMMS PTY LTD	SMS Services- Library	\$ 19.23	MFS
EFT66951	18/08/2022	ELGAS LTD	Fork Lift Gas bottles- Depot	\$ 366.48	MFS
EFT66952	18/08/2022	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Electrical Diagnostics Backhoe- Works	\$ 4,798.20	MFS
EFT66953	18/08/2022	FIRE & SAFETY SERVICES	Routine Fire Equipment Servicing (RFQ 21-26)- Civic Centre	\$ 715.60	MFS
EFT66954	18/08/2022	FIT2WORK	Police Checks- People & Culture	\$ 495.00	MFS
EFT66955	18/08/2022	FOOTPRINT CLEANING	Cleaning Services (CON 17/02)- Various	\$ 52,990.74	MFS
EFT66956	18/08/2022	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- P&G	\$ 2,562.87	MFS
EFT66957	18/08/2022	GO GO MEDIA	Radio Services AUG 20- BRAC	\$ 198.00	MFS
EFT66958	18/08/2022	GOOLARRI MEDIA ENTERPRISES PTY LTD	Donation CinefestOZ- Governance	\$ 2,750.00	MFS
EFT66959	18/08/2022	HARVEY NORMAN AV/IT SUPERSTORE BROOME	Ext DVD Drive- IT	\$ 79.00	MFS
EFT66960	18/08/2022	HERBERT SMITH FREEHILLS	Lease Preparation Fees- Property	\$ 1,444.03	MFS
EFT66961	18/08/2022	ILLION AUSTRALIA PTY LTD	SMS Payment Request Service- Rates	\$ 984.50	MFS
EFT66962	18/08/2022	KAZUE DOKI (LIME LEAF CAFE)	Catering Citizenship Ceremony- Office of the CEO	\$ 796.40	MFS
EFT66963	18/08/2022	KO CONTRACTING	Renew Library Zebra Crossing- Works	\$ 786.50	MFS
EFT66964	18/08/2022	KOLORS PTY LTD (PINDAN PRINTING)	Printing Resilience & Recovery Plan- Community	\$ 1,478.19	MFS
EFT66965	18/08/2022	ONEMUSIC AUSTRALIA	Annual Music License- License	\$ 2,436.48	MFS
EFT66966	18/08/2022	POOL WISDOM	Chlorine Water Park- Town Beach	\$ 239.80	MFS
EFT66967	18/08/2022	PRINTING IDEAS	Arts & Culture Strategy Printing - Community	\$ 643.00	MFS
EFT66968	18/08/2022	STRATCO WA PTY LTD	Roof Ventilation- Nursery	\$ 753.55	MFS
EFT66969	18/08/2022	TOTALLY WORKWEAR	Steel Cap Work Boots- Depot	\$ 160.00	MFS
EFT66970	18/08/2022	VIVA ENERGY AUSTRALIA	Fuel Card Charges- Various	\$ 188.14	MFS
EFT66971	18/08/2022	WA LIBRARY SUPPLIES	Processing Materials- Library	\$ 194.30	MFS
EFT66972	19/08/2022	AUSTRALIAN TAXATION OFFICE - FBT	BAS Payment- July 2022	\$ 5,993.00	MFS
EFT66980	24/08/2022	ADELE OLIVER	Musician Performance- Ladies Night Chinatown	\$ 400.00	MFS
EFT66981	24/08/2022	AMBER HURLEY	Musician- Ladies Night Chinatown	\$ 400.00	MFS
EFT66982	24/08/2022	AUST-WEIGH PTY LTD	Annual Weigh Bridge Testing- WMF	\$ 6,622.00	MFS
EFT66983	24/08/2022	BEST IT & BUSINESS SOLUTIONS PTY LTD	Printer Copies- IT	\$ 653.05	MFS
EFT66984	24/08/2022	BIDFOOD	Kiosk Supplies- BRAC	\$ 772.95	MFS
EFT66985	24/08/2022	BJ DAVIES PLUMBING	Backfill Grave- Cemetery	\$ 440.00	MFS
EFT66986	24/08/2022	BOAB UAS PTY LTD	Promotional Video- Library	\$ 695.00	MFS
EFT66987	24/08/2022	BOYA EQUIPMENT	Tractor Parts- P&G	\$ 1,176.77	MFS
EFT66988	24/08/2022	BROOME ABORIGINAL MEDIA ASSOCIATION	NAIDOC Funding- Governance	\$ 5,500.00	MFS
EFT66989	24/08/2022	BROOME ALI WORX	Stainless Steel Benchtops- P&G	\$ 2,299.00	MFS
EFT66990	24/08/2022	BROOME BOLT SUPPLIES WA PTY LTD	Electronic Speed Signs- Fairway Drive	\$ 59.51	MFS
EFT66992	24/08/2022	BROOME CLARK POOLS & SPAS BROOME	Pool Servicing- Staff Housing	\$ 216.34	MFS
EFT66993	24/08/2022	BROOME CLEANAWAY	Empty Co-Mingle Bins (RFT 14/01)- WMF	\$ 1,709.73	MFS
EFT66994	24/08/2022	BROOME DIESEL & HYDRAULIC SERVICE	Parts For Bomag Compactor- WMF	\$ 305.80	MFS
EFT66995	24/08/2022	BROOME DOCTORS PRACTICE PTY LTD	Pre-employment Medical- People & Culture	\$ 160.00	MFS
EFT66997	24/08/2022	BROOME VETERINARY HOSPITAL	Monthly Boarding & Vet Costs (July 22)- Rangers	\$ 7,285.07	MFS
EFT66998	24/08/2022	BT EQUIPMENT PTY LTD (TUTT BRYANT)	Compactor Parts- WMF	\$ 650.19	MFS
EFT66999	24/08/2022	BUNNINGS BROOME	Replacement Rope- BRAC	\$ 47.50	MFS
EFT67000	24/08/2022	CABLE BEACH ELECTRICAL SERVICE	Fault on Reticulation System- Hin Park	\$ 132.00	MFS
EFT67001	24/08/2022	CARDNO (WA) PTY LTD (STANTEC)	Preparation of Tender- Stewart Street	\$ 9,519.18	MFS
EFT67002	24/08/2022	CD SOFT	Robotic Items- Library	\$ 339.88	MFS
EFT67003	24/08/2022	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 484.66	MFS
EFT67004	24/08/2022	CONVIC PTY LTD (SKATEPARK DESIGN)	Skate Park Construction- Rec & Sport	\$ 168,306.24	MFS
EFT67005	24/08/2022	ELOY JULIAN CARDENAS	Musician Performance- Ladies Night Chinatown	\$ 400.00	MFS
EFT67006	24/08/2022	EQUAL ACCESS GROUP PTY LTD T/A: EQUAL ACCESS	Disability Access Audit- Governance	\$ 1,127.50	MFS
EFT67008	24/08/2022	FUEL TRANS AUSTRALIA PTY LTD T/A RECHARGE PETROLEUM (BP BROOME CENTRAL)	Petrol- Depot	\$ 619.30	MFS
EFT67009	24/08/2022	GRANICUS AUSTRALIA PTY LTD	Website and Intranet Management System Licence- IT	\$ 62,041.55	MFS
EFT67010	24/08/2022	HOLDFAST FLUID POWER NW PTY LTD	Parts for Signs Truck- Works	\$ 84.13	MFS
EFT67011	24/08/2022	IT VISION USER GROUP INC	Annual Membership Subscription 2022/23- IT	\$ 770.00	MFS
EFT67012	24/08/2022	J BLACKWOOD & SON T/AS BLACKWOODS	Street Bollards- Infrastructure	\$ 4,766.29	MFS
EFT67013	24/08/2022	JASCO CONSULTING PTY LTD	Software Subscription- IT	\$ 7,916.26	MFS
EFT67014	24/08/2022	KAZUE DOKI (LIME LEAF CAFE)	Catering for Shire- Office of the CEO	\$ 536.80	MFS
EFT67015	24/08/2022	KENNARDS HIRE	Excavator Rental (RFT 20/10)- Lawrence Road	\$ 5,379.35	MFS
EFT67016	24/08/2022	KIMBERLEY ARTS NETWORK INC	Indigenous Community Festival Funding- Governance	\$ 5,517.50	MFS
EFT67017	24/08/2022	KIMBERLEY AUTO CARE	Detailing Interior/Exterior of Vehicle- Works	\$ 660.00	MFS
EFT67018	24/08/2022	KIMBERLEY FUEL & OIL SERVICES	Engine Coolant- Depot	\$ 2,078.70	MFS
EFT67019	24/08/2022	KOLORS PTY LTD (PINDAN PRINTING)	Reprint Business Plan- Corporate Services	\$ 2,202.53	MFS
EFT67020	24/08/2022	MARKETFORCE	Newspaper Advertisement- Development	\$ 277.97	MFS
EFT67021	24/08/2022	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Volumetric Survey of Landfill- WMF	\$ 4,590.30	MFS
EFT67022	24/08/2022	NORTH WEST LOCKSMITHS	Change Over Locks in Toilets- Haynes Oval Pavilion	\$ 368.00	MFS
EFT67023	24/08/2022	NORTH WEST MOTOR GROUP PTY LTD	Hilux SR (RFT 21/44)- Fleet	\$ 57,181.66	MFS
EFT67024	24/08/2022	NORTHERN LANDSCAPES WA	Kerb Slashing- P&G	\$ 1,870.00	MFS
EFT67025	24/08/2022	PAUL ZANETTI	AV Technician- Civic Centre	\$ 160.00	MFS
EFT67026	24/08/2022	PLANNING INSTITUTE AUSTRALIA	Aboriginal Engagement Training- People & Culture	\$ 840.00	MFS
EFT67027	24/08/2022	POWERLYT	Lighting Design- Conti Foreshore	\$ 1,771.00	MFS
EFT67028	24/08/2022	PROMOTIONAL EXPOSURE	Comedy Show- Civic Centre	\$ 3,025.00	MFS
EFT67029	24/08/2022	REMOTE MECHANICAL CONTRACTING	Tipper Maintenance- Works	\$ 1,056.00	MFS
EFT67031	24/08/2022	SUZANNE ELIZABETH PILLING	Rates refund for assessment A305836	\$ 134.55	MFS
EFT67032	24/08/2022	T - QUIP	Service Kit- P&G	\$ 136.03	MFS
EFT67033	24/08/2022	TAPPED PLUMBING & GAS PTY LTD	Rectify Broken Water Line- Cemetery	\$ 215.60	MFS

Item 9.4.3 - MONTHLY PAYMENT LISTING AUGUST 2022

EFT67034	24/08/2022	TELSTRA	Telephone Charges- IT	\$	4,279.40	MFS
EFT67035	24/08/2022	THINK WATER BROOME	Reticulation parts- Various	\$	1,107.69	MFS
EFT67036	24/08/2022	TNT AUSTRALIA PTY LTD	Freights- Health	\$	465.19	MFS
EFT67037	24/08/2022	TOTALLY WORKWEAR	Corporate Uniforms- People & Culture	\$	868.80	MFS
EFT67038	24/08/2022	WA HINO	Maintenance of Road Sweeper- Works	\$	592.89	MFS
EFT67039	24/08/2022	WEAVING FUTURES	Arts Facilitation- Cable Beach Foreshore	\$	200.00	MFS
EFT67040	24/08/2022	WEST COAST ON HOLD (ON HOLD ONLINE)	On Hold Message- Communication	\$	154.00	MFS
EFT67041	24/08/2022	WESTERN DIAGNOSTIC PATHOLOGY	Recruitment Drug & Alcohol Tests- People & Culture	\$	180.18	MFS
EFT67042	24/08/2022	WESTERN IRRIGATION PTY LTD	Satellite Cards- Various	\$	5,029.10	MFS
EFT67043	24/08/2022	WREN OIL	Waste Engine Oil Collection- WMF	\$	16.50	MFS
EFT67044	24/08/2022	YUCK CIRCUS	Ladies Night- Chinatown	\$	935.00	MFS
EFT67061	25/08/2022	CHARTER PROPERTY GROUP PTY LTD	Staff Rent- September 2022	\$	3,258.93	MFS
EFT67062	25/08/2022	FIRST NATIONAL REAL ESTATE BROOME	Staff Rent- September 2022	\$	7,312.45	MFS
EFT67063	25/08/2022	FIRST NATIONAL REAL ESTATE BROOME - COMMERCIAL TRUST	Staff Rent- September 2022	\$	300.00	MFS
EFT67064	25/08/2022	HUTCHINSON REAL ESTATE	Staff Rent- September 2022	\$	2,400.00	MFS
EFT67065	25/08/2022	MARY ELIZABETH JANE LAWTON	Staff Rent- September 22	\$	100.00	MFS
EFT67066	25/08/2022	PRD NATIONWIDE	Staff Rent- September 2022	\$	10,587.79	MFS
EFT67067	25/08/2022	RAY WHITE BROOME (STAFF RENTAL PAYMENTS)	Staff Rent- September 22	\$	13,592.74	MFS
EFT67068	26/08/2022	ADVANCED ELECTRICAL EQUIPMENT PTY LTD	Buildog Switches- Town Beach Water Park	\$	1,595.00	MFS
EFT67069	26/08/2022	BRONTE MACMILLAN	Reimb Expense- People & Culture	\$	1,386.35	MFS
EFT67070	26/08/2022	BROOME CLEANAWAY	Kerbside Refuse Collection (RFT 14/01)- WMF	\$	39,798.00	MFS
EFT67071	26/08/2022	BROOME PLUMBING & GAS	Repair Filter- Town Beach Water Park	\$	142.00	MFS
EFT67072	26/08/2022	BUNNINGS BROOME	Small Consumables- WMF	\$	88.35	MFS
EFT67073	26/08/2022	CARDNO (WA) PTY LTD (STANTEC)	Safety Audit- Infrastructure	\$	8,337.73	MFS
EFT67074	26/08/2022	FIRST NATIONAL REAL ESTATE BROOME	Bond- Staff Housing	\$	2,260.00	MFS
EFT67075	26/08/2022	HATCH ROBERTS DAY PTY LTD	McMahon Estate Brochure- Governance	\$	5,280.00	MFS
EFT67076	26/08/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Street Lighting	\$	606.11	MFS
EFT67077	26/08/2022	J BLACKWOOD & SON T/AS BLACKWOODS	Hand Cleaner- WMF	\$	82.39	MFS
EFT67078	26/08/2022	JOSH BYRNE & ASSOCIATES	Cable Beach Foreshore (RFQ 21-31)- Works	\$	21,640.04	MFS
EFT67079	26/08/2022	KIMBERLEY STOLEN GENERATION ABORIGINAL CORP	Bond Refund (1883)- Civic Centre	\$	561.50	MFS
EFT67080	26/08/2022	KOLORS PTY LTD (PINDAN PRINTING)	McMahon Estate Brochure- Governance	\$	282.57	MFS
EFT67081	26/08/2022	LEISURE INSTITUTE OF WA AQUATICS (INC) LIWA	LIWA Membership- BRAC	\$	132.00	MFS
EFT67082	26/08/2022	LGIS INSURANCE BROKING	Flu Vaccinations May 21- People & Culture	\$	1,210.00	MFS
EFT67083	26/08/2022	M2M ONE PTY LTD	Telstra Sim Cards	\$	15.95	MFS
EFT67084	26/08/2022	MERCURE HOTEL - PERTH	Accommodation Staff Training- People & Culture	\$	507.45	MFS
EFT67085	26/08/2022	NORTHERN RURAL SUPPLIES PTY LTD	Fencing Wire- Works	\$	240.60	MFS
EFT67086	26/08/2022	PAUL ZANETTI	Art Panels- Civic Centre	\$	280.00	MFS
EFT67087	26/08/2022	POOL WISDOM	Chlorine- BRAC	\$	4,590.34	MFS
EFT67088	26/08/2022	SALVATORE CONSTANTINO MASTROLEMBO	Reimbursement Expense- Office of the CEO	\$	2,387.19	MFS
EFT67089	26/08/2022	SPORTSPOWER BROOME	Tennis Net Straps- BRAC	\$	60.00	MFS
EFT67090	26/08/2022	ST MARYS COLLEGE - SECONDARY	Bond Refund (1928)- Civic Centre	\$	836.60	MFS
EFT67091	26/08/2022	STEPHEN KIPKURGAT	Reimbursement- Health	\$	450.97	MFS
EFT67092	26/08/2022	SUNDRY CREDITOR - SECURITY INCENTIVE SCHEME	Security Scheme Incentive- Community	\$	275.00	MFS
EFT67093	26/08/2022	SUNDRY CREDITOR - SECURITY INCENTIVE SCHEME	Security Scheme Incentive- Community	\$	275.00	MFS
EFT67094	26/08/2022	TALIS CONSULTANTS	Regional Resource Recovery Approvals- WMF	\$	70,071.04	MFS
EFT67095	26/08/2022	TYRECYCLE PTY LTD	Tyre Recycling & Freight- WMF	\$	70,297.54	MFS
EFT67097	26/08/2022	WESTBOOKS	Books- Library	\$	515.29	MFS
EFT67099	26/08/2022	YOGAMON (MONIQUE ELLIS)	Yoga- BRAC	\$	510.00	MFS
EFT67100	26/08/2022	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll deduction for FE 23/08/22	\$	595.70	MFS
EFT67101	26/08/2022	AUSTRALIAN TAXATION OFFICE	PAYG Tax: Pay Period Ending 23/08/2022	\$	133,708.65	MFS
EFT67102	26/08/2022	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll deductions for FE 23/08/2022	\$	800.00	MFS
EFT67103	26/08/2022	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll deductions for FE 23/08/2022	\$	620.00	MFS
EFT67104	26/08/2022	CHILD SUPPORT AGENCY	Payroll deductions for FE 23/08/22	\$	580.76	MFS
EFT67105	26/08/2022	EASISALARY PTY LTD T/A EASI	Payroll deductions for FE 23/08/22	\$	10,732.62	MFS
EFT67106	26/08/2022	LGRCEU	Payroll deductions for FE 23/08/2022	\$	129.40	MFS
EFT67107	26/08/2022	SPA SALARY PACKAGING AUSTRALIA	Payroll deductions for FE 23/08/2022	\$	2,291.77	MFS
EFT67108	30/08/2022	BROOME VETERINARY HOSPITAL	Monthly Boarding & Vet Costs (June 22)- Rangers	\$	5,555.00	MFS
EFT67109	30/08/2022	CARVING CONCRETE CONSTRUCTION PTY LTD	Entry Sign- Town Beach	\$	26,620.00	MFS
EFT67110	30/08/2022	COLIN WILKINSON DEVELOPMENTS PTY LTD	Building Construction Contract (RFT 21-06)- BSLSC Redevelopment	\$	509,493.66	MFS
EFT67111	30/08/2022	FIRST NATIONAL REAL ESTATE BROOME - COMMERCIAL TRUST	Rates refund for assessment A106835 28 MCDANIEL ROAD MINYIRR WA 6725	\$	3,084.25	MFS
EFT67112	30/08/2022	LANDGATE	Consolidated Mining Tenement Roll- Rates	\$	968.15	MFS
EFT67113	30/08/2022	NEXON ASIA PACIFIC PTY LTD	Phone Usage & Management (April - July 2022)- IT	\$	28,764.46	MFS
EFT67114	30/08/2022	SCAPE-ISM PTY LTD ATFT REES FAMILY TRUST	Pioneer Cemetery Plaques- Community	\$	5,060.00	MFS
EFT67115	30/08/2022	SUNDRY CREDITOR C- SECURITY INCENTIVE SCHEME	Security Scheme Incentive- Community	\$	275.00	MFS
EFT67116	30/08/2022	SUNDRY CREDITOR D - SECURITY INCENTIVE SCHEME	Security Scheme Incentive- Community	\$	275.00	MFS
EFT67117	30/08/2022	WEST COAST WATER SAFETY	Beach Lifeguard Services- Cable Beach	\$	47,867.49	MFS
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				\$	3,183,271.27	

MUNICIPAL CHEQUES - AUGUST 2022						
Cheque #	Date	Card	Description	Amount	Del	Auth
57770	2/08/2022	CITY OF PERTH	Long Service Leave Liability- Payroll	\$	14,890.49	MFS
57771	2/08/2022	SHIRE OF BROOME	Petty Cash- Administration	\$	638.40	
57772	11/08/2022	SUNDRY CREDITOR - CIVIC CENTRE	Bond Refund (1879)- Civic Centre	\$	200.00	

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57773	19/08/2022	DEPARTMENT OF TRANSPORT - LICENSING	Shire of Broome Plates- Shire Admin	\$	1,400.00	MFS
57774	23/08/2022	BROOME CHINESE COMMUNITY INC	Ad Hoc Sponsorship - Cemetery Restoration Works	\$	1,100.00	
57775	23/08/2022	DANIELLE CARBOON (HOLISTIC ROOM BROOME)	Ladies Night- Chinatown	\$	300.00	MFS
57776	23/08/2022	MARSH PTY LTD	Property Risk Evaluation- Town Beach And Streeters Jetty	\$	7,040.00	MFS
MUNICIPAL CHEQUES TOTAL:				\$	25,568.89	

TRUST CHEQUES - AUGUST 2022					
DD#	Date	Name	Description	Amount	Del Auth
TRUST CHEQUES TOTAL:				\$	-

PAYROLL - AUGUST 2022					
DD#	Date	Name	Description	Amount	Del Auth
	11/08/2022	PAYROLL	Pay period ending 09/08/2022	\$ 376,638.11	MFS
	23/08/2022	PAYROLL	Pay period ending 23/08/2022	\$ 382,324.14	MFS
PAYROLL TOTAL:				\$	758,962.25

MUNICIPAL CREDIT CARD PAYMENTS - AUGUST 2022					
DD#	Date	Card	Description	Amount	Del Auth
EFT67045	25/08/2022	Administration Officer (Health & Rangers)	PAYMENT	\$ 442.81	MFS
	21/07/2022	THE BOSS SHOP OFFICE N	Marbig Compendium 5 Pockets A4 Black	\$ 163.25	MFS
	27/07/2022	OFFICE NATIONAL BROOM	Packing tape for Health Department	\$ 6.90	MFS
	28/07/2022	THE BOSS SHOP OFFICE N	Packing tapes health department 6 months supply	\$ 44.00	MFS
	29/07/2022	STREETEER & MALE	Garden sprayer for health dept.	\$ 20.95	MFS
	3/08/2022	LAMOTTE PACIFIC PTY	Repairs on spin touch - Health Dept	\$ 207.71	MFS
EFT67046	25/08/2022	BRAC Administration Officer	PAYMENT	\$ 192.85	MFS
	9/08/2022	WOOLWORTHS	BRAC kiosk consumables	\$ 24.50	MFS
	10/08/2022	WOOLWORTHS	Milk for BRAC kiosk - Aqua Aerobics	\$ 10.70	MFS
	12/08/2022	WOOLWORTHS	BRAC Kiosk consumables	\$ 41.65	MFS
	15/08/2022	BWS LIQUOR	Beverages for sale BRAC rear kiosk	\$ 116.00	MFS
EFT67047	25/08/2022	BRAC Operations Supervisor	PAYMENT	\$ 720.95	MFS
	29/07/2022	WOOLWORTHS	BRAC Kiosk Consumables - Milk	\$ 9.30	MFS
	4/08/2022	SMS BROADCAST PTY LTD	BRAC Marketing and Communication - SMS Credit	\$ 660.00	MFS
	5/08/2022	WOOLWORTHS	BRAC Kiosk Consumables - Milk	\$ 9.30	MFS
	12/08/2022	ADVANCED ELECTRICAL	BRAC Facilities - Cabinet keys	\$ 42.35	MFS
EFT67048	25/08/2022	Business System Improvement Coordinator	PAYMENT	\$ 156.80	MFS
	5/08/2022	BUNNINGS	USB-C to Ethernet for Tech	\$ 27.00	MFS
	8/08/2022	RIMPA	Records Staff Training	\$ 40.80	MFS
	9/08/2022	KMART	Screen protectors and chargers for phones	\$ 78.00	MFS
	9/08/2022	KMART	Phone screen protectors	\$ 11.00	MFS
EFT67049	25/08/2022	Civic Centre Coordinator	PAYMENT	\$ 181.70	MFS
	5/08/2022	BUNNINGS	Cable ties tools wipes etc	\$ 64.98	MFS
	5/08/2022	COLES	Bar stock	\$ 109.14	MFS
	5/08/2022	BUNNINGS	Cable Ties	\$ 7.58	MFS
EFT67050	25/08/2022	EA to CHIEF EXECUTIVE OFFICER	PAYMENT	\$ 10,479.49	MFS
	18/07/2022	DRUGTEST.COM.AU	Drug testing kits - SoB testing	\$ 1,525.00	MFS
	19/07/2022	CYGNET BAY SALES PTY L	Lunch/Dinner for Dampier Peninsula ACH Consulting	\$ 224.00	MFS
	21/07/2022	RED DOT STORES BROOM	Purchases for staff day games	\$ 32.00	MFS
	21/07/2022	RED DOT STORES BROOM	Purchases made for staff day games	\$ 64.99	MFS
	21/07/2022	WOOLWORTHS	Purchases for staff day games	\$ 57.05	MFS
	21/07/2022	KMART	Purchases for staff day games	\$ 84.00	MFS
	22/07/2022	BREATHALYSER SALES	Drager calibration unit for d&a testing	\$ 159.50	MFS
	22/07/2022	MANGROVE RESORT	Accommodation for Manager role candidate	\$ 479.00	MFS
	26/07/2022	QANTAS AIRWAYS LIMITED	Flights to Perth - Jonus Williams TAFE	\$ 1,019.70	MFS
	27/07/2022	QANTAS AIRWAYS LIMITED	Flights for staff member to attend org training	\$ 921.43	MFS
	27/07/2022	QANTAS AIRWAYS LIMITED	Flights for staff member to attend org training	\$ 1,053.21	MFS
	1/08/2022	AIRNORTH	Flights from Darwin for Contract EHO	\$ 753.18	MFS
	5/08/2022	QANTAS AIRWAYS LIMITED	Flights - Library - Gabriel Evans	\$ 1,619.04	MFS
	5/08/2022	QANTAS AIRWAYS LIMITED	Kimberley Zone - Perth meeting - flights	\$ 991.66	MFS
	6/08/2022	QANTAS AIRWAYS LIMITED	Flights to Perth for Manager Works - org training	\$ 602.85	MFS
	8/08/2022	QANTAS AIRWAYS LIMITED	Credit for flight cancellation/change to Joy Welsh	\$ 80.82	MFS
	15/08/2022	THE BIDYADANGA GENERAL	Catering for Arts Consultation	\$ 203.45	MFS
	15/08/2022	TICKETS-TOWN TEAM CONF	Conference registration x 2	\$ 770.25	MFS
EFT67051	25/08/2022	Executive Support Officer - Development Service	PAYMENT	\$ 1,623.68	MFS
	21/07/2022	VIRGIN	Flights for Matthew Cosson to attend training	\$ 655.00	MFS
	21/07/2022	VIRGIN	Credit Card surcharge - travel for training	\$ 6.16	MFS
	22/07/2022	FIRE PROTECTION ASSOC	Training for Matthew Cosson	\$ 830.00	MFS
	1/08/2022	THIS IS CREATIVE	NCC 2022 Webinar - John Gosper	\$ 130.00	MFS
	1/08/2022	THIS IS CREATIVE	Credit card transaction fee - NCC Webinar Payment	\$ 2.52	MFS
EFT67052	25/08/2022	Executive Support Officer - Infrastructure	PAYMENT	\$ 43.70	MFS
	10/08/2022	DEPARTMENT OF TRANSPORT	Jetty Licence Renewal	\$ 43.70	MFS
EFT67053	25/08/2022	Fleet/Store Administrator	PAYMENT	\$ 4,282.10	MFS
	19/07/2022	FIELD AIRCONDITIONIN	Cable glands for ranger ute moving an antenna	\$ 8.15	MFS
	19/07/2022	KIMBERLEY TRAILER PART	Control remote electric brakes for trailer	\$ 180.00	MFS
	19/07/2022	FIELD AIRCONDITIONIN	Battery replacement for James Watt Prado P16319	\$ 206.35	MFS
	19/07/2022	BUNNINGS	2 stroke fuel bottles and measuring cups	\$ 24.80	MFS
	19/07/2022	PMK WELDING N METAL	Materials to fabricate sign cage JD Tractor P1222	\$ 80.05	MFS
	19/07/2022	KIMBERLEY FUEL & OIL	Hydraulic Oil Fuchs Renolin for storage container	\$ 470.80	MFS
	20/07/2022	BROOME DIESEL & HYDR	Hydraulic Adaptor for the fitting of hose reel	\$ 20.65	MFS
	21/07/2022	CARPET PAINT & TILE	Kill rust enamel paint for the workshop	\$ 42.75	MFS
	26/07/2022	FIELD AIRCONDITIONIN	Antenna for 3-way tipper truck for works P4614	\$ 103.15	MFS
	5/08/2022	KIMBERLEY FUEL OIL	3 x Isuzu Filter Kits for servicing light fleet P11419	\$ 224.40	MFS
	8/08/2022	COASTAL COMPRESSORS	Compressor Pump for JD Grader - Works - P84816	\$ 1,043.68	MFS
	8/08/2022	FIELD AIRCONDITIONING	Antenna for the WMF CAT D6 Dozer P8103	\$ 141.70	MFS

Item 9.4.3 - MONTHLY PAYMENT LISTING AUGUST 2022

	8/08/2022	FIELD AIRCONDITIONING	2 x century batteries P+G Mulching Truck P1013	\$	578.80	MFS
	8/08/2022	OHM ELECTRONICS PTY LTD	External speaker for CAT Dozer P8103	\$	80.00	MFS
	11/08/2022	DOT - LICENSING	Water Cart as it is unreadable P84214	\$	44.50	MFS
	11/08/2022	DOT - LICENSING	Plate remake for Volvo Loader	\$	44.50	MFS
	11/08/2022	DOT - LICENSING	12 Mnth registration JD Tractor P1222	\$	82.85	MFS
	11/08/2022	BROOMECECRETE	Rapid set for coconut wells Cnr mcguigan road	\$	63.80	MFS
	11/08/2022	BROOME BOLTS SUPPLIES	Parts for step drill for Bedford Park Tank	\$	92.95	MFS
	11/08/2022	REDDOG TOOLS	Tool Replacement for the Workshop AC 148292	\$	467.00	MFS
	15/08/2022	FIELD AIRCONDITIONING	Parts for trailer wiring p+g P6616	\$	119.20	MFS
	15/08/2022	BUNNINGS	Traffic management wands and consumables for workshop	\$	162.02	MFS
EFT67054	25/08/2022	Library Coordinator	PAYMENT	\$	123.50	MFS
	4/08/2022	THE CHILDRENS BOOK CLUB	Program items for Children's Book Week	\$	123.50	MFS
EFT67055	25/08/2022	Manager - Community Facilities	PAYMENT	\$	166.79	MFS
	26/07/2022	BUNNINGS	Civic Centre Chair Cleaning Supplies	\$	19.25	MFS
	27/07/2022	COLES	BRAC - Kiosk consumables	\$	147.54	MFS
EFT67056	25/08/2022	Manager Operations	PAYMENT	\$	1,791.98	MFS
	18/07/2022	NWH SOLUTION PTY LTD	Retic parts for Road work breakage	\$	53.29	MFS
	22/07/2022	BUNNINGS	Cable ties for parks construction	\$	106.85	MFS
	25/07/2022	NWH SOLUTION PTY LTD	Retic fittings for maintenance. Hit pipe	\$	21.07	MFS
	28/07/2022	DUNNINGS BROOME	Fuel for spare ute	\$	85.01	MFS
	2/08/2022	BUNNINGS	Various items for the nursery	\$	410.22	MFS
	3/08/2022	BROOMECECRETE	Rapid set concrete for bins and signs	\$	159.50	MFS
	15/08/2022	BROOMECECRETE	Bagged cement for parks	\$	825.55	MFS
	15/08/2022	J BLACKWOOD & SON P/L	Work Boots	\$	130.49	MFS
EFT67057	25/08/2022	Marketing & Communications Officer	PAYMENT	\$	3,893.29	MFS
	18/07/2022	BEAGLE BAY COMMUNITY	Lunch-Arts & Culture Engagement Dampier Peninsula	\$	247.50	MFS
	19/07/2022	INTNL TRANSACTION FEE	Intnl Transaction Fee	\$	0.96	MFS
	19/07/2022	INTNL TRANSACTION FEE	Intnl Transaction Fee	\$	9.60	MFS
	19/07/2022	SQUARESPACE INC.	Chinatown website annual payment	\$	38.37	MFS
	19/07/2022	SQUARESPACE INC.	Chinatown website annual payment	\$	383.81	MFS
	19/07/2022	HOTEL AT BOOKING.COM	Refund for Pinctada McAlpine House	-\$	482.00	MFS
	19/07/2022	FAIRFAX SUBSCRIPTIONS	West Australian annual membership for digital acce	\$	8.45	MFS
	19/07/2022	WANEWSDTI	West Australian annual membership for digital acce	\$	364.00	MFS
	21/07/2022	COLES	Staff Day 21 July BBQ and refreshments	\$	167.81	MFS
	21/07/2022	COLES	Staff Day 21 July - bread and rolls for BBQ	\$	117.00	MFS
	21/07/2022	PHAT TOULA'S FOOD	Salads for Staff Away Day 21 July 2022	\$	220.00	MFS
	26/07/2022	QANTAS AIRWAYS LIMITED	Paula Hart Airfare for Air Raid Artwork Launch	\$	991.66	MFS
	28/07/2022	BROOME CHAMBER COMMERCE INDUSTRY	Staff Day prizes - BCCI vouchers x 7	\$	714.35	MFS
	29/07/2022	COLES	CEO15 Catering 29 July 2022	\$	120.34	MFS
	4/08/2022	MURDOCH UNIVERSITY	Accommodation for apprentice Jonus Williams	\$	991.44	MFS
	15/08/2022	BOOKING.COM	Accommodation in Port Hedland - CANCELLED.	\$	754.00	MFS
	15/08/2022	BOOKING.COM	CANCELLED ACCOMMODATION.	-\$	754.00	MFS
EFT67058	25/08/2022	Property Maintenance Officer	PAYMENT	\$	1,342.47	MFS
	19/07/2022	BUNNINGS	Luminescent grip tape	\$	42.80	MFS
	20/07/2022	CARPET PAINT & TILE	Spray gun & paint for street light banner maint.	\$	372.60	MFS
	20/07/2022	BROOME BOLTS SUPPLIE	Cleavis pins & drill bit	\$	27.28	MFS
	21/07/2022	BUNNINGS	channel to mount art hangings	\$	8.61	MFS
	25/07/2022	CARPET PAINT & TILE	Primer for street light banner frames	\$	40.95	MFS
	26/07/2022	BUNNINGS	Cable beach garden taps & screws	\$	136.44	MFS
	27/07/2022	NORTRUSS BUILDING SU	870 & 820 solid core doors	\$	384.98	MFS
	27/07/2022	BUNNINGS	Depot - replace disabled door hardware	\$	52.42	MFS
	28/07/2022	NORTH WEST LOCKSM	Haynes oval - lock replacement	\$	15.00	MFS
	28/07/2022	TRADELINK	soft close toilet seat haron ts1900	\$	56.55	MFS
	1/08/2022	BROOME BOLTS SUPPLIE	Town beach - repairs to gym equipment	\$	19.14	MFS
	3/08/2022	CLARK RUBBER BROOME	BRAC - pool solar repairs	\$	20.00	MFS
	9/08/2022	BUNNINGS	Library - repairs to urinal plumbing	\$	36.45	MFS
	9/08/2022	STREETEER & MALE HARDARE	Depot - workshop floor repairs	\$	79.50	MFS
	9/08/2022	STREETEER & MALE HARDARE	Screws and 70*35 pine	\$	36.80	MFS
	12/08/2022	BUNNINGS	Depot - paint roller for replaced disabled door	\$	12.95	MFS
EFT67059	25/08/2022	Senior Administration & Governance Officer	PAYMENT	\$	695.94	MFS
	26/07/2022	THE AARLI	Catering for OMC 28.07.2022	\$	419.20	MFS
	27/07/2022	COLES	Refreshments for Council	\$	40.20	MFS
	1/08/2022	OASIS EATERY PTY LTD	Refreshments for Cabinet Meeting	\$	90.00	MFS
	8/08/2022	BROOME BOULEVARD CAFE	Catering for Council Workshop 08.08.2022	\$	129.54	MFS
	8/08/2022	WOOLWORTHS	Catering workshop 8.8.22	\$	17.00	MFS
EFT67060	25/08/2022	Senior Customer Service Officer	PAYMENT	\$	977.72	MFS
	28/07/2022	BROOME PROGRESSIVE SUPPLIES	Admin office - milk supplies	\$	577.72	MFS
	8/08/2022	DEPARTMENT OF TRANSPORT	Shire licence plate 4545BM	\$	200.00	MFS
	11/08/2022	DEPARTMENT OF TRANSPORT	Shire of Broome Licence Plate 9902BM	\$	200.00	MFS
MUNICIPAL CREDIT CARD TOTAL:				\$	27,115.77	

MUNICIPAL DIRECT DEBIT - AUGUST 2022					
DD#	Date	Name	Description	Amount	Del Auth
DD31239.1	9/08/2022	AWARE SUPER	Payroll deductions	\$ 51,199.46	MFS
DD31239.2	9/08/2022	NETWEALTH SUPER ACCELERATOR PERSONAL SUPER	Superannuation contributions	\$ 593.75	MFS
DD31239.3	9/08/2022	CBUS SUPERANNUATION	Payroll deductions	\$ 813.15	MFS
DD31239.4	9/08/2022	HSTPLUS SUPERANNUATION FUND	Payroll deductions	\$ 3,698.74	MFS
DD31239.5	9/08/2022	HESTA AUSTRALIA LIMITED (SUPERANNUATION)	Payroll deductions	\$ 732.38	MFS
DD31239.6	9/08/2022	UNISUPER	Payroll deductions	\$ 1,162.59	MFS
DD31239.7	9/08/2022	AUSTRALIAN RETIREMENT TRUST (SUN SUPER)	Payroll deductions	\$ 2,385.76	MFS
DD31239.8	9/08/2022	MLC MASTERKEY PERSONAL SUPERANNUATION	Payroll deductions	\$ 754.68	MFS
DD31239.9	9/08/2022	JI AGRI SUPERANNUATION FUND	Payroll deductions	\$ 1,227.26	MFS
DD31239.10	9/08/2022	IOOF EMPLOYER SUPER	Payroll deductions	\$ 1,016.89	MFS
DD31239.11	9/08/2022	LOCAL GOVERNMENT SUPER	Superannuation contributions	\$ 372.11	MFS

Item 9.4.3 - MONTHLY PAYMENT LISTING AUGUST 2022

DD31239.12	9/08/2022	AMP SUPERLEADER	Superannuation contributions	\$	322.31	MFS
DD31239.13	9/08/2022	BT SUPER FOR LIFE	Payroll deductions	\$	2,367.90	MFS
DD31239.14	9/08/2022	ANZ SMART CHOICE SUPER	Payroll deductions	\$	1,493.31	MFS
DD31239.15	9/08/2022	LG SUPER	Payroll deductions	\$	560.11	MFS
DD31239.16	9/08/2022	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	\$	301.86	MFS
DD31239.17	9/08/2022	BENDIGO SMART START SUPER	Superannuation contributions	\$	345.52	MFS
DD31239.18	9/08/2022	THE TRUSTEE FOR AUSTRALIAN ETHICAL RETAIL SUPERANNUATION FUND E861238	Payroll deductions	\$	1,044.74	MFS
DD31239.19	9/08/2022	ASGARD INFINITY EWRAP SUPER	Superannuation contributions	\$	220.01	MFS
DD31239.20	9/08/2022	MACQUARIE SUPERANNUATION FUND	Superannuation contributions	\$	471.17	MFS
DD31239.21	9/08/2022	FUTURE SUPER FUND	Superannuation contributions	\$	337.71	MFS
DD31239.22	9/08/2022	THE TRUSTEE FOR RUTOS SUPERANNUATION	Superannuation contributions	\$	405.81	MFS
DD31239.23	9/08/2022	COLONIAL FIRST STATE-FIRSTCHOICE SUPERANNUATION TRUST	Payroll deductions	\$	2,381.74	MFS
DD31239.24	9/08/2022	AUSTRALIAN SUPER	Payroll deductions	\$	6,033.08	MFS
DD31239.25	9/08/2022	REST SUPERANNUATION	Payroll deductions	\$	4,045.49	MFS
DD31239.26	9/08/2022	HUB24 Superannuation	Superannuation contributions	\$	798.68	MFS
DD31239.27	9/08/2022	AMIST SUPER	Superannuation contributions	\$	727.02	MFS
DD31239.28	9/08/2022	EQUIP SUPER	Superannuation contributions	\$	331.31	MFS
DD31239.29	9/08/2022	COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	\$	331.31	MFS
DD31284.1	23/08/2022	AWARE SUPER	Payroll deductions	\$	50,978.96	MFS
DD31284.2	23/08/2022	NETWEALTH SUPER ACCELERATOR PERSONAL SUPER	Superannuation contributions	\$	593.75	MFS
DD31284.3	23/08/2022	CBUS SUPERANNUATION	Payroll deductions	\$	732.19	MFS
DD31284.4	23/08/2022	HOTPLUS SUPERANNUATION FUND	Payroll deductions	\$	3,734.54	MFS
DD31284.5	23/08/2022	HESTA AUSTRALIA LIMITED (SUPERANNUATION)	Payroll deductions	\$	732.38	MFS
DD31284.6	23/08/2022	UNISUPER	Payroll deductions	\$	1,157.54	MFS
DD31284.7	23/08/2022	AUSTRALIAN RETIREMENT TRUST	Payroll deductions	\$	2,848.58	MFS
DD31284.8	23/08/2022	MLC MASTERKEY PERSONAL SUPERANNUATION	Payroll deductions	\$	754.68	MFS
DD31284.9	23/08/2022	JI AGRI SUPERANNUATION FUND	Payroll deductions	\$	1,227.26	MFS
DD31284.10	23/08/2022	IOOF EMPLOYER SUPER	Payroll deductions	\$	1,016.89	MFS
DD31284.11	23/08/2022	LOCAL GOVERNMENT SUPER	Superannuation contributions	\$	343.96	MFS
DD31284.12	23/08/2022	AMP SUPERLEADER	Superannuation contributions	\$	322.31	MFS
DD31284.13	23/08/2022	BT SUPER FOR LIFE	Payroll deductions	\$	2,536.21	MFS
DD31284.14	23/08/2022	ANZ SMART CHOICE SUPER	Payroll deductions	\$	1,493.31	MFS
DD31284.15	23/08/2022	LG SUPER	Payroll deductions	\$	336.19	MFS
DD31284.16	23/08/2022	BENDIGO SMART START SUPER	Superannuation contributions	\$	345.52	MFS
DD31284.17	23/08/2022	THE TRUSTEE FOR AUSTRALIAN ETHICAL RETAIL SUPERANNUATION FUND E861238	Payroll deductions	\$	1,044.74	MFS
DD31284.18	23/08/2022	ASGARD INFINITY EWRAP SUPER	Superannuation contributions	\$	314.31	MFS
DD31284.19	23/08/2022	MACQUARIE SUPERANNUATION FUND	Superannuation contributions	\$	471.17	MFS
DD31284.20	23/08/2022	FUTURE SUPER FUND	Superannuation contributions	\$	357.65	MFS
DD31284.21	23/08/2022	THE TRUSTEE FOR RUTOS SUPERANNUATION	Superannuation contributions	\$	579.73	MFS
DD31284.22	23/08/2022	COLONIAL FIRST STATE-FIRSTCHOICE SUPERANNUATION TRUST	Payroll deductions	\$	2,342.59	MFS
DD31284.23	23/08/2022	AUSTRALIAN SUPER	Payroll deductions	\$	7,425.16	MFS
DD31284.24	23/08/2022	REST SUPERANNUATION	Payroll deductions	\$	4,408.10	MFS
DD31284.25	23/08/2022	HUB24 Superannuation	Superannuation contributions	\$	798.68	MFS
DD31284.26	23/08/2022	AMIST SUPER	Superannuation contributions	\$	762.49	MFS
DD31284.27	23/08/2022	EQUIP SUPER	Superannuation contributions	\$	331.29	MFS
DD31284.28	23/08/2022	COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	\$	331.31	MFS
MUNICIPAL DIRECT DEBIT TOTAL:				\$	174,797.34	

MUNICIPAL ELECTRONIC TRANSFER TOTAL	\$	3,183,271.27
MUNICIPAL CHEQUES TOTAL	\$	25,568.89
PAYROLL TOTAL	\$	758,962.25
TRUST CHEQUE TOTAL	\$	-
MUNICIPAL CREDIT CARD TOTAL	\$	27,115.77
MUNICIPAL DIRECT DEBIT TOTAL	\$	174,797.34
TOTAL PAYMENTS AUGUST 2022	\$	4,169,715.52

Key for Delegation of Authority:

CEO- Chief Executive Officer
DCS- Director Corporate Services
MFS- Manager Financial Services

9.4.4 MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT - AUGUST 2022

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Coordinator Financial Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Acting Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report recommends that Council receives the Monthly Statement of Financial Activity Report for the period ended 31 August 2022, as required by Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996 (FMR)*.

BACKGROUND

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).

COMMENT

The 2022/23 Annual Budget was adopted at the Special Meeting on 5 July 2022. The following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	16.99%
Total Rates Raised Revenue	100% (of which 62.90% has been collected)
Total Other Operating Revenue	37%
Total Operating Expenditure	10%
Total Capital Revenue	7%
Total Capital Expenditure	8%
Total Sale of Assets Revenue	0%

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 2022/23 Annual Budget presented at the Special Meeting on 5 July 2022, Council adopted a balanced budget to 30 June 2023.

It should be noted that the Office of the Auditor General will be onsite during October to commence the audit of the 2021/22 Annual Financial Statements.

The opening budget position for 2022/23 is subject to change which will be presented to Council in due course.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 6.4 – Financial report

Section 6.8 – Expenditure from municipal fund not included in the budget

Local Government (Financial Management) Regulations 1996

Reg 34. Financial activity statement report — s. 6.4

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

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 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

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 receives the Monthly Financial Activity Statement Report for the period ended 31 August 2022 as attached.

Attachments

1. Monthly Statement of Activity August 2022

SHIRE OF BROOME
MONTHLY FINANCIAL REPORT
For the Period Ended 31 August 2022

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Shire of Broome

Compilation Report

For the Period Ended 31 August 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 31 August 2022 of \$28,189,166.

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

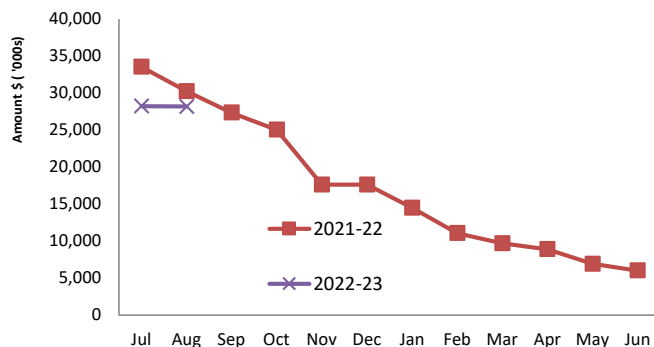
Date prepared: 13/09/2022

Summary by date

Monthly Summary Information

For the Period Ended 31 August 2022

Liquidity Over the Year (Refer Note 3)



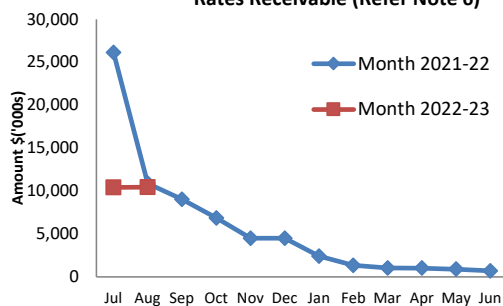
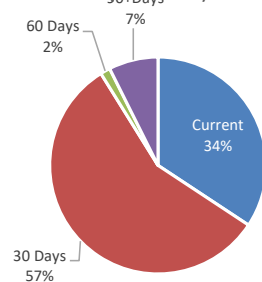
Cash and Cash Equivalents as at period end

Unrestricted	\$ 24,577,606
Restricted	\$ 32,844,349
	<u>\$ 57,421,955</u>

Receivables

Rates	\$ 9,520,613
Other	\$ 936,680
	<u>\$ 10,457,293</u>

Rates Receivable (Refer Note 6)

Accounts Receivable Ageing (non-rates)
(Refer Note 6)

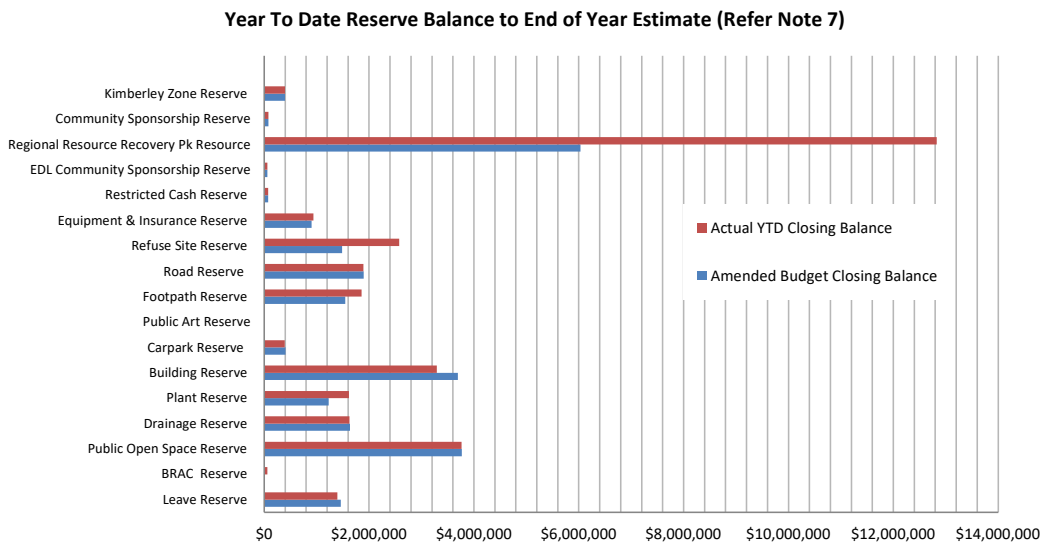
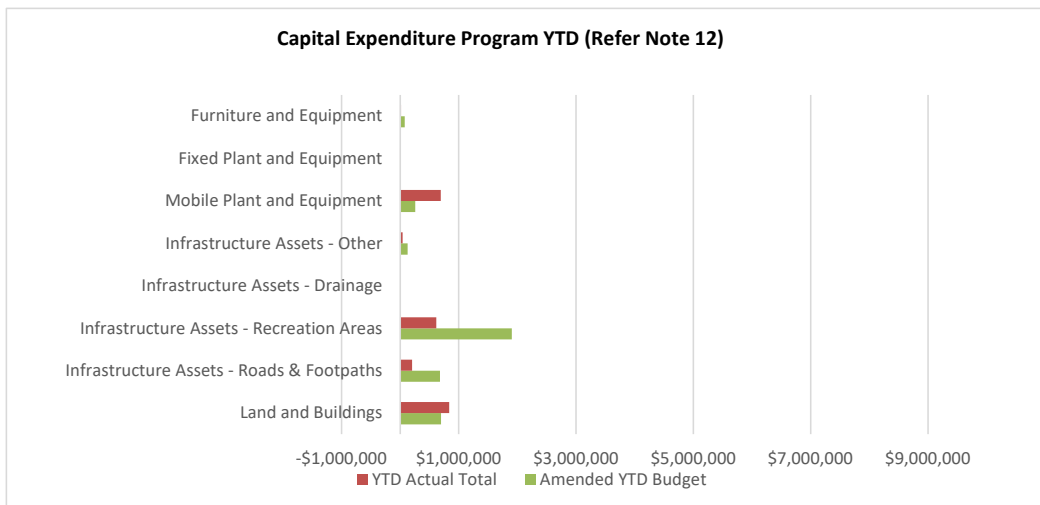
Comments

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 \$22.228M 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 \$24.89M with total outstanding rates YTD at \$9.52M.

This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Broome
Monthly Summary Information
 For the Period Ended 31 August 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.

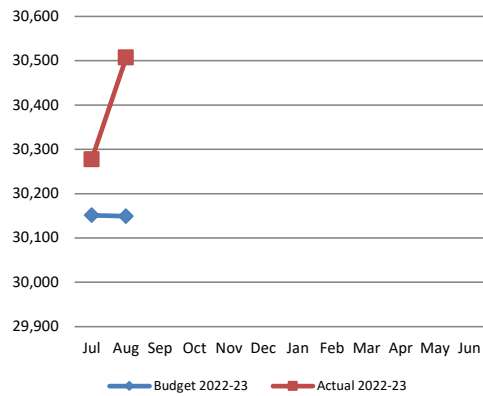
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Broome

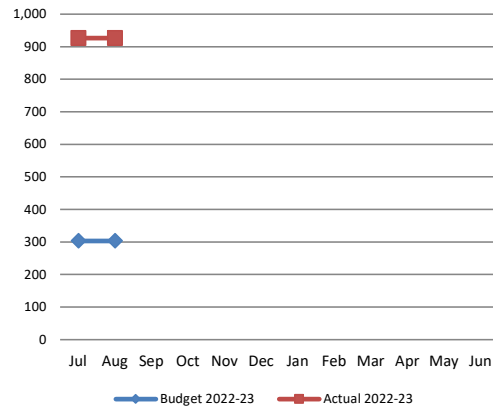
Monthly Summary Information

For the Period Ended 31 August 2022

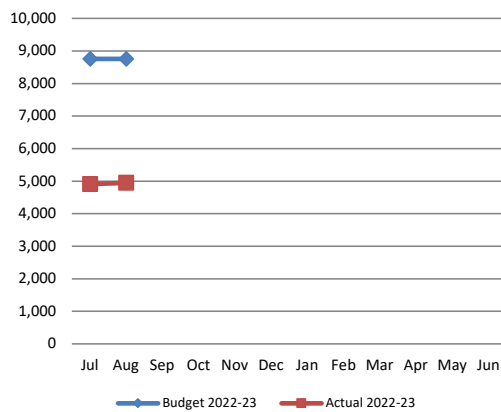
Budget Operating Revenues -v- Actual (Refer Note 2)



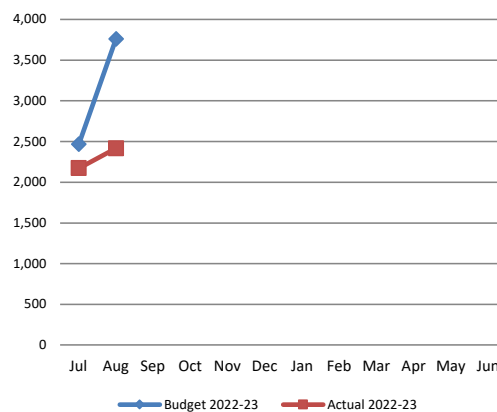
Budget Capital Revenue -v- Actual (Refer Note 2)



Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



Comments

Explanation on material variances are presented in note 2.

This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF BROOME
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 August 2022

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
Operating Revenues		\$	\$	\$		\$	%	
Governance		28,714	666	409		(257)	(38.59%)	
General Purpose Funding - Rates	9	25,425,375	24,997,682	25,070,230		72,548	0.29%	
General Purpose Funding - Other		547,096	-	146,410		146,410		▲
Law, Order and Public Safety		132,928	22,152	12,280		(9,872)	(44.56%)	
Health		197,140	32,022	109,800		77,778	242.89%	▲
Education and Welfare		93,000	15,500	0		(15,500)	(100.00%)	▼
Housing		1,102,751	183,792	87,624		(96,168)	(52.32%)	▼
Community Amenities		7,003,502	4,047,189	3,896,401		(150,788)	(3.73%)	
Recreation and Culture		1,589,053	258,404	303,410		45,006	17.42%	▲
Transport		868,607	37,166	98,739		61,573	165.67%	▲
Economic Services		962,637	160,436	344,974		184,538	115.02%	▲
Other Property and Services		2,324,119	393,887	436,341		42,454	10.78%	▲
Total Operating Revenue		40,274,922	30,148,896	30,506,618	37%	357,722		
Operating Expense								
Governance		(2,244,183)	(428,983)	(276,651)		152,332	35.51%	▲
General Purpose Funding		(624,840)	(110,806)	(11,466)		99,340	89.65%	▲
Law, Order and Public Safety		(1,496,764)	(248,828)	(104,028)		144,800	58.19%	▲
Health		(813,994)	(135,666)	(60,591)		75,075	55.34%	▲
Education and Welfare		(799,743)	(133,292)	(90,959)		42,333	31.76%	▲
Housing		(1,281,616)	(213,600)	(96,210)		117,390	54.96%	▲
Community Amenities		(10,994,485)	(1,840,188)	(866,717)		973,471	52.90%	▲
Recreation and Culture		(17,517,053)	(2,937,978)	(1,121,346)		1,816,632	61.83%	▲
Transport		(10,610,233)	(1,768,370)	(494,380)		1,273,990	72.04%	▲
Economic Services		(2,509,059)	(387,299)	(237,441)		149,858	38.69%	▲
Other Property and Services		(2,492,443)	(546,781)	(1,582,540)		(1,035,759)	(189.43%)	▼
Total Operating Expenditure		(51,384,413)	(8,751,791)	(4,942,329)	10%	3,809,462		
Funding Balance Adjustments								
Add back Depreciation		18,142,152	3,023,718	0		(3,023,718)	100.00%	
Adjust (Profit)/Loss on Asset Disposal	8	51,548	(54,662)	0		54,662	100.00%	▲
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
Net Cash from Operations		7,084,209	24,366,161	25,564,289		1,198,128		
Capital Revenues								
Grants, Subsidies and Contributions		12,633,743	270,824	925,546		654,722	(241.75%)	▲
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		0	0	0		0		
Health		0	0	0		0		
Education and Welfare		0	0	0		0		
Housing		0	0	0		0		
Community Amenities		0	0	0		0		
Recreation and Culture		9,844,127	97,188	265,389		168,201	(173.07%)	
Transport		2,789,616	173,636	660,157		486,521	(280.20%)	
Economic Services		0	0	0		0		
Other Property and Services		0	0	0		0		
Proceeds from Disposal of Assets	8	445,073	32,500	0	0%	(32,500)	100.00%	▼
Total Capital Revenues		13,078,816	303,324	925,546	7%	622,222		

SHIRE OF BROOME
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 August 2022

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
Capital Expenses								
Land Held for Resale	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(11,220,879)	(697,354)	(837,262)		(139,908)	(20.06%)	▼
Infrastructure Assets - Roads & Footpaths	12	(4,085,677)	(680,945)	(202,644)		478,301	70.24%	▲
Infrastructure Assets - Recreation Areas	12	(11,413,967)	(1,902,325)	(617,503)		1,284,822	67.54%	▲
Infrastructure Assets - Drainage	12	(26,320)	(4,386)	0		4,386	100.00%	▲
Infrastructure Assets - Other	12	(781,774)	(130,298)	(40,741)		89,557	68.73%	▲
Mobile Plant and Equipment	12	(4,003,999)	(259,928)	(694,064)		(434,136)	(167.02%)	▼
Fixed Plant and Equipment	12	(18,437)	(3,073)	(5,677)		(2,604)	(84.74%)	▼
Furniture and Equipment	12	(478,860)	(79,810)	(15,743)		64,067	80.27%	▲
Total Capital Expenditure		(32,029,913)	(3,758,119)	(2,413,635)	8%	1,344,484		
Net Cash from Capital Activities								
		(18,951,097)	(3,454,795)	(1,488,089)		1,966,706		
Financing								
Proceeds from New Debentures		690,746	0	0		0		
Payments for financial assets at amortised cost - self supporting loans			0	0		0		
Self-Supporting Loan Principal		0	0	0		0		
Transfer from Reserves	7	9,970,352	1,536,048	0		(1,536,048)	100.00%	▲
Advances to Community Groups		(690,746)	0	0		0		
Repayment of Debentures	10	(444,161)	0	0		0		
Repayment of Self Supporting Loan		0	0	0		0		
Asset Rehab Liability		0	0	(7,262)		(7,262)		
Transfer to Reserves	7	(1,818,355)	(484,844)	(24,824)		460,020	94.88%	▲
Net Cash from Financing Activities								
		7,707,836	1,051,204	(32,086)		(1,083,290)		
Net Operations, Capital and Financing								
		(4,159,052)	21,962,570	24,044,114		2,081,544		
Opening Funding Surplus(Deficit)								
	3	4,145,052	4,145,052	4,145,052		0		
Closing Funding Surplus(Deficit)								
	3	(14,000)	26,107,622	28,189,166		2,081,544		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold
Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes

SHIRE OF BROOME
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 August 2022

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
Operating Revenues		\$	\$	\$		\$	%	
Rates	9	25,001,625	24,918,290	24,889,355		(28,935)	(0.12%)	
Operating Grants, Subsidies and Contributions		1,688,116	78,490	246,243		167,753	213.73%	▲
Fees and Charges		11,607,813	4,790,958	5,042,974		252,016	5.26%	
Service Charges		0	0	0		0		
Interest Earnings		436,559	57,336	156,212		98,876	172.45%	▲
Other Revenue		1,337,814	224,014	171,834		(52,180)	(23.29%)	▼
Profit on Disposal of Assets	8	202,995	79,806	0		(79,806)	(100.00%)	▼
Total Operating Revenue		40,274,922	30,148,894	30,506,618	37%	357,724		
Operating Expense								
Employee Costs		(16,866,105)	(2,836,840)	(1,541,890)		1,294,950	(45.65%)	
Materials and Contracts		(10,773,267)	(1,919,756)	(2,084,563)		(164,807)	8.58%	
Utility Charges		(2,151,708)	(358,629)	(427,601)		(68,972)	19.23%	
Depreciation on Non-Current Assets		(18,142,152)	(3,023,718)	0		3,023,718	(100.00%)	
Interest Expenses		(202,898)	0	(15,210)		(15,210)		▼
Insurance Expenses		(785,277)	(236,489)	(499,382)		(262,893)	111.17%	
Other Expenditure		(2,208,463)	(351,215)	(373,682)		(22,467)	6.40%	
Loss on Disposal of Assets	8	(254,543)	(25,144)	0		25,144	(100.00%)	
Total Operating Expenditure		(51,384,413)	(8,751,791)	(4,942,328)	10%	3,809,463		
Funding Balance Adjustments								
Add back Depreciation		18,142,152	3,023,718	0		(3,023,718)	(100.00%)	▲
Adjust (Profit)/Loss on Asset Disposal	8	51,548	(54,662)	0		54,662	(100.00%)	
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
Net Cash from Operations		7,084,209	24,366,159	25,564,290		1,198,131		
Capital Revenues								
Grants, Subsidies and Contributions		12,633,743	270,824	925,546		654,722	241.75%	▲
Proceeds from Disposal of Assets		445,073	32,500	0	0%	(32,500)	(100.00%)	▼
Total Capital Revenues		13,078,816	303,324	925,546	7%	622,222		
Capital Expenses								
Land Held for Resale	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(11,220,879)	(697,354)	(837,262)		(139,908)	20.06%	
Infrastructure Assets - Roads & Footpaths	12	(4,085,677)	(680,945)	(202,644)		478,301	(70.24%)	
Infrastructure Assets - Recreation Areas	12	(11,413,967)	(1,902,325)	(617,503)		1,284,822	(67.54%)	
Infrastructure Assets - Drainage	12	(26,320)	(4,386)	0		4,386	(100.00%)	
Infrastructure Assets - Other	12	(781,774)	(130,298)	(40,741)		89,557	(68.73%)	
Fixed Plant and Equipment	12	(18,437)	(3,073)	(5,675)		(2,602)	84.67%	▲
Furniture and Equipment	12	(478,860)	(79,810)	(15,743)		64,067	(80.27%)	
Total Capital Expenditure		(32,029,913)	(3,758,119)	(2,413,633)	8%	1,344,486		
Net Cash from Capital Activities		(18,951,097)	(3,454,795)	(1,488,087)		1,966,708		
Financing								
Proceeds from New Debentures		690,746	0	0		0		
Payments for financial assets at amortised cost - self supporting loans		0	0	0		0		
Self-Supporting Loan Principal		0	0	0		0		
Transfer from Reserves	7	9,970,352	1,536,048	0		(1,536,048)	(100.00%)	▼
Advances to Community Groups		(690,746)	0	0		0		
Repayment of Debentures	10	(444,161)	0	0		0		
Repayment of Self Supporting Loan		0	0	0		0		
Asset Rehab Liability		0	0	(7,262)		(7,262)		
Transfer to Reserves	7	(1,818,355)	(484,844)	(24,824)		460,020	(94.88%)	
Net Cash from Financing Activities		7,707,836	1,051,204	(32,086)		(1,083,290)		
Net Operations, Capital and Financing		(4,159,052)	21,962,568	24,044,117		2,081,549		
Opening Funding Surplus(Deficit)	3	4,145,052	4,145,052	4,145,052		0		
Closing Funding Surplus(Deficit)	3	(14,000)	26,107,620	28,189,169		2,081,549		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

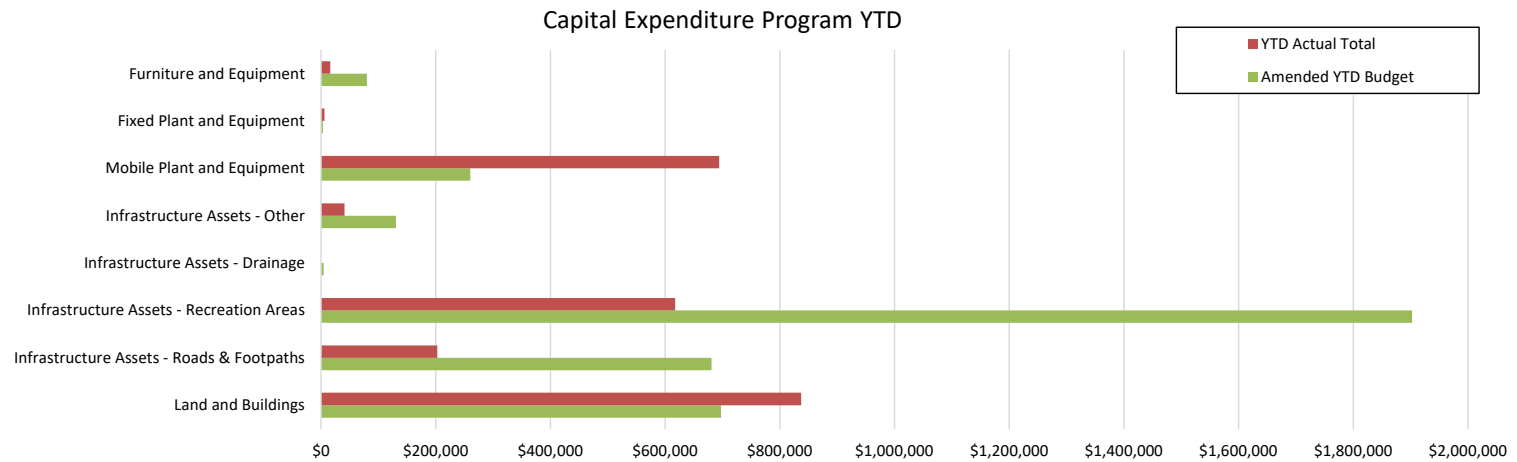
SHIRE OF BROOME
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 August 2022

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 and Buildings	12	800,456	36,806	837,262	697,354	11,220,879	139,908
Infrastructure Assets - Roads & Footpaths	12	197,293	5,351	202,644	680,945	4,085,677	(478,301)
Infrastructure Assets - Recreation Areas	12	586,427	31,076	617,503	1,902,325	11,413,967	(1,284,822)
Infrastructure Assets - Drainage	12	0	0	0	4,386	26,320	(4,386)
Infrastructure Assets - Other	12	40,741	0	40,741	130,298	781,774	(89,557)
Mobile Plant and Equipment	12	0	694,064	694,064	259,928	4,003,999	434,136
Fixed Plant and Equipment	12	0	5,675	5,675	3,073	18,437	2,602
Furniture and Equipment	12	15,743	0	15,743	79,810	478,860	(64,067)
Capital Expenditure Totals		1,640,660	772,973	2,413,633	3,758,119	32,029,913	(1,344,486)

Funded By:

Capital Grants and Contributions	925,546	270,824	12,633,743	654,722
Borrowings	0	0	690,746	0
Other (Disposals & C/Fwd)	0	32,500	445,073	(32,500)
Total Own Source Funding - Cash Backed Reserves	0	1,536,048	(9,970,352)	(1,536,048)
Own Source Funding - Operations	1,488,087	1,918,747	28,230,703	(430,660)
Capital Funding Total	2,413,633	3,758,119	32,029,913	(1,344,486)

SHIRE OF BROOME
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 August 2022



SHIRE OF BROOME
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 31 August 2022

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
Operating Revenues	\$	\$	\$
Governance	28,714	0	28,714
General Purpose Funding - Rates	25,425,375	0	25,425,375
General Purpose Funding - Other	547,096	0	547,096
Law, Order and Public Safety	132,928	0	132,928
Health	197,140	0	197,140
Education and Welfare	93,000	0	93,000
Housing	1,102,751	0	1,102,751
Community Amenities	7,003,502	0	7,003,502
Recreation and Culture	1,589,053	0	1,589,053
Transport	868,607	0	868,607
Economic Services	962,637	0	962,637
Other Property and Services	2,324,119	0	2,324,119
Total Operating Revenue	40,274,922	0	40,274,922
Operating Expense			
Governance	(2,244,183)	0	(2,244,183)
General Purpose Funding	(624,840)	0	(624,840)
Law, Order and Public Safety	(1,496,764)	0	(1,496,764)
Health	(813,994)	0	(813,994)
Education and Welfare	(799,743)	0	(799,743)
Housing	(1,281,616)	0	(1,281,616)
Community Amenities	(10,994,485)	0	(10,994,485)
Recreation and Culture	(17,517,053)	0	(17,517,053)
Transport	(10,610,233)	0	(10,610,233)
Economic Services	(2,495,059)	(14,000)	(2,509,059)
Other Property and Services	(2,492,443)	0	(2,492,443)
Total Operating Expenditure	(51,370,413)	(14,000)	(51,384,413)
Funding Balance Adjustments			
Add back Depreciation	18,142,152	0	18,142,152
Adjust (Profit)/Loss on Asset Disposal	51,548	0	51,548
Adjust Provisions and Accruals	0	0	0
Net Cash from Operations	7,098,209	(14,000)	7,084,209
Capital Revenues			
Grants, Subsidies and Contributions	12,633,743	0	12,633,743
Proceeds from Disposal of Assets	445,073	0	445,073
Proceeds from Sale of Investments	0	0	0
Total Capital Revenues	13,078,816	0	13,078,816

SHIRE OF BROOME
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 31 August 2022

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
Capital Expenses			
Land Held for Resale	0	0	0
Land Under Control (Crown Land)	0	0	0
Land and Buildings	(11,220,879)	0	(11,220,879)
Works in Progress Land & Buildings	0	0	0
Works In Progress Recreation Areas			
Infrastructure	0	0	0
Works in Progress - Rds, F/Paths & Bridges	0	0	0
Works In Progress Other Infrastructure	0	0	0
Works in Progress Plant & Equipment	0	0	0
Infrastructure Assets - Roads & Footpaths	(4,085,677)	0	(4,085,677)
Infrastructure Assets - Recreation Areas	(11,413,967)	0	(11,413,967)
Infrastructure Assets - Drainage	(26,320)	0	(26,320)
Infrastructure Assets - Other	(781,774)	0	(781,774)
Mobile Plant and Equipment	(4,003,999)	0	(4,003,999)
Fixed Plant and Equipment	(18,437)	0	(18,437)
Furniture and Equipment	(478,860)	0	(478,860)
Total Capital Expenditure	(32,029,913)	0	(32,029,913)
Net Cash from Capital Activities	(18,951,097)	0	(18,951,097)
Financing			
Proceeds from New Debentures	690,746	0	690,746
Payments for financial assets at amortised cost - self supporting loans	0	0	0
Self-Supporting Loan Principal	0	0	0
Transfer from Reserves	9,970,352	0	9,970,352
Purchase of Investments	0	0	0
Advances to Community Groups	(690,746)	0	(690,746)
Repayment of Debentures	(444,161)	0	(444,161)
Repayment of Self Supporting Loan	0	0	0
Asset Rehab Liability	0	0	0
Transfer to Reserves	(1,818,355)	0	(1,818,355)
Net Cash from Financing Activities	7,707,836	0	7,707,836
Net Operations, Capital and Financing	(4,145,052)	(14,000)	(4,159,052)
Opening Funding Surplus(Deficit)	4,145,052	0	4,145,052
Closing Funding Surplus(Deficit)	0	(14,000)	(14,000)

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(257)	(38.59%)			
General Purpose Funding - Rates	72,548	0.29%			
Law, Order and Public Safety	(9,872)	(44.56%)			
Health	77,778	242.89%	▲	Timing	Variance mainly due to Health Licences issued during the period compared to the expected budget.
Education and Welfare	(15,500)	(100.00%)	▼	Timing	Grants income yet to be received by Rio Tinto for youth development officer and youth program
Housing	(96,168)	(52.32%)	▼	Permanent	Less rented staff housing than expected on budget due to housing market conditions.
Community Amenities	(150,788)	(3.73%)			
Recreation and Culture	45,006	17.42%	▲	Timing	Mainly due to Haynes Oval & Pavilion income received early than expected on budget.
Transport	61,573	165.67%	▲	Timing	MRWA Grant not yet received as expected on budget.
Economic Services	184,538	115.02%	▲	Timing	Rent and Recoup received early than expected on budget combined with more Pool Inspections fees and licences income raised earlier than per budget.
Other Property and Services	42,454	10.78%	▲	Permanent	Reimbursement of Insurable Claimable Costs received were not budgeted for.
Operating Expense					
Governance	152,332	35.51%	▲	Timing	Timing of expenditures such as WARCA, Council Newsletter and Consultants.
General Purpose Funding	99,340	89.65%	▲	Timing	Timing of expenditures such as the triennial gross rental valuations and internal cost allocations.
Law, Order and Public Safety	144,800	58.19%	▲	Timing	Due to timing of multiple small expenses not yet occurred as expected on budget.
Health	75,075	55.34%	▲	Timing	Staff vacancy in July 2022 combined with timing of internal monthly processes (Admin costs and Depreciation).
Education and Welfare	42,333	31.76%	▲	Timing	Mainly due to timing of WAPOL security incentive scheme payments, advertising and marketing costs
Housing	117,390	54.96%	▲	Permanent	Less rented staff housing than expected on budget due to housing market conditions combined with Admin costs to be allocated.
Community Amenities	973,471	52.90%	▲	Timing	Less expenditure than budgeted mainly due to Kerbside Recycling Collection, Refuse & Grounds expenditures, Contaminated Site remediation expenses and fixed asset depreciation (depreciation will be processed once the financial audit is complete).
Recreation and Culture	1,816,632	61.83%	▲	Timing	Depreciation will be processed once the financial audit is complete. Timing of expenditure associated with parks and reserves and BRAC maintenance.
Transport	1,273,990	72.04%	▲	Timing	Less operating expenses than budgeted due to depreciation not yet recognised. In addition, urban road maintenance expenses lower than budget due to timing.
Economic Services	149,858	38.69%	▲	Timing	Broome Visitor Centre annual and rental subsidies not yet recorded, depreciation (only able to recognise after annual financial audit completed) not yet recognised and internal processes (monthly admin cost allocations). Contribution received by Northwest Tourism.
Other Property and Services	(1,035,759)	(189.43%)	▼	Timing	Mainly due to internal allocations processes (admin costs, IT, Records, depreciation).
Capital Revenues					
Grants, Subsidies and Contributions	654,722	(241.75%)	▲	Timing	Grants not yet received (State Swim Areas, Cable Beach project, Black Spot and others) and non operational grant received earlier than expected.
Proceeds from Disposal of Assets	(32,500)	100.00%	▼	Timing	Disposals not yet done, will be in conjunction with acquisitions (trade-in).

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

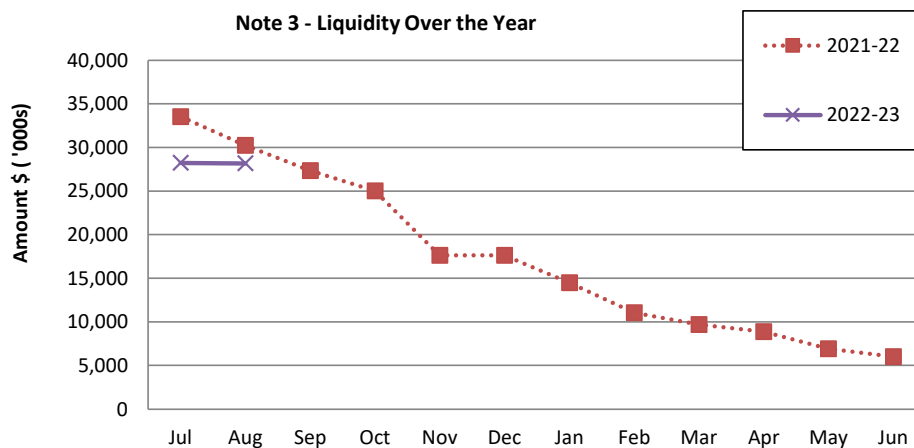
Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Capital Expenses					
Land and Buildings	(139,908)	(20.06%)	▼	Timing	Mainly related to timing of Regional Resource Recovery Park new facility and Surf Club Building Upgrade.
Infrastructure Assets - Roads & Footpaths	478,301	70.24%	▲	Timing	Roads and Footpaths additions not yet capitalised due timing.
Infrastructure Assets - Recreation Areas	1,284,822	67.54%	▲	Timing	Cable Beach project construction not yet started.
Infrastructure Assets - Drainage	4,386	100.00%	▲	Timing	Drainage grate improvements not yet started
Infrastructure Assets - Other	89,557	68.73%	▲	Timing	Other projects not started or not yet capitalised, timing.
Mobile Plant and Equipment	(434,136)	(167.02%)	▼	Timing	Mobile plant replacement not yet done, timing.
Fixed Plant and Equipment	(2,604)	(84.74%)			
Furniture and Equipment	64,067	(8.37%)	▲	Timing	No significant furniture and equipment purchased for the year compared to the budget.
Financing					
Proceeds from New Debentures	0				
Transfer from Reserves	(1,536,048)	100.00%	▲	Timing	Transfer not yet made, timing.
Transfer to Reserves	460,020	94.88%	▲	Timing	Transfer not yet made, timing.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)				
	Note	YTD 31 Aug 2022	30 Jun 2022	YTD 31 Aug 2021
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	24,577,606	10,485,375	6,721,908
Cash Restricted	4	32,844,349	32,838,108	30,851,484
Receivables - Rates	6	9,520,613	769,444	10,067,821
Receivables - Rates Other		910,396	(68,097)	808,422
Receivables - Debtors	6	867,337	1,196,990	1,534,011
Receivables - Other		104,830	214,296	223,908
Sundry Provisions & Accruals		100,688	103,948	95,422
Inventories		21,357	31,520	63,345
		68,947,177	45,571,584	50,366,320
Less: Current Liabilities				
Payables		(6,494,898)	(7,031,159)	(7,136,634)
Provisions		(941,307)	(1,166,990)	(1,061,648)
		(7,436,205)	(8,198,149)	(8,198,282)
Less: Cash Reserves	7	(32,862,932)	(32,838,108)	(30,851,484)
Rounding and Timing Adjustment		(458,873)		
Net Current Funding Position		28,189,166	4,535,326	11,316,555

**Comments - Net Current Funding Position**

The budget was adopted at the Special Meeting held on 05 July 2022. It was presented to Council with a predicted carried forward surplus of \$4,145,052.

The Rounding and Timing Adjustment is calculated by subtracting the sum of current assets less current liabilities and cash reserves from the YTD funding surplus (see page 7).

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.85%	10,549,596			10,549,596	CommBank	At Call
Business Online Saver	1.50%	33,996			33,996	CommBank	At Call
BRAC Bank Account	0.85%	50,003			50,003	CommBank	At Call
Reserve Bank Account	2.00%		21,001		21,001	CommBank	At Call
Trust Bank Account	0.00%			196,419	196,419	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) Term Deposits							
					0		
Term Deposit	2.90%	4,000,000			4,000,000	CommBank	26-Oct-22
Term Deposit	2.39%		29,450,000		29,450,000	CommBank	19-Sep-22
Term Deposit	2.97%	4,000,000			4,000,000	CommBank	15-Nov-22
Term Deposit	3.18%	6,000,000			6,000,000	Westpac	22-Nov-22
Total		24,637,795	32,844,349*	196,419‡	57,678,563		
Adjustments							
Payment Timing Adjustments**		60,188					
Total		24,577,606	32,844,349.03				

Comments/Notes - Investments

*Note - The total of Restricted Cash balances to the reserves on Note 7.

**NOTE - Payment Timing adjustments indicate payments that have been recorded on the ledger but have yet to be paid out of the bank. The bank accounts are reconciled monthly to ensure no discrepancies occur.

‡Note - A discrepancy between Trust balance and the balance of Note 11 is a result of money in transit, either as a refund or a payment, or an unrepresented cheque.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 August 2022

Note 5: BUDGET AMENDMENTS

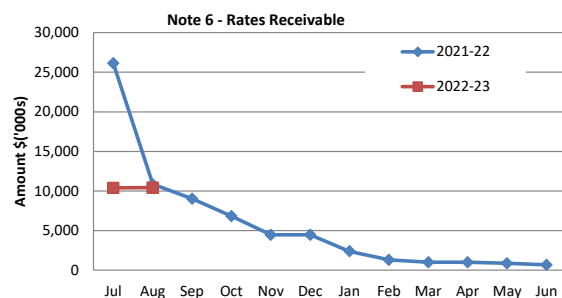
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		Budget Adoption			\$	\$	\$	\$
		Permanent Changes						0
		Economic Services						0
1367210		Economic Development Program Expense - Op Exp - Other Economic Services	OMC- 28/07/22	Operating Expenditure			(14,000)	(14,000)
					0	0	(14,000)	(14,000)

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

Note 6: RECEIVABLES

Receivables - Rates Receivable	YTD 31 Aug 2022	30 Jun 2022
	\$	\$
Opening Arrears Previous Years	769,444	839,534
Levied this year	24,889,355	23,902,635
Less Collections to date	(16,138,186)	(23,972,725)
Equals Current Outstanding	9,520,613	769,444
Net Rates Collectable	9,520,613	769,444
% Collected	62.90%	96.89%



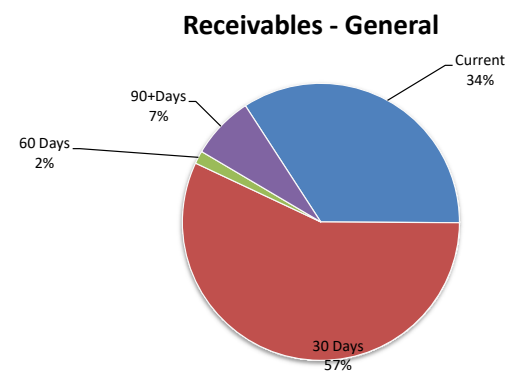
Comments/Notes - Receivables Rates

* NOTE - Rates were raised on 14 July 2022 and are due on 18 August 2022.

**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	(127,190)	328,635	545,483	14,245	70,677
Total Receivables General Outstanding					831,850

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables General

* Note - A credit refers to a debtor paying more than required in the current billing period. It sits as a credit against the account until the following period when it is applied

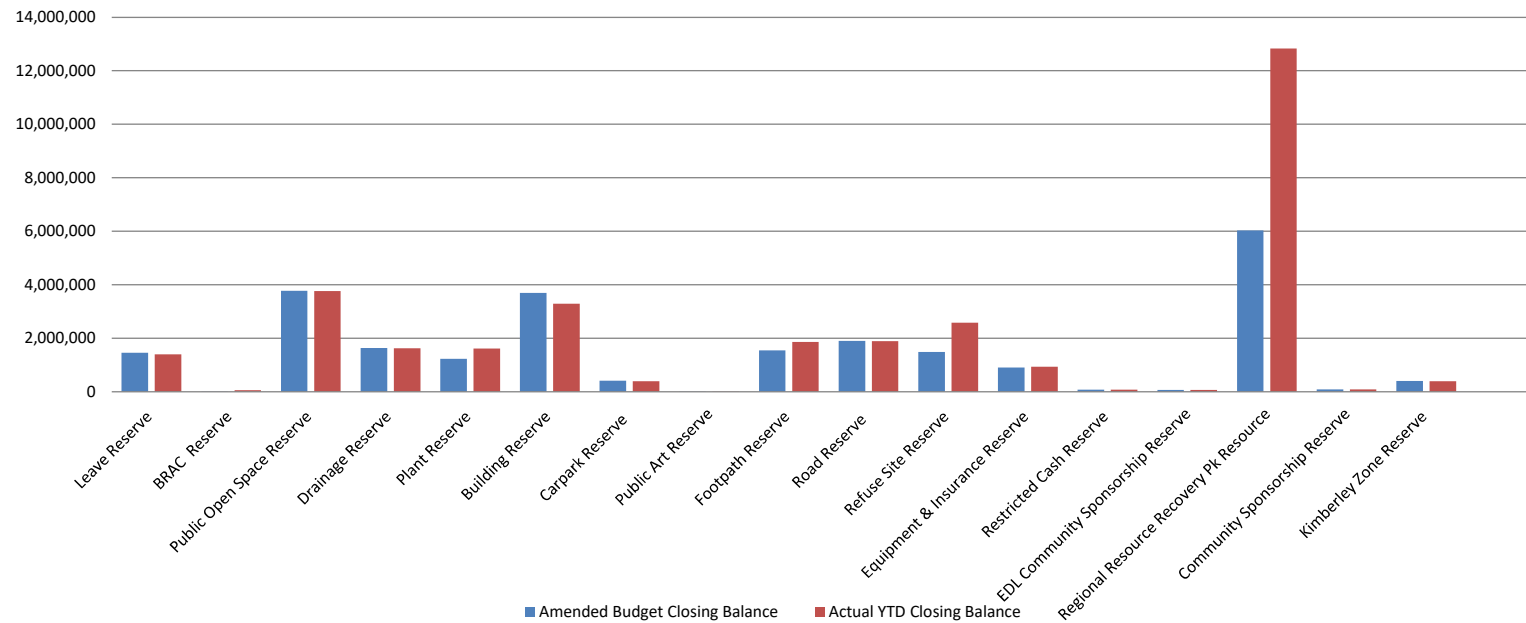
SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

Note 7: Cash Backed Reserve

2022-23										
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	1,396,825	4,795	1,058	57,675	0	0	0		1,459,295	1,397,883
BRAC Reserve	58,697	234	44	0	0	58,000	0		931	58,741
Public Open Space Reserve	3,763,790	5,213	2,852	768,566	(0)	769,501	0		3,768,068	3,766,642
Drainage Reserve	1,627,257	6,162	1,233	4,174	(0)	0	0		1,637,593	1,628,490
Plant Reserve	1,616,587	7,592	1,225	0	(0)	391,804	0		1,232,375	1,617,812
Building Reserve	3,289,749	11,700	2,493	906,308	(0)	512,934	0		3,694,823	3,292,242
Carpark Reserve	391,357	1,395	297	14,655	(0)	0	0		407,407	391,654
Public Art Reserve	6,232	24	5	0	(0)	0	0		6,256	6,236
Footpath Reserve	1,854,112	9,145	1,405	0	(0)	316,173	0		1,547,084	1,855,517
Road Reserve	1,892,145	5,024	1,434	0	(0)	0	0		1,897,169	1,893,579
Refuse Site Reserve	2,574,622	10,675	1,951	0	(0)	1,101,855	0		1,483,442	2,576,573
Equipment & Insurance Reserve	936,537	2,863	710	0	(0)	35,000	0		904,400	937,247
Restricted Cash Reserve	74,557	0	0	0	0	0	0		74,557	74,557
EDL Community Sponsorship Reserve	62,229	248	47	0	0	0	0		62,477	62,276
Regional Resource Recovery Pk Resource	12,815,817	0	9,710	0	0	6,785,085	0		6,030,732	12,825,527
Community Sponsorship Reserve	81,722	327	62	0	(0)	0	0		82,049	81,784
Kimberley Zone Reserve	395,873	1,580	300	0	(0)	0	0		397,453	396,173
						0	0			
	32,838,108	66,977	24,826	1,751,378	(2)	9,970,352	0		24,686,111	32,862,932

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

Note 7: Cash Backed Reserve



SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

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 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)	0	0	0
				0 P118 Holden Colorado Rangers- (1GND061)	(11,786)	0	0
				0 P817 Mitsubishi Triton - BRAC Manager (Replaces Toyota Hilux P810) BM29323	(3,405)	0	0
				0 P16212 Trailer - SES Incident Support Trailer (Boxtop) 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 P1013 Truck Crew Cab Tipper ST 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 P9118 Holden Colorado - Parks Supervisor 1GNT026	(10,813)	0	0
				0 P1216 John Deere 5105M Tractor (1GBO512)- P&G	(17,433)	0	0
				0 P9216 Isuzu D-Max Extra Cab (P&Gs) Mowing 2 (1GDI724)	(2,054)	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
				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
				0 P13616 Hino 300 Series 921 XXlong Auto Truck Crew Cab Caged Tipper (CFC) (1GEU286) (Replaced P3611)	(14,184)	0	0
				0 P7419 Toyota Prado T/D 5 Door WGN A/T GXL	(8,856)	0	0
				0 P16319 Toyota Prado GX 2019	12,559	0	0
				0 P12118 Holden Colorado (MC&ED) 1GNC999	6,279	0	0
				0 P4418 Holden Colorado 4x4 Crew Cab Ute (MPBS)	1,759	0	0
				0 P10118 Holden Colorado 4x4 Crew Cab Ute (CHS)	2,615	0	0
				0 P7518 Holden Colorado Crew Cab 4WD Tray Top (Manager P&C)	2,987	0	0
				0 P11318 Holden Colorado 4x4 Crew Cab Ute (ME)	2,035	0	0
				0 P2817 Utility Isuzu D-Max LSM Crew cab 4wd (Mgr Ops)	3,944	0	0
				0 P82813 Paveline Versapatch Asphalt Maintenance unit / Hino 300 series 816	20,652	0	0
				0 P12808 Pump Water 4" Diesel PTG405DS (Works)	1,000	0	0
				0 P7216 Skidsteer Loader Bobcat T650	(38,119)	0	0
				0 P15511 Bobcat Planer (Profilier) Attachment40inch (Refer to Bobcat P7216)	5,991	0	0
				0 P2301 Trailer Polmac 8x4 Single Axle white cage - Signs 1TDC203	1,000	0	0
				0 P1416 Isuzu D-Max Dual Cab (with Fuel Pod)	(38)	0	0
				0 P1616 Isuzu D-Max SX Ute Crew Cab 4WD (with Fuel Pod)	7,693	0	0
				0 New Vacuum Excavation Mobile Plant	0	0	0
				0 P14410 Forklift 2.5T 2WD 4.3mtr 3 stage mast. Toyota model 42-7FG25	4,000	0	0
				0 P3017 Isuzu D-Max SX Extra Cab 4WD Tray Top (Workshop)	7,203	0	0
				0 P83705 Dean tipping trailer	3,764	0	0
				0 P6918 John Deere 1585 Front Deck 4WD-Enclosed cab	(217)	0	0
				0 P2916 Isuzu D-Max Extra Cab -Spray Ute	12,670	0	0
				0 P9016 Turf Renovator Amazone GHS210	(25,637)	0	0
				0 P1615 900LT Silvan Tractor Mounted Fertilizer Spreader	(698)	0	0
				0 P17218 Toro Groundmaster 360 4WD-Team 1	4,795	0	0
				0 P2620 Toro 3100D Ride-On Cylinder Mower	(29,591)	0	0
				0 P6818 Holden Colorado Space Cab Alloy Tray - Retic 3	(531)	0	0
				0 P18118 Holden Colorado Ute Crew Cab 4WD Community Clean Up Crew	4,120	0	0
0	0	0	0		(50,190)	0	0

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 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 \$
RATE TYPE												
Differential General Rate												
<u>Gross Rental Valuations</u>												
GRV - Residential		8.3113	5,009	162,149,978	13,476,771	100,000		13,576,771	13,576,771			13,576,771
GRV - Residential - Vacant		17.5995	190	3,619,490	637,012			637,012	637,012			637,012
GRV - Commercial/Industrial		11.0873	554	59,572,694	6,605,003			6,605,003	6,605,003			6,605,003
GRV - Tourism		13.4671	564	21,602,106	2,909,177			2,909,177	2,909,177			2,909,177
<u>Unimproved Value Valuations</u>												
UV - Rural		0.8105	54	17,809,000	144,343			144,343	144,343			144,343
UV - Mining		13.7090	32	1,116,265	153,029			153,029	153,029			153,029
UV - Commercial Rural		3.3886	21	10,560,860	357,865			357,865	357,865			357,865
Sub-Totals			6,424	276,430,393	24,283,200	100,000	0	24,383,200	24,383,200	0	0	24,383,200
Minimum Payment		Minimum \$										
<u>Gross Rental Valuations</u>												
GRV - Residential		1,268	53	709,210	67,204			67,204	67,204			67,204
GRV - Residential - Vacant		1,268	181	846,368	229,508			229,508	229,508			229,508
GRV - Commercial/Industrial		1,268	22	153,862	27,896			27,896	27,896			27,896
GRV - Tourism		1,268	260	904,134	329,680			329,680	329,680			329,680
<u>Unimproved Value Valuations</u>												
UV - Rural		1,268	4	191,300	5,072			5,072	5,072			5,072
UV - Mining		520	22	42,111	11,440			11,440	11,440			11,440
UV - Commercial Rural		1,268	2	13,300	2,536			2,536	2,536			2,536
Sub-Totals			544	2,860,285	673,336	0	0	673,336	673,336	0	0	673,336
Charitable Concessions								25,056,536				25,056,536
Totals								(54,910)				(54,910)
								25,001,626				25,001,626

Comments - Rating Information

NOTE - This note represents the budgeted rating and back rating revenue expected for the 2022/23 financial year. The Statement of Financial Activity (by Reporting Program) examines the reporting program for rates which also includes other items, such as debt recovery and rates instalments charges, which are not represented in this table as they do not form part of ordinary rates modelling

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 30-Jun-22	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 197 - Town Beach Redevelopment	1,276,291		0	88,975	1,276,291	1,187,316	0	20,272
Loan 196 - Chinatown Revitalisation Loan	1,223,136		0	165,029	1,223,136	1,058,107	4,511	22,340
Loan 198 - Chinatown Revitalisation Stage 2	1,681,479		0	105,549	1,681,479	1,575,930	6,014	32,276
Loan 201- China Town Contingency	1,800,000		0	84,609	1,800,000	1,715,391	345	84,588
Self Supporting Loans								
Loan 199 - Broome Golf Club	1,250,000		0	0	1,250,000	1,250,000	4,339	24,426
Broome Surf Life Saving Club	0	690,746	0	0	0	690,746	0	18,996
	7,230,907	690,746	0	444,162	7,230,907	7,477,491	15,210	202,898

All debenture repayments were financed by general purpose revenue.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 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 22	Amount Received	Amount Paid	Closing Balance 31-Aug-22
	\$	\$	\$	\$
Town Planning Related Bond Deposits	106,562	0	0	106,562
	106,562	0	0	106,562

Level of Completion Indicators

- 0% ○
20% ○
40% ●
60% ●
80% ●
100% ●
No Budget ☒

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Aug 2022					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
		Governance								
0%	○	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Other Gov	23571		60,000	0	0	(60,000)	0	
0%	○	Governance Total			60,000	0	0	(60,000)	0	
		Law, Order And Public Safety								
23%	○	Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	53239		3,092,837	515,473	711,726	(2,381,111)	0	
23%	○	Law, Order And Public Safety Total			3,092,837	515,473	711,726	(2,381,111)	0	
		Housing								
0%	○	Staff housing 8 & 11/ 6 Ibis Way - fit out- Cap Ex	0095810	095810	31,192	5,199	88	(31,104)	0	
0%	○	Housing			31,192	5,199	88	(31,104)	0	
		Community Amenities								
87%	●	Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	0101510		366,108	61,018	0	(49,108)	317,000	
11%	○	Buckleys Rd Closure Upgrade (was Opex 101302) - Cap Exp - San Gen Refuse	0101545	101558	289,869	48,312	30,625	(259,244)	0	
0%	○	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	0101550	101552	18,272	3,046	0	(18,272)	0	
1%	○	Community Recycling Centre - RRP - Cap Exp	0101896	101897	6,785,085	0	88,642	(6,696,443)	0	
0%	○	RRRP Waste Facility - Yr 1 CRC	0101898	101898	251,680	0	0	(251,680)	0	
0%	○	Short St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	0104270	104299	440	73	0	(440)	0	
0%	○	Drainage Grate Improvements	0104600	104796	25,880	4,313	0	(25,880)	0	
0%	○	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Dev Services	0106184		327,694	27,116	0	(327,694)	0	
0%	○	Implement Cemetery Master Plan	0107540	107551	1,980	330	0	(1,980)	0	
0%	○	Japanese Cemetery New Infra by P & G - Cap Exp	0107550	107550	50,000	8,334	0	(50,000)	0	
0%	○	Broome Cemetery Fencing Capx	0107550	107563	155,940	25,990	0	(155,940)	0	
0%	○	Mobile Plant & Equipment Renewal (Replacement) - Cap Exp - Sanitation Other	1042510		208,000	25,000	0	(208,000)	0	
5%	○	Community Amenities Total			8,480,948	203,532	119,267	(8,044,681)	317,000	
		Recreation And Culture								
40%	○	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	0113027	113029	873,985	145,664	345,330	(528,655)	0	
0%	○	Haynes Oval Reserve Renewal of Infrastructure- Cap Exp	0113551	113762	1,320	220	0	(1,320)	0	
0%	○	Male Oval Renewal Infra - Cap Exp - Parks & Ovals	0113551	113763	900	150	0	(900)	0	
66%	●	Parks & Gardens Works Renewal Infra - Cap Exp	0113551	113795	46,760	7,793	0	(15,684)	31,076	
No Budget	☒	Reticulation Control System New Exp - Cap Exp Parks & Ovals	0113603		0	0	255	255	0	
0%	○	Tennis Court Lighting Renewal- Cap Ex	0114105	114105	206,756	34,460	0	(206,756)	0	
0%	○	Broome Public Library - Kitchen Fit Out- Cap Ex	0115460	115460	20,795	3,466	0	(20,795)	0	
0%	○	Cape Leveque Tourist Bay and Signage	0116125	116132	35,000	5,834	0	(35,000)	0	
0%	○	Museum Building Renewal- Cap Exp - Other Cult	0116201		75,000	12,500	0	(75,000)	0	
124%	●	Broome Museum - Air Con- Cap Ex	0116207	116207	4,575	763	0	1,100	5,675	
0%	○	BRAC Gym and Fitness Facility - Detailed Design / Tender Package- Cap Ex	0117024	117025	485,980	80,996	0	(485,980)	0	
0%	○	Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- BRAC General	0117398		45,795	7,632	0	(45,795)	0	
0%	○	BRAC Grid Solar Connection	0117399	117420	233,100	38,851	0	(233,100)	0	
5%	○	BRAC Oval Upgrade of Infra - Cap Exp	0117450	117452	40,000	6,666	1,800	(38,200)	0	
0%	○	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	0117455	117456	216,354	36,059	0	(216,354)	0	
87%	●	Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	1181407		53,072	8,845	46,234	(16,338)	0	
12%	○	Youth Bike Recreation Area - New Construction - Cap Exp	1181420	YBRA001	84,084	14,014	9,929	(74,156)	0	
2%	○	Cable Beach Foreshore Upgrade	1181425	1181426	9,890,736	1,648,453	182,879	(9,707,858)	0	

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Aug 2022					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
5%	<input type="radio"/>	Recreation And Culture Total			12,314,212	2,052,368	586,427	(11,691,034)	36,751	
		Transport								
0%	<input type="radio"/>	Frederick Street/Hamersley Street Intersection Lighting Upgrades	0121100	121715	39,999	6,667	0	(39,999)	0	
1%	<input type="radio"/>	Port Drive – Guy Street Intersection Upgrade	0121100	121716	825,640	137,606	7,253	(818,386)	0	
0%	<input type="radio"/>	Urban Maint Reseals Renewal Works Cap Exp	0121101	121549	647,820	107,970	0	(647,820)	0	
0%	<input type="radio"/>	Capital Works Program Projects - Upgrade (stewart St)- Cap Ex	0121101	121562	1,091,580	181,930	0	(1,086,229)	5,351	
127%	<input checked="" type="radio"/>	Lawrence Road Upgrade	0121501	121587	121,000	20,166	153,623	32,623	0	
0%	<input type="radio"/>	State Blackspot - Frederick Street off-street carpark Cap (Broome SHS) Exp	0125000	125045	1,075,835	179,306	930	(1,074,905)	0	
28%	<input type="radio"/>	Conti foreshore Footpath Construction (Before Hamersley Street - New Footpath	0125140	125183	97,978	16,330	27,832	(70,146)	0	
0%	<input type="radio"/>	De Pledge Way	0125200	125074	34,654	5,776	0	(34,654)	0	
0%	<input type="radio"/>	Sahanna Place	0125200	125075	34,654	5,776	0	(34,654)	0	
0%	<input type="radio"/>	Walcott Street	0125200	125076	34,654	5,776	0	(34,654)	0	
0%	<input type="radio"/>	Various Footbridge Renewals	0125300	125921	87,500	14,584	0	(87,500)	0	
0%	<input type="radio"/>	Various Footpath Renewal - Renewal Construction - Cap Exp	0125300	VARPATH	58,325	9,720	0	(58,325)	0	
No Budget	<input checked="" type="checkbox"/>	Access & Inclusion Improvements New Infra - Cap Exp	1254421		0	0	4,100	4,100	0	
5%	<input type="radio"/>	Transport Total			4,149,639	691,607	193,738	(3,950,550)	5,351	
		Economic Services								
0%	<input type="radio"/>	Broome Visitor Centre - Packaged Plant Cap Ex	0132029	132040	57,186	9,530	0	(57,186)	0	
0%	<input type="radio"/>	Sam Male Luggage Restoration- Cap Ex	0132142	132143	31,100	5,183	0	(31,100)	0	
No Budget	<input checked="" type="checkbox"/>	Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic Services Special Projects	1367221		0	0	3,555	3,555	0	
0%	<input type="radio"/>	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	1367404	1367414	40,000	6,666	0	(40,000)	0	
No Budget	<input checked="" type="checkbox"/>	Smart Cities Enabling Items - Cap Exp	1367405	1367418	0	0	10,116	10,116	0	
0%	<input type="radio"/>	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	1367405	1367419	38,465	6,411	0	(38,465)	0	
8%	<input type="radio"/>	Economic Services Total			166,751	27,790	13,672	(153,079)	0	
		Other Property & Services								
0%	<input type="radio"/>	Vehicle & Mobile Plant New -Cap Exp- Corp Gov	0142550		106,284	7,714	0	(106,284)	0	
No Budget	<input checked="" type="checkbox"/>	Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	0142558		0	0	0	2,286	2,286	
14%	<input type="radio"/>	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	0143610		1,147,158	121,694	0	(991,106)	156,052	
4%	<input type="radio"/>	Equip & H'Ware > \$5000 Cap Exp - IT	0146120		163,000	27,166	6,308	(156,692)	0	
0%	<input type="radio"/>	Software Cap Exp - IT (dont use)	0146122		36,000	6,000	0	(36,000)	0	
0%	<input type="radio"/>	Admin Building - Packaged Plant- Cap Ex	0147100	147100	363,910	60,652	0	(363,910)	0	
0%	<input type="radio"/>	KRO 2 - air-conditioning units- Cap Ex	0147350	1482447	13,862	2,310	0	(13,862)	0	
20%	<input type="radio"/>	KRO 1 & 2 Security Screens	0147354	147354	46,760	7,793	9,435	(37,325)	0	
30%	<input type="radio"/>	Building Renewal AMP	0147500		114,400	19,067	0	(79,879)	34,521	
0%	<input type="radio"/>	Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office	0148004		165,000	0	0	(165,000)	0	
0%	<input type="radio"/>	Vehicle & Mobile Plant New - Cap Exp - Depot Ops	0148021		180,000	0	0	(180,000)	0	
17%	<input type="radio"/>	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	0148611		1,339,440	0	0	(1,118,428)	221,012	
0%	<input type="radio"/>	Vehicle & Mob Plant New - Cap Exp - Works Ops	0148621		58,520	9,754	0	(58,520)	0	
12%	<input type="radio"/>	Other Property & Services Total			3,734,334	262,151	15,743	(3,304,720)	413,871	
8%	<input type="radio"/>	GRAND TOTAL			32,029,913	3,758,120	1,640,661	(29,616,279)	772,973	
1%	<input type="radio"/>	Land & Buildings - New			7,553,937	86,195	88,730	(7,465,207)	0	
23%	<input type="radio"/>	Land & Buildings - Upgrade			3,113,632	518,940	711,726	(2,401,906)	0	
7%	<input type="radio"/>	Land & Buildings - Renewal			553,310	92,220	0	(516,503)	36,807	
		Works in Progress Land & Buildings			0	0	0	0	0	
7%	<input type="radio"/>	Land & Buildings - Total			11,220,879	697,354	800,456	(10,383,616)	36,807	
5%	<input type="radio"/>	Recreation Areas Infrastructure - New			10,941,877	1,823,643	586,427	(10,355,450)	0	
		Recreation Areas Infrastructure - Upgrade			0	0	0	0	0	
7%	<input type="radio"/>	Recreation Areas Infrastructure - Renewal			472,090	78,682	0	(441,014)	31,076	
		Works in Progress Recreation Areas Infrastructure			0	0	0	0	0	
5%	<input type="radio"/>	Recreation Areas Infrastructure - Total			11,413,967	1,902,325	586,427	(10,796,464)	31,076	
3%	<input type="radio"/>	Roads, F/Paths & Bridges Infrastructure - New			1,173,813	195,636	32,862	(1,140,951)	0	
16%	<input type="radio"/>	Roads, F/Paths & Bridges Infrastructure - Upgrade			1,026,639	171,105	164,432	(862,207)	0	
0%	<input type="radio"/>	Roads, F/Paths & Bridges Infrastructure - Renewal			1,885,225	314,204	0	(1,879,874)	5,351	

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2022

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Aug 2022					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0	0	
5%	○	Roads, F/Paths & Bridges Infrastructure - Total			4,085,677	680,945	197,293	(3,883,033)	5,351	
0%	○	Drainage Infrastructure - New			440	73	0	(440)	0	
0%	○	Drainage Infrastructure - Upgrade			25,880	4,313	0	(25,880)	0	
		Drainage Infrastructure - Renewal			0	0	0	0	0	
		Works in Progress Drainage Infrastructure			0	0	0	0	0	
0%	○	Drainage Infrastructure - Total			26,320	4,386	0	(26,320)	0	
2%	○	Other Infrastructure - New			440,553	73,427	10,116	(430,437)	0	
10%	○	Other Infrastructure - Upgrade			291,849	48,642	30,625	(261,224)	0	
0%	○	Other Infrastructure - Renewal			49,372	8,229	0	(49,372)	0	
		Works in Progress Other Infrastructure			0	0	0	0	0	
5%	○	Other Infrastructure - Total			781,774	130,298	40,741	(741,033)	0	
0%	○	Mobile Plant & Equip New			344,804	17,468	0	(344,804)	0	
		Mobile Plant & Equip Upgrade			0	0	0	0	0	
19%	○	Mobile Plant & Equipment Renewal (Replacement)			3,659,195	242,460	0	(2,965,131)	694,064	
17%	○	Mobile Plant & Equip - Total			4,003,999	259,928	0	(3,309,935)	694,064	
		Fixed Plant & Equipment - New			0	0	0	0	0	
0%	○	Fixed Plant & Equipment - Upgrade			13,862	2,310	0	(13,862)	0	
124%	●	Fixed Plant & Equipment - Renewal			4,575	763	0	1,100	5,675	
31%	○	Fixed Plant & Equipment - Total			18,437	3,073	0	(12,762)	5,675	
3%	○	Furniture & Equipment - New			478,860	79,810	15,743	(463,117)	0	
3%	○	Furniture & Equipment - Total			478,860	79,810	15,743	(463,117)	0	
8%	○	Capital Expenditure Total			32,029,913	3,758,120	1,640,661	(29,616,279)	772,973	

SHIRE OF BROOME
Monthly Statement of Financial Activity
For the Period Ending 31 August 2022

Appendix A: SUPPLEMENTARY NOTES TO THE MONTHLY REPORT

NOTES TO THIS MONTH'S REPORT

OVERVIEW

For the period ended 31 August 2022, the following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	16.99%
Total Rates Raised Revenue	100% (of which 62.90% were collected)
Total Other Operating Revenue	37%
Total Operating Expenditure	10%
Total Capital Revenue	7%
Total Capital Expenditure	8%
Total Sale of Assets Revenue	0%

The budget was adopted at the Special Meeting on 5 July 2022. Council adopted a balanced annual budget, which included a net carried forward balance of \$4,145,052 being \$2,607,572 of carry-over projects, plus \$1,537,480 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 August 2022, the current position stands at \$28.1M

Cash

Total Cash Assets are now \$57.4M being \$13.9M increase from prior month.

The major collections this month include receipt of:

- \$16.7M Rate Various Assessments – 8 Short Street & 28 Cable Beach Road
- \$612K Quarterly Grant - RTR
- \$239 Financial Assistance Quarterly Grant – Department of Treasury

The major expenditure items this month include payments of:

- \$509K Colin Wilkinson Developments PTY LTD – Pedestrian Bridge Reconstruction – Surf Club
- \$277K McCorry Brown Earthmoving PTY LTD – Conti Foreshore (RFT 21-01)
- \$168K Convic PTY LTD – Skate Park Construction (RFT21-04)

Receivables

Sundry debtors including GST refundable stand at \$0.9M.

Rates and rubbish debtors stand at \$10.4M. Annual rates were raised on 14 July 2022 with due date of 18 August 2022. 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 \$122K having a \$15K increase since the previous month.

Cash Liabilities

These stand at \$444K. This represents our obligation on our outstanding loans in 2022/23.

Creditors and Payables

Sundry Creditors are \$2.9M, 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 \$3.5M.

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 \$2.3M (non-current leave provisions are \$193K). Accruals to reflect the year end position will be completed in the coming months for the 2021/22 year.

10. REPORTS OF COMMITTEES

There are no reports in this section.

11. NOTICES OF MOTION WITH NOTICE
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12. NOTICES OF MOTION WITHOUT NOTICE

13. BUSINESS OF AN URGENT NATURE

14. MEETING CLOSED TO PUBLIC

This item and any attachments are confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)(b) as it contains “the personal affairs of any person”.

14.1 WRITE OFF INTEREST & WASTE CHARGES

LOCATION/ADDRESS:	1 FREDERICK STREET BROOME 6725
APPLICANT:	Department of Planning, Lands and Heritage
FILE:	A103751
AUTHOR:	Finance Officer - Rates
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Acting Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report recommends that Council write off \$6,670 of outstanding waste and accrued interest charges on assessment A103751. This debt relates to the former properties located at Kennedy Hill and sub leased to Mallinbarr Aboriginal Corporation (MAC) that has ceased to operate.

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

14.2 RFT 22/05 CONCRETE CRUSHING

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	RFT 22/05
AUTHOR:	Manager Waste
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Infrastructure
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report considers the submissions received for Tender RFT 22/05 Concrete Crushing/ Recycling Services Broome Waste Management Facility and seeks Council's adoption of the recommendation contained within the attached confidential Evaluation Report.

15. MEETING CLOSURE
