



# AGENDA

FOR THE

ORDINARY MEETING OF COUNCIL

**23 FEBRUARY 2023**

# NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of Council will be held on Thursday, 23 February 2023 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 5:00PM.

Regards,



S MASTROLEMBO  
**Chief Executive Officer**

17/02/2023

## 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	16 December			A						
2022	24 February			LOA	A					
2022	31 March						LOA			
2022	28 April			A						
2022	26 May			LOA	A					
2022	30 June		A	A						
2022	28 July									
2022	25 August									
2022	29 September									
2022	27 October							LOA		
2022	17 November	E					A			
2022	15 December			LOA						

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

## 2.25. Disqualification for failure to attend meetings

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

**SHIRE OF BROOME**  
**ORDINARY MEETING OF COUNCIL**  
**THURSDAY 23 FEBRUARY 2023**  
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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 Council Meeting held 15 December 2022, as published and circulated, be confirmed as a true and accurate record of that meeting, subject to replacement of the Attachment titled "Minutes and Recommendations from the Audit and Risk Committee meeting held on 12 December 2022", with the minutes as corrected by the Audit and Risk Committee's resolution on 14 February 2023

RECOMMENDATION:

That the Minutes of the Special Meeting of Council held on 16 December 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.

<b>9.       REPORTS FROM OFFICERS</b>
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<b>9.1     PEOPLE</b>
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There are no reports in this section.

**9.2 PLACE****9.2.1 PETITION - BROOME VOLLEYBALL ASSOCIATION - CONSIDERATION OF A MULTI-PURPOSE SAND ARENA WITHIN THE CABLE BEACH REDEVELOPMENT.**

<b>LOCATION/ADDRESS:</b>	Cable Beach Foreshore
<b>APPLICANT:</b>	Broome Volleyball Association Inc.
<b>FILE:</b>	GOC33
<b>AUTHOR:</b>	Special Projects Coordinator
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

A petition requesting that Council “reconsider and support the community proposal to incorporate a multi-purpose beach sand arena within the Cable Beach Redevelopment”, was presented at the 15 December 2022 Ordinary Meeting of Council.

**BACKGROUND**

A petition was presented by Tom Chapman - President of the Broome Volleyball Association Inc to the 15 December 2022 Ordinary Meeting of Council (**Attachment 1**).

The petition with 219 signatures requested Council to reconsider and support the community proposal to incorporate a multi-purpose sand arena within the Cable Beach Redevelopment for the following reasons:

- Overwhelming local community group support for a permanent beach sand arena close to amenities and without tide and debris limitations; and
- Potential for beach-oriented event-based tourism befitting the iconic Cable Beach and accompanying the spectacular Surf Life Saving Club Facility and associated amenities.

**COMMENT****Public Questions and Petition**

Members from the Broome Volleyball Association attended the November and December 2022 Ordinary Meetings of Council (OMC), submitting public questions.

At the November 2022 OMC meeting two public questions were submitted and responses were provided by the CEO. Full details can be found [here](#).

At the December 2022 OMC a further four questions were submitted and responded to by the CEO. Full details can be found [here](#).

**Response**

The Shire would like to acknowledge and thank the Broome Volleyball Association for the petition, letters of support and effort taken in collecting the 219 signatures.

The Cable Beach Foreshore Redevelopment has been a long-held aspiration of the community and Shire. In 2016 the Shire adopted the Cable Beach Development Strategy.

The foreshore was highlighted as a focus area and subsequently Council progressed a master plan for this precinct. The masterplan was developed with significant community input and engagement and included a formal public submission process. This masterplan was endorsed by Council in 2017. Subsequently the Coastal Hazard Risk Management Adaptation Plan was completed in 2017 and a Business Case in 2020.

In September 2021 Josh Byrne and Associates were appointed to develop detailed design documentation for the site, based on previous work completed in the master planning process. Given the extensive community consultation previously carried out, the consultant team were required to use the 2017 master plan as the starting point for the development of concepts for the site. In the first instance, this master plan was reviewed and a site opportunities and constraints mapping exercise was completed.

A [Community Engagement Plan \(CEP\)](#) was developed and endorsed by Council in September 2021. This included the establishment of a Cable Beach Community and Stakeholder Reference Group and prescribed the engagement to be carried out through this detailed design phase.

Public engagement was undertaken during the 50% concept phase of the design process as required by the Council endorsed Community Engagement Plan. Engagement occurred in March 2022 including several community and targeted interest group information sessions, market stalls and community picnics. Members of the community were encouraged to provide feedback on the design to help shape its evolution.

The idea of a sand court arena had not been raised through any of these formal community consultation processes.

The Shire is highly supportive of promoting beach orientated sports such as volleyball on Cable Beach itself. The redevelopment includes access to plug in power in order to facilitate events and activities on the beach. The Shire will also be completing a Place Activation Plan in the near future to actively facilitate usage, this will involve consultation with local sporting groups to ensure opportunities for use of this iconic beach are maximised.

The language used in the petition is broad and does not specifically mention the area east of the Broome Surf Life Saving Club (BSLSC) as the Broome Volleyball Association's preferred location.

All local sporting groups were engaged extensively through the development of the Sport and Recreation Plan 2021 – 2031. There was no formal submission made through the public comment process held most recently in February / March 2022. The Sport and Recreation Plan recommends three sand courts at Broome Recreation and Aquatic Centre in the future.

The Cable Beach project is at the completion of the detailed design phase and tender packages for construction are currently being finalised. The design has evolved over time with consideration from community feedback, there are however many thoughts and ideas that could unfortunately not all be accommodated.

It would undermine the community engagement process that has already occurred and be unfair to those parties that put in the submissions at the appropriate time to be changing elements based on a late submission.

The hardstand design of the Youth hub allows for a range of free and open usage activities that cannot take place on the beach sand. Given the limited availability of foreshore land the Shire supports and encourages sand-based sports to be based on the beach.

For these reasons, the Shire is not supportive of a permanent beach sand area east of BSLSC or elsewhere as part of the Cable Beach Foreshore Redevelopment.

## **CONSULTATION**

Extensive community consultation has been undertaken in all stages of the Cable Beach Foreshore Redevelopment project (as outlined above).

At the September 2021 OMC Council endorsed the [Community Engagement Plan](#) for the Detailed Design part of this project.

This has provided a framework for all aspects of consultation associated with the project.

Shire officers have met with members of the Broome Volleyball Association on several occasions to discuss this matter.

The [Community Engagement Evaluation Report](#) was tabled at the 15 December Council meeting which summaries the engagement that was completed.

## **STATUTORY ENVIRONMENT**

*Shire of Broome Meeting Procedures Local Law 2020*

Clause 6.10 – Petitions

The petition was signed by 219 electors and five letters of support were submitted by: Broome Volleyball Association, Volleyball Western Australia, Broome Netball Association, Broome Social Soccer Club and the Broome Sailing Club.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

Josh Byrne and Associates are currently in the final stages of detailed designs for the Cable Beach Foreshore redevelopment. Any changes to layout would incur significant costs to the Shire of Broome in redesign.

The Shire has secured significant external grant funding for the Cable Beach Foreshore Redevelopment including \$6M from the Building Better Regions Fund. These grants come with timelines that require the funds to be spent and acquitted by a fixed date. Any delays to the start of construction, such as those incurred by re-designing work risk the loss of all or part of these grant funds.

## **RISK**

Public perception risk.

## **STRATEGIC ASPIRATIONS**



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

**Outcome 3 - A healthy, active community**

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

**VOTING REQUIREMENTS**

*Simple Majority*

**REPORT RECOMMENDATION:**

*That Council:*

- 1. Acknowledges receipt of the petition from the Broome Volleyball Association Inc;*
- 2. Requests the Chief Executive Officer advise the Broome Volleyball Association that Council has undertaken a thorough community engagement process over a 6 year period in regard to the Cable Beach Foreshore and therefore upholds the current design layout in consideration of this consultation and to respect feedback provided through the formal processes over this time; and*
- 3. Requests the Chief Executive Officer to ensure the Cable Beach Place Activation Plan identifies ways to promote sand-based sports on the beach, including volleyball.*

**Attachments**

There are no attachments for this report.

<b>9.3</b>	<b>PROSPERITY</b>
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There are no reports in this section.

## 9.4 PERFORMANCE

### 9.4.1 LOCAL GOVERNMENT ELECTIONS 2023

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	GOE04
<b>AUTHOR:</b>	Manager Governance, Strategy & Risk
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

This report recommends that Council appoint the Western Australian Electoral Commission (**WAEC**) to conduct the 2023 Ordinary Election on behalf of the Shire and that the election be an 'In-Person' election.

## BACKGROUND

The next local government ordinary election is scheduled to be held on Saturday 21 October 2023.

The Chief Executive Officer of a local authority is responsible for the conduct of local government elections unless arrangements are made in accordance with section 4.20 of the *Local Government Act 1995* to appoint another person. This appointment must occur at least 80 days prior to election day.

Section 4.61(1) of the *Local Government Act 1995* provides for an election to be conducted as a:

**postal election** which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or

**voting in person election** which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

Postal voting legislation currently prohibits early polling. This limits the ability to provide pre-polling opportunities particularly in the remote communities and for this reason has not been considered for the 2023 Ordinary Election.

The WAEC has conducted the in-person elections on behalf of the Shire since 2009.

## COMMENT

The WAEC have provided a cost estimate of \$44,000 including GST to conduct the 2023 election (**Attachment 1**). This is based on the appointment of a non-local Returning Officer (**RO**).

Council requested that the WAEC appoint a non-local RO for the 2019 and 2021 elections to eliminate any perception of political or personal influence. This has provided increased

assurance to the candidates and the community that the election process is undertaken in an open and transparent manner. The cost of a non-local RO is estimated at \$6,000 including GST.

To confirm the WAEC engagement for the 2023 election a resolution of Council by absolute majority is required under section 4.20(4) of the Act.

Overseeing local government elections by the WAEC was recommended in the Local Government Act Review Final Report issued in May 2020 which stated:

*"The Panel decided that the WAEC was the most appropriate organisation to coordinate local government elections. Having the one body responsible for conducting elections would allow for greater consistency across local governments."*

The Shire has a well-established relationship with the WAEC and their continued appointment is strongly recommended.

## CONSULTATION

Western Australian Electoral Commission.

## STATUTORY ENVIRONMENT

### 4.20. CEO to be returning officer unless other arrangements made

(1) Subject to this section the CEO is the returning officer of a local government for each election.

(2) A local government may, having first obtained the written agreement of the person concerned and the written approval of the Electoral Commissioner, appoint\* a person other than the CEO to be the returning officer of the local government for —

- (a) an election; or
- (b) all elections held while the appointment of the person subsists.

\* Absolute majority required.

(3) An appointment under subsection (2) —

- (a) is to specify the term of the person's appointment; and
- (b) has no effect if it is made after the 80th day before an election day.

(4) A local government may, having first obtained the written agreement of the Electoral Commissioner, declare\* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.

\* Absolute majority required.

### 4.61. Choice of methods of conducting election

(1) The election can be conducted as a —

**postal election** which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or

**voting in person election** which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

(2) The local government may decide\* to conduct the election as a postal election.

\* Absolute majority required.

## POLICY IMPLICATIONS

Election Caretaker Policy

## FINANCIAL IMPLICATIONS

The amount of \$44,000 (incl. GST) will be allocated in the 2023/24 municipal budget (GL 20404), subject to Council endorsement.

## RISK

Utilising the WAEC resources and expertise reduces the risk of non-compliance and ensures a high level of impartiality and transparency.

## STRATEGIC ASPIRATIONS

**Performance - We will deliver excellent governance, service & value for everyone.**

**Outcome 11 - Effective leadership, advocacy and governance**

**Objective** 11.2 Deliver best practice governance and risk management.

## VOTING REQUIREMENTS

*Absolute Majority*

### REPORT RECOMMENDATION:

*That Council:*

- 1. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2023 Ordinary Election together with any other elections or polls which may also be required;*
- 2. Determines the Shire of Broome 2023 Ordinary Election be conducted as a voting In- Person election as defined in section 4.61(1) of the Local Government Act 1995; and*
- 3. Requests the Chief Executive Officer to make appropriate allocations for election expenses in the 2023/24 budget.*

## Attachments

1. WAEC 2023 Ordinary Election Cost Estimate

LGE 028

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

Dear Mr Mastrolembro

**Local Government Ordinary Election: 2023**

The next local government ordinary elections will be held on 21 October 2023. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2023/2024 budget preparations.

The estimated cost for a 2023 voting in person election is \$44,000 inc GST which has been based on the following assumptions:.

- 9,400 electors
- response rate of approximately 30%
- 5 vacancies
- count to be conducted at the offices of the Shire of Broome
- appointment of a non-local Returning Officer.

The Commission is required by the *Local Government Act 1995* to conduct local government elections on a full cost recovery basis. The price you have been quoted is an estimate only, and the final cost incurred may vary depending on a range of factors.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission incurred as part of an invalidity complaint lodged with the Court of Disputed Returns
- the cost of any casual staff to assist the Returning Officer on election day or night
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

179918

As you are aware, the Government is currently considering reforms to the *Local Government Act 1995*, which include how elections are to be conducted. In order to assist with your local government's budget planning, we have included, to the best of our knowledge, costs that will arise from the changes proposed in legislation. For example, if under the amendments your local government will be required to conduct a mayoral/presidential election this has been included.

Some local governments may also note an increase in costs from their 2021 ordinary costs. These include increases arising from inflation in recent years affecting salaries for Returning Officers and other staff, printing and packaging costs as well as the increase in postage announced by Australia Post. Additional costs from the Commission have been included arising from improved processing procedures and additional resources to supplement the Commission's education, complaints management, investigation and legal efforts.

In order for the Commission to be responsible for the conduct of your election, the first step required by the *Local Government Act 1995* is my written agreement to undertake the election.

As such, you may take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2023 for the Shire of Broome in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required.

In order to have the 2023 ordinary election conducted by the Commission as a voting in person election, the next step will be for your council to pass the following motion by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary election together with any other elections or polls which may also be required.

It would be greatly appreciated if this item was considered at your March council meeting, to enable the Commission to have sufficient time to work with you to effectively conduct the election.

I look forward to conducting this election for the Shire of Broome in anticipation of an affirmative vote by Council. If you have any further queries please contact Shani Wood Director, Election Operations on 9214 0400.

Yours sincerely



Robert Kennedy  
**ELECTORAL COMMISSIONER**

9 February 2023

**9.4.2 MONTHLY PAYMENT LISTING DECEMBER 2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Finance Officer - Creditors
<b>CONTRIBUTOR/S:</b>	Manager Financial Services
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

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

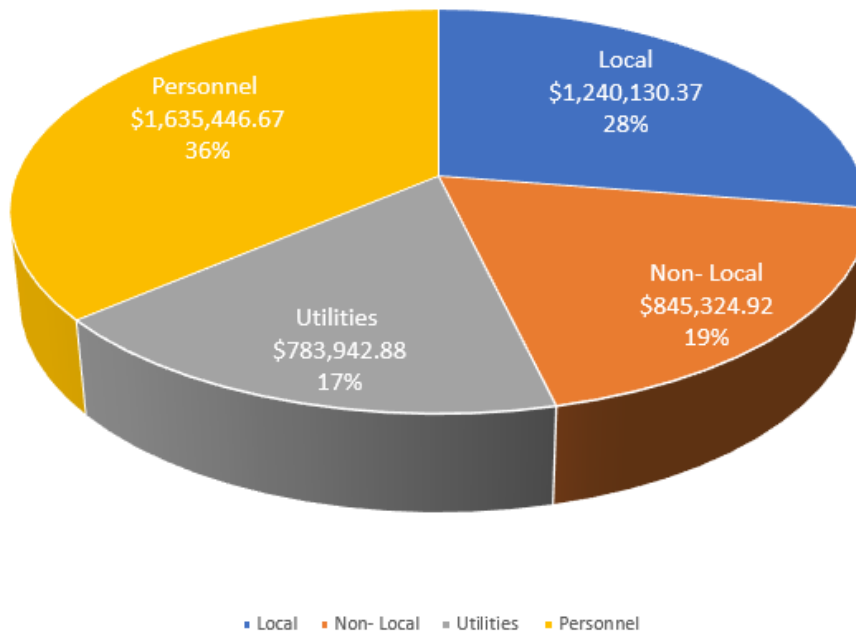
Nil.

**FINANCIAL IMPLICATIONS**

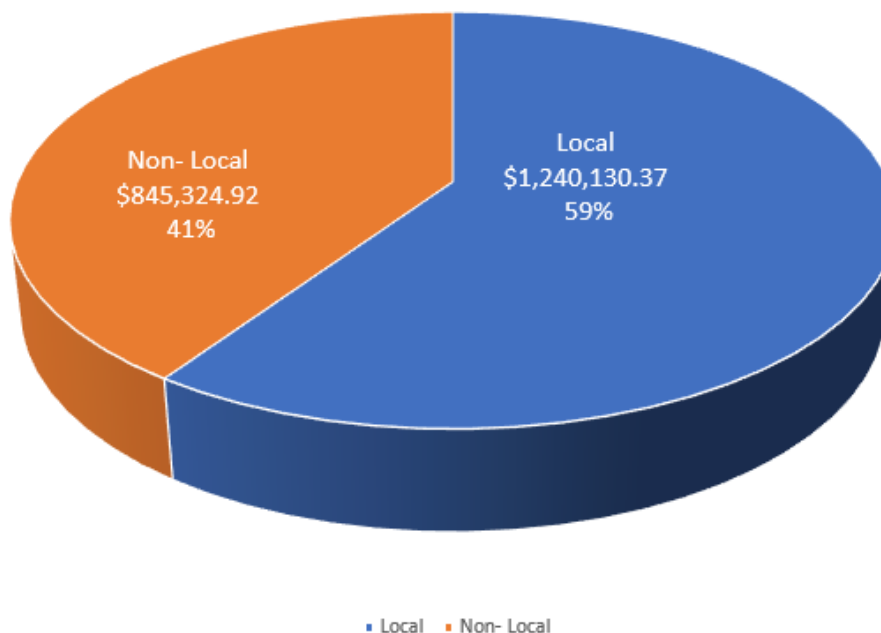
List of payments made in accordance with budget and delegated authority. Payments can also be analysed as follows:



### SHIRE OF BROOME PAYMENTS DECEMBER 2022



### LOCAL Vs NON-LOCAL PAYMENTS DECEMBER 2022



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for December 2022 after \$1,635,446.67 in personnel payments, \$783,942.88 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	\$ 9,920.50	\$ 3,056,121.57	\$ 173,868.29	\$ 37,681.34	\$ -	\$1,079,117.52	\$ 4,356,709.22
Oct-22	\$ 13,212.10	\$ 2,793,790.64	\$ 170,971.65	\$ 38,481.39	\$ -	\$1,093,182.67	\$ 4,109,638.45
Nov-22	\$ 2,788.50	\$ 3,190,550.76	\$ -	\$ 27,908.69	\$ -	\$1,089,624.00	\$ 4,310,871.95
Dec-22	\$ 719.10	\$ 3,133,956.03	\$ 208,135.90	\$ 21,574.62		\$1,140,459.19	\$ 4,504,844.84
Jan-23							\$ -
Feb-23							\$ -
Mar-23							\$ -
Apr-23							\$ -
May-23							\$ -
Jun-23							\$ -
<b>TOTAL</b>	<b>\$ 57,523.09</b>	<b>\$ 18,070,668.66</b>	<b>\$ 898,973.64</b>	<b>\$ 168,159.89</b>	<b>\$ -</b>	<b>\$6,859,777.55</b>	<b>\$ 26,055,102.83</b>

## 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 & value for everyone.**

**Outcome 13 - Value for money from rates and long term financial sustainability**

**Objective** 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 December 2022 totalling in \$4,504,844.84 (Attachment 1) per the requirements of Regulation 12 of the *Local Government (Financial Management) Regulations 1996* covering:
  - a) EFT Vouchers EFT68147 - EFT68510 totalling \$3,155,530.65;
  - b) Municipal Cheque Vouchers 57791 - 57792 totalling \$719.10;
  - c) Trust Cheque Vouchers 0000 - 0000 totalling \$0; and
  - d) Municipal Direct Debits DD31655.1 - DD31684.1 including payroll totalling \$1,348,595.09.
2. Notes the local spend of \$1,240,130.37 included in the amount above, equating to 59% of total payments excluding personnel, utility and other external sole supplier costs

## Attachments

1. Monthly Payment Listing December 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 - DECEMBER 2022					
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - DECEMBER 2022					
EFT	Date	Name	Description	Amount	DEL AUTH
EFT68147	01/12/2022	COUNCILLOR RUDEFORTH	Monthly Councillor Sitting Fee and Allowances (December 2022)	\$ 1,783.99	MFS
EFT68148	01/12/2022	COUNCILLOR MITCHELL	Monthly Councillor Sitting Fee and Allowances (December 2022)	\$ 1,783.99	MFS
EFT68149	01/12/2022	COUNCILLOR MALE	Monthly Councillor Sitting Fee and Allowances (December 2022)	\$ 2,798.65	MFS
EFT68150	01/12/2022	COUNCILLOR FOY	Monthly Councillor Sitting Fee and Allowances (December 2022)	\$ 1,783.99	MFS
EFT68151	01/12/2022	COUNCILLOR TRACEY	Monthly Councillor Sitting Fee and Allowances (December 2022)	\$ 6,349.91	MFS
EFT68152	01/12/2022	COUNCILLOR WEVERS	Monthly Councillor Sitting Fee and Allowances (December 2022)	\$ 1,783.99	MFS
EFT68153	01/12/2022	COUNCILLOR TAYLOR	Monthly Councillor Sitting Fee and Allowances (December 2022)	\$ 1,783.99	MFS
EFT68154	01/12/2022	COUNCILLOR MATSUMOTO	Monthly Councillor Sitting Fee and Allowances (December 2022)	\$ 1,783.99	MFS
EFT68155	01/12/2022	WATER CORPORATION	Water Use and Service Charge	\$ 131,651.84	MFS
EFT68156	02/12/2022	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll deductions for fortnight ending 29 November 2022	\$ 569.80	MFS
EFT68157	02/12/2022	AUSTRALIAN TAXATION OFFICE	PAYG Tax: Pay Period Ending 29 November 2022	\$ 142,411.00	MFS
EFT68158	02/12/2022	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll deductions for fortnight ending 29 November 2022	\$ 740.00	MFS
EFT68159	02/12/2022	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll deductions for fortnight ending 29 November 2022	\$ 560.00	MFS
EFT68160	02/12/2022	CHILD SUPPORT AGENCY	Payroll deductions for fortnight ending 29 November 2022	\$ 1,240.42	MFS
EFT68161	02/12/2022	EASISALARY PTY LTD T/A EASI	Payroll deductions for fortnight ending 29 November 2022	\$ 9,835.62	MFS
EFT68162	02/12/2022	LGRCEU	Payroll deductions for fortnight ending 29 November 2022	\$ 132.00	MFS
EFT68163	02/12/2022	SPA SALARY PACKAGING AUSTRALIA	Payroll deductions for fortnight ending 29 November 2022	\$ 1,990.52	MFS
EFT68164	05/12/2022	AUSTRALIAN COMMUNICATIONS & MEDIA	Point to Point Wireless Broadcast Licence- WMF	\$ 67.00	MFS
EFT68165	05/12/2022	AVERY AIRCONDITIONING PTY LTD	Replace Faulty Outdoor Circuit Boards- Staff Housing	\$ 4,436.58	MFS
EFT68166	05/12/2022	BOC LIMITED	Co2 Cylinders for Dry Ice- Health	\$ 93.72	MFS
EFT68167	05/12/2022	BROOME ALI WORX	Steel Fabrication- Chinatown	\$ 682.00	MFS
EFT68168	05/12/2022	BROOME CAMPUS NORTH REGIONAL TAFE	Traffic Management Training- People & Culture	\$ 554.75	MFS
EFT68169	05/12/2022	BROOME COMMUNITY RESOURCE CENTRE	AD HOC Sponsorship 2022- Events	\$ 550.00	MFS
EFT68170	05/12/2022	BROOME DIESEL & HYDRAULIC SERVICE	Parts for Trailer- Depot	\$ 104.70	MFS
EFT68171	05/12/2022	BROOME DOCTORS PRACTICE PTY LTD	Pre-employment Medicals, Drug & Alcohol Testing - Office of t	\$ 610.50	MFS
EFT68172	05/12/2022	BROOME PLUMBING & GAS	Water Filter Replacement- Depot	\$ 684.00	MFS
EFT68173	05/12/2022	BROOME VETERINARY HOSPITAL	Monthly Boarding & Vet Costs- Rangers	\$ 6,870.40	MFS
EFT68174	05/12/2022	CABLE BEACH ELECTRICAL SERVICE	Plant Room Maintenance- BRAC	\$ 429.00	MFS
EFT68175	05/12/2022	CABLE BEACH PEST CONTROL	Pest Control- Depot	\$ 320.00	MFS
EFT68176	05/12/2022	CAPITAL DIVISION	Lock Maintenance- Property	\$ 145.20	MFS
EFT68177	05/12/2022	CENTRAL REGIONAL TAFE	Training- Rangers	\$ 1,770.50	MFS
EFT68178	05/12/2022	CRUISE BROOME INCORPORATED	Tourism Funding- Economic Development	\$ 20,000.00	MFS
EFT68179	05/12/2022	CS LEGAL	Debt Collection Legal Costs- Rates	\$ 701.20	MFS
EFT68180	05/12/2022	ELEMENT ADVISORY PTY LTD	Feedback & Amendments- Community	\$ 12,991.00	MFS
EFT68181	05/12/2022	ELGAS LTD	Forklift Gas Bottles- Depot	\$ 183.24	MFS
EFT68182	05/12/2022	FIRE & SAFETY SERVICES	Monthly Fire Equipment Testing- BRAC	\$ 155.47	MFS
EFT68183	05/12/2022	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Cleaning (RFT17/02)- Various	\$ 36,552.17	MFS
EFT68184	05/12/2022	GOOLARABOOLOO MILLIBINYARRI INDIGENOUS	Culture Heritage Consultation- Cable Beach Foreshore	\$ 8,235.72	MFS
EFT68185	05/12/2022	GOOLARRI MEDIA ENTERPRISES PTY LTD	Tourism Ad Hoc- Special Projects	\$ 5,500.00	MFS
EFT68186	05/12/2022	HARBY ENTERPRISES PTY LTD T/A HARBY	Website Domain Services- Marketing	\$ 55.00	MFS
EFT68187	05/12/2022	HEAD OFFICE DEPARTMENT OF FIRE &	Emergency Services Levy QTR 2- Rates	\$ 411,679.99	MFS
EFT68188	05/12/2022	HERBERT SMITH FREEHILLS	Leasing Legal Advice- Property	\$ 2,824.65	MFS
EFT68189	05/12/2022	HOLDFAST FLUID POWER NW PTY LTD	Hydraulic Hose Repair- Workshop	\$ 319.84	MFS
EFT68190	05/12/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Kimberley Regional Office	\$ 11,487.57	MFS
EFT68191	05/12/2022	INDUSTRIAL AUTOMATION GROUP	Remote Access to Lighting- Haynes Oval	\$ 3,800.50	MFS
EFT68192	05/12/2022	BLACKWOODS	Uniforms- Depot	\$ 1,223.66	MFS
EFT68193	05/12/2022	JAPANESE TRUCK AND BUS SPARES PTY LTD	Part for Asphalt Maintenance Unit- Works	\$ 585.05	MFS
EFT68194	05/12/2022	KARRATHA ASPHALT (MANNING PAVEMENT	Supply & Spray Binder- Works	\$ 68,398.89	MFS
EFT68195	05/12/2022	KAZUE DOKI (LIME LEAF CAFE)	Catering for Staff Training- People & Culture	\$ 1,254.40	MFS
EFT68196	05/12/2022	KIMBERLEY TREE CARE	Remove Dead Gum- P&G	\$ 4,290.00	MFS
EFT68197	05/12/2022	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Tree Pruner- P&G	\$ 5,396.99	MFS
EFT68198	05/12/2022	KOLORS PTY LTD (PINDAN PRINTING)	Invest in Broome Booklets- Office of the CEO	\$ 1,655.50	MFS
EFT68199	05/12/2022	LASER TECHNOLOGY AUSTRALIA	Laser Speed Device Certification- Rangers	\$ 433.40	MFS
EFT68200	05/12/2022	MCINTOSH & SON	Part for Mower- P&G	\$ 660.00	MFS
EFT68201	05/12/2022	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Volumetric Survey of Landfill- WMF	\$ 3,034.90	MFS

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EFT68202	05/12/2022	MICHAEL PETER STEPHENS	Desk Training- Civic Centre	\$ 160.00	MFS
EFT68203	05/12/2022	NORTH WEST COAST SECURITY	Security- Civic Centre	\$ 990.00	MFS
EFT68204	05/12/2022	NORTH WEST TRIM & SHADE	Shade Sail Repairs- BRAC	\$ 462.00	MFS
EFT68205	05/12/2022	NUTRIEN AG SOLUTIONS	Herbicide- P&G	\$ 456.50	MFS
EFT68206	05/12/2022	NYAMBA BURU YAWURU LTD	Conti Foreshore Lighting Works- Infrastructure	\$ 1,258.40	MFS
EFT68207	05/12/2022	OPTIC SECURITY GROUP- NORWEST	Repairs to CCTV- IT	\$ 500.50	MFS
EFT68208	05/12/2022	PAUL ZANETTI	AV Technician Broome Sports Awards- Civic Centre	\$ 475.00	MFS
EFT68209	05/12/2022	PRINTING IDEAS	Printing- Community	\$ 875.60	MFS
EFT68210	05/12/2022	RAY WHITE BROOME (STAFF RENTAL	Residential Security Bond Top Up- Property	\$ 1,260.00	MFS
EFT68211	05/12/2022	REDFISH TECHNOLOGIES PTY LTD	Audio Visual System Support- Council Chambers	\$ 3,773.00	MFS
EFT68212	05/12/2022	REMOTE MECHANICAL CONTRACTING	Wiring Repair Tractor- P&G	\$ 330.00	MFS
EFT68213	05/12/2022	ROBAK PHOTOGRAPHY (JOANNA CYRUPA)	Photography for Children's Week- Library	\$ 250.00	MFS
EFT68214	05/12/2022	RONALD WADE	Replacement of Fence- WMF	\$ 14,581.03	MFS
EFT68215	05/12/2022	SALVATORE CONSTANTINO MASTROLEMBO	Reimbursement- Office of the CEO	\$ 6,480.37	MFS
EFT68216	05/12/2022	SOUTHERN CROSS AUSTEREO (SCA)	Monthly Radio Advertising- Governance	\$ 1,355.20	MFS
EFT68217	05/12/2022	SPORTSPOWER BROOME	Bibs & Netballs- BRAC	\$ 531.00	MFS
EFT68218	05/12/2022	STRATCO WA PTY LTD	Landscaping Products- P&G	\$ 351.84	MFS
EFT68219	05/12/2022	SUBLINE (ELLYN MARIE HARTVIGSEN)	Graphic Design Screen- Chinatown Christmas	\$ 120.00	MFS
EFT68220	05/12/2022	TAPPED PLUMBING & GAS PTY LTD	Plumbing Repairs- Council Chambers	\$ 198.00	MFS
EFT68221	05/12/2022	TERRY PATTERSON BUILDER (DEVERE	Haynes Oval Goal Post Maintenance- BRAC	\$ 247.00	MFS
EFT68222	05/12/2022	THE MAKERS	Refund (1811)- Civic Centre	\$ 500.00	MFS
EFT68223	05/12/2022	THE MARY G FOUNDATION	Ad Hoc Grant- Stompen Ground 2022	\$ 11,000.00	MFS
EFT68224	05/12/2022	THINK WATER BROOME	Reticulation- P&G	\$ 1,054.10	MFS
EFT68225	05/12/2022	TOTALLY WORKWEAR	Corporate Uniform- People & Culture	\$ 424.65	MFS
EFT68226	05/12/2022	VISIMAX	Microchip Reader- Rangers	\$ 2,106.41	MFS
EFT68227	06/12/2022	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 4,903.79	MFS
EFT68228	06/12/2022	THE MANGROVE RESORT HOTEL (GARRETT	Refreshments Netherlands Representative- Office of the CEO	\$ 258.00	MFS
EFT68229	07/12/2022	1SPATIAL AUSTRALIA PTY LTD	Software Subscription- IT	\$ 11,000.00	MFS
EFT68230	07/12/2022	ADVANCED ELECTRICAL EQUIPMENT PTY LTD	Replace Damaged Electrical Conduit- Cemetery	\$ 143.88	MFS
EFT68231	07/12/2022	BIDFOOD	Kiosk Supplies- BRAC	\$ 1,403.19	MFS
EFT68232	07/12/2022	BP AUSTRALIA PTY LTD - FUEL	Fuel- Depot	\$ 12,242.35	MFS
EFT68233	07/12/2022	BRADLEY DALE TURTON	Event Staffing- Civic Centre	\$ 161.64	MFS
EFT68234	07/12/2022	BROOME BOULEVARD CAFE	Catering for Staff Training- People & Culture	\$ 368.40	MFS
EFT68235	07/12/2022	BROOME CLARK POOLS & SPAS BROOME	Parts & Repairs- Staff Housing	\$ 528.95	MFS
EFT68236	07/12/2022	BROOME PROGRESSIVE SUPPLIES	Chemical Cleaning Products- WMF	\$ 2,991.41	MFS
EFT68237	07/12/2022	BROOME SMALL ENGINE SERVICES	Pump Seals & Freight- WMF	\$ 163.87	MFS
EFT68238	07/12/2022	BROOME TOWING & SALVAGE	Towing Services- Rangers	\$ 220.00	MFS
EFT68239	07/12/2022	BROOME TOYOTA	Vehicle Service on Prado- Infrastructure	\$ 994.84	MFS
EFT68240	07/12/2022	BROOME WHEEL ALIGNING & SUSPENSION	Shocks & Struts- P&G	\$ 470.00	MFS
EFT68241	07/12/2022	BROOME CRETE	Concrete for Footpath Maintenance (RFT 22-02)- Infrastructure	\$ 1,843.60	MFS
EFT68242	07/12/2022	BT EQUIPMENT PTY LTD (TUTT BRYANT)	Parts for Bomag Compactor- WMF	\$ 28,586.88	MFS
EFT68243	07/12/2022	BUNNINGS BROOME	Various Tools & Consumables- P&G	\$ 1,074.89	MFS
EFT68244	07/12/2022	CABLE BEACH ELECTRICAL SERVICE	Reticulation Maintenance- P&G	\$ 1,309.00	MFS
EFT68245	07/12/2022	CABLE BEACH TYRE SERVICE PTY LTD (	Tyre Replacement Hino Truck- Depot	\$ 3,236.50	MFS
EFT68246	07/12/2022	DIX INITIATIVES PTY LTD (T/A THE PLASTER	Building Repairs (Insurance Claim)- Mulberry Tree Building	\$ 14,102.11	MFS
EFT68247	07/12/2022	FIELD AIR CONDITIONING & AUTO ELECTRICAL	Air Conditioner Check & Report- Works	\$ 649.55	MFS
EFT68248	07/12/2022	FIRE & SAFETY SERVICES	Fire Equipment- Depot	\$ 741.99	MFS
EFT68249	07/12/2022	HEARING AUSTRALIA	Hearing Tests- Outdoor Staff	\$ 4,060.00	MFS
EFT68250	07/12/2022	IANNELLO DESIGN	Shire Branding Graphic Design- Community	\$ 660.00	MFS
EFT68251	07/12/2022	INTELLIGENT EVE PTY LTD ATF: BAYCREST	Rent- Property	\$ 1,371.52	MFS
EFT68252	07/12/2022	BLACKWOODS	20L Plastic Lids- WMF	\$ 2,064.29	MFS
EFT68253	07/12/2022	JOSH BYRNE & ASSOCIATES	Preparation of Final Tender Documents (RFQ 21-31)- Cable Box	\$ 78,856.80	MFS
EFT68254	07/12/2022	KARRATHA ASPHALT (MANNING PAVEMENT	Wet Hire of Profiler- Stewart St	\$ 27,497.80	MFS
EFT68255	07/12/2022	KENNARDS HIRE	Machinery Hire- Works	\$ 1,260.00	MFS
EFT68256	07/12/2022	KIMBERLEY AUTO CARE	Rust Removal Vehicle- Depot	\$ 2,200.00	MFS
EFT68257	07/12/2022	KIMBERLEY GOLD PURE DRINKING WATER	Bottled Water- WMF	\$ 170.00	MFS
EFT68258	07/12/2022	KIMBERLEY TRAILER PARTS	Trailer Parts- P&G	\$ 289.00	MFS
EFT68259	07/12/2022	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Chainsaws- Works	\$ 1,549.00	MFS
EFT68260	07/12/2022	KOLORS PTY LTD (PINDAN PRINTING)	Signage- Thank a Volunteer Day	\$ 1,186.37	MFS
EFT68261	07/12/2022	LISA SPICER	Ad Hoc Community Sponsorship 2022- Sip & Shop Market	\$ 1,000.00	MFS
EFT68262	07/12/2022	MAJOR MOTORS PTY LTD	Parts for Isuzu Truck- Depot	\$ 168.30	MFS
EFT68263	07/12/2022	MCCORRY BROWN EARTHMOVING PTY LTD	Footpath Construction (RFT 21-01)- Infrastructure	\$ 12,802.67	MFS
EFT68264	07/12/2022	MCINTOSH & SON	Lawn Mower Parts- P&G	\$ 1,410.95	MFS
EFT68265	07/12/2022	MOQdigital Pty Ltd	Microsoft 365 Licence- IT	\$ 99,140.07	MFS
EFT68266	07/12/2022	MYSTIQUE DIA	Storytime Online- Library	\$ 2,500.00	MFS
EFT68267	07/12/2022	NORTH WEST COAST SECURITY	Security- Library	\$ 3,432.00	MFS
EFT68269	07/12/2022	OPTIC SECURITY GROUP- NORWEST	CCTV Equipment- WMF	\$ 15,367.92	MFS

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EFT68270	07/12/2022	POOL WISDOM	Pool Chemicals- BRAC	\$ 1,881.02	MFS
EFT68271	07/12/2022	PRITCHARD FRANCIS CONSULTING PTY LTD	Catalina Retaining Wall Design- Engineering	\$ 8,129.00	MFS
EFT68272	07/12/2022	SHARON LEANNE SINGH	Bond- Property	\$ 2,660.00	MFS
EFT68273	07/12/2022	SHENTON ENTERPRISES PTY LTD T/A JOHN	Pool Equipment- BRAC	\$ 4,059.00	MFS
EFT68274	07/12/2022	SPORTS STAR TROPHIES	Netball Medals- BRAC	\$ 441.95	MFS
EFT68275	07/12/2022	SPORTSTG PTY LIMITED	License Fee- BRAC	\$ 2,304.50	MFS
EFT68276	07/12/2022	STATE LIBRARY OF WA	Freight Recoup- Library	\$ 684.19	MFS
EFT68277	07/12/2022	STRATAGREEN (FORMERLY GREENWAY	Pole Saw & Pruning Pots- Nursery	\$ 1,586.59	MFS
EFT68278	07/12/2022	SUNDRY CREDITOR A - SECURITY INCENTIVE	Security Incentive Scheme- Community	\$ 275.00	MFS
EFT68279	07/12/2022	TAPPED PLUMBING & GAS PTY LTD	Ablution Repairs- Town Beach	\$ 530.53	MFS
EFT68280	07/12/2022	TERRY PATTERSON BUILDER (DEVERE	Plant Room Maintenance- BRAC	\$ 528.00	MFS
EFT68281	07/12/2022	THINK WATER BROOME	Reticulation Parts- Cemetery	\$ 8,090.72	MFS
EFT68282	07/12/2022	WATERCHOICE (AUST) PTY LTD	Month Rental Water Filtration System- BRAC	\$ 390.00	MFS
EFT68283	07/12/2022	WESTERN IRRIGATION PTY LTD	Irrigation Training- P&G	\$ 3,877.50	MFS
EFT68284	07/12/2022	WURTH AUSTRALIA PTY LTD	Consumables for Vehicle Maintenance- Workshop	\$ 1,164.17	MFS
EFT68285	08/12/2022	BJ DAVIES PLUMBING	Grave Maintenance- Cemetery	\$ 1,650.00	MFS
EFT68286	08/12/2022	BROOME TOWING & SALVAGE	Abandoned Vehicle Towing- Rangers	\$ 220.00	MFS
EFT68287	08/12/2022	BROOME CRETE	Concrete- Broome North	\$ 1,470.15	MFS
EFT68288	08/12/2022	FIELD AIR CONDITIONING & AUTO ELECTRICAL	Rocker Switch for Truck- Depot	\$ 166.15	MFS
EFT68289	08/12/2022	JASON SIGNSMAKERS	Welcome to Broome Sign- Works	\$ 3,491.39	MFS
EFT68290	08/12/2022	MCINTOSH & SON	Block Drive for Case Loader- Works	\$ 72.38	MFS
EFT68291	08/12/2022	PRD NATIONWIDE	Rent- Property	\$ 2,824.40	MFS
EFT68292	08/12/2022	THEATRE KIMBERLEY INC (WORN ART)	Chinatown Christmas Entertainment- Community	\$ 1,683.00	MFS
EFT68293	08/12/2022	WESTERN DIAGNOSTIC PATHOLOGY	Drug & Alcohol Testing- People & Culture	\$ 374.33	MFS
EFT68294	09/12/2022	COUNCILLOR RUDEFORTH	Monthly Councillor Sitting Fee and Allowances (January 2023)	\$ 1,783.99	MFS
EFT68295	09/12/2022	COUNCILLOR MITCHELL	Monthly Councillor Sitting Fee and Allowances (January 2023)	\$ 1,783.99	MFS
EFT68296	09/12/2022	COUNCILLOR MALE	Monthly Councillor Sitting Fee and Allowances (January 2023)	\$ 2,798.65	MFS
EFT68297	09/12/2022	COUNCILLOR FOY	Monthly Councillor Sitting Fee and Allowances (January 2023)	\$ 1,783.99	MFS
EFT68298	09/12/2022	COUNCILLOR TRACEY	Monthly Councillor Sitting Fee and Allowances (January 2023)	\$ 6,349.91	MFS
EFT68299	09/12/2022	COUNCILLOR WEVERS	Monthly Councillor Sitting Fee and Allowances (January 2023)	\$ 1,783.99	MFS
EFT68300	09/12/2022	COUNCILLOR TAYLOR	Monthly Councillor Sitting Fee and Allowances (January 23)	\$ 1,783.99	MFS
EFT68301	09/12/2022	COUNCILLOR MATSUMOTO	Monthly Councillor Sitting Fee and Allowances (January 2023)	\$ 1,783.99	MFS
EFT68302	12/12/2022	360 ENVIRONMENTAL PTY LTD	Environmental Survey- Cable Beach Foreshore	\$ 2,024.00	MFS
EFT68303	12/12/2022	AMBER HURLEY	Christmas Party Performer- Community	\$ 221.00	MFS
EFT68304	12/12/2022	AVERY AIRCONDITIONING PTY LTD	Air Conditioner Service - Corporate Services	\$ 231.00	MFS
EFT68305	12/12/2022	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Truck Hook Plaque- WMF	\$ 88.00	MFS
EFT68306	12/12/2022	BROOME CLARK POOLS & SPAS BROOME	Pool Service- Staff Housing	\$ 108.92	MFS
EFT68307	12/12/2022	BROOME CLEANAWAY	Kerbside Recycling Collection (RFT14-01)- WMF	\$ 250,827.47	MFS
EFT68308	12/12/2022	BROOME SCOOTERS PTY LTD (KIMBERLEY	Mower Oil- P & G	\$ 570.00	MFS
EFT68309	12/12/2022	BUNNINGS BROOME	Consumables- WMF	\$ 85.46	MFS
EFT68310	12/12/2022	CABLE BEACH ELECTRICAL SERVICE	Reticulation Maintenance- P&G	\$ 396.00	MFS
EFT68311	12/12/2022	CABLE BEACH PAINTING SERVICES PTY LTD	Painting- Staff Housing	\$ 4,939.00	MFS
EFT68312	12/12/2022	CABLE BEACH TYRE SERVICE PTY LTD (	Tyre Replacement Isuzu Truck- P&G	\$ 1,407.00	MFS
EFT68313	12/12/2022	CAPITAL DIVISION	WiFi Installation- BRAC	\$ 4,829.87	MFS
EFT68314	12/12/2022	CLARITY COMMUNICATIONS	Communications E-Newsletter Subscription- Various	\$ 302.85	MFS
EFT68315	12/12/2022	COAST & COUNTRY ELECTRICS	Rectify Faulty Street Lights- Town Beach	\$ 23,321.36	MFS
EFT68316	12/12/2022	COLIN WILKINSON DEVELOPMENTS PTY LTD	Building Construction Contract (RFT 21-06)- BSLSC Redevelopm	\$ 263,935.67	MFS
EFT68317	12/12/2022	EVENTPRO SOFTWARE	Monthly Licence Fee for EventPro Software- IT	\$ 1,479.50	MFS
EFT68318	12/12/2022	FIELD AIR CONDITIONING & AUTO ELECTRICAL	CAT Aircon Repair- Works	\$ 917.35	MFS
EFT68319	12/12/2022	FIRE & SAFETY SERVICES	Fire Equipment Service- Civic Centre	\$ 135.67	MFS
EFT68320	12/12/2022	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Regular Cleaning (CON 17-02)- Various	\$ 54,969.62	MFS
EFT68321	12/12/2022	FUNERGY (DIX INITIATIVES PTY LTD)	Christmas Party Entertainment- Community	\$ 704.00	MFS
EFT68322	12/12/2022	GRACE REMOVALS GROUP	Staff Relocation- People & Culture	\$ 9,007.21	MFS
EFT68323	12/12/2022	GRANICUS AUSTRALIA PTY LTD	Open Forms Responses- IT	\$ 158.40	MFS
EFT68324	12/12/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Street Lighting	\$ 90,293.25	MFS
EFT68325	12/12/2022	IP & ST ELSON PTY LTD	Crossover Subsidy- Infrastructure	\$ 1,000.00	MFS
EFT68326	12/12/2022	KIMBERLEY QUARRY PTY LTD	Stewart St Maintenance- Works	\$ 34,314.37	MFS
EFT68327	12/12/2022	KO CONTRACTING	Line Marking- Works	\$ 4,504.50	MFS
EFT68328	12/12/2022	LARA & SCOTT ELSON	Crossover Subsidy- Infrastructure	\$ 1,000.00	MFS
EFT68329	12/12/2022	LISA SPICER	Bond Refund (1984)- Civic Centre	\$ 651.00	MFS
EFT68330	12/12/2022	M & J BUILDERS PTY LTD	Removal of Damaged Antenna- The Mens Shed	\$ 36,146.88	MFS
EFT68331	12/12/2022	MAGABALA BOOKS ABORIGINAL CORPORATION	Reimbursement- Insurance	\$ 1,434.78	MFS
EFT68332	12/12/2022	MCCORRY BROWN EARTHMOVING PTY LTD	Concrete Footpaths (RFT 21-01)- Yamasaki Vista	\$ 39,193.29	MFS
EFT68333	12/12/2022	MCINTOSH & SON	Block Driver for the Case Loader- WMF	\$ 27.50	MFS
EFT68334	12/12/2022	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Stewart St Reconstruction - Infrastructure	\$ 7,545.45	MFS
EFT68335	12/12/2022	MINETRANS PTY LTD	Air Valve- Depot	\$ 200.92	MFS
EFT68336	12/12/2022	MOQdigital Pty Ltd	Phone System Support- IT	\$ 19,602.00	MFS

**Item 9.4.2 - MONTHLY PAYMENT LISTING DECEMBER 2022**

EFT68337	12/12/2022	NORTH WEST MOTOR GROUP PTY LTD	Hilux 4 x 4 SR Extra Cab (RFT 21/44)- Depot	\$ 115,343.83	MFS
EFT68338	12/12/2022	NUTRIEN AG SOLUTIONS	Oval Stand Pipe Repair- BRAC	\$ 141.90	MFS
EFT68339	12/12/2022	OFFICE NATIONAL BROOME	Office Stationery Order- Shire Admin	\$ 4,174.09	MFS
EFT68340	12/12/2022	OHM ELECTRONICS	Mobile Radio Repeater - WMF	\$ 16,407.98	MFS
EFT68341	12/12/2022	POOL WISDOM	Pool Chemicals- BRAC	\$ 5,333.32	MFS
EFT68342	12/12/2022	PRINTING IDEAS	Skatepark Plaques- Community	\$ 550.00	MFS
EFT68343	12/12/2022	QUEEN TIDE CREATIVE	Portrait Photographs of Volunteers- Volunteering Champs of B	\$ 2,700.00	MFS
EFT68344	12/12/2022	QUEST WEST PERTH	Accommodation for Training- Building	\$ 160.00	MFS
EFT68345	12/12/2022	ROEBUCK BAY HOTEL	Refreshments- Staff Day	\$ 523.20	MFS
EFT68346	12/12/2022	SALVATORE CONSTANTINO MASTROLEMBO	Reimbursement Expense- Office of the CEO	\$ 1,269.01	MFS
EFT68347	12/12/2022	STRATAGREEN (FORMERLY GREENWAY	Tree Lopper- P&G	\$ 675.10	MFS
EFT68349	12/12/2022	TALIS CONSULTANTS	Consultancy Services RRRP- WMF	\$ 7,636.48	MFS
EFT68350	12/12/2022	TERRY PATTERSON BUILDER (DEVERE	Roller Door Repair- BRAC	\$ 1,518.39	MFS
EFT68351	12/12/2022	TOLL PRIORITY	Freight- Rangers	\$ 103.48	MFS
EFT68352	12/12/2022	VISIMAX	Animal Traps- Rangers	\$ 3,101.85	MFS
EFT68353	12/12/2022	WATERCHOICE (AUST) PTY LTD	Water Filtration System- Various Shire Sites	\$ 390.00	MFS
EFT68354	12/12/2022	WATTLEUP TRACTORS	Cover Latch- Depot	\$ 203.82	MFS
EFT68355	12/12/2022	WEAVING FUTURES	Christmas Party Artist- Community	\$ 7,330.00	MFS
EFT68356	12/12/2022	WEST AUSTRALIAN NEWSPAPERS	Advertising- Governance	\$ 2,472.00	MFS
EFT68357	12/12/2022	WOODLANDS DISTRIBUTORS & AGENCIES	Powder Coated Stainless Steel Bins- WMF	\$ 6,506.50	MFS
EFT68358	12/12/2022	YOGAMON (MONIQUE ELLIS)	Fitness Program- BRAC	\$ 390.00	MFS
EFT68359	12/12/2022	YUCK CIRCUS	Performers- Chinatown Christmas Party	\$ 607.75	MFS
EFT68360	13/12/2022	CHARTER PROPERTY GROUP PTY LTD	Staff Rent- January 2023	\$ 3,457.72	MFS
EFT68361	13/12/2022	FIRST NATIONAL REAL ESTATE BROOME	Staff Rent- January 2023	\$ 7,698.95	MFS
EFT68362	13/12/2022	FIRST NATIONAL REAL ESTATE BROOME -	Staff Rent- January 2023	\$ 300.00	MFS
EFT68363	13/12/2022	HUTCHINSON REAL ESTATE	Staff Rent- January 2023	\$ 2,400.00	MFS
EFT68364	13/12/2022	INTELLIGENT EVE PTY LTD ATF: BAYCREST	Staff Rent- January 2023	\$ 2,742.72	MFS
EFT68365	13/12/2022	PRD NATIONWIDE	Staff Rent- January 2023	\$ 8,235.12	MFS
EFT68366	13/12/2022	RAY WHITE BROOME (STAFF RENTAL	Staff Rent- January 2023	\$ 11,988.81	MFS
EFT68367	13/12/2022	A & M MEDICAL SERVICES PTY LTD	Testing of Medical Equipment- BRAC	\$ 576.24	MFS
EFT68368	13/12/2022	ALLPEST (BROOME PEST CONTROL)	Pest Inspection- Various Shire Sites	\$ 110.00	MFS
EFT68369	13/12/2022	AMBER LOUISE RANN	Netball Umpiring- BRAC	\$ 630.00	MFS
EFT68370	13/12/2022	ASK WASTE MANAGEMENT PTY LTD	Consultation Landfill Closure Plan- WMF	\$ 9,350.00	MFS
EFT68371	13/12/2022	BIDFOOD	Kiosk Chips- BRAC	\$ 1,100.55	MFS
EFT68372	13/12/2022	BLACKWOODS	PPE Uniforms (RFT-20-11)- P&G	\$ 450.43	MFS
EFT68373	13/12/2022	BOLINDA DIGITAL PTY LTD	Audio Book Purchases- Library	\$ 28.37	MFS
EFT68374	13/12/2022	BROOME CLEANAWAY	Bin Replacements- Various	\$ 7,146.68	MFS
EFT68375	13/12/2022	BROOME PLUMBING & GAS	Plumbing Services- BRAC	\$ 1,568.50	MFS
EFT68376	13/12/2022	BROOME PROGRESSIVE SUPPLIES	Kiosk Stock- BRAC	\$ 127.05	MFS
EFT68377	13/12/2022	BROOME YOUTH & FAMILIES HUB	Ad Hoc Sponsorship 2022- Chinatown Christmas Party	\$ 1,100.00	MFS
EFT68378	13/12/2022	CABLE BEACH PAINTING SERVICES PTY LTD	Painting of Southern Entrance- Kimberley Regional Offices 2	\$ 1,225.00	MFS
EFT68379	13/12/2022	CHRISTIE ELIZABETH MILENKOVIC	Netball Umpiring- BRAC	\$ 140.00	MFS
EFT68380	13/12/2022	COAST & COUNTRY ELECTRICS	Electrical Repair- Library	\$ 218.87	MFS
EFT68381	13/12/2022	COUCH DREAMS	Music- Staff Christmas Party	\$ 400.00	MFS
EFT68382	13/12/2022	DEANNE HAYWARD	Netball Umpiring- BRAC	\$ 455.00	MFS
EFT68384	13/12/2022	DIX INITIATIVES PTY LTD (T/A THE PLASTER	Replace Panels- Barker Street	\$ 250.00	MFS
EFT68385	13/12/2022	DOMINIC RANN	Netball Umpiring- BRAC	\$ 665.00	MFS
EFT68386	13/12/2022	ELEMENT ADVISORY PTY LTD	Strategy & Action Plan Development (Milestone 2)- Community	\$ 4,202.00	MFS
EFT68387	13/12/2022	ELLE FONG	Netball Umpiring- BRAC	\$ 35.00	MFS
EFT68388	13/12/2022	EMILY HILL	Netball Umpiring- BRAC	\$ 350.00	MFS
EFT68389	13/12/2022	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Cleaning- Various Shire Sites	\$ 3,070.80	MFS
EFT68390	13/12/2022	GLENN KIMBERLEY BARWICK	Netball Umpiring- BRAC	\$ 560.00	MFS
EFT68391	13/12/2022	GOOLARRI MEDIA ENTERPRISES PTY LTD	Bond Refund (1825)- Civic Centre	\$ 500.00	MFS
EFT68392	13/12/2022	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges - BRAC	\$ 11,733.96	MFS
EFT68393	13/12/2022	KENNARDS HIRE	Toilets- Stewart Street Construction	\$ 350.50	MFS
EFT68394	13/12/2022	KIMBERLEY FITNESS & SUPPORT SERVICES	Group Fitness Classes- BRAC	\$ 1,920.00	MFS
EFT68395	13/12/2022	KIMBERLEY PROPERTY SETTLEMENTS	Refund (A109446)- Rates	\$ 462.70	MFS
EFT68396	13/12/2022	KRISTY BECKINGHAM	Netball Umpiring- BRAC	\$ 595.00	MFS
EFT68397	13/12/2022	MANDI HANORA DIA	Netball Umpiring- BRAC	\$ 350.00	MFS
EFT68398	13/12/2022	MARLENE RENTON	Reimbursement Expense- Community	\$ 632.20	MFS
EFT68399	13/12/2022	MICHAEL PETER STEPHENS	Refund BSHS Graduation- Civic Centre	\$ 720.00	MFS
EFT68400	13/12/2022	PERTH DEPARTMENT OF LOCAL GOVERNMENT,	Standards Panel Fee 2021-22- Community	\$ 1,056.00	MFS
EFT68401	13/12/2022	REBECCA HAYES	Netball Umpiring- BRAC	\$ 560.00	MFS
EFT68402	13/12/2022	ROYAL LIFE SAVING SOCIETY - WA	Learn to Swim Program Certificates- BRAC	\$ 237.70	MFS
EFT68403	13/12/2022	ST JOHN AMBULANCE AUSTRALIA (WA) INC	Staff First Aid Training- People & Culture	\$ 1,265.00	MFS
EFT68404	13/12/2022	TNT AUSTRALIA PTY LTD	Freight- Health	\$ 1,056.21	MFS

EFT68405	13/12/2022	TOTALLY WORKWEAR	Corporate Uniforms- Health	\$ 1,453.20	MFS
EFT68406	13/12/2022	WEST COAST ON HOLD (ON HOLD ONLINE)	On-Hold Message System- Governance	\$ 77.00	MFS
EFT68407	14/12/2022	BWS LIQUOR (ENDEAVOUR GROUP)	Alcohol Stock- Civic	\$ 3,333.65	MFS
EFT68408	14/12/2022	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Car Parts- Depot	\$ 543.25	MFS
EFT68409	14/12/2022	MITRO ENTERPRISES	Bond Refund- Male Oval	\$ 1,000.00	MFS
EFT68410	14/12/2022	TOTALLY WORKWEAR	Corporate Uniforms- Infrastructure	\$ 729.80	MFS
EFT68411	14/12/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT	Procurement in Local Government Subscription- Governance	\$ 2,310.00	MFS
EFT68412	16/12/2022	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll deductions for fortnight ending 12 December 2022	\$ 645.50	MFS
EFT68413	16/12/2022	AUSTRALIAN TAXATION OFFICE	PAYG Tax: Pay Period Ending 13 December 2022	\$ 130,180.00	MFS
EFT68414	16/12/2022	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll deductions for fortnight ending 12 December 2022	\$ 760.00	MFS
EFT68415	16/12/2022	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll deductions for fortnight ending 12 December 2022	\$ 520.00	MFS
EFT68416	16/12/2022	CHILD SUPPORT AGENCY	Payroll deductions for fortnight ending 12 December 2022	\$ 1,529.94	MFS
EFT68417	16/12/2022	EASISALARY PTY LTD T/A EASI	Payroll deductions for fortnight ending 12 December 2022	\$ 10,035.62	MFS
EFT68418	16/12/2022	LGRCEU	Payroll deductions for fortnight ending 12 December 2022	\$ 132.00	MFS
EFT68419	16/12/2022	SPA SALARY PACKAGING AUSTRALIA	Before tax deductions for fortnight ending 12 December 2022	\$ 1,990.52	MFS
EFT68420	21/12/2022	4LOGIC PTY LTD	Switching and Firewall Hardware Renewal (RFQ 22-32)- IT	\$ 78,507.78	MFS
EFT68421	21/12/2022	BROOME FISHING CLUB	Food and Beverages- Shire Christmas Event 2022	\$ 7,783.00	MFS
EFT68422	21/12/2022	FRAZER HAWTHORNE	Naughty and Nice Christmas Cabaret- Civic Centre	\$ 5,300.00	MFS
EFT68423	21/12/2022	SHIRE OF BROOME	Building Service Levy- November 2022	\$ 120.00	MFS
EFT68424	21/12/2022	WESTERN AUSTRALIAN REGIONAL CAPITALS	WARCA Membership Fee 2022/23	\$ 16,500.00	MFS
EFT68425	21/12/2022	DEPARTMENT OF MINES, INDUSTRY AND	Building Service Levy- November 2022	\$ 10,799.41	MFS
EFT68426	21/12/2022	WESTERN AUSTRALIAN TREASURY	Loan No. 196 Interest payment - Chinatown Revitalisation Proj	\$ 93,685.18	MFS
EFT68427	21/12/2022	BP AUSTRALIA PTY LTD - FUEL	Fuel- Depot	\$ 15,418.76	MFS
EFT68428	21/12/2022	STUART BROWN	Refund (A113140)- Rates	\$ 4,290.84	MFS
EFT68429	22/12/2022	MOORE AUSTRALIA AUDIT (WA)	Long Term Financial Planning- BRAC	\$ 18,395.45	MFS
EFT68430	23/12/2022	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll deductions for fortnight ending 27 December 2022	\$ 645.50	MFS
EFT68431	23/12/2022	AUSTRALIAN TAXATION OFFICE	PAYG Tax: Pay Period Ending 27 December 2022	\$ 135,048.00	MFS
EFT68432	23/12/2022	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll deductions for fortnight ending 27 December 2022	\$ 740.00	MFS
EFT68433	23/12/2022	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll deductions for fortnight ending 27 December 2022	\$ 540.00	MFS
EFT68434	23/12/2022	CHILD SUPPORT AGENCY	Payroll deductions for fortnight ending 27 December 2022	\$ 1,529.94	MFS
EFT68435	23/12/2022	EASISALARY PTY LTD T/A EASI	Pre-tax deductions for fortnight ending 27 December 2022	\$ 11,199.34	MFS
EFT68436	23/12/2022	LGRCEU	Payroll deductions for fortnight ending 27 December 2022	\$ 132.00	MFS
EFT68437	23/12/2022	SPA SALARY PACKAGING AUSTRALIA	Before tax deductions for fortnight ending 27 December 2022	\$ 1,990.52	MFS
EFT68438	23/12/2022	TIALE FAMILY TRUST (BROOME ACADEMY OF	Production- Chinatown Christmas	\$ 9,500.00	MFS
EFT68510	31/12/2022	WATER CORPORATION	Water Use and Service Charges	\$ 50,195.97	MFS
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				\$ 3,133,956.03	

MUNICIPAL CHEQUES - DECEMBER 2022					
Cheque #	Date	Card	Description	Amount	Del Auth
57791	12/12/2022	SHIRE OF BROOME	Petty Cash- Administration	388.25	MFS
57792	14/12/2022	SHIRE OF BROOME	Petty Cash- Library	330.85	MFS
MUNICIPAL CHEQUES TOTAL:				\$ 719.10	

TRUST CHEQUES - DECEMBER 2022					
Cheque #	Date	Name	Description	Amount	Del Auth
TRUST CHEQUES TOTAL:				\$ -	

PAYROLL - DECEMBER 2022					
DD#	Date	Name	Description	Amount	Del Auth
	01/12/2022	PAYROLL	Pay period ending 29 November 2022	\$ 394,604.86	MFS
	15/12/2022	PAYROLL	Pay period ending 13 December 2022	\$ 372,202.60	MFS
	29/12/2022	PAYROLL	Pay period ending 27 December 2022	\$ 373,651.73	MFS
PAYROLL TOTAL:				\$ 1,140,459.19	

MUNICIPAL CREDIT CARD PAYMENTS - DECEMBER 2022					
EFT#	Date	Card	Description	Amount	
EFT68511	19/12/2022	BRAC Operations Supervisor	PAYMENT	\$ 171.27	MFS
	18/11/2022	Sportspower Broome	Basketball hoop nets	\$ 36.00	
	24/11/2022	BUNNINGS	Assorted hardware to tidy computers	\$ 69.11	
	24/11/2022	BUNNINGS	Hardware for BRAC computers	\$ 10.00	
	25/11/2022	BUNNINGS	Hardware for computer shelves	\$ 10.46	
	25/11/2022	WOOLWORTHS	Milk	\$ 45.70	

EFT68512	19/12/2022	Business Support Officer	PAYMENT	\$ 569.78	MFS
	23/11/2022	COLES	Refreshments for depot meeting	\$ 19.10	
	30/11/2022	WOOLWORTHS	Cleaning Supplies	\$ 59.68	
	08/12/2022	Subway Broome	Catering for leaving Lunch	\$ 491.00	
EFT68513	19/12/2022	Business System Improvement Coordinator	PAYMENT	\$ 497.17	MFS
	25/11/2022	HARVEY NORMAN AV/IT	UPS for Council Chambers A/V equipment rack	\$ 319.00	
	25/11/2022	ZEN* Marcus Bamford	Relicensing of Radio Links between Shire sites	\$ 178.17	
EFT68514	19/12/2022	Civic Centre Coordinator	PAYMENT	\$ 1,439.91	MFS
	17/11/2022	Harvey Norman Online	Ethernet cable	\$ 19.00	
	18/11/2022	DEPT OF RACING GAMIN	Occasional Liquor License	\$ 114.50	
	23/11/2022	COLES	Water	\$ 289.65	
	29/11/2022	BRANACH MANUFACTURING	Feet for platform ladder	\$ 219.27	
	02/12/2022	WOOLWORTHS	Kiosk stock	\$ 144.25	
	02/12/2022	HARVEY NORMAN AV/IT	Printer Cords x3	\$ 38.85	
	02/12/2022	CATCH	Ubiquiti UAP-AC-LR, UniFi AP AC Indoor Access Point	\$ 203.55	
	08/12/2022	RED DOT STORES BROOM	Naughty or nice decorations	\$ 24.00	
	08/12/2022	WOOLWORTHS	Decorations	\$ 125.43	
	08/12/2022	RED DOT STORES BROOM	Candy canes	\$ 24.00	
	09/12/2022	COLES	Catering- Consumables	\$ 130.69	
	11/12/2022	FACEBOOK	Meta Ads Advertising	\$ 94.73	
	15/12/2022	Spotify	Spotify use at Civic Centre	\$ 11.99	
EFT68515	19/12/2022	Director Infrastructure	PAYMENT	\$ 864.27	MFS
	15/12/2022	Tong's Chinese Rest	Meal expenses for Council dinner	\$ 864.27	
EFT68516	19/12/2022	EA to Chief Executive Officer	PAYMENT	\$ 3,815.04	MFS
	16/11/2022	VIRGIN	Manager OC&D - Flights from Per - Bme- SDR	\$ 0.39	
	16/11/2022	Subway Broome	Catering provided for CEO Directorate meeting	\$ 62.00	
	16/11/2022	VIRGIN	Manager OC&D - Flights from Per - Bme- SDR	\$ 40.00	
	17/11/2022	COLES	Catering for Directorate meeting	\$ 24.20	
	18/11/2022	COLES	Catering provided for CEO15	\$ 139.78	
	19/11/2022	AVIS AUSTRALIA	Hire car Kimberley Zone meeting - Kun	\$ 345.61	
	21/11/2022	KIMBERLEY GRANDE	Accom for CEO to attend Kimberley Zone - KNX	\$ 940.00	
	29/11/2022	LIME LEAF CAFE	Catering- Office of the CEO	\$ 182.05	
	30/11/2022	QANTAS AIRWAYS LIMITED	Flights for Cr Mitchell - State Council meeting	\$ 762.43	
	01/12/2022	POST BROOME POST SHOBR	Gift cards purchased for SOB Christmas Party	\$ 661.90	
	02/12/2022	MANGROVE RESORT	Accom for MOC&D - SDR Reviews	\$ 393.82	
	09/12/2022	Mercurie Hotel Perth	Accommodation for Cr Mitchell - State Council meet	\$ 262.86	
EFT68517	19/12/2022	Executive Support Officer - Development	PAYMENT	\$ 553.50	MFS
	21/11/2022	COLES	Catering for Precinct Planning Workshops	\$ 84.60	MFS
	23/11/2022	DUNCANS AUST PTY LTD	Gift cards for Shire Staff Christmas Party - Kids	\$ 250.00	
	14/12/2022	VISION IDZ	Printer Dye for Authorised Officer Cards	\$ 218.90	
EFT68518	19/12/2022	Fleet/Store Administrator	PAYMENT	\$ 2,517.99	MFS
	16/11/2022	REPCO	Side mirrors for the ride on mowers	\$ 73.50	
	21/11/2022	BROOME BOLT SUPPLIES	Nuts bolts washers for Dozer Repairs	\$ 51.15	
	22/11/2022	BROOME DIESEL & HYDR	Safety flags for the Isuzu Prime Mover	\$ 78.20	
	23/11/2022	J BLACKWOOD & SON P/L	Cutting Discs - Consumables Workshop	\$ 47.70	
	23/11/2022	NORTRUSS BUILDING	Tool for the workshop	\$ 8.05	
	28/11/2022	FIELD AIRCONDITIONIN	Radio UHF parts for New Toyota Hilux	\$ 95.75	
	28/11/2022	FIELD AIRCONDITIONIN	Radio UHF Part for New Toyota	\$ 13.25	
	28/11/2022	FIELD AIRCONDITIONIN	Radio UHF Parts for new Toyota	\$ 38.20	
	28/11/2022	REPCO	Seat covers and steering wheel cover for Ute	\$ 114.50	
	30/11/2022	FIELD AIRCONDITIONIN	Side marker lamp for 10T Tipper Truck	\$ 14.50	
	01/12/2022	FIELD AIRCONDITIONIN	Solar panels and boost clamps for Workshop	\$ 229.10	
	01/12/2022	STREETEER & MALE HARD	Workshop Consumables	\$ 65.39	
	01/12/2022	REPCO	Pinion seal for Holden Colorado	\$ 81.00	
	01/12/2022	REPCO	Workshop Consumables	\$ 131.13	
	01/12/2022	REPCO	Filters for Mitsubishi service	\$ 135.98	
	06/12/2022	J BLACKWOOD & SON P/L	Grinder discs workshop consumables	\$ 90.15	
	09/12/2022	J BLACKWOOD & SON P/L	Gloves and wrench for depot stores	\$ 554.59	
	13/12/2022	REPCO	Spray cleaning gun flexible head - Depot Tools	\$ 84.55	
	14/12/2022	STREETEER & MALE HARD	Saw reciprocating and blade - Depot tools	\$ 260.35	
	15/12/2022	NORTRUSS BUILDING	Assembly elastostart handle - small plant repair	\$ 60.45	
	15/12/2022	FIELD AIRCONDITIONIN	Antenna and voltage reducer - mulching tru	\$ 290.50	
EFT68519	19/12/2022	Library Coordinator	PAYMENT	\$ 548.33	MFS
	23/11/2022	RED DOT STORES BROOM	Two small canvas for collection signs	\$ 25.98	
	28/11/2022	OFFICEWORKS	Workroom items for processing and signage	\$ 203.47	
	29/11/2022	MEGA MUSIC AUSTRALIA	Musical instruments for program	\$ 122.95	



	30/11/2022	RAECO	Book processing spine labels	\$ 70.95	
	01/12/2022	INCREDIBLE EDIBLE	'Gardening in Broome' book	\$ 75.00	
	07/12/2022	BROOME LOTTERY CENTRE	Two books for the collection	\$ 49.98	
EFT68520	19/12/2022	Manager - Community Facilities	PAYMENT	\$ 285.15	MFS
	28/11/2022	WOOLWORTHS	Swim nappies	\$ 132.65	
	12/12/2022	WOOLWORTHS	Party decorations	\$ 38.05	
	12/12/2022	UNITED BROOME	Swim nappies - BRAC kiosk	\$ 114.45	
EFT68521	19/12/2022	Manager Governance, Strategy & Risk	PAYMENT	\$ 1,773.35	
	28/11/2022	INSIGHT CALL CENTRE	After hours call centre costs for October	\$ 293.35	
	12/12/2022	GOVERNANCE INSTITUTE	Governance Institute Professional Membership	\$ 690.00	
	13/12/2022	CPA Australia Ltd	CPA membership 2023	\$ 790.00	
EFT68522	19/12/2022	Manager Operations	PAYMENT	\$ 146.35	
	09/12/2022	WOOLWORTHS	Afternoon tea	\$ 146.35	
EFT68523	19/12/2022	Marketing & Communications Coordinator	PAYMENT	\$ 246.78	MFS
	29/11/2022	BUSINESS NEWS	Subscription to Business News	\$ 218.90	
	04/12/2022	CANVA	Canva monthly subscription	\$ 20.99	
	09/12/2022	UNITED BROOME	Confectionary	\$ 6.89	
EFT68524	19/12/2022	Parks Supervisor	PAYMENT	\$ 50.60	MFS
	23/11/2022	Office National Broom	Stationary for training	\$ 40.60	
	01/12/2022	COMMONWEALTH BANK	Annual fee to be reversed	\$ 20.00	
	01/12/2022	COMMONWEALTH BANK	Reversal of Annual fee	-\$ 20.00	
	07/12/2022	TACKLE WORLD BROOME	Wire crimps for safety clips	\$ 10.00	
EFT68525	19/12/2022	People & Culture Advisor	PAYMENT	\$ 1,984.70	MFS
	21/11/2022	RED DOT STORES BROOM	Christmas decorations-staff party	\$ 37.00	
	21/11/2022	KMART 1359	Christmas decorations-staff party	\$ 95.00	
	01/12/2022	POST BROOME POST SHOBR	Reward & Recognition Staff Awards 2022	\$ 1,691.65	
	13/12/2022	COLES	Catering - workshop 9 Dec 2022	\$ 73.70	
	13/12/2022	COLES	Catering 13 December 2022 Christmas decorations	\$ 87.35	
EFT68526	19/12/2022	Place Activation & Engagement Coordinator	PAYMENT	\$ 1,214.71	MFS
	16/11/2022	DEPT OF JUSTICE	Lodgement fee for bond return	\$ 74.50	
	29/11/2022	KIMBERLEY CAMP/OUTBC	CHRISTMAS PARTY/CAROLS: Gazebo and pegs	\$ 303.35	
	29/11/2022	RED DOT STORES BROOM	CHRISTMAS PARTY/CAROLS: costume and consumables	\$ 68.99	
	30/11/2022	RED DOT STORES BROOM	CHRISTMAS PARTY/CAROLS: consumables - santa lolli	\$ 127.95	
	30/11/2022	CHINATOWN PHARMACY	CHRISTMAS PARTY/CAROLS: Santa costume	\$ 2.99	
	30/11/2022	COLES	CHRISTMAS PARTY/CAROLS: event supplies - straws	\$ 2.50	
	02/12/2022	MR SAIGON	CHRISTMAS PARTY/CAROLS: Consumables	\$ 52.00	
	02/12/2022	COLES	CHRISTMAS PARTY/CAROLS: 2 x bags of ice @ \$6.50 ea	\$ 13.00	
	02/12/2022	STREETER & MALE HARD	CHRISTMAS PARTY/CAROLS: Exhibition supplies	\$ 22.40	
	06/12/2022	INTNL TRANSACTION FEE	Intl Transaction Fee	\$ 5.68	
	06/12/2022	16PERSONALITIES.COM	COMMUNITY ENGAGEMENT AND PROJECTS: Team training	\$ 227.35	
	09/12/2022	MABU MAYI	COMMUNITY ENGAGEMENT: Team Planning day catering	\$ 314.00	
EFT68527	19/12/2022	Property Maintenance Officer	PAYMENT	\$ 2,344.29	MFS
	16/11/2022	STREETER & MALE HARD	Gap filler for disabled ceiling/walls	\$ 30.70	
	16/11/2022	KMART	Walcott - replacement iron	\$ 29.00	
	17/11/2022	BUNNINGS	dulux undercoat primer	\$ 82.50	
	17/11/2022	NORTH WEST LOCKSMITH	Padlock for cable beach access	\$ 90.00	
	21/11/2022	STREETER & MALE HARD	Paint for refurb	\$ 135.80	
	21/11/2022	BUNNINGS	Security bit set	\$ 38.85	
	22/11/2022	BUNNINGS	Drill bits & wall plugs	\$ 70.31	
	23/11/2022	BUNNINGS	Expanda foam & liquid nails for door frame	\$ 34.24	
	23/11/2022	GLASS CO KIMBERLEY	700*1200 mirror	\$ 163.90	
	24/11/2022	NWH Solution Pty Ltd	Hose & fitting for oven repairs	\$ 28.54	
	24/11/2022	SQ *NORTH WEST LOCKSM	Access gate collar for padlock	\$ 145.00	
	24/11/2022	CARPET PAINT & TILE	Aqua enamel paint for door	\$ 40.50	
	29/11/2022	BUNNINGS	Sundries & termite spray	\$ 116.04	
	30/11/2022	NORTRUSS BUILDING	H3 timber to repair stairs	\$ 742.75	
	01/12/2022	BUNNINGS	Double sided tape and ear muffs	\$ 58.60	
	01/12/2022	BROOME PROGRESSIVE SU	2.6 CO2 bottle refill	\$ 47.35	
	02/12/2022	SQ *NORTH WEST LOCKSM	Gain access to light pole & cut keys	\$ 155.00	
	05/12/2022	STREETER & MALE HARD	Deadbolt and hole saw	\$ 124.30	
	06/12/2022	BROOME BOLT SUPPLIES	long handle riveter	\$ 192.50	
	06/12/2022	BUNNINGS	paint & rollers	\$ 18.41	
EFT68528	19/12/2022	Senior Administration & Governance Officer	PAYMENT	\$ 645.79	MFS
	17/11/2022	DEWAS KITCHEN	Catering OMC 17 Nov 2022	\$ 140.50	
	14/12/2022	Roebuck Bay Hotel	Refreshments for Council Meetings	\$ 446.29	
	15/12/2022	COLES	Refreshments for Council Meetings	\$ 59.00	
EFT68529	19/12/2022	Senior Customer Service Officer	PAYMENT	\$ 678.90	MFS

	17/11/2022	DEPARTMENT OF TRANSPORT	Shire of Broome number plate	\$ 200.00	
	17/11/2022	Office National Broom	Label Maker	\$ 78.90	
	12/12/2022	DEPARTMENT OF TRANSPORT	Shire of Broome number plate	\$ 200.00	
	15/12/2022	DEPARTMENT OF TRANSPORT	Shire Number plate	\$ 200.00	
EFT68530	19/12/2022	Sport & Recreation Facility Coordinator	PAYMENT	\$ 194.74	MFS
	18/11/2022	COLES	Milk	\$ 25.02	
	25/11/2022	BUNNINGS	Spray Lubricants	\$ 21.88	
	30/11/2022	CLARK RUBBER BROOME	Pool Scoop Clip	\$ 16.00	
	30/11/2022	COLES	Milk	\$ 6.20	
	05/12/2022	J BLACKWOOD & SON P/L	Tape	\$ 28.49	
	08/12/2022	CLARK RUBBER BROOME	Pool scoop	\$ 44.95	
	09/12/2022	COLES	Swim nappies	\$ 52.20	
EFT68531	19/12/2022	Waste Supervisor	PAYMENT	\$ 33.98	MFS
	01/12/2022	COMMONWEALTH BANK	Annual Fee to be reversed	\$ 20.00	
	01/12/2022	COMMONWEALTH BANK	Reversal of Annual fee	-\$ 20.00	
	08/12/2022	BUNNINGS	Pliers for fencing repairs	\$ 19.98	
	08/12/2022	STREETER & MALE HARD	U bolts for antenna	\$ 14.00	
EFT68532	19/12/2022	Works Supervisor	PAYMENT	\$ 669.64	MFS
	24/11/2022	BROOME BOLT SUPPLIES	Replace concrete rake	\$ 74.14	
	01/12/2022	COMMONWEALTH BANK	Annual fee to be reversed	\$ 20.00	
	01/12/2022	COMMONWEALTH BANK	Reversal of Annual fee	-\$ 20.00	
	05/12/2022	BUNNINGS	Replacement of lost grinder	\$ 194.00	
	13/12/2022	BROOMECECRETE	6 Bags of rapid set for installation of poles	\$ 102.30	
	15/12/2022	BROOME BOLT SUPPLIES	32 bolts for the installation of bollards	\$ 299.20	
EFT68533	19/12/2022	Youth & Community Development Officer	PAYMENT	\$ 328.38	MFS
	16/11/2022	BUNNINGS	Youth activity Our Block Rocks 2022	\$ 80.32	
	28/11/2022	COLES	Workshop catering Youth	\$ 25.80	
	12/12/2022	COLES	Youth workshop catering	\$ 38.70	
	15/12/2022	WOOLWORTHS	Supplies for Youth Christmas event	\$ 183.56	
MUNICIPAL CREDIT CARD TOTAL:				\$ 21,574.62	

MUNICIPAL DIRECT DEBIT - DECEMBER 2022					
DD#	Date	Name	Description	Amount	Del Auth
DD31655.1	15/12/2022	WESTERN AUSTRALIAN TREASURY CORPORATIO	Loan No. 197 Interest payment - Town Beach Development - G	54623.88	
DD31678.1	28/12/2022	WESTERN AUSTRALIAN TREASURY CORPORATIO	Loan No. 198 Interest payment - Chinatown Revitalisation Stag	68913.04	
DD31684.1	21/12/2022	WESTERN AUSTRALIAN TREASURY CORPORATIO	Loan No. 201 Interest payment	\$ 84,598.98	
MUNICIPAL DIRECT DEBIT TOTAL:				\$ 208,135.90	

MUNICIPAL ELECTRONIC TRANSFER TOTAL \$ 3,133,956.03

MUNICIPAL CHEQUES TOTAL \$ 719.10

PAYROLL TOTAL \$ 1,140,459.19

TRUST CHEQUE TOTAL \$ -

MUNICIPAL CREDIT CARD TOTAL \$ 21,574.62

MUNICIPAL DIRECT DEBIT TOTAL \$ 208,135.90

TOTAL PAYMENTS DECEMBER 2022 \$ 4,504,844.84

Key for Delegation of Authority:

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

**9.4.3 MONTHLY PAYMENT LISTING JANUARY 2023**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Finance Officer - Creditors
<b>CONTRIBUTOR/S:</b>	Manager Financial Services
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report recommends that Council receives the list of payments made under delegated authority, as per the attachment to this report, for January 2023.

**BACKGROUND**

The Chief Executive Officer (CEO) has delegated authority to make payments from the Municipal and Trust funds as per the budget allocations.

**COMMENT**

The Shire provides payments to suppliers by either Electronic Funds Transfer (EFT & BPAY), cheque, credit card or direct debit. Attached is a list of all payments processed under delegated authority during January 2023.

**CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT*****Local Government (Financial Management) Regulations 1996***

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

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
  - (a) *the payee's name;*
  - (b) *the amount of the payment; and*
  - (c) *the date of the payment; and*
  - (d) *sufficient information to identify the transaction.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing —*
  - (a) *for each account which requires council authorisation in that month —*
    - (i) *the payee's name; and*
    - (ii) *the amount of the payment; and*
    - (iii) *sufficient information to identify the transaction; and*

- (b) the date of the meeting of the Council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
- (a) presented to the Council at the next ordinary meeting of the Council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

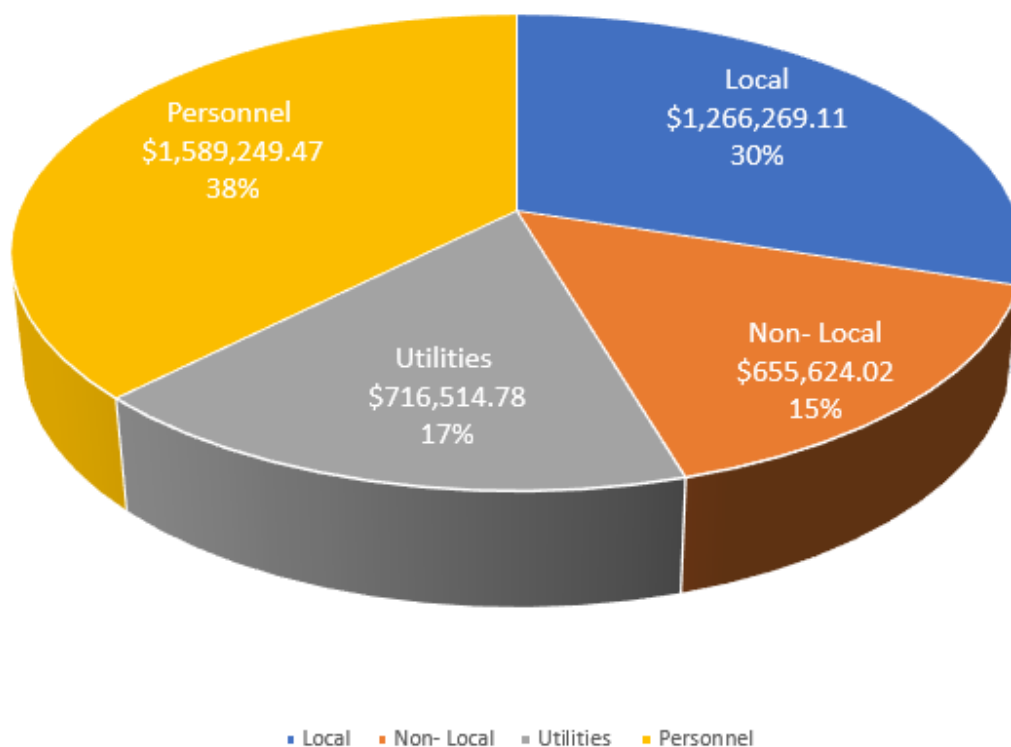
## POLICY IMPLICATIONS

Nil.

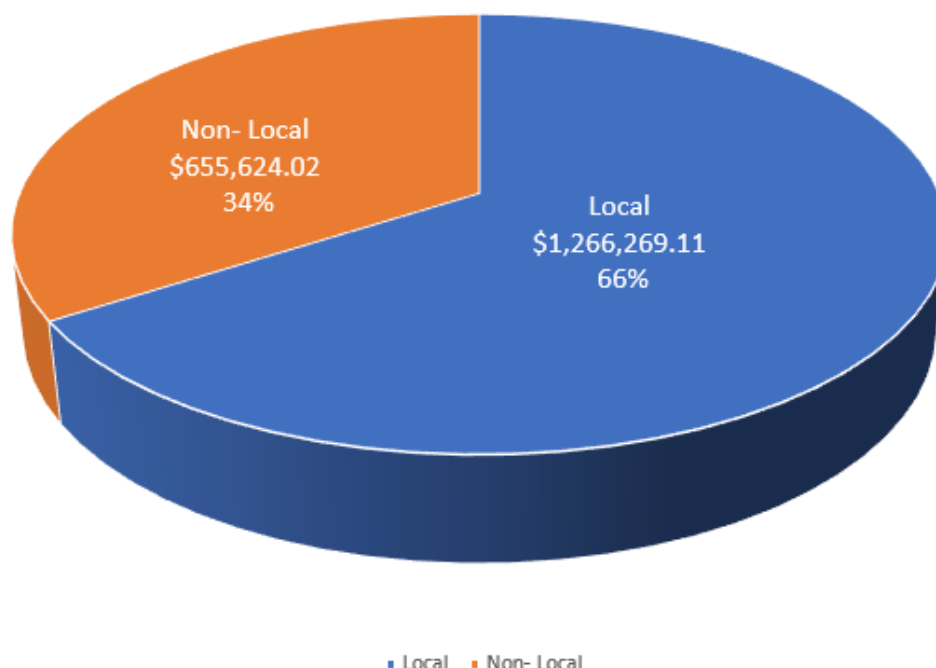
## FINANCIAL IMPLICATIONS

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

### SHIRE OF BROOME PAYMENTS JANUARY 2023



### LOCAL Vs NON-LOCAL PAYMENTS JANUARY 2023



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for January 2023 after \$1,589,249.47 in personnel payments, \$716,514.78 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	\$ 9,920.50	\$ 3,056,121.57	\$ 173,868.29	\$ 37,681.34	\$ -	\$1,079,117.52	\$ 4,356,709.22
Oct-22	\$ 13,212.10	\$ 2,793,790.64	\$ 170,971.65	\$ 38,481.39	\$ -	\$1,093,182.67	\$ 4,109,638.45
Nov-22	\$ 2,788.50	\$ 3,190,550.76	\$ -	\$ 27,908.69	\$ -	\$1,089,624.00	\$ 4,310,871.95
Dec-22	\$ 719.10	\$ 3,133,956.03	\$ 208,135.90	\$ 21,574.62	\$ -	\$1,140,459.19	\$ 4,504,844.84
Jan-23	\$ 995.50	\$ 2,597,431.54	\$ 532,241.63	\$ 14,510.88	\$ -	\$1,082,477.83	\$ 4,227,657.38
Feb-23							\$ -
Mar-23							\$ -
Apr-23							\$ -
May-23							\$ -
Jun-23							\$ -
<b>TOTAL</b>	<b>\$ 58,518.59</b>	<b>\$ 20,668,100.20</b>	<b>\$1,431,215.27</b>	<b>\$ 182,670.77</b>	<b>\$ -</b>	<b>\$7,942,255.38</b>	<b>\$ 30,282,760.21</b>

### RISK

The risk of Council not adopting this report is extreme as this will result in non-compliance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

The likelihood of this ever occurring is rare due to the CEO's implementation of procedures to ensure payment details are disclosed to Council in a timely manner, as well as Procurement and Purchasing policies which ensure these payments are made in

accordance with budget and delegated authority and comply with *Local Government (Financial Management) Regulations 1996*.

## STRATEGIC ASPIRATIONS

**Performance - We will deliver excellent governance, service & value for everyone.**

**Outcome 13 - Value for money from rates and long term financial sustainability**

**Objective** 13.1 Plan effectively for short- and longterm financial sustainability

## VOTING REQUIREMENTS

*Simple Majority*

### REPORT RECOMMENDATION:

That Council:

1. Receives the list of payments made from the Municipal and Trust Accounts in January 2023 totalling in \$4,227,657.38 (Attachment 1) per the requirements of Regulation 12 of the *Local Government (Financial Management) Regulations 1996* covering:
  - a) EFT Vouchers EFT68439 - EFT68840 including Credit Card payments totalling \$2,948,331.35;
  - b) Municipal Cheque Vouchers 57793 - 57793 totalling \$995.50;
  - c) Trust Cheque Vouchers 0000 - 0000 totalling \$0.00; and
  - d) Municipal Direct Debits DD31773.1 – DD31773.2 including payroll totalling \$ 1,278,330.53.
2. Notes the local spend of \$1,266,269.11 included in the amount above, equating to 66% of total payments excluding personnel, utility and other external sole supplier costs.

## Attachments

1. Monthly Payment Listing January 2023

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 - JANUARY 2023					
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - JANUARY 2023					
EFT	Date	Name	Description	Amount	DEL AUTH
EFT68439	04/01/2023	4LOGIC PTY LTD	CCTV Fibre Switch License- IT	\$ 1,191.97	MFS
EFT68440	04/01/2023	A PLUS EVENTS & HIRE	Furniture Hire- Staff Christmas Party	\$ 874.50	MFS
EFT68441	04/01/2023	ASSORTED SIGNS	Supply & Fit New Entrance Sign- BRAC	\$ 1,021.55	MFS
EFT68442	04/01/2023	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Marketing Aqua Aerobics- BRAC	\$ 418.00	MFS
EFT68443	04/01/2023	BLACKWOODS	PPE Uniforms- Works	\$ 1,286.33	MFS
EFT68444	04/01/2023	BROOME CLARK POOLS & SPAS BROOME	Pool Servicing- Staff Housing	\$ 211.20	MFS
EFT68445	04/01/2023	BROOME SURF LIFE SAVING CLUB INC	Architectural Works- Cable Beach Foreshore	\$ 5,499.95	MFS
EFT68446	04/01/2023	BROOME TREE & PALM SERVICE	Hire Excavator- WMF	\$ 4,950.00	MFS
EFT68447	04/01/2023	CABLE BEACH TYRE SERVICE PTY LTD (	Tyre Replacement Work Vehicle- BRAC	\$ 2,000.00	MFS
EFT68448	04/01/2023	COAST & COUNTRY ELECTRICS	Light Pole Removal- Male Oval	\$ 21,025.40	MFS
EFT68449	04/01/2023	COATES HIRE OPERATIONS PTY LTD	Toilet Hire- Chinatown Christmas Party	\$ 1,593.88	MFS
EFT68450	04/01/2023	CYBERCX	Cyber Security Training- IT	\$ 5,049.00	MFS
EFT68451	04/01/2023	DEPARTMENT OF TRANSPORT (VEHICLE SEARCH	Vehicle Name Search- Rangers	\$ 20.50	MFS
EFT68452	04/01/2023	DIRECTCOMMS PTY LTD	SMS Update Service- Library	\$ 27.59	MFS
EFT68453	04/01/2023	ENVISIONWARE	Licence Maintenance & Support- Library	\$ 646.50	MFS
EFT68454	04/01/2023	FIELD AIR CONDITIONING & AUTO ELECTRICAL	Car Maintenance- Depot	\$ 253.05	MFS
EFT68455	04/01/2023	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Cleaning Services- Napier Terrace	\$ 1,441.00	MFS
EFT68456	04/01/2023	HERBERT SMITH FREEHILLS	Provision Advice- Town Beach Cafe	\$ 2,200.00	MFS
EFT68457	04/01/2023	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Staff Rent	\$ 917.19	MFS
EFT68458	04/01/2023	JACOB GREGORY (LYRICAL INSTINCT)	Performers- Chinatown Christmas Party	\$ 442.00	MFS
EFT68459	04/01/2023	KEE HIRE PTY LTD	Steel Drum Roller Hire- Works	\$ 448.54	MFS
EFT68460	04/01/2023	KENNARDS HIRE	Hire Demolition Saw- Works	\$ 243.00	MFS
EFT68461	04/01/2023	LP AIRCONDITIONING INSTALLATION	Hire Portable Cool Room- BRAC	\$ 360.00	MFS
EFT68462	04/01/2023	MILLAR REFRIGERATION & AIRCONDITIONING	Airconditioning and Ventilation Upgrades- Library	\$ 149,057.37	MFS
EFT68463	04/01/2023	NORTH WEST COAST SECURITY	Security- Chinatown Christmas Party	\$ 1,072.50	MFS
EFT68464	04/01/2023	OFFICE NATIONAL BROOME	Stationery- WMF	\$ 599.00	MFS
EFT68465	04/01/2023	PROMOTION PRODUCTS PTY LTD	Crayons with Shire of Broome Logo- Rangers	\$ 1,427.64	MFS
EFT68466	04/01/2023	QUIC DIG PTY LTD	Telstra Pit Lid Replacement- Works	\$ 900.00	MFS
EFT68467	04/01/2023	ROEBUCK BAY HOTEL	Refreshments Staff Day- Shire Admin	\$ 52.24	MFS
EFT68468	04/01/2023	SIMON PIENING	Pool Inspector Course- Building	\$ 124.60	MFS
EFT68469	04/01/2023	SOUTHERN STAR MARINE	Mast Removal- Sam Male Luggier	\$ 330.00	MFS
EFT68470	04/01/2023	STOTT & HOARE BUSINESS COMPUTERS	Projector Bulb- Library	\$ 132.00	MFS
EFT68471	04/01/2023	SUBLIME (ELLYN MARIE HARTVIGSEN)	Consultancy- Asset Management	\$ 1,470.00	MFS
EFT68472	04/01/2023	TAPPED PLUMBING & GAS PTY LTD	Plumbing- Staff Housing	\$ 565.07	MFS
EFT68473	04/01/2023	THE GREEN FAIRY CRAFT & ENTERTAINMENT	Performer- Chinatown Christmas Party	\$ 350.00	MFS
EFT68474	04/01/2023	THINK WATER BROOME	Reticulation Parts- Town Beach	\$ 675.79	MFS
EFT68475	04/01/2023	TNT AUSTRALIA PTY LTD	Freight- Various	\$ 175.62	MFS
EFT68476	04/01/2023	WESTBOOKS	Books- Library	\$ 561.89	MFS
EFT68477	04/01/2023	WILLIAM TREDINNICK	Programming Coordinating Fees- Chinatown Christmas Carols	\$ 3,480.75	MFS
EFT68478	04/01/2023	WESTERN AUSTRALIAN TREASURY	Loan No. 199 Interest Payment- Broome Golf Club Self Support	\$ 12,212.50	MFS
EFT68479	05/01/2023	ACURIX NETWORKS PTY LTD	WIFI Access Service- Library	\$ 490.60	MFS
EFT68480	05/01/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Machinery Parts- Depot	\$ 3,639.70	MFS
EFT68481	05/01/2023	ALLPEST (BROOME PEST CONTROL)	Pest Inspection- Various Shire Sites	\$ 100.00	MFS
EFT68482	05/01/2023	AVERY AIRCONDITIONING PTY LTD	Freezer Repair- Civic Centre	\$ 1,018.64	MFS
EFT68483	05/01/2023	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	A-Frame Sign- Rangers	\$ 1,232.00	MFS
EFT68484	05/01/2023	BRIANNA BINNING	Umpiring- BRAC	\$ 245.00	MFS
EFT68485	05/01/2023	BROOME TOYOTA	Car Parts- General	\$ 450.00	MFS
EFT68486	05/01/2023	BROOME VETERINARY HOSPITAL	Monthly Boarding & Vet Costs- Rangers	\$ 4,869.70	MFS
EFT68487	05/01/2023	BUSHY'S PIZZA	Catering Staff Christmas Party- Depot	\$ 800.00	MFS
EFT68488	05/01/2023	CABLE BEACH TYRE SERVICE PTY LTD (	Tyre Replacement- Works	\$ 653.50	MFS
EFT68489	05/01/2023	CJD EQUIPMENT PTY LTD	Wheel Loader- Works	\$ 1,341.59	MFS
EFT68490	05/01/2023	COAST & COUNTRY ELECTRICS	Auto Door Maintenance- Various	\$ 2,260.42	MFS
EFT68491	05/01/2023	EAST TO WEST DATA & ELECTRICAL SERVICES	Solar Lighting Installation- Conti Foreshore	\$ 154,005.50	MFS
EFT68492	05/01/2023	FIELD AIR CONDITIONING & AUTO ELECTRICAL	Hooklift A/C Maintenance- Depot	\$ 427.20	MFS
EFT68493	05/01/2023	FIRE & SAFETY SERVICES	Repair Alarm Break Glass- Civic	\$ 135.30	MFS
EFT68494	05/01/2023	FUEL TRANS AUSTRALIA PTY LTD T/A RECHARGE	Petrol Drums- Depot	\$ 1,304.60	MFS

EFT68495	05/01/2023	H & M TRACEY CONSTRUCTION PTY LTD	Statue Relocation- Infrastructure	\$ 37,144.25	MFS
EFT68496	05/01/2023	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Kimberley Regional Office	\$ 21,335.12	MFS
EFT68497	05/01/2023	JAYE SMOKER ( UNBOUND SOUND )	AV Supplier- Chinatown Christmas	\$ 15,334.00	MFS
EFT68498	05/01/2023	KIMBERLEY FUEL & OIL SERVICES	Grease- Works	\$ 2,961.86	MFS
EFT68499	05/01/2023	LAVAN	Legal Opinion- BSLSC	\$ 5,500.00	MFS
EFT68500	05/01/2023	MAGIQ SOFTWARE PTY LTD	Software- IT	\$ 7,848.50	MFS
EFT68501	05/01/2023	MAJOR MOTORS PTY LTD	Car Supply & Delivery (RFQ21-47)- Infrastructure	\$ 170,994.47	MFS
EFT68502	05/01/2023	NORTH WEST COAST SECURITY	Security Services- Civic Centre	\$ 393.25	MFS
EFT68503	05/01/2023	NORTH WEST LOCKSMITHS	Padlocks- Depot	\$ 714.00	MFS
EFT68504	05/01/2023	OFFICE NATIONAL BROOME	Office Chair- BRAC	\$ 350.00	MFS
EFT68505	05/01/2023	OPTIC SECURITY GROUP- NORWEST	Security Software Repair- Civic Centre	\$ 214.50	MFS
EFT68506	05/01/2023	PAUL ZANETTI	AV Technician- Civic Centre	\$ 350.00	MFS
EFT68507	05/01/2023	T - QUIP	Machinery Parts- Depot	\$ 505.45	MFS
EFT68508	05/01/2023	TOTALLY WORKWEAR	Embroidery- Library	\$ 9.90	MFS
EFT68509	05/01/2023	ZIPFORM PTY LTD	Infringement Books- Rangers	\$ 720.50	MFS
EFT68534	10/01/2023	AMANDA JANE COLLINS	Netball Umpiring- BRAC	\$ 385.00	MFS
EFT68535	10/01/2023	CAPITAL DIVISON	Light Installation- Kimberley Regional Offices	\$ 511.15	MFS
EFT68536	10/01/2023	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 1,699.19	MFS
EFT68537	10/01/2023	COLIN WILKINSON DEVELOPMENTS PTY LTD	Building Construction (RFT 21-06)- BSLSC Redevelopment	\$ 288,600.62	MFS
EFT68538	10/01/2023	JAYE SMOKER ( UNBOUND SOUND )	AV Equipment and Labour- Civic Centre	\$ 2,744.50	MFS
EFT68539	10/01/2023	KAZUE DOKI (LIME LEAF CAFE)	Catering- People and Culture	\$ 387.75	MFS
EFT68540	10/01/2023	KIMBERLEY FITNESS & SUPPORT SERVICES	Group Fitness Class- BRAC	\$ 1,500.00	MFS
EFT68542	10/01/2023	SUNDRY CREDITOR- CIVIC CENTRE- BANGARRA	Bond Refund (1846)- Civic Centre	\$ 500.00	MFS
EFT68543	10/01/2023	THE WHARF RESTAURANT	Refund (A304230)- Rates	\$ 7,419.97	MFS
EFT68544	11/01/2023	ACURIX NETWORKS PTY LTD	WiFi- Library	\$ 490.60	MFS
EFT68545	11/01/2023	ADVANCED ELECTRICAL EQUIPMENT PTY LTD	Floodlight- BRAC	\$ 4,840.00	MFS
EFT68546	11/01/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Tractor Parts- Depot	\$ 350.99	MFS
EFT68547	11/01/2023	ALLPEST (BROOME PEST CONTROL)	Bi-annual Pest Inspection- Civic Centre	\$ 375.00	MFS
EFT68548	11/01/2023	ASK WASTE MANAGEMENT PTY LTD	Landfill Closure Management Plan Update- WMF	\$ 770.00	MFS
EFT68549	11/01/2023	AUSSIE BROADBAND LIMITED	NBN- Depot	\$ 2,279.70	MFS
EFT68550	11/01/2023	AVERY AIRCONDITIONING PTY LTD	Exhaust System Inspections- Various Shire Sites	\$ 7,268.97	MFS
EFT68551	11/01/2023	BARKING GECKO THEATRE	Production- Civic Centre	\$ 2,368.01	MFS
EFT68552	11/01/2023	BEST IT & BUSINESS SOLUTIONS PTY LTD	Monthly Printer Copies- IT	\$ 489.38	MFS
EFT68553	11/01/2023	BIDFOOD	Kiosk Stock- BRAC	\$ 2,795.50	MFS
EFT68554	11/01/2023	BILINGURR TRANSIT	Bus Hire- Staff Christmas Party	\$ 525.00	MFS
EFT68555	11/01/2023	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Signs- Gantheaume Point	\$ 1,767.70	MFS
EFT68556	11/01/2023	BLACKWOODS	Signage- WMF	\$ 698.01	MFS
EFT68557	11/01/2023	BOC LIMITED	Container Service Charge- BRAC	\$ 186.98	MFS
EFT68558	11/01/2023	BROOME BOAT SHOP	Lifebuoy- Town Beach Jetty	\$ 1,615.00	MFS
EFT68559	11/01/2023	BROOME CAMPUS NORTH REGIONAL TAFE	Working at Heights Training- BRAC & Civic Centre	\$ 210.35	MFS
EFT68560	11/01/2023	BROOME CLARK POOLS & SPAS BROOME	Rubber Mat- P&G	\$ 1,007.20	MFS
EFT68561	11/01/2023	BROOME PLUMBING & GAS	Ablution Repairs- BRAC	\$ 584.50	MFS
EFT68562	11/01/2023	BROOME PROGRESSIVE SUPPLIES	Drinking Water- Depot	\$ 286.98	MFS
EFT68563	11/01/2023	BROOME TOYOTA	Key Master & Transmitter- Office of the CEO	\$ 415.16	MFS
EFT68564	11/01/2023	BROOME CRETE	Sand- Works	\$ 3,366.44	MFS
EFT68565	11/01/2023	BUNNINGS BROOME	Consumables- WMF	\$ 457.23	MFS
EFT68566	11/01/2023	BWS LIQUOR (ENDEAVOUR GROUP)	Bar Stock- BRAC	\$ 342.20	MFS
EFT68567	11/01/2023	CABLE BEACH ELECTRICAL SERVICE	Electrical Maintenance- BRAC	\$ 3,982.00	MFS
EFT68568	11/01/2023	CABLE BEACH TYRE SERVICE PTY LTD (	Case Loader Maintenance- WMF	\$ 5,126.00	MFS
EFT68569	11/01/2023	CAPITAL DIVISON	Remove Security Components- Kimberley Regional Office 1	\$ 832.00	MFS
EFT68570	11/01/2023	CLARK EQUIPMENT SALES PTY LTD	Bobcat Parts- Works	\$ 480.52	MFS
EFT68571	11/01/2023	COAST & COUNTRY ELECTRICS	Electrical Maintenance- Civic Centre	\$ 1,714.94	MFS
EFT68572	11/01/2023	CORSIGN WA PTY LTD	Street Signs- Works	\$ 326.70	MFS
EFT68573	11/01/2023	DENISE GAIL BAINBRIDGE	Netball Umpiring- BRAC	\$ 385.00	MFS
EFT68574	11/01/2023	FIT2WORK	Police Clearance Checks- People & Culture	\$ 310.20	MFS
EFT68575	11/01/2023	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight for New Tools & Equipment- Nursery	\$ 391.97	MFS
EFT68576	11/01/2023	HOLDFAST FLUID POWER NW PTY LTD	Bobcat Maintenance- Works	\$ 607.13	MFS
EFT68577	11/01/2023	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- BRAC	\$ 6,500.18	MFS
EFT68578	11/01/2023	JASCO CONSULTING PTY LTD	Monthly Office Licencing- IT	\$ 8,402.46	MFS
EFT68579	11/01/2023	KEE HIRE PTY LTD	Hire Steel Drum Roller- Works	\$ 8,203.80	MFS
EFT68580	11/01/2023	KENNARDS HIRE	Excavator to Clean Drains- Works	\$ 1,349.00	MFS
EFT68581	11/01/2023	KIMBERLEY CONTRACTING	Daily Posi-shell Cover- WMF	\$ 33,000.00	MFS
EFT68582	11/01/2023	KIMBERLEY GOLD PURE DRINKING WATER	Water Supply- WMF	\$ 357.00	MFS
EFT68583	11/01/2023	LANDGATE	Subscription Renewal- IT	\$ 2,876.48	MFS
EFT68584	11/01/2023	LEISURE MANAGEMENT SERVICES (LINKS	Point of Sale Program- Various Shire locations	\$ 6,050.00	MFS
EFT68585	11/01/2023	MARKETFORCE	Advertising EOI- Town Beach	\$ 3,379.39	MFS
EFT68586	11/01/2023	MITCHELL CHARLES HUNTER	Crossover Subsidy- Infrastructure	\$ 1,000.00	MFS



EFT68587	11/01/2023	NEARMAP PTY LTD	Nearmap Annual Renewal- IT	\$ 20,900.00	MFS
EFT68588	11/01/2023	NORTH WEST COAST SECURITY	Cash Pickup- Shire Admin	\$ 60.50	MFS
EFT68589	11/01/2023	NORTH WEST TRIM & SHADE	Shade Sail Pulley- P&G	\$ 330.00	MFS
EFT68590	11/01/2023	OFFICE NATIONAL BROOME	Equip Maint & Supplies- IT	\$ 1,276.10	MFS
EFT68591	11/01/2023	POOL WISDOM	Pool Chemicals- BRAC	\$ 1,251.00	MFS
EFT68592	11/01/2023	QUEST MIDLAND	Accommodation- Rangers	\$ 1,440.00	MFS
EFT68593	11/01/2023	RESOLUTE SECURITY SERVICES	Security Services- Various Shire Sites	\$ 10,559.11	MFS
EFT68594	11/01/2023	SPACETOCO PTY LTD	PartnerPro Bundle- IT	\$ 165.00	MFS
EFT68595	11/01/2023	THINK WATER BROOME	Horse Power Pump for Watering- P&G	\$ 1,495.79	MFS
EFT68596	11/01/2023	TOLL PRIORITY	Freight- Works	\$ 97.10	MFS
EFT68597	11/01/2023	TOTALLY WORKWEAR	Embroidery Library Bag- Library	\$ 9.90	MFS
EFT68598	13/01/2023	AVERY AIRCONDITIONING PTY LTD	Annual Maintenance- Various	\$ 3,825.81	MFS
EFT68599	13/01/2023	BP AUSTRALIA PTY LTD - FUEL	Diesel (6998 Litres @ \$1.66398)- Depot	\$ 12,808.98	MFS
EFT68600	13/01/2023	D PALMER CORPORATION PTY LTD NEXGEN	Concrete Crushing- Infrastructure	\$ 329,508.62	MFS
EFT68601	13/01/2023	FIRE & SAFETY SERVICES	Water Flow Pressure Test- Cable Beach Redevelopment	\$ 2,673.11	MFS
EFT68602	13/01/2023	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Regular Cleaning Contract- Various	\$ 51,769.34	MFS
EFT68603	13/01/2023	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Depot	\$ 3,567.10	MFS
EFT68604	13/01/2023	GRANICUS AUSTRALIA PTY LTD	Openforms Licence- IT	\$ 198.00	MFS
EFT68605	13/01/2023	HAMES SHARLEY	Precinct Structure Plan (RFQ 22-20)- Cable Beach and Chinato	\$ 52,959.84	MFS
EFT68606	13/01/2023	HERBERT SMITH FREEHILLS	Legal Services- Community Resource Centre	\$ 1,612.00	MFS
EFT68607	13/01/2023	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Street Lights	\$ 89,877.61	MFS
EFT68608	13/01/2023	JASON SIGNMAKERS	Sign Parts- Works	\$ 842.72	MFS
EFT68609	13/01/2023	JCD MOBILE FABRICATION	Bin Repairs- WMF	\$ 1,996.50	MFS
EFT68610	13/01/2023	JOSH BYRNE & ASSOCIATES	3D Visualisation (RFQ 21-31)- Cable Beach Foreshore	\$ 18,663.81	MFS
EFT68611	13/01/2023	KIMBERLEY AUTO CARE	Car Maintenance- Depot	\$ 2,200.00	MFS
EFT68612	13/01/2023	KIMBERLEY WASHROOM SERVICES	Sanitary Disposal- Various	\$ 2,054.00	MFS
EFT68613	13/01/2023	LP AIRCONDITIONING INSTALLATION	Replacement Cool Room- BRAC	\$ 12,210.00	MFS
EFT68614	13/01/2023	MIRACLE RECREATION EQUIPMENT	Playground Seats- P&G	\$ 3,080.00	MFS
EFT68615	13/01/2023	MONITOR LIFTS	Stabilising Pad for Elevated Work Platform Monitor- P&G	\$ 227.70	MFS
EFT68616	13/01/2023	NEXON ASIA PACIFIC PTY LTD	License Costs- IT	\$ 4,750.36	MFS
EFT68617	13/01/2023	NORTH WEST COAST SECURITY	Security- Admin Building	\$ 10,829.69	MFS
EFT68618	13/01/2023	NORTH WEST LOCKSMITHS	Locksmith Supplies- WMF	\$ 184.00	MFS
EFT68619	13/01/2023	NORTH WEST STRATA SERVICES	Strata Levies- Staff Housing	\$ 604.00	MFS
EFT68620	13/01/2023	NORTHERN RURAL SUPPLIES PTY LTD	Gate- WMF	\$ 261.97	MFS
EFT68621	13/01/2023	OFFICE NATIONAL BROOME	Office Chairs- Shire Admin	\$ 4,855.98	MFS
EFT68622	13/01/2023	POOL WISDOM	Pool Chemicals- Town Beach Water Park	\$ 1,850.60	MFS
EFT68623	13/01/2023	PRACTICAL PRODUCTS PTY LTD	Fridges- Civic Centre	\$ 15,400.00	MFS
EFT68624	13/01/2023	PRD NATIONWIDE *STRATA PAYMENTS ONLY*	Strata Levies- Staff Housing	\$ 1,875.00	MFS
EFT68625	13/01/2023	PRITCHARD FRANCIS CONSULTING PTY LTD	Site Inspection Catalina Retaining Wall- Infrastructure	\$ 2,024.00	MFS
EFT68626	13/01/2023	PROBAX PTY LTD	Cloud Backup Storage- IT	\$ 1,702.80	MFS
EFT68627	13/01/2023	RAY WHITE BROOME (EXPENSES)	Refund (A120824)- Rates	\$ 1,991.80	MFS
EFT68628	13/01/2023	REMOTE MECHANICAL CONTRACTING	Remote Mechanical Contracting- Works	\$ 11,880.00	MFS
EFT68629	13/01/2023	ROADLINE CIVIL CONTRACTORS	Roller Hire- Works (Stewart St)	\$ 9,900.00	MFS
EFT68630	13/01/2023	ROEBUCK BAY HOTEL	Alcohol Stock- Civic Centre	\$ 982.08	MFS
EFT68631	13/01/2023	SEAT ADVISOR PTY LTD	Ticket Sales- Civic Centre	\$ 172.04	MFS
EFT68632	13/01/2023	SECUREPAY PTY LTD	Security For Ticket Sales- Civic	\$ 45.82	MFS
EFT68633	13/01/2023	SOUTHERN CROSS AUSTERED (SCA)	Kids Entertainment- Triple M Christmas Party	\$ 5,130.40	MFS
EFT68634	13/01/2023	STRATAGREEN (FORMERLY GREENWAY	Tree Popper- P&G	\$ 474.16	MFS
EFT68635	13/01/2023	STRATCO WA PTY LTD	Utility Cabinet- WMF	\$ 537.24	MFS
EFT68636	13/01/2023	STREETER & MALE PTY MITRE 10	Ladder- P&G	\$ 299.25	MFS
EFT68637	13/01/2023	TALIS CONSULTANTS	Consultant Services-WMF	\$ 6,915.70	MFS
EFT68638	13/01/2023	TAPPED PLUMBING & GAS PTY LTD	Plumbing Maintenance- Town Beach	\$ 748.00	MFS
EFT68639	13/01/2023	THINK WATER BROOME	Reticulation Parts- Cable Beach	\$ 150.22	MFS
EFT68640	13/01/2023	TOTALLY WORKWEAR	Embroidery Service Hooked on Books Program- Library	\$ 9.90	MFS
EFT68641	13/01/2023	VORGE PTY LTD	Goggle Stock- BRAC	\$ 1,542.64	MFS
EFT68642	13/01/2023	WATERCHOICE (AUST) PTY LTD	Filtered Drinking Water- Various	\$ 2,307.60	MFS
EFT68643	13/01/2023	WEST AUSTRALIAN NEWSPAPERS	Print Advertising- Marketing	\$ 3,490.00	MFS
EFT68644	13/01/2023	WEST COAST ON HOLD (ON HOLD ONLINE)	Phone Messages- Governance	\$ 77.00	MFS
EFT68645	13/01/2023	WESTBOOKS	Books- Library	\$ 409.81	MFS
EFT68646	13/01/2023	AUSTRALIAN SERVICES UNION - WA BRANCH	Deductions for fortnight ending 10 January 2023	\$ 593.70	MFS
EFT68647	13/01/2023	AUSTRALIAN TAXATION OFFICE	PAYG Tax: Pay Period Ending 10 January 2023	\$ 139,095.49	MFS
EFT68648	13/01/2023	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Deductions for fortnight ending 10 January 2023	\$ 680.00	MFS
EFT68649	13/01/2023	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Deductions for fortnight ending 10 January 2023	\$ 500.00	MFS
EFT68650	13/01/2023	CHILD SUPPORT AGENCY	Deductions for fortnight ending 10 January 2023	\$ 1,443.75	MFS
EFT68651	13/01/2023	EASISALARY PTY LTD T/A EASI	Before tax deductions for fortnight ending 10 January 2023	\$ 10,388.34	MFS
EFT68652	13/01/2023	LGRCEU	Deductions for fortnight ending 10 January 2023	\$ 132.00	MFS
EFT68653	13/01/2023	SPA SALARY PACKAGING AUSTRALIA	Before tax deductions for fortnight ending 10 January 2023	\$ 1,990.52	MFS

EFT68654	18/01/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Ground Speed Sensor- Depot	\$ 4,467.75	MFS
EFT68655	18/01/2023	ALLOY & STAINLESS PRODUCTS	Edger Blade- P&G	\$ 334.62	MFS
EFT68656	18/01/2023	ALLPEST (BROOME PEST CONTROL)	Bi-annual Pest Inspection- BRAC	\$ 775.00	MFS
EFT68657	18/01/2023	A KIRWAN	Reimbursement- Cemetery	\$ 661.00	MFS
EFT68658	18/01/2023	AUSTRALIAN TAXATION OFFICE - FBT	BAS- Payment December 2022	\$ 19,952.00	MFS
EFT68659	18/01/2023	AVERY AIRCONDITIONING PTY LTD	Quarterly Aircon Service- Kimberley Regional Offices 2	\$ 3,724.88	MFS
EFT68660	18/01/2023	BIDFOOD	Kiosk Supplies- BRAC	\$ 306.21	MFS
EFT68661	18/01/2023	BOLINDA PUBLISHING PTY LTD	Large Print Books- Library	\$ 54.23	MFS
EFT68662	18/01/2023	BP AUSTRALIA PTY LTD - FUEL	Diesel (4,198 Litres@\$1.74822)- Depot	\$ 8,072.93	MFS
EFT68663	18/01/2023	BROOME CAMPUS NORTH REGIONAL TAFE	Traffic Management Course- People & Culture	\$ 869.55	MFS
EFT68664	18/01/2023	BROOME CLEANAWAY	Empty Co-Mingled Recyclable Waste Skip Bins- Kimberley Regi	\$ 4,793.47	MFS
EFT68665	18/01/2023	BROOME PLUMBING & GAS	Plumbing Repairs- Town Beach Water Park	\$ 419.00	MFS
EFT68666	18/01/2023	BROOME SCOOTERS PTY LTD (KIMBERLEY	Landscaping Equipment- P&G	\$ 4,041.00	MFS
EFT68667	18/01/2023	BROOME TOYOTA	Annual Vehicle Service- Corporate	\$ 994.84	MFS
EFT68668	18/01/2023	BROOME VETERINARY HOSPITAL	Monthly Boarding & Vet Costs- Rangers	\$ 6,127.25	MFS
EFT68669	18/01/2023	CABLE BEACH ELECTRICAL SERVICE	Electrical Maintenance- Town Beach	\$ 132.00	MFS
EFT68670	18/01/2023	CITY2050 (STEPHEN YARWOOD)	Broome Shire Presentation- Office of the CEO	\$ 660.00	MFS
EFT68671	18/01/2023	CLARITY COMMUNICATIONS	E Newsletter- Marketing	\$ 165.00	MFS
EFT68672	18/01/2023	CLARK EQUIPMENT SALES PTY LTD	Parts for Bobcat- P&G	\$ 262.57	MFS
EFT68673	18/01/2023	COAST & COUNTRY ELECTRICS	Plant Room Maintenance- Town Beach Water Park	\$ 246.14	MFS
EFT68674	18/01/2023	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 854.36	MFS
EFT68675	18/01/2023	DEKK RTP PTY LTD	Rubber Track- Works	\$ 3,136.10	MFS
EFT68676	18/01/2023	DELL AUSTRALIA PTY LTD	Laptops- IT	\$ 8,606.40	MFS
EFT68677	18/01/2023	DEPARTMENT OF TRANSPORT (VEHICLE SEARCH	Vehicle Search Fees- Rangers	\$ 4.10	MFS
EFT68678	18/01/2023	DIRECTCOMMS PTY LTD	SMS Service- Library	\$ 16.30	MFS
EFT68679	18/01/2023	DRAKE WORKWISE	Employee Assistant Program- People and Culture	\$ 12,100.00	MFS
EFT68680	18/01/2023	FIRE & SAFETY SERVICES	Routine Fire Equipment Servicing- Depot	\$ 92.40	MFS
EFT68681	18/01/2023	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Remove Dumped Rubbish- Community Shed	\$ 484.00	MFS
EFT68682	18/01/2023	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- BRAC Admin Office	\$ 9,077.42	MFS
EFT68683	18/01/2023	IAN ROBERT HURST	Refund (A303695)- Rates	\$ 3,093.64	MFS
EFT68684	18/01/2023	INDUSTRIAL AUTOMATION GROUP	Electrical & Lighting Repairs- Haynes & MacMahon Ovals	\$ 3,735.93	MFS
EFT68685	18/01/2023	JENNY LITTLE	Swimming Instructor- BRAC	\$ 1,020.00	MFS
EFT68686	18/01/2023	KIMBERLEY AUTO CARE	Vehicle Maintenance- WMF	\$ 2,860.00	MFS
EFT68687	18/01/2023	KIMBERLEY KERBS	Kerbing- Works	\$ 48,658.50	MFS
EFT68688	18/01/2023	KIMBERLEY QUARRY PTY LTD	Gravel- Works	\$ 12,719.77	MFS
EFT68689	18/01/2023	KIMBERLEY SECURITY SHREDDING	Shredding- Records	\$ 512.00	MFS
EFT68690	18/01/2023	KIMBERLEY TREE CARE	Tree Removal- P&G	\$ 935.00	MFS
EFT68691	18/01/2023	MCLEODS BARRISTERS & SOLICITORS	Annual Audit- Finance	\$ 187.00	MFS
EFT68692	18/01/2023	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Survey Recycling Waste- WMF	\$ 4,020.50	MFS
EFT68693	18/01/2023	MOORE AUSTRALIA AUDIT (WA)	Staff Training- Finance	\$ 6,270.00	MFS
EFT68694	18/01/2023	NYAMBA BURU YAWURU LTD	Venue Hire Training- Community Engagement	\$ 350.00	MFS
EFT68695	18/01/2023	PACIFIC BIOLOGICS PTY LTD	Pest Control Supplies- Health	\$ 7,029.00	MFS
EFT68696	18/01/2023	PRINTING IDEAS	Printing- Depot	\$ 950.99	MFS
EFT68697	18/01/2023	RESOLUTE SECURITY SERVICES	Security- Civic Centre	\$ 627.00	MFS
EFT68698	18/01/2023	RICHARD ANTHONY WALLIS	Refund (A305502)- Rates	\$ 1,335.14	MFS
EFT68699	18/01/2023	RICHARD JOHN DOWDING	Refund (A114261)- Rates	\$ 663.84	MFS
EFT68700	18/01/2023	SEAT ADVISOR PTY LTD	Ticket Sales- Civic Centre	\$ 15.90	MFS
EFT68701	18/01/2023	T - QUIP	Parts for Mower- P&G	\$ 352.65	MFS
EFT68702	20/01/2023	360 ENVIRONMENTAL PTY LTD	Environmental Survey- Sanctuary Road	\$ 3,184.50	MFS
EFT68703	20/01/2023	BIDFOOD	Kiosk Stock- BRAC	\$ 1,473.85	MFS
EFT68704	20/01/2023	BOC LIMITED	Cylinder Hire- Depot	\$ 115.54	MFS
EFT68705	20/01/2023	BROOMECONCRETE	Concrete for Footpath Repairs- Works	\$ 1,052.37	MFS
EFT68706	20/01/2023	CS LEGAL	Debt Recovery- Rates	\$ 8,802.40	MFS
EFT68707	20/01/2023	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight for Signage- Chinatown	\$ 156.02	MFS
EFT68708	20/01/2023	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Parts for Triton- BRAC	\$ 436.70	MFS
EFT68709	20/01/2023	HORIZON POWER (ELECTRICITY USAGE)	Electricity- Staff Housing	\$ 460.02	MFS
EFT68710	20/01/2023	JOSH BYRNE & ASSOCIATES	Preparation of Final Tender Documents (RFQ 21-31)- Cable Bea	\$ 47,721.93	MFS
EFT68711	20/01/2023	KIMBERLEY AUTO CARE	Interior & Exterior Clean of Vehicle- Shire Admin	\$ 660.00	MFS
EFT68712	20/01/2023	LANDGATE	GRV Interim Schedule- Rates	\$ 212.34	MFS
EFT68713	20/01/2023	LOCK & LOAD LASER TAG	Laser Tag- Civic Centre	\$ 1,485.00	MFS
EFT68714	20/01/2023	MOORE AUSTRALIA AUDIT (WA)	Update to the Shire LTFF- General	\$ 1,012.00	MFS
EFT68715	20/01/2023	NORTH WEST COAST SECURITY	Security- Shire Admin	\$ 60.50	MFS
EFT68716	20/01/2023	OFFICE NATIONAL BROOME	Stationery Supplies- Library	\$ 94.95	MFS
EFT68717	20/01/2023	QUEEN TIDE CREATIVE	Video- Cable Beach Foreshore Redevelopment	\$ 400.00	MFS
EFT68718	20/01/2023	REMOTE MECHANICAL CONTRACTING	Parts for Mulching Truck- P&G	\$ 1,320.00	MFS
EFT68719	20/01/2023	SKYE HEALY	Christmas Party Entertainer- Community	\$ 221.00	MFS
EFT68720	20/01/2023	WESTBOOKS	Books- Library	\$ 292.52	MFS

EFT68721	25/01/2023	BROOME CLEANAWAY	Kerbside Recycling Collection (RFT 14-01)- WMF	\$ 166,661.51	MFS
EFT68722	25/01/2023	LOCAL GOVERNMENT PROFESSIONALS	Staff Management Training- People & Culture	\$ 24,352.35	MFS
EFT68723	25/01/2023	MAANO CLEANING SERVICES	Clean Vehicle Interior- Depot	\$ 220.00	MFS
EFT68724	25/01/2023	NORTH WEST COAST SECURITY	Monthly Security Services- Various	\$ 10,098.19	MFS
EFT68725	25/01/2023	PINE TIMBER PRODUCT PTY LTD	Pine Treated Poles- P&G	\$ 5,754.68	MFS
EFT68726	25/01/2023	SAMANTHA CATHERINE ANNE AIKEN	Refund (A303022)- Rates	\$ 858.33	MFS
EFT68727	25/01/2023	SHADY BY DESIGN	Shade Sail Removal- BRAC	\$ 18,447.00	MFS
EFT68728	25/01/2023	SHIRE OF WYNDHAM EAST KIMBERLEY	Transfer of Kimberley Zone Surplus- Shire Admin	\$ 298,453.00	MFS
EFT68729	25/01/2023	SURFMET PTY LTD T/A KIMBERLEY SOILS	Subgrade Compaction Testing- Stewart Street	\$ 4,719.00	MFS
EFT68730	25/01/2023	TECHNOLOGY ONE LTD	Continued GIS Support for Special Teams- IT	\$ 2,860.00	MFS
EFT68731	25/01/2023	TNT AUSTRALIA PTY LTD	Freight- Health	\$ 423.74	MFS
EFT68732	25/01/2023	ZIPFORM PTY LTD	Instalment Notice- Rates	\$ 2,047.67	MFS
EFT68733	25/01/2023	CHARTER PROPERTY GROUP PTY LTD	Staff Rent- February 2023	\$ 3,457.72	MFS
EFT68734	25/01/2023	FIRST NATIONAL REAL ESTATE BROOME	Staff Rent- February 2023	\$ 7,698.95	MFS
EFT68735	25/01/2023	FIRST NATIONAL REAL ESTATE BROOME -	Staff Rent- February 2023	\$ 300.00	MFS
EFT68736	25/01/2023	HUTCHINSON REAL ESTATE	Staff Rent- February 2023	\$ 2,498.43	MFS
EFT68737	25/01/2023	INTELLIGENT EVE PTY LTD ATF: BAYCREST	Staff Rent- February 2023	\$ 2,400.00	MFS
EFT68738	25/01/2023	PRD NATIONWIDE	Staff Rent- February 2023	\$ 8,038.69	MFS
EFT68739	25/01/2023	RAY WHITE BROOME (STAFF RENTAL)	Staff Rent- February 2023	\$ 12,224.21	MFS
EFT68740	27/01/2023	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll deductions for fortnight ending 24 January 2023	\$ 619.60	MFS
EFT68741	27/01/2023	AUSTRALIAN TAXATION OFFICE	PAYG Tax: Pay Period Ending 24 January 2023	\$ 131,110.00	MFS
EFT68742	27/01/2023	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll deductions for fortnight ending 24 January 2023	\$ 680.00	MFS
EFT68743	27/01/2023	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll deductions for fortnight ending 24 January 2023	\$ 500.00	MFS
EFT68744	27/01/2023	CHILD SUPPORT AGENCY	Payroll deductions for fortnight ending 24 January 2023	\$ 1,443.75	MFS
EFT68745	27/01/2023	EASISALARY PTY LTD T/A EASI	Before tax deductions for fortnight ending 24 January 2023	\$ 10,845.09	MFS
EFT68746	27/01/2023	LGRCEU	Payroll deductions for fortnight ending 24 January 2023	\$ 132.00	MFS
EFT68747	27/01/2023	SPA SALARY PACKAGING AUSTRALIA	Before tax deductions for fortnight ending 24 January 2023	\$ 1,990.52	MFS
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				\$ 2,933,820.47	

MUNICIPAL CHEQUES - JANUARY 2023					
Cheque #	Date	Name	Description	Amount	Del Auth
57793	23/01/2023	SEEK LIMITED	Job Advertising- People & Culture	995.5	MFS
MUNICIPAL CHEQUES TOTAL:				\$ 995.50	

TRUST CHEQUES - JANUARY 2023					
Cheque #	Date	Name	Description	Amount	Del Auth
					MFS
TRUST CHEQUES TOTAL:				\$ -	

PAYROLL - JANUARY 2023					
DD#	Date	Name	Description	Amount	Del Auth
	28/01/2023	Payroll	PPE 24.01.23	367063.89	MFS
	11/01/2023	Payroll	PPE 10.01.23	377851.36	MFS
	13/01/2023	Payroll	Pay Adjustments	1173.65	MFS
PAYROLL TOTAL:				746,088.90	

MUNICIPAL CREDIT CARD PAYMENTS - JANUARY 2023					
EFT#	Date	Card	Description	Amount	
EFT68818	19/01/2023	Administration Officer (Health & Rangers)	PAYMENT	\$ 900.90	MFS
	18/01/2023	WELDCONNECT GROUP PTY	Dry ice maker, Gloves & Freight	\$ 900.90	
EFT68819	19/01/2023	BRAC Administration Officer	PAYMENT	\$ 53.50	MFS
	01/12/2022	ANNUAL FEE	ANNUAL FEE	\$ 20.00	
	01/12/2022	REFUND OF ANNUAL FEE	REFUND OF ANNUAL FEE	\$ 20.00	
	05/01/2023	KMART	School Holiday Activities Supplies	\$ 53.50	
EFT68820	19/01/2023	BRAC Operations Supervisor	PAYMENT	\$ 1,040.87	MFS
	30/12/2022	KIMBERLEY CAMP/OUTBC	Rain Jackets - BRAC	\$ 149.90	
	30/12/2022	WOOLWORTHS	Milk - BRAC	\$ 6.20	
	03/01/2023	WOOLWORTHS	Kiosk Items - BRAC	\$ 32.67	
	04/01/2023	WOOLWORTHS	School Holiday Program Supplies	\$ 46.40	
	09/01/2023	Sportspower Broome	Whistles and shuttlecocks	\$ 147.20	
	10/01/2023	WOOLWORTHS	Choc Milk and Tea	\$ 18.50	
	10/01/2023	DEPT OF LOCAL GOV SPOR	Liquor Licence - Annual Fee	\$ 640.00	
EFT68821	19/01/2023	Business Support Officer	PAYMENT	\$ 1,305.55	MFS

	21/12/2022	BROOME CRETE	Clean Up Crew Sunset Park - Bin Install	\$	17.05	
	09/01/2023	HEADSKINZ MOTO CORP PL	Face Covering for Mowing Crew	\$	85.96	
	10/01/2023	FIELD AIRCONDITIONING	Charger Victron Blue Smart IP65 12V	\$	330.05	
	10/01/2023	STREETER & MALE HARD	Light for Workshop	\$	219.00	
	12/01/2023	COLES	Consumables for Depot 'Thank you' Celebration	\$	97.47	
	12/01/2023	COLES	Soft Drink for Depot 'Thank you'	\$	35.90	
	16/01/2023	BROOME BOLT SUPPLIES	Workshop Supplies for Ute Fitting	\$	37.95	
	16/01/2023	REPCO	Floor Mats for Ranger Ute P11419	\$	179.55	
	16/01/2023	DUNNINGS BROOME	Fuel for Prado	\$	245.23	
	17/01/2023	Office National Broom	Laminating Pouches	\$	24.50	
	17/01/2023	BROOME BOLT SUPPLIES	Workshop Consumables	\$	32.89	
EFT68822	19/01/2023	Business System Improvement Coordinator	PAYMENT	\$	1,470.72	MFS
	03/01/2023	POST BROOME POST SHOBR	Postage of Laptop to Caitlin Strange	\$	55.92	
	05/01/2023	OFFICE LIFE	Purchase of 2 IP Phones	\$	1,013.80	
	12/01/2023	KMART 1359	Radio for Monitoring Stations and Hub for Chambers	\$	52.00	
	12/01/2023	KMART 1359	Chargers and Battery Banks for Health Use in FX.	\$	156.00	
	17/01/2023	OFFICEWORKS	Monitor for WFH by Caitlin Strange	\$	193.00	
EFT68823	19/01/2023	Civic Centre Coordinator	PAYMENT	\$	125.90	MFS
	11/01/2023	FACEBOOK	Social Media Advertising	\$	37.91	
	12/01/2023	WOOLWORTHS	Confectionary	\$	76.00	
	15/01/2023	Spotify	Spotify Premium	\$	11.99	
EFT68824	19/01/2023	EA to Chief Executive Officer	PAYMENT	\$	966.18	MFS
	12/01/2023	QANTAS AIRWAYS LIMITED	Flights for Aust Day event	\$	966.18	
EFT68825	19/01/2023	Executive Support Officer - Infrastructure	PAYMENT	\$	43.70	MFS
	09/01/2023	DEPARTMENT OF TRANSPORT	LM4712	\$	43.70	
EFT68826	19/01/2023	Fleet/Store Administrator	PAYMENT	\$	1,213.05	MFS
	17/12/2022	COLES	Consumables for Depot	\$	43.54	
	19/12/2022	BROOME BOAT SHOP	Inspection Port for the Prime Mover - Works	\$	16.15	
	19/12/2022	J BLACKWOOD & SON P/L	Depot Consumables - Cable Ties, WD-40, Spray Bottle	\$	77.79	
	19/12/2022	BUNNINGS	Putty for the road sweeper	\$	22.50	
	20/12/2022	BUNNINGS	Rubber matting for the new mulching truck tool boxes	\$	131.92	
	20/12/2022	BUNNINGS	Hooks for toolboxes mulching truck	\$	12.00	
	21/12/2022	FIELD AIRCONDITIONING	Battery for EWP - P&G - P1120	\$	179.35	
	21/12/2022	BUNNINGS	Asphalt - Sunset Park Path Repair	\$	62.60	
	22/12/2022	STREETER & MALE HARD	Wet & Dry Vax	\$	437.00	
	23/12/2022	MONITOR INDUSTRIES	Replacement knob with locking keys for the EWP	\$	73.70	
	23/12/2022	STREETER & MALE HARD	Wet/Dry Vax Credit	-\$	437.00	
	23/12/2022	STREETER & MALE HARD	Wet / Dry Vax	\$	437.00	
	06/01/2023	BUNNINGS	10 bags asphalt for 121025	\$	156.50	
EFT68827	19/01/2023	Library Coordinator	PAYMENT	\$	547.71	MFS
	03/01/2023	SUGARBAG BEES	Purchase a book for the collection	\$	43.00	
	03/01/2023	THE BOSS SHOP OFFICE N	Large wall calendar planner	\$	64.96	
	11/01/2023	STREETER & MALE	Puppets for Storytime	\$	87.95	
	11/01/2023	OFFICEWORKS	Purchase items for the library workroom	\$	65.70	
	12/01/2023	KIMBERLEY BOOKSHOP	Purchase 1 books for Library Adult Fict Collection	\$	81.87	
	12/01/2023	WA MUSEUM	Purchased 3 books for the non-fiction collection	\$	153.45	
	16/01/2023	COLES	Glue dissolver for library workroom	\$	5.78	
	17/01/2023	SP CHART AND MAP SHOP	Item for library collection	\$	45.00	
EFT68828	19/01/2023	Manager Governance, Strategy & Risk	PAYMENT	\$	280.59	MFS
	28/12/2022	INSIGHT CALL CENTRE	After Hours Call Centre monthly charges	\$	280.59	
EFT68829	19/01/2023	Manager Information Services	PAYMENT	\$	865.03	MFS
	11/01/2023	MICROSOFT	Microsoft Cloud Backup	\$	191.73	
	11/01/2023	MICROSOFT#G018468333	Microsoft Cloud Service - M365 Cloud Backup	\$	673.30	
EFT68830	19/01/2023	Manager Operations	PAYMENT	\$	156.50	MFS
	06/01/2023	BUNNINGS	Cold mix for pot holes	\$	156.50	
EFT68831	19/01/2023	Marketing & Communications Coordinator	PAYMENT	\$	1,479.57	MFS
	20/12/2022	HARBY ENTERPRISES	web hosting for website	\$	446.58	
	21/12/2022	BUSINESS FOR THE ENVIRONMENT	Magazine ad for Air Raid anniversary	\$	990.00	
	04/01/2023	Canva	Canva email newsletter account	\$	20.99	
	10/01/2023	PRINTING IDEAS	Photo printing	\$	22.00	
EFT68832	19/01/2023	People & Culture Advisor	PAYMENT	\$	519.69	MFS
	16/12/2022	COLES	Catering CEO15 Dec 2022	\$	121.44	
	13/01/2023	LOCAL GOVERNMENT MANA	LG Pro membership - Jennifer Maccarone	\$	398.25	
EFT68833	19/01/2023	Place Activation & Engagement Coordinator	PAYMENT	\$	6.09	MFS
	16/01/2023	AUSPIRE	Certificates for citizenship ceremony	\$	6.09	
EFT68834	19/01/2023	Property Maintenance Officer	PAYMENT	\$	1,117.86	MFS
	19/12/2022	BUNNINGS	Hinge kit/top pull magna latch	\$	159.86	

	19/12/2022	STREETER & MALE HARD	Bugles and wallmates for pinboards	\$	37.00	
	20/12/2022	BROOME PROGRESSIVE SU	2.6kg CO2 bottle refill	\$	46.88	
	21/12/2022	FIELD AIRCONDITIONING	New battery for Isuzu D-Max	\$	235.85	
	22/12/2022	89 ENTERPRISES PTY	Men's shed roller door repairs	\$	580.00	
	22/12/2022	BUNNINGS	Safety tape for Civic Centre Stairs	\$	25.32	
	06/01/2023	BUNNINGS	Admin locks	\$	12.95	
	06/01/2023	BUNNINGS	Ute cover rope	\$	20.00	
EFT68835	19/01/2023	Senior Administration & Governance Officer	PAYMENT	\$	638.00	MFS
	12/01/2023	WA LOCAL GOVERNMENT ASSOCIATION	WALGA Training Course	\$	638.00	
EFT68836	19/01/2023	Senior Customer Service Officer	PAYMENT	\$	567.70	MFS
	03/01/2023	Office National Broome	2023 Wall Calendars x 6	\$	167.70	
	03/01/2023	DEPARTMENT OF TRANSPORT	Shire of Broome Number plate	\$	200.00	
	18/01/2023	DEPARTMENT OF TRANSPORT	Shire of Broome Number plate	\$	200.00	
EFT68837	19/01/2023	Sport & Recreation Facility Coordinator	PAYMENT	\$	12.89	MFS
	12/01/2023	WOOLWORTHS	Kiosk consumables	\$	12.89	
EFT68838	19/01/2023	Waste Supervisor	PAYMENT	\$	312.28	MFS
	11/01/2023	NWH Solution Pty Ltd	Tank fittings	\$	114.04	
	12/01/2023	BUNNINGS	Screws and brackets	\$	123.84	
	12/01/2023	NORTRUSS BUILDING	Screws and brackets for shelving	\$	74.40	
EFT68839	19/01/2023	Works Supervisor	PAYMENT	\$	857.20	MFS
	21/12/2022	BUNNINGS	Paving paint and rollers to paint over graffiti	\$	237.90	
	16/01/2023	BROOMECECRETE	Rapid set for signs in sector 1	\$	102.30	
	16/01/2023	BROOME BOLT SUPPLIES	1 box of Sika flex to stick street numbers on kerb	\$	517.00	
EFT68840	19/01/2023	Youth & Community Development Officer	PAYMENT	\$	29.40	MFS
	16/12/2022	WOOLWORTHS	Supplies for youth event	\$	16.80	
	17/12/2022	BP SHINJU	Event supplies	\$	12.60	
MUNICIPAL CREDIT CARD TOTAL:				\$	14,510.88	

MUNICIPAL DIRECT DEBIT - JANUARY 2023					
DD#	Date	Name	Description	Amount	Del Auth
DD31773.1	24/01/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	GFEE JANUARY 22	4410.96	MFS
DD31773.2	23/01/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	GFEE JANUARY 2022	21059.03	MFS
	17/01/2023	SUPERANNUATION		80294.06	MFS
57794	05/01/2023	SUPER EMPLOYEE PAYMENT DEFINITIV	SUPER OCT-DEC 22	426,477.58	MFS
MUNICIPAL DIRECT DEBIT TOTAL:				\$	532,241.63

MUNICIPAL ELECTRONIC TRANSFER TOTAL \$ 2,933,820.47

MUNICIPAL CHEQUES TOTAL \$ 995.50

PAYROLL TOTAL \$ 746,088.90

TRUST CHEQUE TOTAL \$ -

MUNICIPAL CREDIT CARD TOTAL \$ 14,510.88

MUNICIPAL DIRECT DEBIT TOTAL \$ 532,241.63

TOTAL PAYMENTS JANUARY 2023 \$ 4,227,657.38

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 - DECEMBER 2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Senior Finance Officer
<b>CONTRIBUTOR/S:</b>	Manager Financial Services
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report recommends that Council receives the Monthly Statement of Financial Activity Report for the period ended 31 December 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	50.41%
Total Rates Raised Revenue	100% (of which 83.14% has been collected)
Total Other Operating Revenue	62%
Total Operating Expenditure	28%
Total Capital Revenue	43%
Total Capital Expenditure	24%
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.

The Office of the Auditor General conducted the onsite final audit during October 2022. The audited 2021/22 Annual Financial Statements are being finalised and will be presented to Council in 2023, which will also confirm the opening budget position for 2022/23.

It should be noted that a new payroll system is being implemented across the organisation. While configurations are being finalised, the Employment costs to 31 December 2022 are reflecting overall as below YTD budget, however the January 2023 Financial Statements will incorporate the full employment costs.

## **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 11 – Effective leadership, advocacy and governance:**

**Objective** 11.2 Deliver best practice governance and risk management

**Outcome 12 – A well informed and engaged community:**

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

**Outcome 13 - Value for money from rates and long term financial sustainability:**

**Objective** 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:**

**Objective** 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 December 2022 as attached.*

**Attachments**

1. Monthly Statement of Activity December 2022



**SHIRE OF BROOME**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 December 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 December 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 December 2022 of \$23,306,085.

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

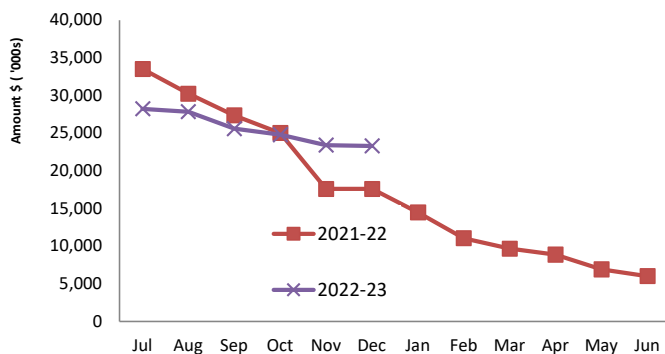
Date prepared: 20/01/2023

## Summary by date

## Monthly Summary Information

For the Period Ended 31 December 2022

## Liquidity Over the Year (Refer Note 3)



## Cash and Cash Equivalents

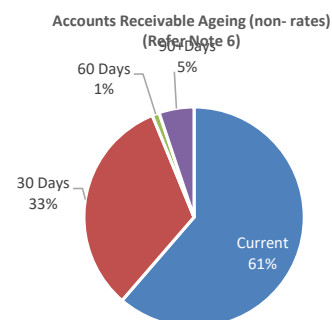
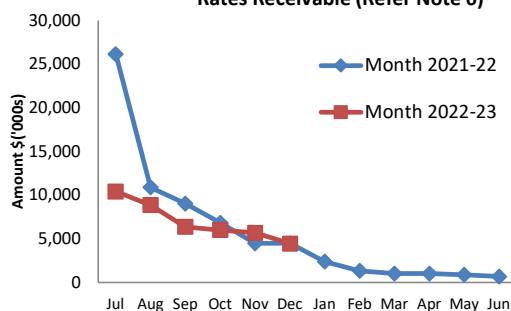
## as at period end

Unrestricted	\$	23,900,297
Restricted	\$	32,985,148
	\$	56,885,445

## Receivables

Rates	\$	4,335,792
Other	\$	1,141,430
	\$	5,477,221

## Rates Receivable (Refer Note 6)



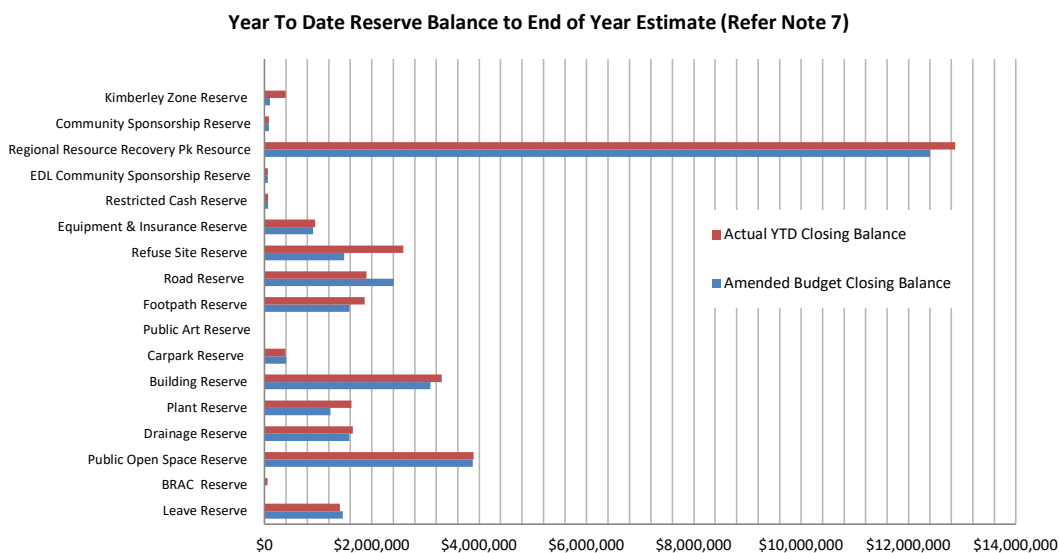
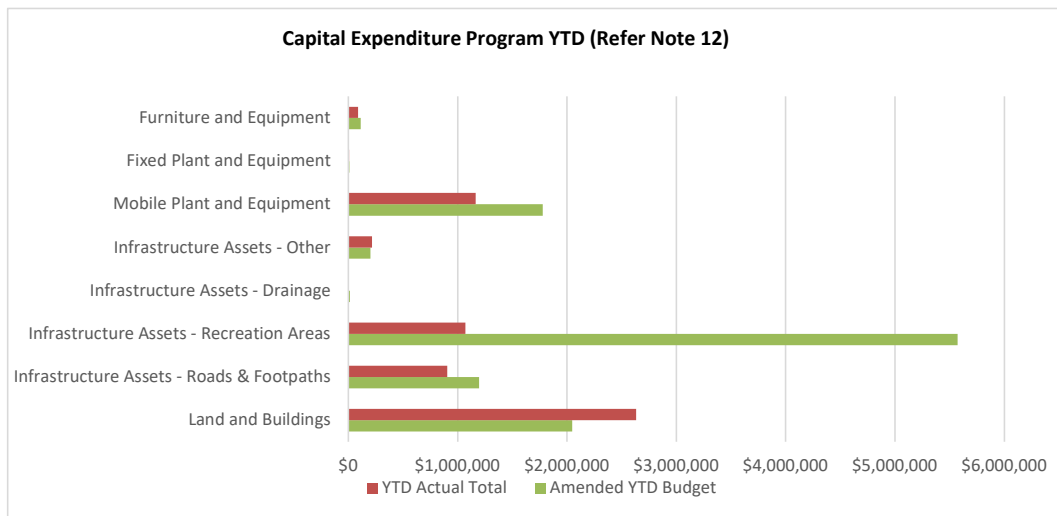
## Comments

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 \$24.96M with total outstanding rates YTD at \$4.34M.

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

**Shire of Broome**  
**Monthly Summary Information**  
 For the Period Ended 31 December 2022



**Comments**

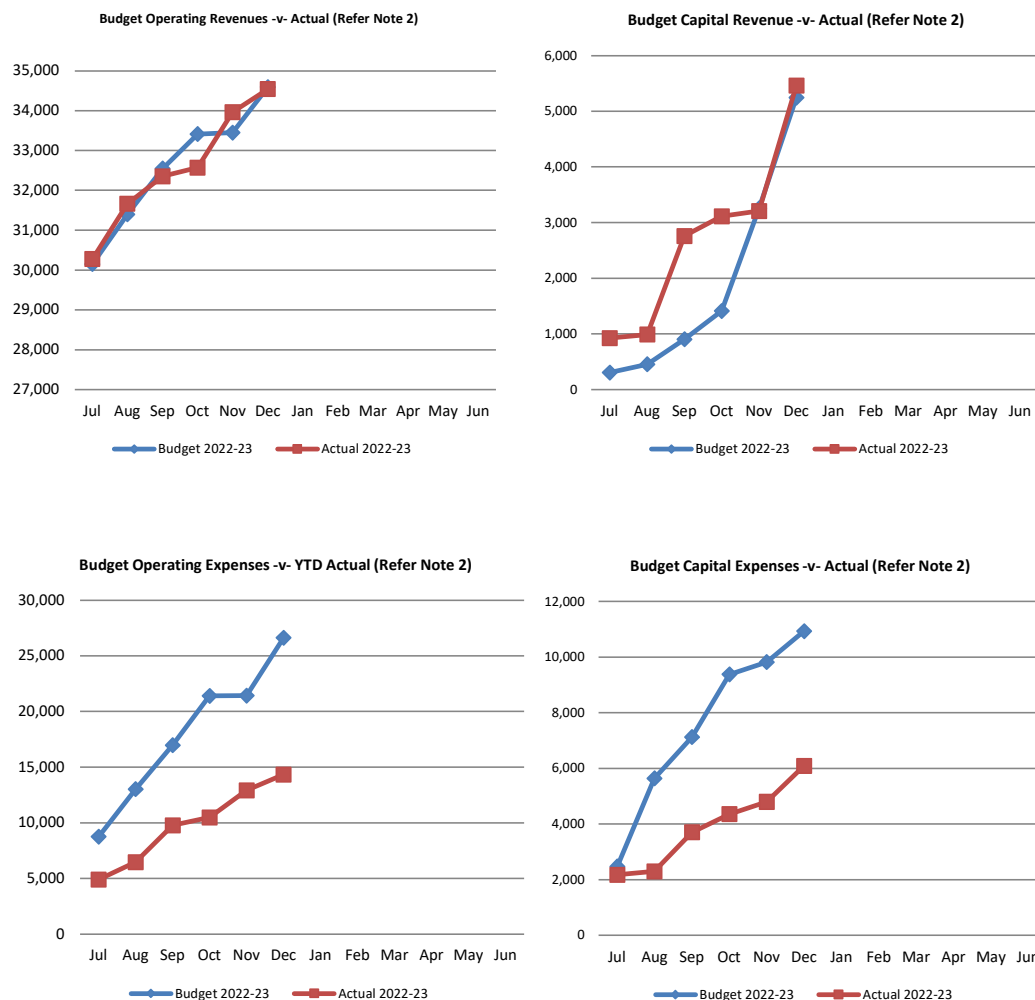
\*Amended Budget Closing balance is the forecast of the closing balance after all budgeted transfers to and from reserve have been performed. At this time there have been no transactions to or from reserve other than to recognise interest earned on reserve investments. All interest earned on Reserve 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 December 2022



#### Comments

Explanation on material variances are presented in note 2.

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

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

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Operating Revenues</b>		\$	\$	\$		\$	%	
Governance		28,714	2,293	62,423		60,130	2622.33%	▲
General Purpose Funding - Rates	9	25,425,375	25,257,194	25,258,824		1,630	0.01%	
General Purpose Funding - Other		585,639	292,820	292,820		0	0.00%	
Law, Order and Public Safety		132,928	55,752	45,914		(9,838)	(17.65%)	
Health		197,140	149,230	144,541		(4,689)	(3.14%)	
Education and Welfare		63,000	31,500	93,034		61,534	195.35%	▲
Housing		1,102,751	551,376	244,249		(307,127)	(55.70%)	▼
Community Amenities		7,003,502	5,209,744	5,038,971		(170,773)	(3.28%)	
Recreation and Culture		1,599,053	832,249	782,355		(49,894)	(6.00%)	
Transport		641,744	386,063	396,830		10,767	2.79%	
Economic Services		1,210,487	680,382	487,029		(193,353)	(28.42%)	▼
Other Property and Services		2,344,119	1,145,039	1,697,084		552,045	48.21%	▲
Total Operating Revenue		40,334,452	34,593,642	34,544,074	62%	(49,568)		
<b>Operating Expense</b>								
Governance		(2,562,636)	(1,130,211)	(828,601)		301,610	26.69%	▲
General Purpose Funding		(444,840)	(214,217)	(178,485)		35,732	16.68%	▲
Law, Order and Public Safety		(1,496,764)	(756,437)	(582,291)		174,146	23.02%	▲
Health		(813,994)	(416,312)	(316,858)		99,454	23.89%	▲
Education and Welfare		(799,743)	(404,820)	(342,183)		62,637	15.47%	▲
Housing		(1,281,616)	(640,800)	(406,402)		234,398	36.58%	▲
Community Amenities		(11,011,048)	(5,644,152)	(3,573,634)		2,070,518	36.68%	▲
Recreation and Culture		(17,554,754)	(8,833,268)	(3,934,361)		4,898,907	55.46%	▲
Transport		(10,610,233)	(5,305,143)	(1,377,006)		3,928,137	74.04%	▲
Economic Services		(2,789,159)	(1,441,190)	(1,092,349)		348,841	24.21%	▲
Other Property and Services		(2,562,442)	(1,855,853)	(1,701,221)		154,632	8.33%	
Total Operating Expenditure		(51,927,229)	(26,642,403)	(14,333,391)	28%	12,309,012		
<b>Funding Balance Adjustments</b>								
Add back Depreciation		18,142,152	9,071,154	0		(9,071,154)	100.00%	
Adjust (Profit)/Loss on Asset Disposal	8	51,548	(4,374)	0		4,374	100.00%	
Adjust Revaluation, Provisions and Accruals		0	0	(123)		(123)		
<b>Net Cash from Operations</b>		6,600,923	17,018,019	20,210,560		3,192,541		
<b>Capital Revenues</b>								
<b>Grants, Subsidies and Contributions</b>		12,633,744	5,025,768	5,461,797		436,029	(8.68%)	
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	1	1	1	34,424		34,423	(3442300.00%)	
Recreation and Culture		9,844,127	4,905,250	4,936,144		30,894	(0.63%)	
Transport		2,789,616	120,517	491,229		370,712	(307.60%)	
Economic Services		0	0	0		0		
Other Property and Services		0	0	0		0		
Proceeds from Disposal of Assets	8	445,073	220,834	0	0%	(220,834)	100.00%	▼
Total Capital Revenues		13,078,817	5,246,602	5,461,797	43%	215,195		

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

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Capital Expenses</b>								
Land Held for Resale	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(4,854,975)	(2,047,105)	(2,632,118)		(585,013)	(28.58%)	▼
Infrastructure Assets - Roads & Footpaths	12	(4,085,677)	(1,194,770)	(905,986)		288,784	24.17%	▲
Infrastructure Assets - Recreation Areas	12	(11,376,969)	(5,572,857)	(1,071,726)		4,501,131	80.77%	▲
Infrastructure Assets - Drainage	12	(93,370)	(13,158)	0		13,158	100.00%	▲
Infrastructure Assets - Other	12	(491,906)	(203,456)	(217,284)		(13,828)	(6.80%)	
Mobile Plant and Equipment	12	(4,003,999)	(1,778,764)	(1,165,117)		613,647	34.50%	▲
Fixed Plant and Equipment	12	(18,437)	(9,220)	(5,677)		3,543	38.43%	▲
Furniture and Equipment	12	(478,860)	(114,213)	(88,678)		25,535	22.36%	▲
Total Capital Expenditure		(25,404,193)	(10,933,543)	(6,086,586)	24%	4,846,957		
<b>Net Cash from Capital Activities</b>								
		(12,325,376)	(5,686,941)	(624,789)		5,062,152		
<b>Financing</b>								
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	4,019,951	1,240,608	0		(1,240,608)	100.00%	▲
Advances to Community Groups		(690,746)	0	0		0		
Repayment of Debentures	10	(444,161)	(222,083)	(220,644)		1,439	0.65%	
Repayment of Self Supporting Loan		0	0	0		0		
Asset Rehab Liability		(289,869)	(144,936)	(57,053)		87,883	60.64%	▲
Transfer to Reserves	7	(1,818,355)	(157,501)	(147,041)		10,460	6.64%	
Net Cash from Financing Activities		1,467,566	716,088	(424,738)		(1,140,826)		
<b>Net Operations, Capital and Financing</b>								
		(4,256,887)	12,047,166	19,161,033		7,113,867		
<b>Opening Funding Surplus(Deficit)</b>								
	3	4,145,052	4,145,052	4,145,052		0		
<b>Closing Funding Surplus(Deficit)</b>								
	3	(111,835)	16,192,218	23,306,085		7,113,867		

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

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

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

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Operating Revenues</b>		\$	\$	\$		\$	%	
Rates	9	25,001,626	24,951,622	24,960,697		9,075	0.04%	
Operating Grants, Subsidies and Contributions		1,682,896	796,726	931,304		134,578	16.89%	▲
Fees and Charges		11,642,563	7,791,219	7,167,454		(623,765)	(8.01%)	
Service Charges		0	0	0		0		
Interest Earnings		436,559	237,437	523,246		285,809	120.37%	▲
Other Revenue		1,367,814	736,831	961,373		224,542	30.47%	▲
Profit on Disposal of Assets	8	202,995	79,806	0		(79,806)	(100.00%)	▼
<b>Total Operating Revenue</b>		<b>40,334,453</b>	<b>34,593,641</b>	<b>34,544,074</b>	<b>63%</b>	<b>(49,567)</b>		
<b>Operating Expense</b>								
Employee Costs		(16,342,628)	(8,337,375)	(6,555,830)		1,781,545	(21.37%)	
Materials and Contracts		(11,809,561)	(6,129,368)	(4,907,658)		1,221,710	(19.93%)	
Utility Charges		(2,151,708)	(1,075,886)	(1,091,978)		(16,092)	1.50%	
Depreciation on Non-Current Assets		(18,142,152)	(9,071,154)	0		9,071,154	(100.00%)	
Interest Expenses		(202,898)	(91,951)	(108,599)		(16,648)	18.11%	
Insurance Expenses		(785,277)	(635,290)	(805,644)		(170,354)	26.82%	
Other Expenditure		(2,238,463)	(1,225,947)	(863,700)		362,247	(29.55%)	
Loss on Disposal of Assets	8	(254,543)	(75,432)	0		75,432	(100.00%)	
<b>Total Operating Expenditure</b>		<b>(51,927,230)</b>	<b>(26,642,403)</b>	<b>(14,333,409)</b>	<b>28%</b>	<b>12,308,994</b>		
<b>Funding Balance Adjustments</b>								
Add back Depreciation		18,142,152	9,071,154	0		(9,071,154)	(100.00%)	▲
Adjust (Profit)/Loss on Asset Disposal	8	51,548	(4,374)	0		4,374	(100.00%)	
Adjust Revaluation, Provisions and Accruals		0	0	(123)		(123)		
<b>Net Cash from Operations</b>		<b>6,600,923</b>	<b>17,018,018</b>	<b>20,210,542</b>		<b>3,192,524</b>		
<b>Capital Revenues</b>								
Grants, Subsidies and Contributions		12,633,744	5,025,768	5,461,798		436,030	8.68%	
Proceeds from Disposal of Assets		445,073	220,834	0	0%	(220,834)	(100.00%)	▼
<b>Total Capital Revenues</b>		<b>13,078,817</b>	<b>5,246,602</b>	<b>5,461,798</b>	<b>43%</b>	<b>215,196</b>		
<b>Capital Expenses</b>								
Land Held for Resale	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(4,854,975)	(2,047,105)	(2,632,118)		(585,013)	28.58%	
Infrastructure Assets - Roads & Footpaths	12	(4,085,677)	(1,194,770)	(905,986)		288,784	(24.17%)	
Infrastructure Assets - Recreation Areas	12	(11,376,969)	(5,572,857)	(1,071,726)		4,501,131	(80.77%)	
Infrastructure Assets - Drainage	12	(93,370)	(13,158)	0		13,158	(100.00%)	
Infrastructure Assets - Other	12	(491,906)	(203,456)	(217,284)		(13,828)	6.80%	
Fixed Plant and Equipment	12	(18,437)	(9,220)	(5,675)		3,545	(38.45%)	
Furniture and Equipment	12	(478,860)	(114,213)	(88,678)		25,535	(22.36%)	
<b>Total Capital Expenditure</b>		<b>(25,404,193)</b>	<b>(10,933,543)</b>	<b>(6,086,584)</b>	<b>24%</b>	<b>4,846,959</b>		
<b>Net Cash from Capital Activities</b>		<b>(12,325,376)</b>	<b>(5,686,941)</b>	<b>(624,786)</b>		<b>5,062,155</b>		
<b>Financing</b>								
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	4,019,951	1,240,608	0		(1,240,608)	(100.00%)	▼
Advances to Community Groups		(690,746)	0	0		0		
Repayment of Debentures	10	(444,161)	(222,083)	(220,644)		1,439	(0.65%)	
Repayment of Self Supporting Loan		0	0	0		0		
Asset Rehab Liability		(289,869)	(144,936)	(57,053)		87,883	(60.64%)	
Transfer to Reserves	7	(1,818,355)	(157,501)	(147,041)		10,460	(6.64%)	
<b>Net Cash from Financing Activities</b>		<b>1,467,566</b>	<b>716,088</b>	<b>(424,738)</b>		<b>(1,140,826)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(4,256,887)</b>	<b>12,047,165</b>	<b>19,161,018</b>		<b>7,113,853</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>4,145,052</b>	<b>4,145,052</b>	<b>4,145,052</b>		<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(111,835)</b>	<b>16,192,217</b>	<b>23,306,070</b>		<b>7,113,853</b>		

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

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



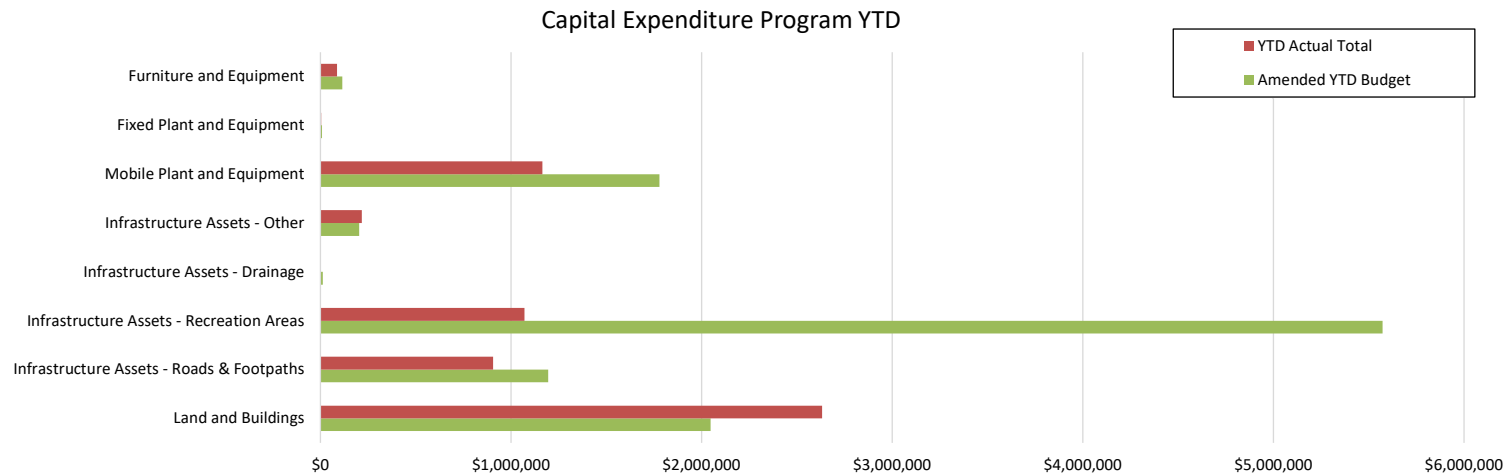
**SHIRE OF BROOME**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 31 December 2022

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	2,327,727	304,391	2,632,118	2,047,105	4,854,975	585,013
Infrastructure Assets - Roads & Footpaths	12	468,956	437,030	905,986	1,194,770	4,085,677	(288,784)
Infrastructure Assets - Recreation Areas	12	1,029,494	42,232	1,071,726	5,572,857	11,376,969	(4,501,131)
Infrastructure Assets - Drainage	12	0	0	0	13,158	93,370	(13,158)
Infrastructure Assets - Other	12	171,856	45,428	217,284	203,456	491,906	13,828
Mobile Plant and Equipment	12	46,879	1,118,238	1,165,117	1,778,764	4,003,999	(613,647)
Fixed Plant and Equipment	12	0	5,675	5,675	9,220	18,437	(3,545)
Furniture and Equipment	12	88,678	0	88,678	114,213	478,860	(25,535)
Capital Expenditure Totals		4,133,590	1,952,994	6,086,584	10,933,543	25,404,193	(4,846,959)

**Funded By:**

Capital Grants and Contributions	5,461,798	5,025,768	12,633,744	436,030
Borrowings	0	0	690,746	0
Other (Disposals & C/Fwd)	0	220,834	445,073	(220,834)
Total Own Source Funding - Cash Backed Reserves	0	1,240,608	(4,019,951)	(1,240,608)
Own Source Funding - Operations	624,786	4,446,333	15,654,581	(3,821,547)
Capital Funding Total	6,086,584	10,933,543	25,404,193	(4,846,959)

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



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

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
<b>Operating Revenues</b>	\$	\$	\$
Governance	28,714	0	28,714
General Purpose Funding - Rates	25,425,375	0	25,425,375
General Purpose Funding - Other	547,096	38,543	585,639
Law, Order and Public Safety	132,928	0	132,928
Health	197,140	0	197,140
Education and Welfare	93,000	(30,000)	63,000
Housing	1,102,751	0	1,102,751
Community Amenities	7,003,502	0	7,003,502
Recreation and Culture	1,589,053	10,000	1,599,053
Transport	868,607	(226,863)	641,744
Economic Services	962,637	247,850	1,210,487
Other Property and Services	2,324,119	20,000	2,344,119
<b>Total Operating Revenue</b>	<b>40,274,922</b>	<b>59,530</b>	<b>40,334,452</b>
<b>Operating Expense</b>			
Governance	(2,244,183)	(318,453)	(2,562,636)
General Purpose Funding	(624,840)	180,000	(444,840)
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)	(16,563)	(11,011,048)
Recreation and Culture	(17,517,053)	(37,700)	(17,554,753)
Transport	(10,610,233)	0	(10,610,233)
Economic Services	(2,495,059)	(294,100)	(2,789,159)
Other Property and Services	(2,492,443)	(70,000)	(2,562,443)
<b>Total Operating Expenditure</b>	<b>(51,370,413)</b>	<b>(556,816)</b>	<b>(51,927,229)</b>
<b>Funding Balance Adjustments</b>			
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
<b>Net Cash from Operations</b>	<b>7,098,209</b>	<b>(497,286)</b>	<b>6,600,923</b>
<b>Capital Revenues</b>			
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
<b>Total Capital Revenues</b>	<b>13,078,816</b>	<b>0</b>	<b>13,078,816</b>

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

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
<b>Capital Expenses</b>			
Land Held for Resale	0	0	0
Land Under Control (Crown Land)	0	0	0
Land and Buildings	(11,220,879)	6,365,904	(4,854,975)
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)	37,000	(11,376,967)
Infrastructure Assets - Drainage	(26,320)	(67,050)	(93,370)
Infrastructure Assets - Other	(491,906)	0	(491,906)
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)
<b>Total Capital Expenditure</b>	<b>(31,740,045)</b>	<b>6,335,854</b>	<b>(25,404,191)</b>
<b>Net Cash from Capital Activities</b>	<b>(18,661,229)</b>	<b>6,335,854</b>	<b>(12,325,375)</b>
<b>Financing</b>			
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	(5,950,401)	4,019,951
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	(289,869)	0	(289,869)
Transfer to Reserves	(1,818,355)	0	(1,818,355)
<b>Net Cash from Financing Activities</b>	<b>7,417,967</b>	<b>(5,950,401)</b>	<b>1,467,566</b>
<b>Net Operations, Capital and Financing</b>	<b>(4,145,053)</b>	<b>(111,833)</b>	<b>(4,256,886)</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>4,145,052</b>	<b>0</b>	<b>4,145,052</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>(1)</b>	<b>(111,833)</b>	<b>(111,834)</b>

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

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	60,130	2622.33%	▲	Timing	First payment received by RIO Tinto for the youth partnership agreement
General Purpose Funding - Rates	1,630	0.01%			
General Purpose Funding - Other	0	0.00%			
Law, Order and Public Safety	(9,838)	(17.65%)			
Health	(4,689)	(3.14%)			
Education and Welfare	61,534	195.35%	▲	Timing	Grants received for A Sporting Chance, International Volunteer Week and Chinatown Christmas Party and Carols above budget
Housing	(307,127)	(55.70%)	▼	Permanent	Less rented staff housing than expected on budget due to housing market conditions. This is being reviewed in FACR 2
Community Amenities	(170,773)	(3.28%)			
Recreation and Culture	(49,894)	(6.00%)			
Transport	10,767	2.79%			
Economic Services	(193,353)	(28.42%)	▼	Timing	Broome Visitor Centre internal journal not yet processed for subsidised rental agreement.
Other Property and Services	552,045	48.21%	▲	Permanent	Rent & outgoings more than budget, Muni interest higher than expected as well as insurance reimbursements
<b>Operating Expense</b>					
Governance	301,610	26.69%	▲	Timing	Timing of expenditures such as WARCA, Council Newsletter, Consultants and community sponsorship programs.
General Purpose Funding	35,732	16.68%	▲	Timing	Timing of admin allocation costs
Law, Order and Public Safety	174,146	23.02%	▲	Timing	Due to timing of multiple small expenses not yet occurred as expected on budget.
Health	99,454	23.89%	▲	Timing	Timing of internal monthly processes (Admin costs and Depreciation).
Education and Welfare	62,637	15.47%	▲	Timing	Works have not started on the on the review and development of the disability access and inclusion plan, timing of internal monthly allocation costs
Housing	234,398	36.58%	▲	Permanent	Less rented staff housing than expected on budget due to housing market conditions combined with Admin costs to be allocated. This is being reviewed in FACR 2
Community Amenities	2,070,518	36.68%	▲	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	4,898,907	55.46%	▲	Timing	Depreciation will be processed once the financial audit is complete. Timing of expenditure associated with parks and reserves and BRAC maintenance.
Transport	3,928,137	74.04%	▲	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	348,841	24.21%	▲	Timing	Broome Visitor Centre internal journal not yet processed for subsidised rental agreement, fixed asset depreciation not yet processed, (depreciation will be processed once the financial audit is complete).
Other Property and Services	154,632	8.33%			
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	436,029	(8.68%)			
Proceeds from Disposal of Assets	(220,834)	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 December 2022**

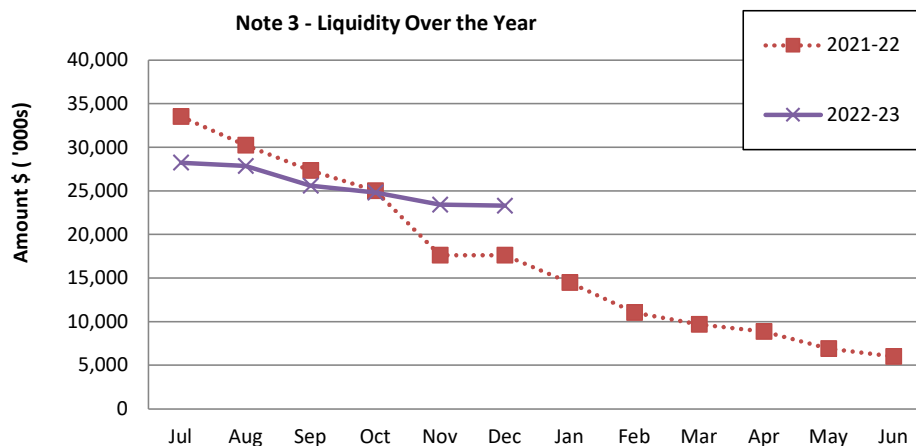
**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Capital Expenses</b>					
Land Held for Resale	0				
Land Under Control (Crown Land)	0				
Land and Buildings	(585,013)	(28.58%)	▼	Timing	Surf Club building upgrade, and building renewal AMP above budget
Works in Progress Land & Buildings	0				
Works In Progress Recreation Areas	0				
Infrastructure	0				
Works in Progress - Rds, F/Paths & Bridges	0				
Works In Progress Other	0				
Infrastructure	0				
Works in Progress Drainage	0				
Infrastructure	0				
Works in Progress - Plant & Equipment	0				
Infrastructure Assets - Roads & Footpaths	288,784	24.17%	▲	Timing	Road works not yet completed.
Infrastructure Assets - Recreation Areas	4,501,131	80.77%	▲	Timing	Cable Beach project construction not yet started.
Infrastructure Assets - Drainage	13,158	100.00%	▲	Timing	Drainage grate improvements not yet started
Infrastructure Assets - Other	(13,828)	(6.80%)			
Mobile Plant and Equipment	613,647	34.50%	▲	Timing	Vehicle replacement occurring throughout the year
Fixed Plant and Equipment	3,543	38.43%	▲	Timing	
Furniture and Equipment	25,535	22.36%	▲	Timing	No significant furniture and equipment purchased for the year compared to the budget.
<b>Financing</b>					
Proceeds from New Debentures	0				
Proceeds from Advances	0				
Self-Supporting Loan Principal	0				
Transfer from Reserves	(1,240,608)	100.00%	▲	Timing	Transfer not yet made, timing.
Advances to Community Groups	0				
Loan Principal	1,439	0.65%			
Repayment of Self Supporting Loan	0				
Transfer to Reserves	10,460	6.64%			

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

**Note 3: NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)				
	Note	YTD 31 Dec 2022	30 Jun 2022	YTD 31 Dec 2021
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	23,900,297	10,371,375	5,096,224
Cash Restricted	4	32,985,148	32,952,108	30,858,651
Receivables - Rates	6	4,335,792	755,425	4,400,803
Receivables - Rates Other		126,020	(91,201)	88,780
Receivables - Debtors	6	942,323	1,196,990	504,159
Receivables - Other		233,088	434,259	(3,793)
Sundry Provisions & Accruals		184,192	327,723	97,522
Inventories		22,721	31,520	22,843
		62,729,581	45,978,199	41,065,188
<b>Less: Current Liabilities</b>				
Payables		(8,521,822)	(10,406,103)	(4,281,194)
Provisions		(825,966)	(1,501,194)	(1,090,848)
		(9,347,788)	(11,907,297)	(5,372,042)
Less: Cash Reserves	7	(33,099,148)	(32,952,108)	(30,858,651)
Rounding and Timing Adjustment		3,023,440		
<b>Net Current Funding Position</b>		<b>23,306,085</b>	<b>1,118,793</b>	<b>4,834,495</b>

**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 December 2022**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Bank Account	2.10%	6,776,588			6,776,588	CommBank	At Call
Business Online Saver	3.20%	3,034,776			3,034,776	CommBank	At Call
BRAC Bank Account	2.10%	47,951			47,951	CommBank	At Call
BPAY Bank Account	0.00%	0			0	CommBank	At Call
Reserve Bank Account	3.20%		111,800		111,800	CommBank	At Call
Trust Bank Account	0.00%			189,670	189,670	CommBank	At Call
ESCROW - Trust	0.00%		3,373,348		3,373,348	Perpetual	At Call
Cash On Hand	Nil	4,200			4,200	N/A	On Hand
<b>(b) Term Deposits</b>							
Term Deposit	3.79%		29,500,000		29,500,000	Westpac	19-Jan-23
Term Deposit	3.70%	9,000,000			9,000,000	Wespac	27-Jan-23
Term Deposit	3.97%	4,000,000			4,000,000	Westoac	17-Mar-22
<b>Total</b>		<b>22,863,515</b>	<b>32,985,148*</b>	<b>189,670†</b>	<b>56,038,333</b>		
<b>Adjustments</b>							
Payment Timing Adjustments**		(1,036,782)					
<b>Total</b>		<b>23,900,297</b>	<b>32,985,148.46</b>				

**Comments/Notes - Investments**

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

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

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



SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 December 2022

**Note 5: BUDGET AMENDMENTS**

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

GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		<b>Budget Adoption</b>			\$	\$	\$	\$
		<b>General Purpose Funding</b>						0
30301		Grants Commission - Op Inc - Other General Purpose Funding	OMC - 15/12/22- FACR 1	Operating Income		38,543		38,543
32220		Valuation Expenses - Op Exp - Rates	OMC - 15/12/22- FACR 1	Operating Expenditure		180,000		218,543
		<b>Governance</b>						218,543
23450		Consultants - Op Exp - Other Governance	OMC - 15/12/22- FACR 1	Operating Expenditure			(20,000)	198,543
23598		Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone	OMC - 15/12/22	Capital Income		298,453		496,996
22137		Kimberley Zone - Transfer of Zone Surplus - Op Exp	OMC - 15/12/22	Operating Expenditure			(298,453)	198,543
		<b>Education and Welfare</b>						198,543
82670		Grant Income - Comm Services	OMC - 15/12/22- FACR 1	Operating Income			(35,000)	163,543
82670		Grant Income - Comm Services	OMC - 15/12/22- FACR 1	Operating Income		5,000		168,543
		<b>Community Amenities</b>						168,543
106030	106055	Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC - 15/12/22- FACR 1	Operating Expenditure			(16,563)	151,980
104270	104299	Short St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	OMC - 15/12/22- FACR 1	Capital Expenditure			(67,050)	84,930
104480		Transfer From Drainage Reserve - Urban Stormwater Drainage - Cap Inc	OMC - 15/12/22- FACR 1	Capital Income		67,050		151,980
101896	101897	Community Recycling Centre - RRP - Cap Exp	OMC - 15/12/22- FACR 1	Capital Expenditure		6,365,904		6,517,884
101995		Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC - 15/12/22- FACR 1	Capital Income			(6,365,904)	151,980
		<b>Recreation and Culture</b>						151,980
113370		Other Recreation Projects & Events Income - Op Inc - Oth Rec	OMC - 15/12/22- FACR 1	Operating Income		10,000		161,980
113394		Other Recreation Projects & Events - Op Exp - Other Rec	OMC - 15/12/22- FACR 1	Operating Expenditure			(10,000)	151,980
113027	113029	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	OMC - 15/12/22- FACR 1	Capital Expenditure		37,000		188,980
116470	116471	Broome Civic Centre Building General Maint Exps - Op Exp Bme Civic Centre	OMC - 15/12/22- FACR 1	Operating Expenditure			(27,700)	161,280
1181425	1181426	Cable Beach Foreshore Upgrade	OMC - 15/12/22- FACR 1	Capital Expenditure			(262,277)	(100,997)
1181425	1181426	Cable Beach Foreshore Upgrade	OMC - 15/12/22- FACR 1	Capital Expenditure		262,277		161,280
		<b>Transport</b>						161,280
125507		Transfer to Road Reserve - St Lighting - Cap Exp	OMC - 15/12/22- FACR 1	Capital Expenditure			(481,625)	(320,345)
125134		Transfer to Road Reserve (for Bus Shelters)	OMC - 15/12/22- FACR 1	Capital Expenditure			(31,277)	(351,622)
125138		Transfer to Footpath Reserve (Footbridge per Transport AMP)	OMC - 15/12/22- FACR 1	Capital Expenditure			(38,326)	(389,948)
120305		WALGGC Road Grants Untied Op Grant Rec'd	OMC - 15/12/22- FACR 1	Operating Income			(213,549)	(603,497)
121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd	OMC - 15/12/22- FACR 1	Operating Income			(13,314)	(616,811)
122000	121011	Sector 1 Chinatown - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		66,316		(550,495)
122000	121025	Sector 2 Cable Beach - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		42,712		(507,783)
122000	121026	Sector 3 Old Broome - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		55,526		(452,257)
122000	121027	Sector 4 Sunset Park - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		39,340		(412,917)
122000	121028	Sector 5 Roebuck Est - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		44,510		(368,407)
122000	121029	Sector 6 Broome North / Blue Haze - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		32,596		(335,811)
122000	121030	Sector 7 LIA, HIA and Port - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		38,216		(297,595)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 December 2022

**Note 5: BUDGET AMENDMENTS**

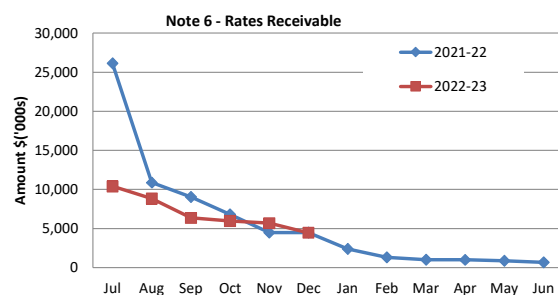
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
126000	126021	Sector 1 Chinatown- Operating	OMC - 15/12/22- FACR 1	Operating Expenditure		5,395		(292,200)
126000	126036	Sector 3 Old Broome- Operating	OMC - 15/12/22- FACR 1	Operating Expenditure		11,802		(280,398)
121217	121217	Urban Street House Number - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		13,825		(266,573)
121101	121562	Capital Works Program Projects - Upgrade (stewart St)- Cap Ex	OMC - 15/12/22- FACR 1	Capital Expenditure			(121,842)	(388,415)
125000	125025	Dakas, St Marys New Carpark Const - Cap Exp	OMC - 15/12/22- FACR 1	Capital Expenditure			(89,358)	(477,773)
121101	121562	Capital Works Program Projects - Upgrade (stewart St)- Cap Ex	OMC - 15/12/22- FACR 1	Capital Expenditure		121,842		(355,931)
125000	125025	Dakas, St Marys New Carpark Const - Cap Exp	OMC - 15/12/22- FACR 1	Capital Expenditure		89,358		(266,573)
122000	121011	Sector 1 Chinatown - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(66,316)	(332,889)
122000	121025	Sector 2 Cable Beach - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(42,712)	(375,601)
122000	121026	Sector 3 Old Broome - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(55,526)	(431,127)
122000	121027	Sector 4 Sunset Park - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(39,340)	(470,467)
122000	121028	Sector 5 Roebuck Est - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(44,510)	(514,977)
122000	121029	Sector 6 Broome North / Blue Haze - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(32,596)	(547,573)
122000	121030	Sector 7 LIA, HIA and Port - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(38,216)	(585,789)
126000	126021	Sector 1 Chinatown- Operating	OMC - 15/12/22- FACR 1	Operating Expenditure			(5,395)	(591,184)
126000	126036	Sector 3 Old Broome- Operating	OMC - 15/12/22- FACR 1	Operating Expenditure			(11,802)	(602,986)
121217	121217	Urban Street House Number - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(13,825)	(616,811)
		<b>Economic Services</b>						
1367210		Economic Development Program Expense - Op Exp - Other Economic Services	OMC - 28/07/22	Operating Expenditure			(14,000)	(630,811)
1367301		Grants & Contributions Received - Op Inc - Economic Services Special Projects	OMC - 15/12/22- FACR 1	Operating Income		173,000		(457,811)
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 15/12/22- FACR 1	Operating Expenditure			(173,000)	(630,811)
1367301		Grants & Contributions Received - Op Inc - Economic Services Special Projects	OMC - 15/12/22- FACR 1	Operating Income		40,100		(590,711)
1367458		SKATE event: Skate park opening activation 2022	OMC - 15/12/22- FACR 1	Operating Expenditure			(77,100)	(667,811)
1365355		CRC at Broome Visitor Centre - Rent & Recoup Income - Op Inc	OMC - 15/12/22- FACR 1	Operating Income		34,750		(633,061)
132060		Tourism Development - Op Exp - Tourism & Area Promotion	OMC - 15/12/22- FACR 1	Operating Expenditure			(30,000)	(663,061)
		<b>Other Property and Services</b>						
142395		All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads	OMC - 15/12/22- FACR 1	Operating Income		20,000		(643,061)
142015		All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads	OMC - 15/12/22- FACR 1	Operating Expenditure			(20,000)	(663,061)
147457		Transfer to Building Reserve - Cap Exp - Unclassified General	OMC - 15/12/22- FACR 1	Capital Expenditure		551,228		(111,833)
112051	112062	Town Beach Cafe - Planned Maint & Minor Works - Op Exp	OMC - 15/12/22- FACR 1	Operating Expenditure			(50,000)	(161,833)
146555		Transfer From Building Reserve Leased Comm Facilities - Un Clas	OMC - 15/12/22- FACR 1	Capital Income		50,000		(111,833)
143010		Salary - Op Exp - Engineering Office	OMC - 15/12/22- FACR 1	Operating Expenditure		70,000		(41,833)
143038		Consultants Engineering Office	OMC - 15/12/22- FACR 1	Operating Expenditure			(70,000)	(111,833)
141271	141385	Illegal dumping clean up	OMC - 15/12/22- FACR 1	Operating Expenditure		6,744		(105,089)
143508		Wages & Related Sick & Holiday - P & G Ops	OMC - 15/12/22- FACR 1	Operating Expenditure		116,495		11,406
141271	141385	Illegal dumping clean up	OMC - 15/12/22- FACR 1	Operating Expenditure			(6,744)	4,662
143508		Wages & Related Sick & Holiday - P & G Ops	OMC - 15/12/22- FACR 1	Operating Expenditure			(116,495)	(111,833)
					0	8,887,982	(8,999,815)	(111,833)

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

**Note 6: RECEIVABLES**

Receivables - Rates Receivable	YTD 31 Dec 2022	30 Jun 2022
	\$	\$
Opening Arrears Previous Years	755,425	839,534
Levied this year	24,960,697	23,902,635
Less Collections to date	(21,380,330)	(23,986,744)
Equals Current Outstanding	4,335,792	755,425
<b>Net Rates Collectable</b>	<b>4,335,792</b>	<b>755,425</b>
% Collected	83.14%	96.95%



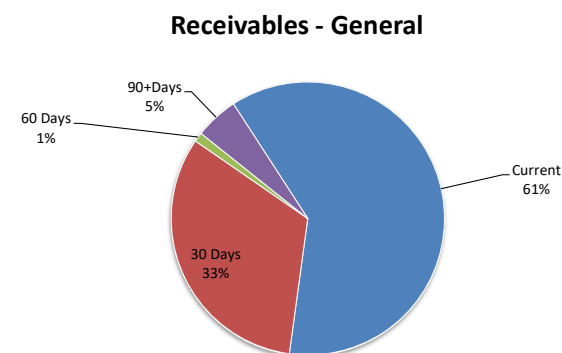
**Comments/Notes - Receivables Rates**

\* 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	(148,866)	648,516	342,902	11,442	54,347
<b>Total Receivables General Outstanding</b>					<b>908,342</b>

Amounts shown above include GST (where applicable)



**Comments/Notes - Receivables General**

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

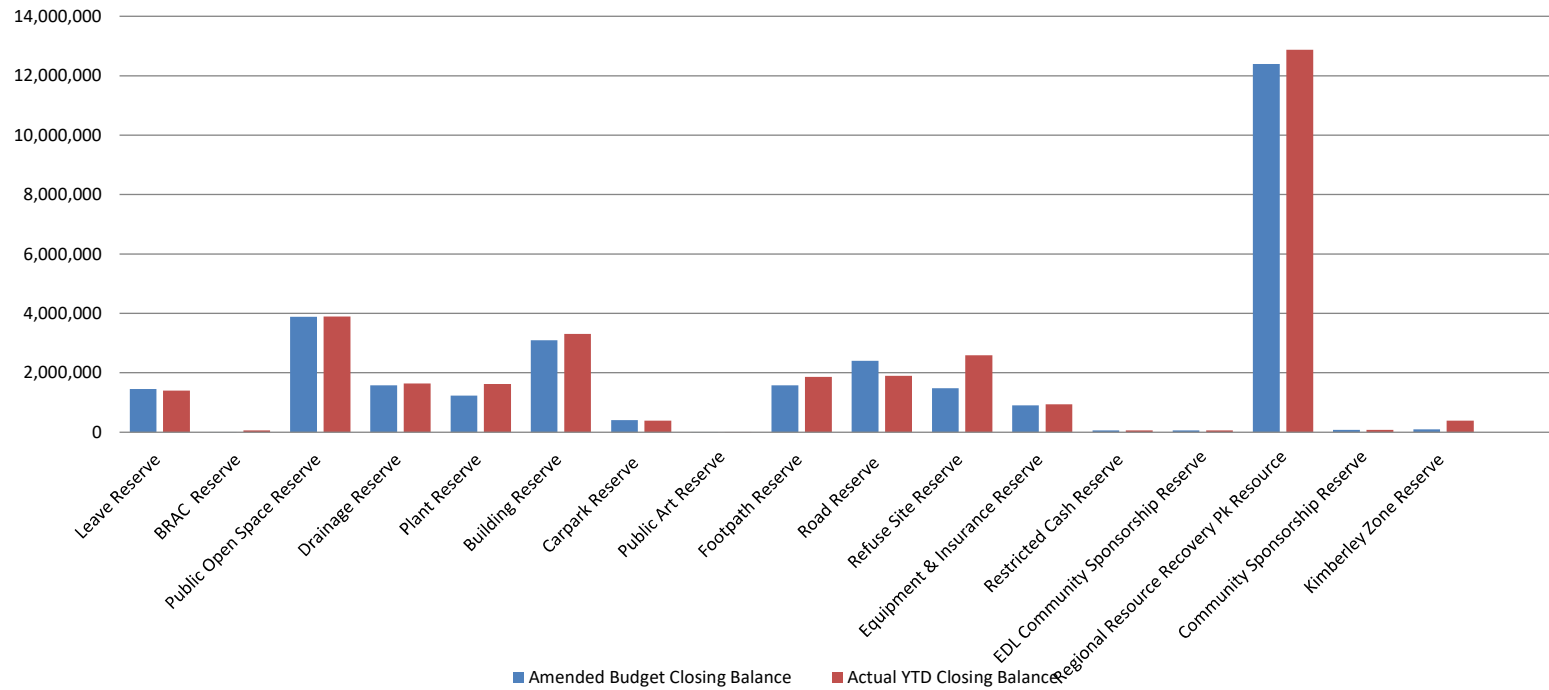
**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2022**

**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 (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	1,396,825	4,795	6,269	57,675	(0)	0	0	1,459,295	1,403,093
BRAC Reserve	58,697	234	263	0	0	58,000	0	931	58,960
Public Open Space Reserve	3,877,790	5,213	16,892	768,566	0	769,501	0	3,882,068	3,894,683
Drainage Reserve	1,636,814	6,162	7,303	4,174	0	67,050	0	1,580,100	1,644,117
Plant Reserve	1,616,587	7,592	7,255	0	0	391,804	0	1,232,375	1,623,842
Building Reserve	3,289,749	11,700	14,764	355,080	0	562,934	0	3,093,595	3,304,513
Carpark Reserve	391,357	1,395	1,756	14,655	0	0	0	407,407	393,114
Public Art Reserve	6,232	24	28	0	(0)	0	0	6,256	6,260
Footpath Reserve	1,854,112	9,145	8,321	38,326	0	316,173	0	1,585,410	1,862,433
Road Reserve	1,892,145	5,024	8,492	512,902	(0)	0	0	2,410,071	1,900,637
Refuse Site Reserve	2,574,622	10,675	11,555	0	(0)	1,101,855	0	1,483,442	2,586,177
Equipment & Insurance Reserve	936,537	2,863	4,203	0	0	35,000	0	904,400	940,740
Restricted Cash Reserve	65,000	0	0	0	0	0	0	65,000	65,000
EDL Community Sponsorship Reserve	62,229	248	279	0	0	0	0	62,477	62,508
Regional Resource Recovery Pk Resource	12,815,817	0	57,516	0	0	419,181	0	12,396,636	12,873,333
Community Sponsorship Reserve	81,722	327	367	0	(0)	0	0	82,049	82,088
Kimberley Zone Reserve	395,873	1,580	1,777	0	(0)	298,453	0	99,000	397,649
						0	0		
	<b>32,952,108</b>	<b>66,977</b>	<b>147,040</b>	<b>1,751,378</b>	<b>1</b>	<b>4,019,951</b>	<b>0</b>	<b>30,750,512</b>	<b>33,099,148</b>

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

**Note 7: Cash Backed Reserve**



**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 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)				
\$	\$	\$	\$		\$	\$	\$
				<b>P Number Plant and Equipment</b>			
				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 5T Isuzu FRR 500 (P&Gs) 1EKS727	16,433	0	0
				0 P10518 John Deere Ride on Mower 1585 with Cab - 1GOK099	(8,409)	0	0
				0 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 (Profiler) 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

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

Note 8 CAPITAL DISPOSALS

			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	P11615	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 December 2022

Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
<b>RATE TYPE</b>												
<b>Differential General Rate</b>												
<b>Gross Rental Valuations</b>												
GRV - Residential		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
<b>Unimproved Value Valuations</b>												
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
<b>Sub-Totals</b>			6,424	276,430,393	24,283,200	100,000	0	24,383,200	24,383,200	0	0	24,383,200
<b>Minimum Payment</b>		<b>Minimum \$</b>										
<b>Gross Rental Valuations</b>												
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
<b>Unimproved Value Valuations</b>												
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
<b>Sub-Totals</b>			544	2,860,285	673,336	0	0	673,336	673,336	0	0	673,336
<b>Charitable Concessions</b>								25,056,536				25,056,536
<b>Totals</b>								(54,910)				(54,910)
								<b>25,001,626</b>				<b>25,001,626</b>

**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 December 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		44,308	88,975	1,231,983	1,187,316	10,316	20,272
Loan 196 - Chinatown Revitalisation Loan	1,223,136		82,127	165,029	1,141,010	1,058,107	16,070	22,340
Loan 198 - Chinatown Revitalisation Stage 2	1,681,479		52,519	105,549	1,628,961	1,575,930	22,409	32,276
Loan 201- China Town Contingency	1,800,000		41,690	84,609	1,758,310	1,715,391	43,254	84,588
<b>Self Supporting Loans</b>								
Loan 199 - Broome Golf Club	1,250,000		0	0	1,250,000	1,250,000	16,552	24,426
Broome Surf Life Saving Club	0	690,746	0	0	0	690,746	0	18,996
	7,230,907	690,746	220,644	444,162	7,010,263	7,477,491	108,599	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 December 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-Dec-22
	\$	\$	\$	\$
Town Planning Related Bond Deposits	106,562	0	0	106,562
	106,562	0	0	106,562

**Item 9.4.4 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT - DECEMBER 2022**

**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 December 2022**

**Note 12: CAPITAL ACQUISITIONS**

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Dec 2022					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance Under/(Over)	YTD Actual (Renewal Exp)	
		<b>Governance</b>								
0%	○	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Other Gov	23571		60,000	30,000	0	60,000	0	
0%	○	<b>Governance Total</b>			<b>60,000</b>	<b>30,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	
		<b>Law, Order And Public Safety</b>								
64%	●	Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	53239		3,092,837	1,546,420	1,978,174	1,114,663	0	
64%	●	<b>Law, Order And Public Safety Total</b>			<b>3,092,837</b>	<b>1,546,420</b>	<b>1,978,174</b>	<b>1,114,663</b>	<b>0</b>	
		<b>Housing</b>								
15%	○	Staff housing 8 & 11/ 6 Ibis Way - fit out- Cap Ex	0095810	<b>095810</b>	31,192	15,596	4,578	26,614	0	
15%	○	<b>Housing</b>			<b>31,192</b>	<b>15,596</b>	<b>4,578</b>	<b>26,614</b>	<b>0</b>	
		<b>Community Amenities</b>								
87%	●	Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	0101510		366,108	183,054	0	49,108	317,000	
		Buckleys Rd Closure Upgrade (Use 101015240) - Cap Exp - San Gen Refuse	101524	101558	0	0	0	0	0	
143%	●	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	0101550	101552	18,272	9,138	0	(7,912)	26,184	
82%	●	Community Recycling Centre - RRP - Cap Exp	0101896	101897	419,181	209,592	344,974	74,207	0	
0%	○	RRRP Waste Facility - Yr 1 CRC	0101896	101898	251,680	35,940	0	251,680	0	
0%	○	Short St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	0104270	104299	67,490	220	0	67,490	0	
0%	○	Drainage Grate Improvements	0104600	104796	25,880	12,938	0	25,880	0	
0%	○	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Dev Services	0106184		327,694	163,848	0	327,694	0	
211%	●	Implement Cemetery Master Plan	0107540	107551	1,980	990	4,180	(2,200)	0	
5%	○	Japanese Cemetery New Infra by P & G - Cap Exp	0107550	107550	50,000	0	2,317	47,683	0	
98%	●	Broome Cemetery Fencing Capx	0107550	107563	155,940	152,970	153,455	2,485	0	
		<b>Mobile Plant &amp; Equipment Renewal (Replacement) - Cap Exp - Sanitation Other</b>	<b>1042510</b>		<b>208,000</b>	<b>104,000</b>	<b>0</b>	<b>208,000</b>	<b>0</b>	
20%	○	Asset Rehabilitation Obligation (Cap Exp - Sanitation Gen Refuse)	101524		289,869	144,936	57,053	232,816	0	
41%	●	<b>Community Amenities Total</b>			<b>2,182,094</b>	<b>1,017,626</b>	<b>561,979</b>	<b>1,276,931</b>	<b>343,184</b>	
		<b>Recreation And Culture</b>								
63%	●	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	0113027	113029	836,985	418,494	530,006	306,979	0	
0%	○	Haynes Oval Reserve Renewal of Infrastructure- Cap Exp	0113551	113762	1,320	660	0	1,320	0	
0%	○	Male Oval Renewal Infra - Cap Exp - Parks & Ovals	0113551	113763	900	450	0	900	0	
86%	●	Parks & Gardens Works Renewal Infra - Cap Exp	0113551	113795	46,760	23,380	0	6,334	40,426	
No Budget	☒	Reticulation Control System New Exp - Cap Exp Parks & Ovals	0113603		0	0	255	(255)	0	
1%	○	Tennis Court Lighting Renewal- Cap Ex	0114105	114105	206,756	7,752	0	204,950	1,806	
0%	○	Broome Public Library - Kitchen Fit Out- Cap Ex	0115460	115460	20,795	397	0	20,795	0	
0%	○	Cape Leveque Tourist Bay and Signage	0116125	116132	35,000	17,502	0	35,000	0	
0%	○	Museum Building Renewal- Cap Exp - Other Cult	0116201		75,000	0	0	75,000	0	
124%	●	Broome Museum - Air Con- Cap Ex	0116207	116207	4,575	2,289	0	(1,100)	5,675	
0%	○	BRAC Gym and Fitness Facility - Detailed Design / Tender Package- Cap Ex	0117024	117025	485,980	0	0	485,980	0	
0%	○	Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- BRAC General	0117398		45,795	22,896	0	45,795	0	
0%	○	BRAC Grid Solar Connection	0117399	117420	233,100	4,400	0	233,100	0	
6%	○	BRAC Oval Upgrade of Infra - Cap Exp	0117450	117452	40,000	0	2,375	37,625	0	
0%	○	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	0117455	117456	216,354	108,176	0	216,354	0	
60%	●	Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	1181407		53,072	26,538	32,086	20,986	0	
32%	○	Youth Bike Recreation Area - New Construction - Cap Exp	1181420	YBRA001	84,084	42,042	26,995	57,089	0	
4%	○	Cable Beach Foreshore Upgrade	1181425	1181426	9,890,737	4,945,364	437,776	9,452,961	0	
9%	○	<b>Recreation And Culture Total</b>			<b>12,277,213</b>	<b>5,620,341</b>	<b>1,029,494</b>	<b>11,199,812</b>	<b>47,907</b>	
		<b>Transport</b>								
0%	○	Frederick Street/Hamersley Street Intersection Lighting Upgrades	0121100	121715	39,999	12,206	0	39,999	0	
11%	○	Port Drive – Guy Street Intersection Upgrade	0121100	121716	825,640	90,000	91,804	733,836	0	
2%	○	Urban Maint Reseals Renewal Works Cap Exp	0121101	121549	647,820	323,910	0	631,812	16,008	
38%	○	Capital Works Program Projects - Upgrade (stewart St)- Cap Ex	0121101	121562	1,091,580	545,796	0	674,126	417,454	

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

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Dec 2022					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance Under/(Over)	YTD Actual (Renewal Exp)	
49%	○	Lawrence Road Upgrade	0121501	121587	121,000	60,498	59,681	61,319	0	
0%	○	State Blackspot - Frederick Street off-street carpark Cap (Broome SHS) Exp	0125000	125045	1,075,835	20,460	930	1,074,905	0	
177%	●	Conti foreshore Footpath Construction (Before Hamersley Street - New Footpath	0125140	125183	97,978	48,990	172,949	(74,971)	0	
0%	○	De Pledge Way	0125200	125074	34,654	660	0	34,654	0	
0%	○	Sahanna Place	0125200	125075	34,654	660	0	34,654	0	
0%	○	Walcott Street	0125200	125076	34,654	660	0	34,654	0	
0%	○	Various Footbridge Renewals - Cap Exp	0125300	125921	87,500	43,752	0	87,500	0	
6%	○	Various Footpath Renewals - Cap Exp	0125300	VARPATH	58,325	29,160	0	54,757	3,568	
No Budget	☒	Access & Inclusion Improvements New Infra - Cap Exp	1254421		0	0	4,100	(4,100)	0	
No Budget	☒	Broome North Subdivision - New Footpath construction	125140	125277	0	0	100,230	(100,230)	0	
1894400%	●	Urban Reveals Renewal Program - Various (Sealing Contractor) - Cap Ex - Renewal	121101	RRU	0	0	0	0	0	
		Street Lighting Renewal Const - Cap Exp - St Lighting	125225		1	1	0	18,943	18,944	
		Dakas, St Marys New Carpark Const - Cap Exp	125000	125025	0	0	0	0	0	
21%	○	<b>Transport Total</b>			<b>4,149,640</b>	<b>1,176,753</b>	<b>429,693</b>	<b>3,301,859</b>	<b>455,974</b>	
		<b>Economic Services</b>								
0%	○	Broome Visitor Centre - Packaged Plant Cap Ex	0132029	132040	57,186	1,093	0	57,186	0	
1%	○	Sam Male Lugger Restoration- Cap EX	0132142	132143	31,100	550	0	30,800	300	
No Budget	☒	Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic			0	0	5,495	(5,495)	0	
84%	●	Services Special Projects	1367221		0	0	5,495	(5,495)	0	
No Budget	☒	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	1367404	1367414	40,000	19,998	33,768	6,233	0	
No Budget	☒	Smart Cities Enabling Items - Cap Exp	1367405	1367418	0	0	10,116	(10,116)	0	
0%	○	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	1367405	1367419	38,465	19,232	0	38,465	0	
No Budget	☒	Cable Beach Foreshore Upgrades Stage 1	0053259	05329	0	0	1,788	1,788	0	
31%	○	<b>Economic Services Total</b>			<b>166,751</b>	<b>40,873</b>	<b>51,167</b>	<b>118,860</b>	<b>300</b>	
		<b>Other Property &amp; Services</b>								
44%	●	Vehicle & Mobile Plant New - Cap Exp - Corp Gov	0142550		106,284	53,142	46,879	59,405	0	
No Budget	☒	Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	0142558		0	0	0	(2,286)	2,286	
27%	○	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	0143610		1,147,158	573,582	0	834,665	312,493	
38%	○	Equip & H'Ware > \$5000 Cap Exp - IT	0146120		163,000	81,498	61,511	101,489	0	
49%	●	Software Cap Exp - IT (dont use)	0146122		36,000	18,000	17,732	18,268	0	
0%	○	Admin Building - Packaged Plant- Cap Ex	0147100	147100	363,910	181,957	0	363,910	0	
0%	○	KRO 2 - air-conditioning units- Cap Exp	0147350	1482447	13,862	6,931	0	13,862	0	
20%	○	KRO 1 & 2 Security Screens	0147354	147354	46,760	10,315	9,435	37,325	0	
264%	●	Building Renewal AMP	0147500		114,400	57,202	0	(187,706)	302,106	
0%	○	Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office	0148004		165,000	82,500	0	165,000	0	
0%	○	Vehicle & Mobile Plant New - Cap Exp - Depot Ops	0148021		180,000	90,000	0	180,000	0	
36%	○	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	0148611		1,339,440	446,480	0	850,695	488,745	
0%	○	Vehicle & Mob Plant New - Cap Exp - Works Ops	0148621		58,520	29,262	0	58,520	0	
33%	○	<b>Other Property &amp; Services Total</b>			<b>3,734,334</b>	<b>1,630,869</b>	<b>135,557</b>	<b>2,493,147</b>	<b>1,105,630</b>	
24%	○	<b>GRAND TOTAL</b>			<b>25,694,061</b>	<b>11,078,478</b>	<b>4,190,642</b>	<b>19,591,886</b>	<b>1,952,995</b>	
29%	○	Land & Buildings - New			1,188,033	261,128	349,553	838,481	0	
64%	●	Land & Buildings - Upgrade			3,113,632	1,546,817	1,978,174	1,135,458	0	
55%	●	Land & Buildings - Renewal			553,310	239,159	0	248,918	304,392	
		Works in Progress Land & Buildings			0	0	0	0	0	
54%	●	<b>Land &amp; Buildings - Total</b>			<b>4,854,975</b>	<b>2,047,105</b>	<b>2,327,727</b>	<b>2,222,857</b>	<b>304,392</b>	
9%	○	Recreation Areas Infrastructure - New			10,904,878	5,432,438	1,029,494	9,875,384	0	
		Recreation Areas Infrastructure - Upgrade			0	0	0	0	0	
9%	○	Recreation Areas Infrastructure - Renewal			472,090	140,418	0	429,858	42,232	
		Works in Progress Recreation Areas Infrastructure			0	0	0	0	0	
9%	○	<b>Recreation Areas Infrastructure - Total</b>			<b>11,376,968</b>	<b>5,572,856</b>	<b>1,029,494</b>	<b>10,305,242</b>	<b>42,232</b>	
24%	○	Roads, F/Paths & Bridges Infrastructure - New			1,173,813	69,450	278,209	895,604	0	
19%	○	Roads, F/Paths & Bridges Infrastructure - Upgrade			1,026,639	182,702	190,747	835,892	0	
23%	○	Roads, F/Paths & Bridges Infrastructure - Renewal			1,885,225	942,618	0	1,448,195	437,030	
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0	0	

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

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Dec 2022					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance Under/(Over)	YTD Actual (Renewal Exp)	
22%	○	Roads, F/Paths & Bridges Infrastructure - Total			4,085,677	1,194,770	468,956	3,179,691	437,030	
0%	○	Drainage Infrastructure - New			67,490	220	0	67,490	0	
0%	○	Drainage Infrastructure - Upgrade			25,880	12,938	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			93,370	13,158	0	93,370	0	
38%	○	Other Infrastructure - New			440,553	192,777	167,676	276,453	0	
211%	●	Other Infrastructure - Upgrade			1,980	990	4,180	(2,200)	0	
92%	●	Other Infrastructure - Renewal			49,373	9,689	0	41,831	45,428	
		Works In Progress Other Infrastructure			0	0	0	0	0	
44%	●	Other Infrastructure - Total			491,906	203,456	171,856	316,083	45,428	
14%	○	Mobile Plant & Equip New			344,804	172,404	46,879	297,925	0	
		Mobile Plant & Equip Upgrade			0	0	0	0	0	
31%	○	Mobile Plant & Equipment Renewal (Replacement)			3,659,195	1,606,360	0	2,540,957	1,118,238	
29%	○	Mobile Plant & Equip - Total			4,003,999	1,778,764	46,879	2,838,882	1,118,238	
		Fixed Plant & Equipment - New			0	0	0	0	0	
0%	○	Fixed Plant & Equipment - Upgrade			13,862	6,931	0	13,862	0	
124%	●	Fixed Plant & Equipment - Renewal			4,575	2,289	0	(1,100)	5,675	
31%	○	Fixed Plant & Equipment - Total			18,437	9,220	0	12,762	5,675	
19%	○	Furniture & Equipment - New			478,860	114,213	88,678	390,182	0	
19%	○	Furniture & Equipment - Total			478,860	114,213	88,678	390,182	0	
24%	○	Capital Expenditure Total			25,404,192	10,933,542	4,133,589	19,359,070	1,952,995	

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

**Appendix A: SUPPLEMENTARY NOTES TO THE MONTHLY REPORT**

**NOTES TO THIS MONTH'S REPORT**

**OVERVIEW**

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

Budget Year elapsed	50.41%
Total Rates Raised Revenue	100% (of which 83.14% were collected)
Total Other Operating Revenue	62%
Total Operating Expenditure	28%
Total Capital Revenue	43%
Total Capital Expenditure	24%
Total Sale of Assets Revenue	0%

The budget was adopted at the Special Meeting on 05 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 December 2022, the current position stands at \$23.3M

**Cash**

Total Cash Assets are now \$56.1 being \$0.00 change from prior month.

The major collections this month include receipt of:

- \$1.7M Grant – Building Better Regions Funds
- \$1.3MK Rate Various Assessments – 106 Frederick Street & 1 Cable Beach Road
- \$352K Stewart Street 40% Claim – Main Roads

The major expenditure items this month include payments of:

- \$411K Emergency Service Levy QTR 2 – DFES
- \$263K Construction Broome Surf Life Saving Club (RFT21-06)- Colin Wilkinson
- \$250K Refuse Collection – Broome Cleanaway

### **Receivables**

Sundry debtors including GST refundable stand at \$1.17M.

Rates and rubbish debtors stand at \$4.4M. Annual rates were raised on 14th 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 \$206K having a \$76K increase since the previous month.

### **Cash Liabilities**

These stand at \$223K. This represents our obligation on our outstanding loans in 22/23.

### **Creditors and Payables**

Sundry Creditors are \$2.7M, 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 \$5.7M.

### **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 \$2.2M (non-current leave provisions are \$267K). Accruals to reflect the year end position will be completed in the coming months for the 2022-2023 year.

**9.4.5 MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT - JANUARY 2023**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Senior Finance Officer
<b>CONTRIBUTOR/S:</b>	Manager Financial Services
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report recommends that Council receives the Monthly Statement of Financial Activity Report for the period ended 31 January 2023, 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	58.90%
Total Rates Raised Revenue	100% (of which 88.35% has been collected)
Total Other Operating Revenue	70%
Total Operating Expenditure	33%
Total Capital Revenue	43%
Total Capital Expenditure	27%
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.

The Office of the Auditor General conducted the onsite final audit during October 2022. The audited 2021/22 Annual Financial Statements are being finalised and will be presented to Council in 2023, which will also confirm the opening budget position for 2022/23.



It should be noted that a new payroll system is being implemented across the organisation, and January payroll has been paid but is not reflected in the Employment costs.

## **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 11 – Effective leadership, advocacy and governance:**

**Objective** 11.2 Deliver best practice governance and risk management

**Outcome 12 – A well informed and engaged community:**

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

**Outcome 13 - Value for money from rates and long term financial sustainability:**

**Objective** 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:**

**Objective** 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 January 2023 as attached.*

## **Attachments**

1. Monthly Statement of Activity January 2023

**SHIRE OF BROOME**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 January 2023**

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

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## Shire of Broome

### Compilation Report

For the Period Ended 31 January 2023

#### Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

#### Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5.  
No matters of significance are noted.

#### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 January 2023 of \$20,313,033.

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

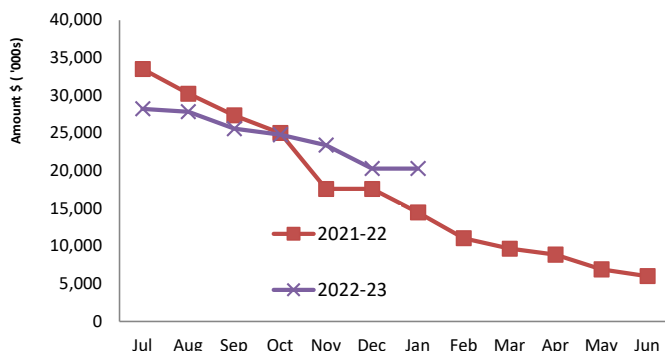
Date prepared: 07/02/2023

## Summary by date

## Monthly Summary Information

For the Period Ended 31 January 2023

Liquidity Over the Year (Refer Note 3)



## Cash and Cash Equivalents

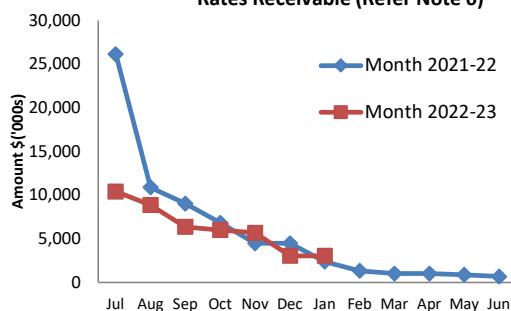
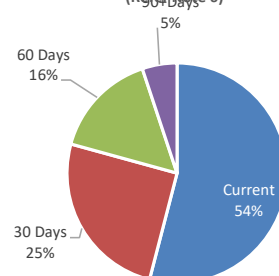
## as at period end

Unrestricted	\$	21,474,393
Restricted	\$	33,473,193
	\$	54,947,585

## Receivables

Rates	\$	3,001,140
Other	\$	1,073,297
	\$	4,074,437

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 \$25M with total outstanding rates YTD at \$3M.

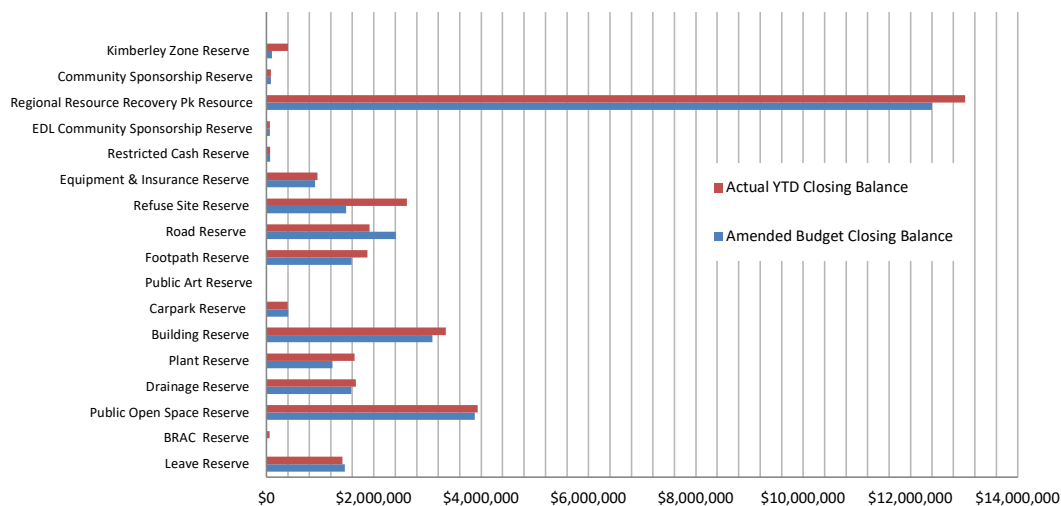
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Broome**  
**Monthly Summary Information**  
For the Period Ended 31 January 2023

**Capital Expenditure Program YTD (Refer Note 12)**



**Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)**



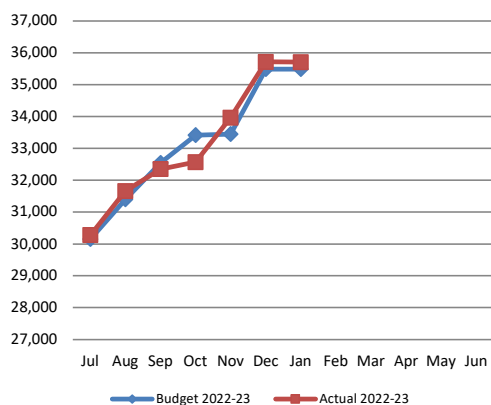
**Comments**

\*Amended Budget Closing balance is the forecast of the closing balance after all budgeted transfers to and from reserve have been performed. At this time there have been no transactions to or from reserve other than to recognise interest earned on reserve investments. All interest earned on Reserve investments is recorded on reserve at the end of each month.

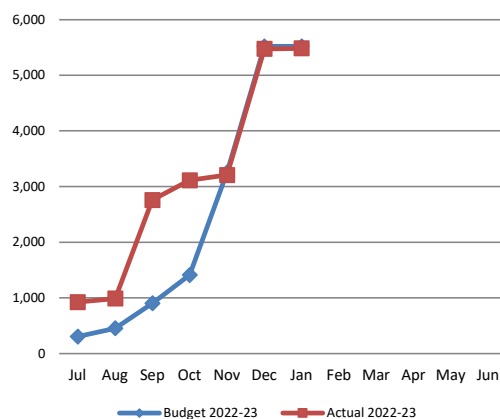
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Broome**  
**Monthly Summary Information**  
For the Period Ended 31 January 2023

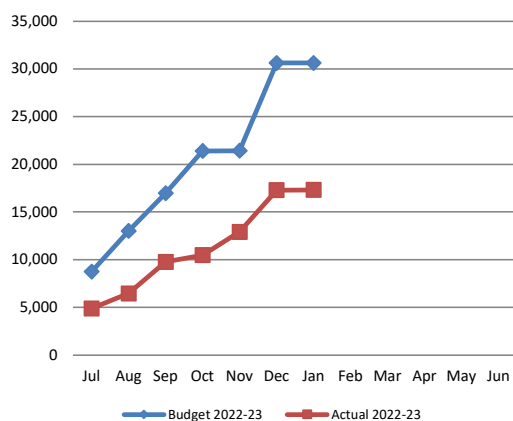
Budget Operating Revenues -v- Actual (Refer Note 2)



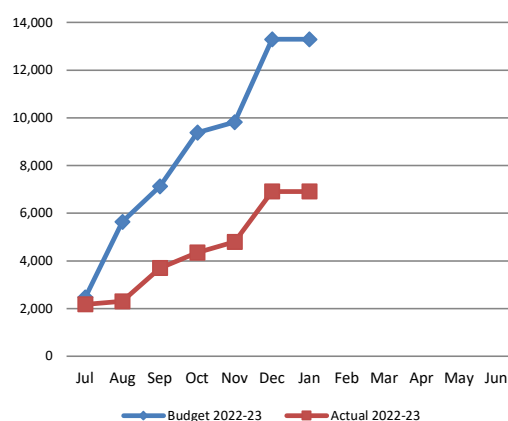
Budget Capital Revenue -v- Actual (Refer Note 2)



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 January 2023**

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Operating Revenues</b>		\$	\$	\$		\$	%	
Governance		28,714	2,626	8,563		5,937	226.09%	
General Purpose Funding - Rates	9	25,425,375	25,280,947	25,313,466		32,519	0.13%	
General Purpose Funding - Other		585,639	292,820	292,820		0	0.00%	
Law, Order and Public Safety		132,928	65,044	49,136		(15,908)	(24.46%)	▼
Health		197,140	157,214	148,972		(8,242)	(5.24%)	
Education and Welfare		63,000	36,750	67,000		30,250	82.31%	▲
Housing		1,102,751	643,272	316,109		(327,163)	(50.86%)	▼
Community Amenities		7,003,502	5,530,262	5,380,504		(149,758)	(2.71%)	
Recreation and Culture		1,599,053	944,832	906,493		(38,339)	(4.06%)	
Transport		641,744	388,146	444,095		55,949	14.41%	▲
Economic Services		1,210,487	772,240	694,854		(77,386)	(10.02%)	▼
Other Property and Services		2,344,119	1,374,900	2,081,570		706,670	51.40%	▲
Total Operating Revenue		40,334,452	35,489,053	35,703,582	70%	214,529		
<b>Operating Expense</b>								
Governance		(2,562,637)	(1,303,082)	(1,263,388)		39,694	3.05%	
General Purpose Funding		(444,840)	(254,363)	(215,403)		38,960	15.32%	▲
Law, Order and Public Safety		(1,496,764)	(872,990)	(709,798)		163,192	18.69%	▲
Health		(813,994)	(479,379)	(392,898)		86,481	18.04%	▲
Education and Welfare		(799,743)	(467,465)	(430,177)		37,288	7.98%	
Housing		(1,281,616)	(747,600)	(476,020)		271,580	36.33%	▲
Community Amenities		(11,011,048)	(6,528,046)	(4,266,229)		2,261,817	34.65%	▲
Recreation and Culture		(17,554,755)	(10,267,506)	(4,766,398)		5,501,108	53.58%	▲
Transport		(10,610,233)	(6,183,560)	(1,579,713)		4,603,847	74.45%	▲
Economic Services		(2,789,159)	(1,618,821)	(1,246,229)		372,592	23.02%	▲
Other Property and Services		(2,572,092)	(1,905,329)	(1,963,559)		(58,230)	(3.06%)	
Total Operating Expenditure		(51,936,881)	(30,628,141)	(17,309,812)	33%	13,318,329		
<b>Funding Balance Adjustments</b>								
Add back Depreciation		18,142,152	10,583,013	0		(10,583,013)	100.00%	
Adjust (Profit)/Loss on Asset Disposal	8	51,548	(71,610)	0		71,610	100.00%	▲
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
<b>Net Cash from Operations</b>		6,591,271	15,372,315	18,393,770		3,021,455		
<b>Capital Revenues</b>								
<b>Grants, Subsidies and Contributions</b>		12,633,744	5,282,688	5,484,483		201,795	(3.82%)	
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	1	1	1	34,424		34,423	(3442300.00%)	
Recreation and Culture		9,844,127	5,149,954	4,949,830		(200,124)	3.89%	
Transport		2,789,616	132,733	491,229		358,496	(270.09%)	
Economic Services		0	0	9,000		9,000		
Other Property and Services		0	0	0		0		
Proceeds from Disposal of Assets	8	445,073	237,084	0	0%	(237,084)	100.00%	▼
Total Capital Revenues		13,078,817	5,519,772	5,484,483	43%	(35,289)		



**SHIRE OF BROOME**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2023**

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Capital Expenses</b>								
Land Held for Resale	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(4,854,975)	(2,499,204)	(3,065,996)		(566,792)	(22.68%)	▼
Infrastructure Assets - Roads & Footpaths	12	(4,085,677)	(1,501,349)	(991,254)		510,095	33.98%	▲
Infrastructure Assets - Recreation Areas	12	(11,376,969)	(6,498,829)	(1,142,925)		5,355,904	82.41%	▲
Infrastructure Assets - Drainage	12	(93,370)	(15,351)	0		15,351	100.00%	▲
Infrastructure Assets - Other	12	(491,906)	(233,968)	(240,173)		(6,205)	(2.65%)	
Mobile Plant and Equipment	12	(4,003,999)	(2,355,208)	(1,373,857)		981,351	41.67%	▲
Fixed Plant and Equipment	12	(18,437)	(10,757)	(5,677)		5,080	47.22%	▲
Furniture and Equipment	12	(478,860)	(174,972)	(89,333)		85,639	48.94%	▲
Total Capital Expenditure		(25,404,193)	(13,289,638)	(6,909,215)	27%	6,380,423		
<b>Net Cash from Capital Activities</b>		<b>(12,325,376)</b>	<b>(7,769,866)</b>	<b>(1,424,732)</b>		<b>6,345,134</b>		
<b>Financing</b>								
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	4,019,951	1,447,375	0		(1,447,375)	100.00%	▲
Advances to Community Groups		(690,746)	0	0		0		
Repayment of Debentures	10	(444,161)	(222,083)	(220,644)		1,439	0.65%	
Repayment of Self Supporting Loan		0	0	0		0		
Asset Rehab Liability		(289,869)	(169,092)	(59,328)		109,764	64.91%	▲
Transfer to Reserves	7	(1,818,355)	(162,707)	(521,085)		(358,378)	(220.26%)	▼
<b>Net Cash from Financing Activities</b>		<b>1,467,566</b>	<b>893,493</b>	<b>(801,057)</b>		<b>(1,694,550)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(4,266,539)</b>	<b>8,495,942</b>	<b>16,167,981</b>		<b>7,672,039</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>4,145,052</b>	<b>4,145,052</b>	<b>4,145,052</b>		<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(121,487)</b>	<b>12,640,994</b>	<b>20,313,033</b>		<b>7,672,039</b>		

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

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

**SHIRE OF BROOME**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 January 2023**

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
<b>Operating Revenues</b>		\$	\$	\$		\$	%	
Rates	9	25,001,626	24,959,955	25,003,638		43,683	0.18%	
Operating Grants, Subsidies and Contributions		1,682,896	844,163	931,304		87,141	10.32%	▲
Fees and Charges		11,642,563	8,432,264	7,725,635		(706,629)	(8.38%)	
Service Charges		0	0	0		0		
Interest Earnings		436,559	248,064	1,011,585		763,521	307.79%	▲
Other Revenue		1,367,814	844,990	1,031,418		186,428	22.06%	▲
Profit on Disposal of Assets	8	202,995	159,614	0		(159,614)	(100.00%)	▼
<b>Total Operating Revenue</b>		<b>40,334,453</b>	<b>35,489,050</b>	<b>35,703,580</b>	<b>70%</b>	<b>214,530</b>		
<b>Operating Expense</b>								
Employee Costs		(16,352,278)	(9,570,456)	(8,517,705)		1,052,751	(11.00%)	
Materials and Contracts		(11,809,563)	(7,015,707)	(5,700,175)		1,315,532	(18.75%)	
Utility Charges		(2,151,708)	(1,255,200)	(1,247,452)		7,748	(0.62%)	
Depreciation on Non-Current Assets		(18,142,152)	(10,583,013)	0		10,583,013	(100.00%)	
Interest Expenses		(202,898)	(91,951)	(120,658)		(28,707)	31.22%	
Insurance Expenses		(785,277)	(660,288)	(805,644)		(145,356)	22.01%	
Other Expenditure		(2,238,463)	(1,363,521)	(918,195)		445,326	(32.66%)	
Loss on Disposal of Assets	8	(254,543)	(88,004)	0		88,004	(100.00%)	
<b>Total Operating Expenditure</b>		<b>(51,936,882)</b>	<b>(30,628,140)</b>	<b>(17,309,829)</b>	<b>33%</b>	<b>13,318,311</b>		
<b>Funding Balance Adjustments</b>								
Add back Depreciation		18,142,152	10,583,013	0		(10,583,013)	(100.00%)	▲
Adjust (Profit)/Loss on Asset Disposal	8	51,548	(71,610)	0		71,610	(100.00%)	
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
<b>Net Cash from Operations</b>		<b>6,591,271</b>	<b>15,372,313</b>	<b>18,393,751</b>		<b>3,021,438</b>		
<b>Capital Revenues</b>								
Grants, Subsidies and Contributions		12,633,744	5,282,688	5,484,484		201,796	3.82%	
Proceeds from Disposal of Assets		445,073	237,084	0	0%	(237,084)	(100.00%)	▼
<b>Total Capital Revenues</b>		<b>13,078,817</b>	<b>5,519,772</b>	<b>5,484,484</b>	<b>43%</b>	<b>(35,288)</b>		
<b>Capital Expenses</b>								
Land Held for Resale	12	0	0	0		0		
Land Under Control (Crown Land)	12	0	0	0		0		
Land and Buildings	12	(4,854,975)	(2,499,204)	(3,065,996)		(566,792)	22.68%	
Infrastructure Assets - Roads & Footpaths	12	(4,085,677)	(1,501,349)	(991,254)		510,095	(33.98%)	
Infrastructure Assets - Recreation Areas	12	(11,376,969)	(6,498,829)	(1,142,925)		5,355,904	(82.41%)	
Infrastructure Assets - Drainage	12	(93,370)	(15,351)	0		15,351	(100.00%)	
Infrastructure Assets - Other	12	(491,906)	(233,968)	(240,173)		(6,205)	2.65%	
Fixed Plant and Equipment	12	(18,437)	(10,757)	(5,675)		5,082	(47.24%)	
Furniture and Equipment	12	(478,860)	(174,972)	(89,333)		85,639	(48.94%)	
<b>Total Capital Expenditure</b>		<b>(25,404,193)</b>	<b>(13,289,638)</b>	<b>(6,909,213)</b>	<b>27%</b>	<b>6,380,425</b>		
<b>Net Cash from Capital Activities</b>		<b>(12,325,376)</b>	<b>(7,769,866)</b>	<b>(1,424,729)</b>		<b>6,345,137</b>		
<b>Financing</b>								
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	4,019,951	1,447,375	0		(1,447,375)	(100.00%)	▼
Advances to Community Groups		(690,746)	0	0		0		
Repayment of Debentures	10	(444,161)	(222,083)	(220,644)		1,439	(0.65%)	
Repayment of Self Supporting Loan		0	0	0		0		
Asset Rehab Liability		(289,869)	(169,092)	(59,328)		109,764	(64.91%)	
Transfer to Reserves	7	(1,818,355)	(162,707)	(521,085)		(358,378)	220.26%	
<b>Net Cash from Financing Activities</b>		<b>1,467,566</b>	<b>893,493</b>	<b>(801,057)</b>		<b>(1,694,550)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(4,266,539)</b>	<b>8,495,940</b>	<b>16,167,965</b>		<b>7,672,025</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>4,145,052</b>	<b>4,145,052</b>	<b>4,145,052</b>		<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(121,487)</b>	<b>12,640,992</b>	<b>20,313,017</b>		<b>7,672,025</b>		

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

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

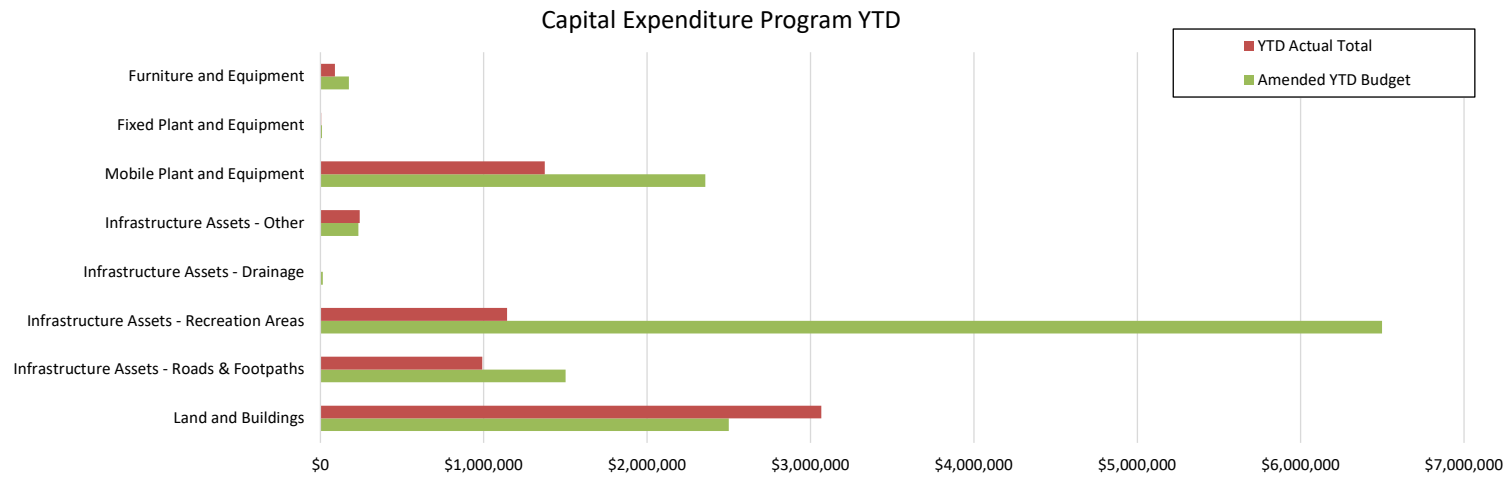
**SHIRE OF BROOME**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 31 January 2023

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	2,739,282	326,714	3,065,996	2,499,204	4,854,975	566,792
Infrastructure Assets - Roads & Footpaths	12	477,974	513,280	991,254	1,501,349	4,085,677	(510,095)
Infrastructure Assets - Recreation Areas	12	1,100,477	42,448	1,142,925	6,498,829	11,376,969	(5,355,904)
Infrastructure Assets - Drainage	12	0	0	0	15,351	93,370	(15,351)
Infrastructure Assets - Other	12	182,124	58,049	240,173	233,968	491,906	6,205
Mobile Plant and Equipment	12	94,237	1,279,620	1,373,857	2,355,208	4,003,999	(981,351)
Fixed Plant and Equipment	12	0	5,675	5,675	10,757	18,437	(5,082)
Furniture and Equipment	12	89,333	0	89,333	174,972	478,860	(85,639)
Capital Expenditure Totals		4,683,427	2,225,786	6,909,213	13,289,638	25,404,193	(6,380,425)

**Funded By:**

Capital Grants and Contributions	5,484,484	5,282,688	12,633,744	201,796
Borrowings	0	0	690,746	0
Other (Disposals & C/Fwd)	0	237,084	445,073	(237,084)
Total Own Source Funding - Cash Backed Reserves	0	1,447,375	(4,019,951)	(1,447,375)
Own Source Funding - Operations	1,424,729	6,322,491	15,654,581	(4,897,762)
Capital Funding Total	6,909,213	13,289,638	25,404,193	(6,380,425)

**SHIRE OF BROOME**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
**For the Period Ended 31 January 2023**



**SHIRE OF BROOME**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2023**

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
<b>Operating Revenues</b>	\$	\$	\$
Governance	28,714	0	28,714
General Purpose Funding - Rates	25,425,375	0	25,425,375
General Purpose Funding - Other	547,096	38,543	585,639
Law, Order and Public Safety	132,928	0	132,928
Health	197,140	0	197,140
Education and Welfare	93,000	(30,000)	63,000
Housing	1,102,751	0	1,102,751
Community Amenities	7,003,502	0	7,003,502
Recreation and Culture	1,589,053	10,000	1,599,053
Transport	868,607	(226,863)	641,744
Economic Services	962,637	247,850	1,210,487
Other Property and Services	2,324,119	20,000	2,344,119
<b>Total Operating Revenue</b>	<b>40,274,922</b>	<b>59,530</b>	<b>40,334,452</b>
<b>Operating Expense</b>			
Governance	(2,244,184)	(318,453)	(2,562,637)
General Purpose Funding	(624,840)	180,000	(444,840)
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)	(16,563)	(11,011,048)
Recreation and Culture	(17,517,054)	(37,700)	(17,554,754)
Transport	(10,610,233)	0	(10,610,233)
Economic Services	(2,495,059)	(294,100)	(2,789,159)
Other Property and Services	(2,502,093)	(70,000)	(2,572,093)
<b>Total Operating Expenditure</b>	<b>(51,380,065)</b>	<b>(556,816)</b>	<b>(51,936,881)</b>
<b>Funding Balance Adjustments</b>			
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
<b>Net Cash from Operations</b>	<b>7,088,557</b>	<b>(497,286)</b>	<b>6,591,271</b>
<b>Capital Revenues</b>			
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
<b>Total Capital Revenues</b>	<b>13,078,816</b>	<b>0</b>	<b>13,078,816</b>

**SHIRE OF BROOME**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2023**

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
<b>Capital Expenses</b>			
Land Held for Resale	0	0	0
Land Under Control (Crown Land)	0	0	0
Land and Buildings	(11,220,879)	6,365,904	(4,854,975)
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)	37,000	(11,376,967)
Infrastructure Assets - Drainage	(26,320)	(67,050)	(93,370)
Infrastructure Assets - Other	(491,906)	0	(491,906)
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)
<b>Total Capital Expenditure</b>	<b>(31,740,045)</b>	<b>6,335,854</b>	<b>(25,404,191)</b>
<b>Net Cash from Capital Activities</b>	<b>(18,661,229)</b>	<b>6,335,854</b>	<b>(12,325,375)</b>
<b>Financing</b>			
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	(5,950,401)	4,019,951
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	(289,869)	0	(289,869)
Transfer to Reserves	(1,818,355)	0	(1,818,355)
<b>Net Cash from Financing Activities</b>	<b>7,417,967</b>	<b>(5,950,401)</b>	<b>1,467,566</b>
<b>Net Operations, Capital and Financing</b>	<b>(4,154,705)</b>	<b>(111,833)</b>	<b>(4,266,538)</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>4,145,052</b>	<b>0</b>	<b>4,145,052</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>(9,653)</b>	<b>(111,833)</b>	<b>(121,486)</b>

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	5,937	226.09%			
General Purpose Funding - Rates	32,519	0.13%			
General Purpose Funding - Other	0	0.00%			
Law, Order and Public Safety	(15,908)	(24.46%)	▼	Timing	Reimbursements from DFES not yet been invoiced for quarter 2
Health	(8,242)	(5.24%)			
Education and Welfare	30,250	82.31%	▲	Timing	Grant funds received for first years Youth Partnership Agreement from Rio Tinto
Housing	(327,163)	(50.86%)	▼	Permanent	Less rented staff housing than expected on budget due to housing market conditions. This is being reviewed in FACR 2
Community Amenities	(149,758)	(2.71%)			
Recreation and Culture	(38,339)	(4.06%)			
Transport	55,949	14.41%	▲	Permanent	Interest on reserve more than budgeted
Economic Services	(77,386)	(10.02%)	▼	Timing	Broome Visitor Centre internal journal not yet processed for subsidised rental agreement.
Other Property and Services	706,670	51.40%	▲	Permanent	Rent & outgoings more than budget, Muni interest higher than expected as well as insurance reimbursements and interest on reserves
<b>Operating Expense</b>					
Governance	39,694	3.05%			
General Purpose Funding	38,960	15.32%	▲	Timing	Timing of admin allocation costs
Law, Order and Public Safety	163,192	18.69%	▲	Timing	Due to timing of multiple small expenses not yet occurred as expected on budget.
Health	86,481	18.04%	▲	Timing	Timing of internal monthly processes (Admin costs and Depreciation).
Education and Welfare	37,288	7.98%			
Housing	271,580	36.33%	▲	Permanent	Less rented staff housing than expected on budget due to housing market conditions combined with Admin costs to be allocated. This is being reviewed in FACR 2
Community Amenities	2,261,817	34.65%	▲	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	5,501,108	53.58%	▲	Timing	Depreciation will be processed once the financial audit is complete. Timing of expenditure associated with parks and reserves and BRAC maintenance.
Transport	4,603,847	74.45%	▲	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	372,592	23.02%	▲	Timing	Broome Visitor Centre internal journal not yet processed for subsidised rental agreement, fixed asset depreciation not yet processed, (depreciation will be processed once the financial audit is complete).
Other Property and Services	(58,230)	(3.06%)			
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	201,795	(3.82%)			
Proceeds from Disposal of Assets	(237,084)	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 January 2023**

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

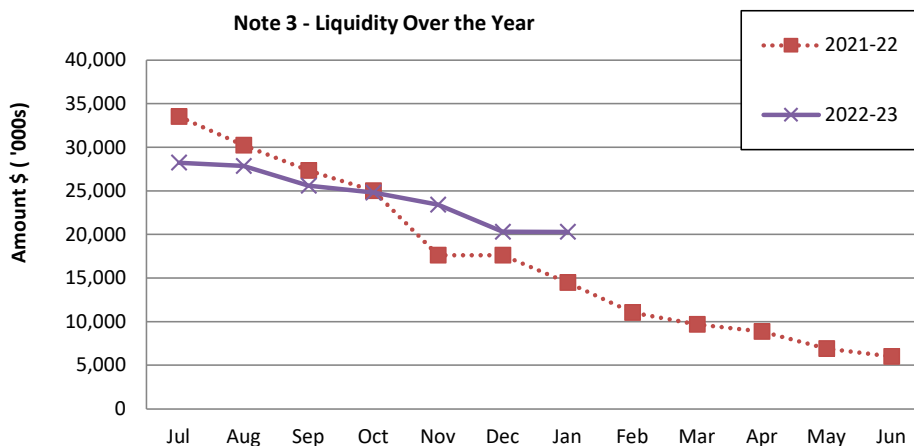
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Capital Expenses</b>					
Land Held for Resale	0				
Land Under Control (Crown Land)	0				
Land and Buildings	(566,792)	(22.68%)	▼	Timing	Surf Club building upgrade, and building renewal AMP above budget
Works in Progress Land & Buildings	0				
Works In Progress Recreation Areas	0				
Infrastructure	0				
Works in Progress - Rds, F/Paths & Bridges	0				
Works In Progress Other	0				
Infrastructure	0				
Works in Progress Drainage	0				
Infrastructure	0				
Works in Progress - Plant & Equipment	0				
Infrastructure Assets - Roads & Footpaths	510,095	33.98%	▲	Timing	Road works not yet completed.
Infrastructure Assets - Recreation Areas	5,355,904	82.41%	▲	Timing	Cable Beach project construction not yet started.
Infrastructure Assets - Drainage	15,351	100.00%	▲	Timing	Drainage grate improvements not yet started
Infrastructure Assets - Other	(6,205)	(2.65%)			
Mobile Plant and Equipment	981,351	41.67%	▲	Timing	Vehicle replacement occurring throughout the year
Fixed Plant and Equipment	5,080	47.22%	▲	Timing	
Furniture and Equipment	85,639	48.94%	▲	Timing	No significant furniture and equipment purchased for the year compared to the budget.
<b>Financing</b>					
Proceeds from New Debentures	0				
Proceeds from Advances	0				
Self-Supporting Loan Principal	0				
Transfer from Reserves	(1,447,375)	100.00%	▲	Timing	Transfer not yet made, timing.
Advances to Community Groups	0				
Loan Principal	1,439	0.65%			
Repayment of Self Supporting Loan	0				
Transfer to Reserves	(358,378)	(220.26%)	▼	Timing	Transfer not yet made, timing.



**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 January 2023

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 Jan 2023	30 Jun 2022	YTD 31 Jan 2022
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	21,474,393	10,371,375	7,710,376
Cash Restricted	4	33,473,193	32,952,108	30,858,699
Receivables - Rates	6	3,001,140	755,425	2,920,758
Receivables - Rates Other		49,985	(91,201)	22,433
Receivables - Debtors	6	983,721	1,196,990	435,948
Receivables - Other		128,700	434,259	(134,543)
Sundry Provisions & Accruals		184,192	327,723	99,482
Inventories		61,863	31,520	19,786
		59,357,186	45,978,199	41,932,939
<b>Less: Current Liabilities</b>				
Payables		(8,093,333)	(10,406,103)	(3,965,313)
Provisions		(388,407)	(1,501,194)	(1,091,404)
		(8,481,740)	(11,907,297)	(5,056,717)
Less: Cash Reserves	7	(33,473,193)	(32,952,108)	(30,858,699)
Rounding and Timing Adjustment		2,910,780		
<b>Net Current Funding Position</b>		<b>20,313,033</b>	<b>1,118,793</b>	<b>6,017,522</b>

**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 January 2023**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Bank Account	2.10%	13,598,541			13,598,541	CommBank	At Call
Business Online Saver	3.20%	3,042,899			3,042,899	CommBank	At Call
BRAC Bank Account	2.10%	417			417	CommBank	At Call
BPAY Bank Account	0.00%	0			0	CommBank	At Call
Reserve Bank Account	3.20%		30,099,844		30,099,844	CommBank	At Call
Trust Bank Account	0.00%			206,771	206,771	CommBank	At Call
ESCROW - Trust	0.00%		3,373,348		3,373,348	Perpetual	At Call
Cash On Hand	Nil	4,200			4,200	N/A	On Hand
<b>(b) Term Deposits</b>							
Term Deposit	3.97%	4,000,000			4,000,000	Westpac	17-Mar-23
<b>Total</b>		20,646,058	33,473,193*	206,771‡	54,326,022		
<b>Adjustments</b>							
Payment Timing Adjustments**		(828,335)					
<b>Total</b>		<b>21,474,393</b>	<b>33,473,192.51</b>				

**Comments/Notes - Investments**

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

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

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

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 January 2023

**Note 5: BUDGET AMENDMENTS**

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

GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		<b>Budget Adoption</b>			\$	\$	\$	\$
		<b>General Purpose Funding</b>						0
30301		Grants Commission - Op Inc - Other General Purpose Funding	OMC - 15/12/22- FACR 1	Operating Income		38,543		38,543
32220		Valuation Expenses - Op Exp - Rates	OMC - 15/12/22- FACR 1	Operating Expenditure		180,000		218,543
		<b>Governance</b>						218,543
23450		Consultants - Op Exp - Other Governance	OMC - 15/12/22- FACR 1	Operating Expenditure			(20,000)	198,543
23598		Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone	OMC - 15/12/22	Capital Income		298,453		496,996
22137		Kimberley Zone - Transfer of Zone Surplus - Op Exp	OMC - 15/12/22	Operating Expenditure			(298,453)	198,543
		<b>Education and Welfare</b>						198,543
82670		Grant Income - Comm Services	OMC - 15/12/22- FACR 1	Operating Income			(35,000)	163,543
82670		Grant Income - Comm Services	OMC - 15/12/22- FACR 1	Operating Income		5,000		168,543
		<b>Community Amenities</b>						168,543
106030	106055	Planning General Project Consult - Op Exp Town Planning/Reg Dev	OMC - 15/12/22- FACR 1	Operating Expenditure			(16,563)	151,980
104270	104299	Short St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	OMC - 15/12/22- FACR 1	Capital Expenditure			(67,050)	84,930
104480		Transfer From Drainage Reserve - Urban Stormwater Drainage - Cap Inc	OMC - 15/12/22- FACR 1	Capital Income		67,050		151,980
101896	101897	Community Recycling Centre - RRP - Cap Exp	OMC - 15/12/22- FACR 1	Capital Expenditure		6,365,904		6,517,884
101995		Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC - 15/12/22- FACR 1	Capital Income			(6,365,904)	151,980
		<b>Recreation and Culture</b>						151,980
113370		Other Recreation Projects & Events Income - Op Inc - Oth Rec	OMC - 15/12/22- FACR 1	Operating Income		10,000		161,980
113394		Other Recreation Projects & Events - Op Exp - Other Rec	OMC - 15/12/22- FACR 1	Operating Expenditure			(10,000)	151,980
113027	113029	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	OMC - 15/12/22- FACR 1	Capital Expenditure		37,000		188,980
116470	116471	Broome Civic Centre Building General Maint Exps - Op Exp Bme Civic Centre	OMC - 15/12/22- FACR 1	Operating Expenditure			(27,700)	161,280
1181425	1181426	Cable Beach Foreshore Upgrade	OMC - 15/12/22- FACR 1	Capital Expenditure			(262,277)	(100,997)
1181425	1181426	Cable Beach Foreshore Upgrade	OMC - 15/12/22- FACR 1	Capital Expenditure		262,277		161,280
		<b>Transport</b>						161,280
125507		Transfer to Road Reserve - St Lighting - Cap Exp	OMC - 15/12/22- FACR 1	Capital Expenditure			(481,625)	(320,345)
125134		Transfer to Road Reserve (for Bus Shelters)	OMC - 15/12/22- FACR 1	Capital Expenditure			(31,277)	(351,622)
125138		Transfer to Footpath Reserve (Footbridge per Transport AMP)	OMC - 15/12/22- FACR 1	Capital Expenditure			(38,326)	(389,948)
120305		WALGGC Road Grants Untied Op Grant Rec'd	OMC - 15/12/22- FACR 1	Operating Income			(213,549)	(603,497)
121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd	OMC - 15/12/22- FACR 1	Operating Income			(13,314)	(616,811)
122000	121011	Sector 1 Chinatown - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		66,316		(550,495)
122000	121025	Sector 2 Cable Beach - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		42,712		(507,783)
122000	121026	Sector 3 Old Broome - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		55,526		(452,257)
122000	121027	Sector 4 Sunset Park - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		39,340		(412,917)
122000	121028	Sector 5 Roebuck Est - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		44,510		(368,407)
122000	121029	Sector 6 Broome North / Blue Haze - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		32,596		(335,811)
122000	121030	Sector 7 LIA, HIA and Port - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		38,216		(297,595)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 January 2023

**Note 5: BUDGET AMENDMENTS**

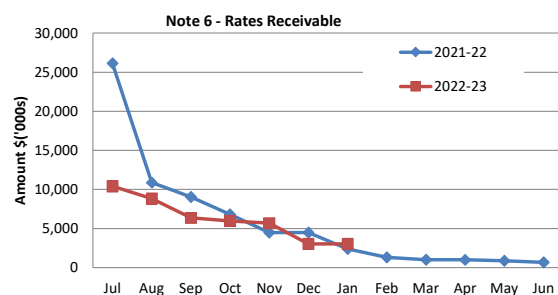
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
126000	126021	Sector 1 Chinatown- Operating	OMC - 15/12/22- FACR 1	Operating Expenditure		5,395		(292,200)
126000	126036	Sector 3 Old Broome- Operating	OMC - 15/12/22- FACR 1	Operating Expenditure		11,802		(280,398)
121217	121217	Urban Street House Number - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure		13,825		(266,573)
121101	121562	Capital Works Program Projects - Upgrade (stewart St)- Cap Ex	OMC - 15/12/22- FACR 1	Capital Expenditure			(121,842)	(388,415)
125000	125025	Dakas, St Marys New Carpark Const - Cap Exp	OMC - 15/12/22- FACR 1	Capital Expenditure			(89,358)	(477,773)
121101	121562	Capital Works Program Projects - Upgrade (stewart St)- Cap Ex	OMC - 15/12/22- FACR 1	Capital Expenditure		121,842		(355,931)
125000	125025	Dakas, St Marys New Carpark Const - Cap Exp	OMC - 15/12/22- FACR 1	Capital Expenditure		89,358		(266,573)
122000	121011	Sector 1 Chinatown - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(66,316)	(332,889)
122000	121025	Sector 2 Cable Beach - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(42,712)	(375,601)
122000	121026	Sector 3 Old Broome - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(55,526)	(431,127)
122000	121027	Sector 4 Sunset Park - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(39,340)	(470,467)
122000	121028	Sector 5 Roebuck Est - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(44,510)	(514,977)
122000	121029	Sector 6 Broome North / Blue Haze - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(32,596)	(547,573)
122000	121030	Sector 7 LIA, HIA and Port - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(38,216)	(585,789)
126000	126021	Sector 1 Chinatown- Operating	OMC - 15/12/22- FACR 1	Operating Expenditure			(5,395)	(591,184)
126000	126036	Sector 3 Old Broome- Operating	OMC - 15/12/22- FACR 1	Operating Expenditure			(11,802)	(602,986)
121217	121217	Urban Street House Number - Works Maint	OMC - 15/12/22- FACR 1	Operating Expenditure			(13,825)	(616,811)
		<b>Economic Services</b>						(616,811)
1367210		Economic Development Program Expense - Op Exp - Other Economic Services	OMC - 28/07/22	Operating Expenditure			(14,000)	(630,811)
1367301		Grants & Contributions Received - Op Inc - Economic Services Special Projects	OMC - 15/12/22- FACR 1	Operating Income		173,000		(457,811)
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 15/12/22- FACR 1	Operating Expenditure			(173,000)	(630,811)
1367301		Grants & Contributions Received - Op Inc - Economic Services Special Projects	OMC - 15/12/22- FACR 1	Operating Income		40,100		(590,711)
1367458		SKATE event: Skate park opening activation 2022	OMC - 15/12/22- FACR 1	Operating Expenditure			(77,100)	(667,811)
1365355		CRC at Broome Visitor Centre - Rent & Recoup Income - Op Inc	OMC - 15/12/22- FACR 1	Operating Income		34,750		(633,061)
132060		Tourism Development - Op Exp - Tourism & Area Promotion	OMC - 15/12/22- FACR 1	Operating Expenditure			(30,000)	(663,061)
		<b>Other Property and Services</b>						(663,061)
142395		All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads	OMC - 15/12/22- FACR 1	Operating Income		20,000		(643,061)
142015		All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads	OMC - 15/12/22- FACR 1	Operating Expenditure			(20,000)	(663,061)
147457		Transfer to Building Reserve - Cap Exp - Unclassified General	OMC - 15/12/22- FACR 1	Capital Expenditure		551,228		(111,833)
112051	112062	Town Beach Cafe - Planned Maint & Minor Works - Op Exp	OMC - 15/12/22- FACR 1	Operating Expenditure			(50,000)	(161,833)
146555		Transfer From Building Reserve Leased Comm Facilities - Un Clas	OMC - 15/12/22- FACR 1	Capital Income		50,000		(111,833)
143010		Salary - Op Exp - Engineering Office	OMC - 15/12/22- FACR 1	Operating Expenditure		70,000		(41,833)
143038		Consultants Engineering Office	OMC - 15/12/22- FACR 1	Operating Expenditure			(70,000)	(111,833)
141271	141385	Illegal dumping clean up	OMC - 15/12/22- FACR 1	Operating Expenditure		6,744		(105,089)
143508		Wages & Related Sick & Holiday - P & G Ops	OMC - 15/12/22- FACR 1	Operating Expenditure		116,495		11,406
141271	141385	Illegal dumping clean up	OMC - 15/12/22- FACR 1	Operating Expenditure			(6,744)	4,662
143508		Wages & Related Sick & Holiday - P & G Ops	OMC - 15/12/22- FACR 1	Operating Expenditure			(116,495)	(111,833)
					0	8,887,982	(8,999,815)	(111,833)

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2023

**Note 6: RECEIVABLES**

Receivables - Rates Receivable	YTD 31 Jan 2023	30 Jun 2022
	\$	\$
Opening Arrears Previous Years	755,425	839,534
Levied this year	25,003,638	23,902,635
Less Collections to date	(22,757,923)	(23,986,744)
Equals Current Outstanding	3,001,140	755,425
<b>Net Rates Collectable</b>	<b>3,001,140</b>	<b>755,425</b>
% Collected	88.35%	96.95%



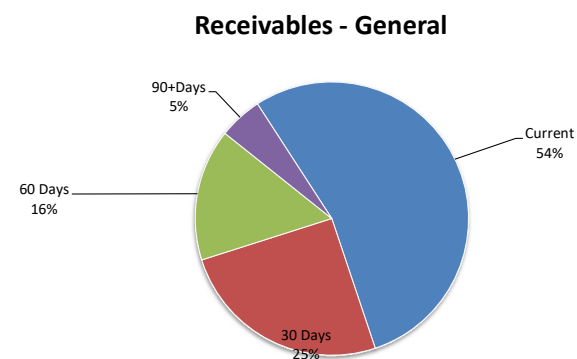
**Comments/Notes - Receivables Rates**

\* 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	(149,160)	591,042	275,936	170,836	55,942
<b>Total Receivables General Outstanding</b>					<b>944,597</b>

Amounts shown above include GST (where applicable)



**Comments/Notes - Receivables General**

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

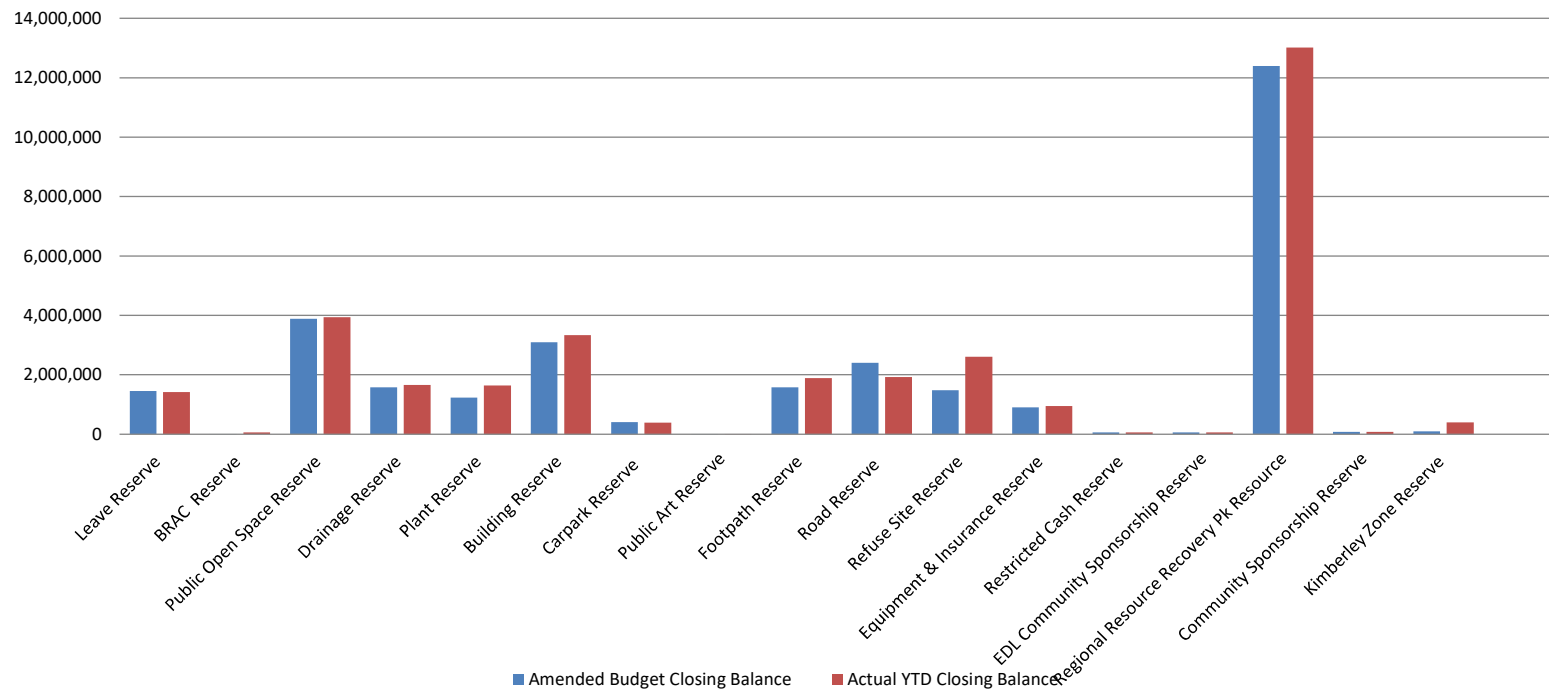
**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**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 (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	1,396,825	4,795	22,156	57,675	(0)	0	0	1,459,295	1,418,981
BRAC Reserve	58,697	234	931	0	0	58,000	0	931	59,628
Public Open Space Reserve	3,877,790	5,213	60,992	768,566	(0)	769,501	0	3,882,068	3,938,782
Drainage Reserve	1,636,814	6,162	25,919	4,174	0	67,050	0	1,580,100	1,662,734
Plant Reserve	1,616,587	7,592	25,642	0	(0)	391,804	0	1,232,375	1,642,229
Building Reserve	3,289,749	11,700	52,181	355,080	(0)	562,934	0	3,093,595	3,341,930
Carpark Reserve	391,357	1,395	6,208	14,655	(0)	0	0	407,407	397,565
Public Art Reserve	6,232	24	99	0	(0)	0	0	6,256	6,331
Footpath Reserve	1,854,112	9,145	29,409	38,326	0	316,173	0	1,585,410	1,883,521
Road Reserve	1,892,145	5,024	30,013	512,902	(0)	0	0	2,410,071	1,922,158
Refuse Site Reserve	2,574,622	10,675	40,838	0	(0)	1,101,855	0	1,483,442	2,615,460
Equipment & Insurance Reserve	936,537	2,863	14,855	0	0	35,000	0	904,400	951,392
Restricted Cash Reserve	65,000	0	0	0	0	0	0	65,000	65,000
EDL Community Sponsorship Reserve	62,229	248	987	0	0	0	0	62,477	63,216
Regional Resource Recovery Pk Resource	12,815,817	0	203,280	0	0	419,181	0	12,396,636	13,019,097
Community Sponsorship Reserve	81,722	327	1,296	0	0	0	0	82,049	83,018
Kimberley Zone Reserve	395,873	1,580	6,279	0	0	298,453	0	99,000	402,152
	0					0	0		
	<b>32,952,108</b>	<b>66,977</b>	<b>521,085</b>	<b>1,751,378</b>	<b>0</b>	<b>4,019,951</b>	<b>0</b>	<b>30,750,512</b>	<b>33,473,193</b>

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 7: Cash Backed Reserve**



**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**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)				
\$	\$	\$	\$		\$	\$	\$
				<b>P Number Plant and Equipment</b>			
				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 5T Isuzu FRR 500 (P&Gs) 1EKS727	16,433	0	0
				0 P10518 John Deere Ride on Mower 1585 with Cab - 1GOK099	(8,409)	0	0
				0 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 (Profiler) 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



SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2023

Note 8 CAPITAL DISPOSALS

			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	P11615	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 January 2023**

Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
<b>RATE TYPE</b>												
<b>Differential General Rate</b>												
<b>Gross Rental Valuations</b>												
GRV -	Residential	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
<b>Unimproved Value Valuations</b>												
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
<b>Sub-Totals</b>			6,424	276,430,393	24,283,200	100,000	0	24,383,200	24,383,200	0	0	24,383,200
<b>Minimum Payment</b>		<b>Minimum \$</b>										
<b>Gross Rental Valuations</b>												
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
<b>Unimproved Value Valuations</b>												
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
<b>Sub-Totals</b>			544	2,860,285	673,336	0	0	673,336	673,336	0	0	673,336
<b>Charitable Concessions</b>								25,056,536				25,056,536
<b>Totals</b>								(54,910)				(54,910)
								<b>25,001,626</b>				<b>25,001,626</b>

**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 January 2023**

**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		44,308	88,975	1,231,983	1,187,316	10,316	20,272
Loan 196 - Chinatown Revitalisation Loan	1,223,136		82,127	165,029	1,141,010	1,058,107	15,856	22,340
Loan 198 - Chinatown Revitalisation Stage 2	1,681,479		52,519	105,549	1,628,961	1,575,930	28,338	32,276
Loan 201- China Town Contingency	1,800,000		41,690	84,609	1,758,310	1,715,391	49,597	84,588
<b>Self Supporting Loans</b>								
Loan 199 - Broome Golf Club	1,250,000		0	0	1,250,000	1,250,000	16,552	24,426
Broome Surf Life Saving Club	0	690,746	0	0	0	690,746	0	18,996
	7,230,907	690,746	220,644	444,162	7,010,263	7,477,491	120,658	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 January 2023**

**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-Jan-23
	\$	\$	\$	\$
Town Planning Related Bond Deposits	106,562	0	0	106,562
	106,562	0	0	106,562

**Item 9.4.5 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT - JANUARY 2023**

**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 January 2023

**Note 12: CAPITAL ACQUISITIONS**

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Jan 2023					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance Under/(Over)	YTD Actual (Renewal Exp)	
		<b>Governance</b>								
0%	○	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Other Gov	23571		60,000	30,000	0	60,000	0	
0%	○	<b>Governance Total</b>			<b>60,000</b>	<b>30,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	
		<b>Law, Order And Public Safety</b>								
76%	●	Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	53239		3,092,837	1,804,157	2,365,894	726,943	0	
76%	●	<b>Law, Order And Public Safety Total</b>			<b>3,092,837</b>	<b>1,804,157</b>	<b>2,365,894</b>	<b>726,943</b>	<b>0</b>	
		<b>Housing</b>								
15%	○	Staff housing 8 & 11/ 6 Ibis Way - fit out- Cap Ex	0095810	095810	31,192	18,196	4,626	26,566	0	
15%	○	<b>Housing</b>			<b>31,192</b>	<b>18,196</b>	<b>4,626</b>	<b>26,566</b>	<b>0</b>	
		<b>Community Amenities</b>								
100%	●	Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	0101510		366,108	213,563	0	(1,011)	367,119	
		Buckleys Rd Closure Upgrade (Use 101015240) - Cap Exp - San Gen Refuse	101524	101558	0	0	0	0	0	
185%	●	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	0101550	101552	18,272	10,607	0	(15,583)	33,855	
88%	●	Community Recycling Centre - RRP - Cap Exp	0101896	101897	419,181	244,524	368,762	50,419	0	
0%	○	RRRP Waste Facility - Yr 1 CRC	0101896	101898	251,680	71,880	0	251,680	0	
0%	○	Short St-Paspaley Carnarvon Street New Drainage Const - Cap Exp	0104270	104299	67,490	257	0	67,490	0	
0%	○	Drainage Grate Improvements	0104600	104796	25,880	15,094	0	25,880	0	
0%	○	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Dev Services	0106184		327,694	177,406	0	327,694	0	
211%	●	Implement Cemetery Master Plan	0107540	107551	1,980	1,155	4,180	(2,200)	0	
5%	○	Japanese Cemetery New Infra by P & G - Cap Exp	0107550	107550	50,000	0	2,289	47,712	0	
105%	●	Broome Cemetery Fencing Capx	0107550	107563	155,940	153,465	163,513	(7,573)	0	
		<b>Mobile Plant &amp; Equipment Renewal (Replacement) - Cap Exp - Sanitation Other</b>	<b>1042510</b>		<b>208,000</b>	<b>116,500</b>	<b>0</b>	<b>208,000</b>	<b>0</b>	
20%	○	Asset Rehabilitation Obligation (Cap Exp - Sanitation Gen Refuse)	101524		289,869	169,092	59,328	230,541	0	
46%	●	<b>Community Amenities Total</b>			<b>2,182,094</b>	<b>1,173,543</b>	<b>598,071</b>	<b>1,183,049</b>	<b>400,974</b>	
		<b>Recreation And Culture</b>								
63%	●	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	0113027	113029	836,985	488,243	530,006	306,979	0	
0%	○	Haynes Oval Reserve Renewal of Infrastructure- Cap Exp	0113551	113762	1,320	770	0	1,320	0	
0%	○	Male Oval Renewal Infra - Cap Exp - Parks & Ovals	0113551	113763	900	525	0	900	0	
86%	●	Parks & Gardens Works Renewal Infra - Cap Exp	0113551	113795	46,760	27,277	0	6,334	40,426	
No Budget	☒	Reticulation Control System New Exp - Cap Exp Parks & Ovals	0113603		0	0	255	(255)	0	
1%	○	Tennis Court Lighting Renewal- Cap Ex	0114105	114105	206,756	9,336	0	204,735	2,021	
0%	○	Broome Public Library - Kitchen Fit Out- Cap Ex	0115460	115460	20,795	464	0	20,795	0	
0%	○	Cape Leveque Tourist Bay and Signage	0116125	116132	35,000	20,419	0	35,000	0	
0%	○	Museum Building Renewal- Cap Exp - Other Cult	0116201		75,000	0	0	75,000	0	
124%	●	Broome Museum - Air Con- Cap Ex	0116207	116207	4,575	2,671	0	(1,100)	5,675	
0%	○	BRAC Gym and Fitness Facility - Detailed Design / Tender Package- Cap Ex	0117024	117025	485,980	80,965	0	485,980	0	
0%	○	Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- BRAC General	0117398		45,795	26,712	0	45,795	0	
0%	○	BRAC Grid Solar Connection	0117399	117420	233,100	42,501	237	232,863	0	
6%	○	BRAC Oval Upgrade of Infra - Cap Exp	0117450	117452	40,000	0	2,375	37,625	0	
0%	○	BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals	0117455	117456	216,354	126,205	0	216,354	0	
60%	●	Town Beach Redevelopment - Greenspace Stage 2 - Cap Exp	1181407		53,072	30,961	32,086	20,986	0	
32%	○	Youth Bike Recreation Area - New Construction - Cap Exp	1181420	YBRA001	84,084	49,049	26,995	57,089	0	
5%	○	Cable Beach Foreshore Upgrade	1181425	1181426	9,890,737	5,766,462	508,759	9,381,978	0	
9%	○	<b>Recreation And Culture Total</b>			<b>12,277,213</b>	<b>6,672,560</b>	<b>1,100,714</b>	<b>11,128,377</b>	<b>48,122</b>	
		<b>Transport</b>								
0%	○	Frederick Street/Hamersley Street Intersection Lighting Upgrades	0121100	121715	39,999	14,084	0	39,999	0	
12%	○	Port Drive – Guy Street Intersection Upgrade	0121100	121716	825,640	212,607	99,651	725,989	0	
2%	○	Urban Maint Reseals Renewal Works Cap Exp	0121101	121549	647,820	377,895	0	631,812	16,008	
45%	●	Capital Works Program Projects - Upgrade (stewart St)- Cap Ex	0121101	121562	1,091,580	636,762	0	597,876	493,704	

Item 9.4.5 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT - JANUARY 2023

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2023

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Jan 2023					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance Under/(Over)	YTD Actual (Renewal Exp)	
49%	○	Lawrence Road Upgrade	0121501	121587	121,000	70,581	59,681	61,319	0	
0%	○	State Blackspot - Frederick Street off-street carpark Cap (Broome SHS) Exp	0125000	125045	1,075,835	23,870	930	1,074,905	0	
177%	●	Conti foreshore Footpath Construction (Before Hamersley Street - New Footpath	0125140	125183	97,978	57,155	172,949	(74,971)	0	
0%	○	De Pledge Way	0125200	125074	34,654	6,323	0	34,654	0	
0%	○	Sahanna Place	0125200	125075	34,654	6,323	0	34,654	0	
0%	○	Walcott Street	0125200	125076	34,654	6,323	0	34,654	0	
0%	○	Various Footbridge Renewals - Cap Exp	0125300	125921	87,500	51,044	0	87,500	0	
6%	○	Various Footpath Renewals - Cap Exp	0125300	VARPATH	58,325	34,020	0	54,757	3,568	
No Budget	☒	Access & Inclusion Improvements New Infra - Cap Exp	1254421		0	0	4,100	(4,100)	0	
No Budget	☒	Broome North Subdivision - New Footpath construction	125140	125277	0	0	100,826	(100,826)	0	
1894400%	●	Urban Reveals Renewal Program - Various (Sealing Contractor) - Cap Ex - Renewal	121101	RRU	0	0	0	0	0	
		Street Lighting Renewal Const - Cap Exp - St Lighting	125225		1	1	0	18,943	18,944	
		Dakas, St Marys New Carpark Const - Cap Exp	125000	125025	0	0	0	0	0	
23%	○	<b>Transport Total</b>			<b>4,149,640</b>	<b>1,496,988</b>	<b>438,136</b>	<b>3,217,166</b>	<b>532,224</b>	
		<b>Economic Services</b>								
3%	○	Broome Visitor Centre - Packaged Plant Cap Ex	0132029	132040	57,186	1,275	1,847	55,339	0	
1%	○	Sam Male Lugger Restoration- Cap EX	0132142	132143	31,100	5,640	0	30,800	300	
No Budget	☒	Chinatown Project Mgmt, Feasibility & Design Consultancy - Cap Exp - Economic			0	0	5,495	(5,495)	0	
86%	●	Services Special Projects	1367221		0	0	5,495	(5,495)	0	
No Budget	☒	Short Street Streetscape Enhancements (Chinatown Stage 2) - Cap Exp	1367404	1367414	40,000	23,331	34,343	5,658	0	
0%	○	Smart Cities Enabling Items - Cap Exp	1367405	1367418	0	0	10,116	(10,116)	0	
0%	○	Streeter's Jetty Refurbishment (Chinatown Stage 2) Cap Exp	1367405	1367419	38,465	22,437	0	38,465	0	
No Budget	☒	Frederick St Lookout - Other Infra New - Cap Ex	1367405	1367409	0	0	180	180	0	
31%	○	<b>Economic Services Total</b>			<b>166,751</b>	<b>52,683</b>	<b>51,980</b>	<b>114,830</b>	<b>300</b>	
		<b>Other Property &amp; Services</b>								
89%	●	Vehicle & Mobile Plant New - Cap Exp - Corp Gov	0142550		106,284	56,999	94,237	12,047	0	
No Budget	☒	Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	0142558		0	0	0	(2,286)	2,286	
37%	○	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	0143610		1,147,158	634,429	0	723,402	423,756	
38%	○	Equip & H'Ware > \$5000 Cap Exp - IT	0146120		163,000	95,081	61,929	101,071	0	
49%	●	Software Cap Exp - IT (dont use)	0146122		36,000	21,000	17,732	18,268	0	
1%	○	Admin Building - Packaged Plant- Cap Ex	0147100	147100	363,910	212,283	0	360,217	3,693	
0%	○	KRO 2 - air-conditioning units- Cap Exp	0147350	1482447	13,862	8,086	0	13,862	0	
20%	○	KRO 1 & 2 Security Screens	0147354	147354	46,760	16,389	9,435	37,325	0	
280%	●	Building Renewal AMP	0147500		114,400	66,736	0	(206,336)	320,736	
0%	○	Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office	0148004		165,000	82,500	0	165,000	0	
0%	○	Vehicle & Mobile Plant New - Cap Exp - Depot Ops	0148021		180,000	90,000	0	180,000	0	
36%	○	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	0148611		1,339,440	892,960	0	850,695	488,745	
0%	○	Vehicle & Mob Plant New - Cap Exp - Works Ops	0148621		58,520	34,139	0	58,520	0	
38%	○	<b>Other Property &amp; Services Total</b>			<b>3,734,334</b>	<b>2,210,602</b>	<b>183,333</b>	<b>2,311,785</b>	<b>1,239,216</b>	
27%	○	<b>GRAND TOTAL</b>			<b>25,694,061</b>	<b>13,458,728</b>	<b>4,742,755</b>	<b>18,768,715</b>	<b>2,220,836</b>	
31%	○	Land & Buildings - New			1,188,033	415,565	373,388	814,645	0	
76%	●	Land & Buildings - Upgrade			3,113,632	1,804,620	2,365,894	747,738	0	
59%	●	Land & Buildings - Renewal			553,310	279,019	0	226,595	326,715	
		Works in Progress Land & Buildings			0	0	0	0	0	
63%	●	<b>Land &amp; Buildings - Total</b>			<b>4,854,975</b>	<b>2,499,204</b>	<b>2,739,282</b>	<b>1,788,978</b>	<b>326,715</b>	
10%	○	Recreation Areas Infrastructure - New			10,904,878	6,334,715	1,100,477	9,804,401	0	
		Recreation Areas Infrastructure - Upgrade			0	0	0	0	0	
9%	○	Recreation Areas Infrastructure - Renewal			472,090	164,113	0	429,643	42,447	
		Works in Progress Recreation Areas Infrastructure			0	0	0	0	0	
10%	○	<b>Recreation Areas Infrastructure - Total</b>			<b>11,376,968</b>	<b>6,498,828</b>	<b>1,100,477</b>	<b>10,234,044</b>	<b>42,447</b>	
24%	○	Roads, F/Paths & Bridges Infrastructure - New			1,173,813	81,025	278,805	895,008	0	
19%	○	Roads, F/Paths & Bridges Infrastructure - Upgrade			1,026,639	320,603	199,169	827,470	0	
27%	○	Roads, F/Paths & Bridges Infrastructure - Renewal			1,885,225	1,099,721	0	1,371,945	513,280	
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0	0	

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2023

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Jan 2023					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance Under/(Over)	YTD Actual (Renewal Exp)	
24%	○	Roads, F/Paths & Bridges Infrastructure - Total			4,085,677	1,501,349	477,974	3,094,423	513,280	
0%	○	Drainage Infrastructure - New			67,490	257	0	67,490	0	
0%	○	Drainage Infrastructure - Upgrade			25,880	15,094	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			93,370	15,351	0	93,370	0	
40%	●	Other Infrastructure - New			440,553	216,565	177,944	262,968	0	
211%	●	Other Infrastructure - Upgrade			1,980	1,155	4,180	(2,200)	0	
108%	●	Other Infrastructure - Renewal			49,373	16,248	0	34,160	53,099	
		Works In Progress Other Infrastructure			0	0	0	0	0	
48%	●	Other Infrastructure - Total			491,906	233,968	182,124	294,928	53,099	
27%	○	Mobile Plant & Equip New			344,804	181,138	94,237	250,567	0	
		Mobile Plant & Equip Upgrade			0	0	0	0	0	
35%	○	Mobile Plant & Equipment Renewal (Replacement)			3,659,195	2,174,070	0	2,379,575	1,279,620	
34%	○	Mobile Plant & Equip - Total			4,003,999	2,355,208	94,237	2,630,142	1,279,620	
		Fixed Plant & Equipment - New			0	0	0	0	0	
0%	○	Fixed Plant & Equipment - Upgrade			13,862	8,086	0	13,862	0	
124%	●	Fixed Plant & Equipment - Renewal			4,575	2,671	0	(1,100)	5,675	
31%	○	Fixed Plant & Equipment - Total			18,437	10,757	0	12,762	5,675	
19%	○	Furniture & Equipment - New			478,860	174,972	89,333	389,527	0	
19%	○	Furniture & Equipment - Total			478,860	174,972	89,333	389,527	0	
27%	○	Capital Expenditure Total			25,404,192	13,289,636	4,683,427	18,538,174	2,220,836	

**SHIRE OF BROOME**  
**Monthly Statement of Financial Activity**  
**For the Period Ending 31 January 2023**

**Appendix A: SUPPLEMENTARY NOTES TO THE MONTHLY REPORT**

**NOTES TO THIS MONTH'S REPORT**

**OVERVIEW**

For the period ended 31 January 2023, the following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	58.90%
Total Rates Raised Revenue	100% (of which 88.35% were collected)
Total Other Operating Revenue	70%
Total Operating Expenditure	33%
Total Capital Revenue	43%
Total Capital Expenditure	27%
Total Sale of Assets Revenue	0%

The budget was adopted at the Special Meeting on 05 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 January 2023, the current position stands at \$20.3M

**Cash**

Total Cash Assets are now \$54.9M being \$1.2M decrease from prior month.

The major collections this month include receipt of:

- \$1.5M Rates Various Assessments – 2 Louis Street & 47 Carnarvon Street
- \$88K Part claim 03 – Broome Surf Live Saving Club
- \$66 Youth Partnership Agreement (year 1) – Rio Tinto

The major expenditure items this month include payments of:

- \$329K Concrete crushing – D Palmer Corporation PTY LTD Nexgen Crushing and Screening
- \$298K Kimberley zone surplus – Shire of Wyndham Easy Kimberley
- \$288K Redevelopment Works – Colin Wilkinson Development PTY LTD



### **Receivables**

Sundry debtors including GST refundable stand at \$1.11M.

Rates and rubbish debtors stand at \$3.05M. Annual rates were raised on 14th 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 \$246K having a \$40K increase since the previous month.

### **Cash Liabilities**

These stand at \$223K. This represents our obligation on our outstanding loans in 22/23.

### **Creditors and Payables**

Sundry Creditors are \$2.03M, 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 \$6.05M.

### **Employee Provisions and Accruals**

In the normal course of events, these figures are adjusted in June and July each year by end of year accounting adjustments.

Current leave provisions are \$1.8M (non-current leave provisions are \$267K). Accruals to reflect the year end position will be completed in the coming months for the 2022-2023 year.

## 10. REPORTS OF COMMITTEES

### 10.1 MINUTES AND RECOMMENDATIONS FROM AUDIT AND RISK COMMITTEE MEETING HELD ON 14 FEBRUARY 2023

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FIN001
AUTHOR:	Director Corporate Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

#### SUMMARY:

This report presents for Council consideration the minutes from the Audit and Risk Committee meeting held on 14 February 2023.

## BACKGROUND

### Previous Considerations

SMC 5 July 2022	Item 5.4.1
ARC December 2022	Item 5.3
OMC 15 December 2022	Item 13.1.4

### **Item 5.1 2022 Compliance Audit Report**

Local governments are required to complete a compliance audit for the previous calendar year by the 31 March. The Department of Local Government Sport and Cultural Industries (DLGSC) provides the questions each year with the compliance audit being an in-house self audit that is undertaken by the appropriate responsible officer.

In accordance with Regulation 14 of the *Local Government (Audit) Regulations 1996* the ARC is to review the CAR and is to report to Council the results of that review. The CAR is to be:

1. presented to an Ordinary Meeting of Council
2. adopted by Council; and
3. recorded in the minutes of the meeting at which it is adopted.

Following the adoption by Council of the CAR, a certified copy of the return, along with the relevant section of the minutes and any additional information detailing the contents of the return are to be submitted to the DLGSC by 31 March 2023.

The return requires the Shire President and the Chief Executive Officer to certify that the statutory obligations of the Shire of Broome have been complied with.

### **Item 5.2 RFQ22-34 Supply and Delivery of Thirteen Light Vehicles – Confirmation of Contract Awarding**

Each year, as a part of the annual budget process the Shire of Broome allocates funds towards plant replacement. The allocations are made in accordance with the Long Term Financial Plan which is informed by the Shire's 10 Year Plant Replacement Program.

The Plant Replacement Program is reviewed annually to ensure plant replacement is optimised based on best practice replacement timeframes, plant utilisation rates and market conditions.

As part of the adopted budget for 2022/23 twelve (12) light vehicles were funded for replacement. Following the budget adoption and before seeking quotes a light vehicle was written off through a road accident and the replacement approved through our insurer.

The final request for quotation therefore included thirteen (13) light fleet vehicles.

### ***Item 5.3 Carry Over Budgets for 2022/23 and Review of Closing Financial Position***

The 2021/22 annual financial report is awaiting signoff by the auditor (Office of the Auditor General, OAG) and is anticipated to be received in March. The delay has impacted the adoption of budget amendments to align the carry over income and expenditure budgets to the actual results. Officers require Council approval for all budget amendments.

As prescribed under the *Local Government Act 1995* and following the completion of the financial year to 30 June, the audited annual financial report is presented to the Audit and Risk Committee. Within the report is a breakdown of the items making up the closing position for the financial year, which are summarised as:

- income and expenditure carry overs (grant or reserve-funded projects, or expenditure which has been committed to, but not yet undertaken),
- Commonwealth financial assistance grant (FAGS – a significant portion of the annual grant is regularly paid in advance of the financial year it relates to and while it is "untied", it is already committed to the following year's budget operations), and
- If there is a difference between the closing position and the above commitments, there is either an untied surplus or deficit, and officers will recommend how best to proceed with the difference.

Moore Australia (Moore), an accounting firm specialising in local government, were engaged to update Council's Long Term Financial Plan (LTFP) in November 2022. Based on their findings while assessing prior years financial statements as part of the LTFP review, Moore were engaged to undertake a detailed review of prior year opening and closing positions.

### ***Item 5.4 2<sup>nd</sup> Quarter Finance and Costing Review***

The Shire of Broome has carried out its 2<sup>nd</sup> Quarter Finance and Costing Review (FACR) for the 2022-23 financial year. This review of the 2022-23 Annual Budget is based on actuals and commitments for the first six months of the year from 1 July 2022 to 31 December 2022, and forecasts for the remainder of the financial year.

This process aims to highlight over and under expenditure of funds and over and under achievement of income targets for the benefit of Executive and Responsible Officers to ensure good fiscal management of their projects and programs.

Once this process is completed, a report is compiled identifying budgets requiring amendments to be adopted by Council. Additionally, a summary provides the financial impact of all proposed budget amendments to the Shire of Broome's adopted end-of-year forecast, to assist Council to make an informed decision.

It should be noted that the 2022-23 annual budget was adopted at the Special Meeting of Council on 5 July 2022 as a balanced budget.

The Quarter 2 FACR commenced on 23 January 2023. At the start of the Q2 FACR, a net deficit of \$111,933 was forecast arising from past budget amendments adopted by Council, including the Q1 FACR.

## COMMENT

### ***Item 5.1 2022 Compliance Audit Report***

The DLGSC continues to focus on high risk areas of compliance and statutory reporting as prescribed in Regulation 13 of the *Local Government (Audit) Regulations 1996*.

The CAR for the period 1 January to 31 December 2022 comprises a total of 94 questions, down from 98 questions the previous year. The majority of questions are similar to the previous year with the removal of four questions relating to the adoption of a mandatory Code of Conduct for elected members, committee members and employees in 2021 and one question in relation to CEO recruitment. A new question has been added in relation to the complaints register.

A compliance rating of 96% has been achieved for 2022 with two minor non compliances identified below, however these are a result of the Office of Auditor General (OAG) not supplying the auditor's report by 31 December 2022. The DLGSC were notified of this on 14 December 2022.

Focus Area	Question	Comments
Finance	Was the auditor's report for the financial year ended 30 June 2022 received by the local government by 31 December 2022?	The Office of the Auditor General (OAG) advised that the auditor's report will be completed Feb/March 2023. DLGSC were notified 14 December 2022.
Finance	Was the auditor's report for the financial year ending 30 June 2022 received by the local government within 30 days of completion of the audit?	The Office of the Auditor General (OAG) advised that the auditor's report will be completed Feb/March 2023. DLGSC were notified 14 December 2022.

### ***Item 5.2 RFQ22-34 Supply and Delivery of Thirteen Light Vehicles – Confirmation of Contract Awarding***

On 3 November 2022 the Shire issued RFQ22-34 Supply and Delivery of Thirteen (13) Light Vehicles. The request was issued using Vendor Panel with a closing date of 30 November 2022.

The request was sent to five reputable Kimberley and Perth based suppliers all deemed to have the capacity to supply and deliver the vehicles.

- Broome Motors
- Maddington Toyota
- City Toyota,
- Avon Valley Toyota and Isuzu

- North West Motor Group Pty Ltd

No clarifications were received during the request period and two quotations were received before the deadline. One from North West Motor Group Pty Ltd and the other from City Toyota.

In accordance with the Request for Quotation document officers assessed the response against the Compliance and Qualitative Criteria.

Compliance Criteria	Pass/ Fail
Respondents are to provide acknowledgement that their organisation has submitted in accordance with the Conditions of this RFQ	Y/N
Compliance with the specification contained in the request	Y/N
Compliance with the delivery dates	Y/N

Qualitative Criteria	Weighting %
Resources, Service and Maintenance	40%
Operator & Mechanical Assessment	30%
Demonstrated Understanding	30%

The formal evaluation process was completed separately by three (3) Shire officers considered to have the relevant qualifications and skills and the evaluation report completed (**Confidential Attachment 1**).

An evaluation report was prepared with a recommendation that North West Motor Group (supplied by Broome Toyota) be selected as the preferred respondent. The evaluation report was approved by the Chief Executive Officer. (CEO)

#### Delegation Breach

The total purchase price for the 13 vehicles as outlined in the Financial Implications section below amounted to \$690,745 (ex GST).

Following approval of the evaluation report by the CEO, Shire officers incorrectly proceeded to commit the Shire contractually to the purchase by issuing thirteen separate purchase orders to the preferred respondent - North West Motor Group (Purchase order numbers 107434, 107435, 107466, 107467, 107477, 107478, 107479, 107480, 107482, 107484, 107487, 107488 & 107489). Separate orders were thought to be the best approach by officers at the time due to the differing specifications of each vehicle and the fact that several expenditure accounts were used.

Proceeding directly to purchase was in breach of Delegation 1.2.16 Tenders for Goods and Services which limits the CEO's authority to procurements less than \$500,000. Request for Tender (RFT) and Requests for Quotation (RFQ) above this amount require Council endorsement.

Officers are seeking retrospective endorsement of the confidential Evaluation Report in **Confidential Attachment 1**.

Governance staff have worked with the relevant staff involved to ensure that they understand the compliance issues surrounding this purchasing process and will continue to roll out purchasing training to staff in an effort to build capability in this area.

### **Item 5.3 Carry Over Budgets for 2022/23 and Review of Closing Financial Position**

Late in 2020 accounting standards changed, affecting the treatment of contract liabilities associated with restricted cash and how they are reflected in municipal and reserve funds. The changes primarily relate to establishing the timing of when income should be recognised where there are obligations tied to the income, and apply mainly to grant funding received by Council. The standards stipulate that should contract obligations exist and income is not spent in the year it is received, that revenue is required to be reflected as a contract liability and treated as income in the financial year in which it is expended.

The changes were required to take effect in the Annual Financial Report for the year ended 30 June 2020. The advice at the time was not clear and professional opinions in the industry were mixed given the late notice of the changes. Officers interpreted the changes with guidance from the auditors; the Shire of Broome is directly audited by OAG. The financials for 2020/21 were treated consistently with the prior year, and both annual financial reports for 2019/20 and 2020/21 were audited and signed off by the OAG.

The 2021/22 financials were positioned to follow the same treatment as prior years which would have presented an untied surplus similar to prior year closing positions, however following the review of the closing position for the last two financial years by Moore it was recognised that this approach was flawed.

Following their review Moore presented the adjusted closing positions as follows, with the amended position reflecting the adjustment to the treatment of contract liabilities over the 3 year period:

	Audited Closing Position	Adjusted Closing Position	Variance
<b>2020 Actual</b>	4,188,392	2,828,740	(1,359,652)
<b>2021 Actual</b>	4,839,446	4,535,688	(303,758)
<b>2022 Actual</b>	* 4,145,052	2,963,867	(1,181,185)

*\*2022 Budgeted closing position. The Adjusted closing position has been reflected in the current financials presented to OAG.*

It is important to note that the variances identified for each financial year are not cumulative; the new treatment of contract liabilities associated with restricted cash essentially reverse the previous treatments.

The closing position adjustments have effectively identified discrepancies in the Shire's financial position over this period and therefore it has become apparent that recommendations and decisions have been made to allocate surplus funds to Reserve, which were not available. A review of these Reserve transfers has been undertaken and there is the ability to reverse some of these transfers if required.

In the first instance however, and to confirm our 22/23 FY position, there are also adjustments to consider that have occurred between budgeted carry overs and the audited figures.

Maintaining commitments from 2021/22 (income and expenditure budget carry overs) and utilising advanced FAGS supporting the 2022/23 budget results in a closing position deficit of \$715,622. This deficit deals with the impacts of the historic variance in the 2021/22 annual financial report. The breakdown is summarised as follows:

	Budgeted Closing Position 30/06/22	Audited Closing Position 30/06/22	Variance
<b>Expenditure budget carry over</b>	9,706,606	9,682,820	(23,786)
<b>Income budget carry over</b>	(7,099,034)	(7,540,811)	(441,777)
<b>Advanced FAGS carry over</b>	1,537,480	1,537,480	0
<b>Actual deficit</b>		(715,622)	(715,622)
<b>Closing Position</b>	<b>4,145,052</b>	<b>2,963,867</b>	<b>(1,181,185)</b>

The itemised carry over list has been scrutinised by the Executive Management Group to ensure every project is critical to keep. These are either grant or reserve funded projects, committed projects, or asset management plan (AMP) renewal (any expenditure committed through AMP renewal would transfer to the appropriate reserve for use in a future year).

#### Carry over projects

Carry over income and expenditure are presented in the budget with the best information on hand at the time of adoption, so there is potential for differences between the estimated and final remaining balances of these projects. Once the annual financial report is audited and presented to Council, there is certainty that these will not change further, and Council resolution is required to make the amendments to the adopted budget.

Given that the financial annual report for 2021/22 is currently with the auditors (OAG) and awaiting final signoff, the final carry over list has not previously been presented to Council. Officers have sought advice, and these adjustments can be recommended outside of the presentation of the annual financial report, with the understanding that the OAG may propose amendments which affect the closing position up to the point of signoff. The actual carry over adjustments are presented in Attachment 1. Endorsement of the carryover adjustments will give officers clarity and authorisation to finalise these outstanding projects.

#### Treatment of Deficit

Decisions that were made in prior financial years were correct to the best of the knowledge on hand at that point in time, and the interpretation of accounting standard changes and subsequent treatment of these funds were appropriate and received OAG sign off in relevant audits. It is not possible for those decisions to be reversed as funds were subsequently allocated to projects and expended in the relevant financial years. Instead, officers have sought the most appropriate resolution without reducing existing service levels.

To immediately reduce the deficit of \$715,622, officers propose to reverse transfers to the Public Open Space (POS) Reserve that were budgeted and actioned in 2021/22. The first proposal is to reverse \$350,830 relating to the 2020/21 net surplus, which was transferred to the POS reserve. Adjusted calculations established that an untied surplus of \$350,830 was not available and as such officers believe that reversing this allocation is a logical step in reducing the revised closing position deficit.

On review of the POS reserve an unspecified transfer of \$46,381 in the 2021-22 budget was not tied to a specific project. It is recommended that these funds are also utilised to further offset the closing position deficit.

These transfers from Reserve will reduce the actual untied deficit of \$715,622 down to \$318,411, as reflected in the table below. This deficit position aligns with the net result of the

2021-22 Quarter 3 FACR, which estimated a projected budget deficit position of \$356,599 to 30 June 2022.

These proposed actions reduce the closing deficit to a more manageable figure that is below the materiality threshold. To further reduce the deficit position officers recommend that organisational savings are identified through the quarter 2 and quarter 3 Finance and Costing Review (FACR) processes. Alternatively, the Audit and Risk Committee could recommend Council fund the deficit from Reserves, using funds allocated to projects through savings identified during FACR processes in 2021-22. This would potentially reduce the funding available for future commitments (specified projects or asset renewal). Officers are confident that through astute management of the budget through to 30 June 2023 savings can be delivered to balance the deficit position by year end.

	Audited Closing Position 30/06/22
<b>Expenditure Budget carry over</b>	9,682,820
<b>Income Budget carry over</b>	(7,540,811)
<b>Advanced FAGS carry over</b>	1,537,480
<b>Reversal of transfer to POS Reserve (Net surplus from FY 2020/21 allocated for future projects)</b>	(350,830)
<b>Reversal of transfer to POS Reserve (Unallocated budget transfer)</b>	(46,381)
<b>Actual deficit</b>	<b>(318,411)</b>
<b>Closing Position</b>	<b>2,963,867</b>

## CONSULTATION

### **Item 5.1 2022 Compliance Audit Report**

Department of Local Government, Sport and Cultural Industries

### **Item 5.2 RFQ22-34 Supply and Delivery of Thirteen Light Vehicles – Confirmation of Contract Awarding**

WALGA Governance

### **Item 5.3 Carry Over Budgets for 2022/23 and Review of Closing Financial Position**

Moore Australia

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

Office of the Auditor General (OAG)

### **Item 5.4 2<sup>nd</sup> Quarter Finance and Costing Review**

All amendments have been proposed after consultation with Executive and Responsible Officers at the Shire.

## STATUTORY ENVIRONMENT

### **Item 5.1 2022 Compliance Audit Report**

Local Government (Audit) Regulations 1996

14. Compliance audits by local governments

15. Compliance audit return, certified copy of etc. to be given to Departmental CEO

### **Item 5.2 RFQ22-34 Supply and Delivery of Thirteen Light Vehicles – Confirmation of Contract Awarding**



*Local Government Act 1995*

*Local Government (Functions and General) Regulations 1996*

11. When tenders have to be publicly invited

*Shire of Broome Delegations Register*

Delegation 1.2.16 Tenders for Goods and Services

**Item 5.3 Carry Over Budgets for 2022/23 and Review of Closing Financial Position**

*Local Government Act 1995*

6.4 Financial report

7.9 Audit to be conducted

*Local Government (Audit) Regulations 1996*

*Local Government (Financial Management) Regulations 1996*

The Office of the Auditor General advised that the audit report would not be received by 31 December 2022 as prescribed. Officers wrote to Department of Local Government, Sport and Cultural Industries to confirm that the timeframe would not be met.

**Item 5.4 2<sup>nd</sup> Quarter Finance and Costing Review**

*Local Government (Financial Management) Regulation 1996*

r33A. Review of Budget

*Local Government Act 1995*

6.8. Expenditure from municipal fund not included in annual budget

**POLICY IMPLICATIONS**

**Item 5.1 2022 Compliance Audit Report**

Nil.

**Item 5.2 RFQ22-34 Supply and Delivery of Thirteen Light Vehicles – Confirmation of Contract Awarding**

Purchasing

The Purchasing Policy was complied with in terms of seeking the correct number of quotes etc. An administrative oversight resulted in purchase orders committing the Shire being released in excess of Delegation 1.2.16.

**Item 5.3 Carry Over Budgets for 2022/23 and Review of Closing Financial Position**

Nil.

**Item 5.4 2<sup>nd</sup> Quarter Finance and Costing Review**

Nil.

It should be noted that according to the materiality threshold set at the budget adoption, should a deficit achieve 1% of Shire's operating revenue (\$402,749) the Shire must formulate an action plan to remedy the over expenditure.

**FINANCIAL IMPLICATIONS**

**Item 5.1 2022 Compliance Audit Report**

Nil.

### **Item 5.2 RFQ22-34 Supply and Delivery of Thirteen Light Vehicles – Confirmation of Contract Awarding**

The Plant Replacement Program budget for the thirteen light vehicles is spread across five expenditure accounts.

<b>Expenditure Account</b>	<b>Budget Expenditure (excl. GST)</b>	<b>Purchase amounts (excl. GST)</b>
148611	\$120,000	\$107,763
148611 (Write off)	\$42,272	\$51,289
106184	\$165,000	\$151,791
148021	\$60,000	\$52,143
143610	\$110,000	\$106,544
1042510	\$58,000	\$70,042
148004	\$165,000	\$151,171
<b>TOTAL</b>	<b>\$720,272</b>	<b>\$690,745</b>

The overall budgeted expenditure for the replacement of the thirteen light vehicles is \$720,272 excluding GST. The quotation from North West Motor Group Pty Ltd for the thirteen vehicles was \$690,745 excluding GST or \$29,527 excluding GST under budget.

### **Item 5.3 Carry Over Budgets for 2022/23 and Review of Closing Financial Position**

The report presenting the 2022/23 annual budget (adopted at the Special Meeting of Council on 5 July 2022) identified the tolerable organisational deficit as 1% of operating revenues, or a deficit of \$402,749 which is more than twice the risk matrix financial impact threshold of \$150K, placing it beyond the extreme level. As per the risk matrix, the remedial outcome requires immediate intervention when the overall deficit is expected to exceed the \$150K risk matrix threshold.

To immediately reduce the deficit of \$715,622, officers propose to reverse transfers to the Public Open Space (POS) Reserve that were budgeted and actioned in 2021/22.

The first proposal is to reverse \$350,830 relating to the 2020/21 net surplus which was transferred to the POS reserve. Adjusted calculations established that an untied surplus of \$350,830 was not available and as such officers believe that reversing this allocation is a logical step in reducing the revised closing position deficit.

On review of the POS reserve an unspecified transfer of \$46,381 in the original budget was not tied to a specific project. It is recommended to utilise these funds to further offset the closing position deficit.

These transfers from Reserve will reduce the actual untied deficit of \$715,622 down to \$318,411, as reflected in the table below.

	<b>Audited Closing Position 30/06/22</b>
<b>Expenditure Budget carry over</b>	9,682,820
<b>Income Budget carry over</b>	(7,540,811)
<b>Advanced FAGS carry over</b>	1,537,480
<b>Reversal of transfer to POS Reserve (Net surplus from FY 2020/21 allocated for future projects)</b>	(350,830)

<b>Reversal of transfer to POS Reserve (Unallocated budget transfer)</b>	(46,381)
<b>Actual deficit</b>	<b>(318,411)</b>
<b>Closing Position</b>	2,963,867

#### **Item 5.4 2<sup>nd</sup> Quarter Finance and Costing Review**

The overall result of the Quarter 2 FACR estimates a total budget deficit position of **\$277,233** to 30 June 2023.

#### **RISK**

##### **Item 5.1 2022 Compliance Audit Report**

There is a reputational risk with the DLGSC should the CAR not be completed on time or if significant non compliances are reported.

The likelihood of this occurring is rare.

##### **Item 5.2 RFQ22-34 Supply and Delivery of Thirteen Light Vehicles – Confirmation of Contract Awarding**

<b>Risk</b>	<b>Type</b>	<b>Rank</b>	<b>Mitigation</b>
Non compliance	Compliance Reputation	Moderate	Obtain retrospective Council approval of the Evaluation Report  Highlight the non-compliance with Auditors to evidence complete transparency.
Breach of Contract	Financial	Moderate	Purchase orders commit the Shire to purchase under contract law. Attempting to void the contract would potentially expose the Shire to Breach of Contract claim

##### **Item 5.3 Carry Over Budgets for 2022/23 and Review of Closing Financial Position**

Should Council not endorse the officer recommendation there is a high risk of non-compliance and action by the OAG and DLGSC.

Additional risk is associated with officer compliance; officers are required to keep within adopted budgets, so delaying the adjustments to carry over budgets has the potential for further issues and non-compliance until the actual budgets are adopted, including:

- Officers spending in line with original budgets; where carry over budgets are less than expected, could lead to erroneously overspending,
- Officer spending in line with the know actual carry over budgets; where carry overs are larger than expected, could lead to non-compliance as Council have not authorised the amended budget,
- Officers delay the carry over project until Council have adopted the budget amendments, and the timing results in the project being a carry over into the next financial year,
- Where carry over projects have been completed, and there is overspend or savings to resolve, allowing Officers time to make appropriate recommendations within quarter 3 FACR.

Officers have assessed these risks, and the outcomes associated with delaying a Council resolution outweigh other risks. The risk matrix requires immediate action to reduce the

deficit; delaying remediation potentially creates further and future issues, and there is a greater likelihood that audit suggested changes will be tabled as misstatements rather than actual adjustments within the annual financial report. Resolving these issues now also provides clarity for officers while preparing the 2023/24 annual budget.

There is a risk that the carryover adjustment figures change as a result of the finalisation of the 2021-22 audit. Should this risk eventuate officers will inform Council and update the relevant accounts. This is considered a low risk.

#### **Item 5.4 2<sup>nd</sup> Quarter Finance and Costing Review**

The Finance and Costing Review (FACR) seeks to provide a best estimate of the end-of-year position for the Shire of Broome at 30 June 2023. Contained within the report are recommendations of amendments to budgets which have financial implications on the estimate of the end-of-year position.

The review does not, however, seek to make amendments below the materiality threshold unless strictly necessary. The materiality thresholds are set at \$10,000 for operating budgets and \$20,000 for capital budgets. Should a number of accounts exceed their budget within these thresholds, it poses a risk that the predicted final end-of-year position may be understated.

In order to mitigate this risk, the CEO enacted the FACRs to run quarterly, and Executive examine each job and account to ensure compliance. In addition, the monthly report provides variance reporting highlighting any discrepancies against budget.

It should also be noted that should Council decide not to adopt the recommendations, it could lead to some initiatives being delayed or cancelled in order to offset the additional expenditure associated with running the Shire's operations.

### **STRATEGIC ASPIRATIONS**

**Performance - We will deliver excellent governance, service & value for everyone.**

#### **Outcome 11 - Effective leadership, advocacy and governance**

**Objective** 11.2 Deliver best practice governance and risk management.

#### **Outcome 13 - Value for money from rates and long term financial sustainability:**

**Objective** 13.1 Plan effectively for short and long term financial sustainability.

### **VOTING REQUIREMENTS**

*Simple Majority*

*The recommendations from the Audit and Risk Committee meeting held on 14 February 2023 appear below for Council consideration.*

#### **10.1.1 COMPLIANCE AUDIT RETURN 2022 (5.1)**

*Simple Majority*

#### **COMMITTEE RECOMMENDATION:**

*That the Audit and Risk Committee recommends that Council:*

1. Adopt the attached 2022 Compliance Audit Return as the official return for the Shire of Broome; and
2. Requests the Chief Executive Officer to submit the certified return and a copy of the minutes relative to this report to the Department of Local Government, Sport and Cultural Industries prior to 31 March 2023.

### **10.1.2 RFQ22-34 SUPPLY AND DELIVERY OF THIRTEEN LIGHT VEHICLES - CONFIRMATION OF CONTRACT AWARDING (5.2)**

*Simple Majority*

#### COMMITTEE RECOMMENDATION:

That the Audit and Risk Committee recommends that Council:

1. Note the recommendation in the Evaluation Report for RFQ23-34 Supply and Delivery of Thirteen (13) Light Vehicles presented in Confidential Attachment 1;
2. Endorses retrospectively the Quotation provided by North West Motor Group Pty Ltd for RFQ23-34 Supply and Delivery of Thirteen (13) Light Vehicles to a maximum value of \$690,745 excluding GST as the preferred response; and
3. Notes that Delegation 1.2.16 Tenders for Goods and Services has been breached and endorses retrospectively the issuing of Purchase Orders 107434, 107435, 107466, 107467, 107477, 107478, 107479, 107480, 107482, 107484, 107487, 107488 & 107489.

### **10.1.3 CARRY OVER BUDGETS FOR 2022/23 AND REVIEW OF CLOSING FINANCIAL POSITION (5.3)**

*Absolute Majority*

#### COMMITTEE RECOMMENDATION:

That the Audit and Risk Committee recommends that Council:

1. Adopt the actual carryover income and expenditure budgets for 2022/23 as presented in Attachment 1, and amend the General Ledger budgets accordingly;
2. Recognise the adjusted closing positions for the 2019/20 and 2020/21 financial years as \$2,828,740 and \$4,535,688 respectively, and the closing position for 2021/22 as \$2,963,867;
3. Notes a closing position deficit of \$715,622 for the 2021/22 financial year;
4. Adopts the officer recommendation to immediately reduce the deficit by transferring \$397,211 from the Public Open Space (POS) Reserve, and approving those changes in the 2022/23 annual budget, being:
  - (a) Reversal of the \$350,830 2020/21 net surplus transferred to POS Reserve, accepting that there was no surplus available;
  - (b) Reversal of the \$46,381 transfer to POS Reserve as budgeted in 2021/22 which was not specifically allocated;
5. Request the Chief Executive Officer to remediate the remaining untied deficit of \$318,411 within the Finance and Costing Review (FACR) process; and
6. Note that the audited annual financial report will be presented through the Audit and Risk Committee, and any variances to the outcome will be addressed through the Quarter 3 Finance and Costing Review process.
7. Request the Shire President, the Chair of the Audit and Risk Committee and the Chief Executive Officer seek a meeting with the Director General of the Office of the Auditor General to express concerns with the issues surrounding the closing position in each of

*the 2019/20, 2020/21 and 2021/22 Audited Financial Statements and the implications of the changes to Australian Accounting Standards AASB 15 and AASB 1058.*

#### **10.1.4 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23 (5.4)**

*Absolute Majority*

**COMMITTEE RECOMMENDATION:**

*That the Audit and Risk Committee recommends that Council:*

- 1. Receives the Quarter 2 Finance and Costing Review Report for the period ended 31 December 2022;*
- 2. Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2023 as attached;*
- 3. Notes a forecast end-of-year deficit position to 30 June 2023 of \$277,233.*

#### **Attachments**

1. Minutes and Recommendations from Audit and Risk Committee Meeting held on 14 February 2023
2. Confidential Supplement - Minutes and Recommendations from the Audit and Risk Committee Meeting held on 14 February 2023 (*Confidential to Councillors and Directors Only*)

***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting”, and section 5.23(2)((e)(ii)) as it contains “a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government”.***



# UNCONFIRMED MINUTES

OF THE

AUDIT AND RISK COMMITTEE MEETING

**14 FEBRUARY 2023**

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

Signed:

**SHIRE OF BROOME**  
**AUDIT AND RISK COMMITTEE MEETING**  
**TUESDAY 14 FEBRUARY 2023**  
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**MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING OF THE SHIRE OF BROOME,  
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,  
ON TUESDAY 14 FEBRUARY 2023, COMMENCING AT 3:00PM.**

**1. OFFICIAL OPENING**

The Chair welcomed Councillors and officers and declared the meeting open at 3:01 PM.

**2. ATTENDANCE AND APOLOGIES**

**ATTENDANCE**

<b>Members:</b>	Cr D Male	Chair, Deputy Shire President
	Cr C Mitchell	
	Cr B Rudeforth	Via Teams
<b>Apologies:</b>	Nil	
<b>Leave of Absence:</b>	Nil	
<b>Officers:</b>	Mr S Mastrolembo	Chief Executive Officer
	Mr J Hall	Director Infrastructure Services
	Mr J Watt	Director Corporate Services
	Mr K Williams	Director Development
	Ms E French	Manager Finance
	Mr D Kennedy	Manager Strategy Governance & Risk

**3. DECLARATIONS OF FINANCIAL INTEREST / IMPARTIALITY**

Committee Member	Item No	Item	Nature of Interest
Cr Desiree Male	5.4	2 <sup>nd</sup> Quarter Finance and Costing Review	Financial – Broome Turf Club is a client of my business

**4. CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION:**

**Minute No. AR/0223/001**

**Moved: Cr C Mitchell**

**Seconded: Cr B Rudeforth**

***That the Minutes of the Audit and Risk Committee held on 12 December 2022, as published and circulated, be confirmed as a true and accurate record of that meeting, subject to correction of the date in the confirmation of minutes resolution at item 4, by deleting “8 November” and inserting “27 April”.***

**CARRIED UNANIMOUSLY 3/0**

**5. REPORTS OF OFFICERS****5.1 COMPLIANCE AUDIT RETURN 2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	LCR02
<b>AUTHOR:</b>	Senior Governance & Administration Officer
<b>CONTRIBUTOR/S:</b>	Manager Governance, Strategy & Risk
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The purpose of this report is to present to the Audit and Risk Committee (ARC) the 2022 Compliance Audit Return (CAR) for review, and to request that the ARC recommend that Council adopt the 2022 CAR for submission to the Department of Local Government, Sport and Cultural Industries (DLGSC) by 31 March 2023.

**BACKGROUND**Previous Considerations

Local governments are required to complete a compliance audit for the previous calendar year by the 31 March. The DLGSC provides the questions each year with the compliance audit being an in-house self audit that is undertaken by the appropriate responsible officer.

In accordance with Regulation 14 of the *Local Government (Audit) Regulations 1996* the ARC is to review the CAR and is to report to Council the results of that review. The CAR is to be:

1. presented to an Ordinary Meeting of Council
2. adopted by Council; and
3. recorded in the minutes of the meeting at which it is adopted.

Following the adoption by Council of the CAR, a certified copy of the return, along with the relevant section of the minutes and any additional information detailing the contents of the return are to be submitted to the DLGSC by 31 March 2023.

The return requires the Shire President and the Chief Executive Officer to certify that the statutory obligations of the Shire of Broome have been complied with.

**COMMENT**

The DLGSC continues to focus on high risk areas of compliance and statutory reporting as prescribed in Regulation 13 of the *Local Government (Audit) Regulations 1996*.

The CAR for the period 1 January to 31 December 2022 comprises a total of 94 questions, down from 98 questions the previous year. The majority of questions are similar to the previous year with the removal of four questions relating to the adoption of a mandatory Code of Conduct for elected members, committee members and employees in 2021 and

one question in relation to CEO recruitment. A new question has been added in relation to the complaints register.

The key focus areas covered in the CAR are as follows:

Focus Area	2021 Q's	2022 Q's	Comments
Commercial Enterprises by Local Governments	5	5	No change.
Delegation of Power/Duty	13	13	No change.
Disclosure of Interest	25	21	Four questions were only applicable up until 2 Feb 2021 prior to the mandatory code of conduct for council members, committee members and candidates being implemented, therefore have been removed.
Disposal of Property	2	2	No change.
Elections	3	3	No change.
Finance	7	7	No change.
Integrated Planning and Reporting	3	3	No change.
Local Government Employees	6	5	Question removed in relation to Admin Reg 18C and the process for recruiting the CEO.
Official Conduct	3	4	New question relating to complaints register content.  Reference to senior employee removed from question one (1).
Optional Questions	9	9	The word 'Financial' has been added to question two (2) between the words 'three' and 'years'.
Tenders for Providing Goods and Services	22	22	No changes.
<b>Total</b>	<b>98</b>	<b>94</b>	

During 2022, responsible officers monitored compliance in each of the focus areas through the Shire's cloud-based compliance system, Attain. This has continued to increase the awareness of compliance obligations and allowed the capture of compliance evidence in one central repository throughout the year. This compliance system reduces the risk of non-compliance and streamlines compilation of the annual return.

A compliance rating of 96% has been achieved for 2022 with two minor non compliances identified below, however these are a result of the Office of Auditor General (OAG) not supplying the auditor's report by 31 December 2022. The DLGSC were notified of this on 14 December 2022.

Focus Area	Question	Comments
Finance	Was the auditor's report for the financial year ended 30 June 2022	The Office of the Auditor General (OAG) advised that the auditor's report will be

	received by the local government by 31 December 2022?	completed Feb/March 2023. DLGSC were notified 14 December 2022.
Finance	Was the auditor's report for the financial year ending 30 June 2022 received by the local government within 30 days of completion of the audit?	The Office of the Auditor General (OAG) advised that the auditor's report will be completed Feb/March 2023. DLGSC were notified 14 December 2022.

The CAR result continues the Shire's strong history of compliance with the requirements of the *Local Government Act (1995)*, with minimal non compliances reported over the last 5 years and none of a significant risk nature.

It is important to emphasise that the CAR is limited in scope.

Local Governments are also required to comply with upwards of 200 other pieces of legislation. The use of the Attain Compliance system during 2022 provided the ability to continually improve the monitoring and assurance of other significant pieces of legislation on a prioritised basis.

## CONSULTATION

Department of Local Government, Sport and Cultural Industries.

## STATUTORY ENVIRONMENT

### **Local Government (Audit) Regulations 1996**

#### **14. Compliance audits by local governments**

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.
- (3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —
  - (a) presented to the council at a meeting of the council; and
  - (b) adopted by the council; and
  - (c) recorded in the minutes of the meeting at which it is adopted.

#### **15. Compliance audit return, certified copy of etc. to be given to Departmental CEO**

- (1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —
  - (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
  - (b) any additional information explaining or qualifying the compliance audit,

is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

#### **POLICY IMPLICATIONS**

Nil.

#### **FINANCIAL IMPLICATIONS**

Nil.

#### **RISK**

There is a reputational risk with the DLGSC should the CAR not be completed on time or if significant non compliances are reported.

The likelihood of this occurring is rare.

#### **STRATEGIC ASPIRATIONS**

**Performance - We will deliver excellent governance, service & value for everyone.**

**Outcome 11 - Effective leadership, advocacy and governance**

**Objective** 11.2 Deliver best practice governance and risk management.

#### **VOTING REQUIREMENTS**

*Simple Majority*

#### **COMMITTEE RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. AR/0223/002**

**Moved: Cr C Mitchell**

**Seconded: Cr B Rudeforth**

**That the Audit and Risk Committee recommends that Council:**

- 1. Adopt the attached 2022 Compliance Audit Return as the official return for the Shire of Broome; and**
- 2. Requests the Chief Executive Officer to submit the certified return and a copy of the minutes relative to this report to the Department of Local Government, Sport and Cultural Industries prior to 31 March 2023.**

**CARRIED UNANIMOUSLY 3/0**

#### **Attachments**

1. Compliance Audit Return 2022

Item 5.1 - COMPLIANCE AUDIT RETURN 2022



Compliance Audit Return 2022

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2022?	N/A	No major trading undertaking considered by Council during 2022. SAGO On behalf of Manager Governance, Strategy and Risk (MGSR).	Kristen Cookson
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2022?	Yes	Business Plan for the Sanctuary Road Caravan Park prepared and released April 2022. SAGO on behalf of MGSR.	Kristen Cookson
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2022?	Yes	Business Plan for the Sanctuary Road Caravan Park prepared and released April 2022. SAGO on behalf of MGSR.	Kristen Cookson
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2022?	Yes	Business Plan advertised in the West 31/8/2022, Broome Advertiser 1/9/2022 and on the Shire website. SAGO on behalf of MGSR.	Kristen Cookson
5	s3.59(5)	During 2022, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	Yes	OMC 17 November 2022 C/1122/141 Council resolved to proceed with the Sanctuary Road Caravan Park, Key Worker and Over 55s Village Business Plan. SAGO on behalf of MGSR.	Kristen Cookson

Delegation of Power/Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16	Were all delegations to committees resolved by absolute majority?	Yes	The Behavioural Complaints Committee established in 2021 is the only Committee with delegated authority. This was provided by Absolute Majority C/0422/017. SAGO on behalf of MGSR.	Kristen Cookson
2	s5.16	Were all delegations to committees in writing?	Yes	Provided at OMC 28 April 2022 - C/0422/017. SAGO on behalf of MGSR	Kristen Cookson
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1995?	Yes	Behavioural Complaints Committee has delegated authority under Clause 12 and 13 of the Code of Conduct to deal with and / or dismiss a complaint. SAGO on behalf of MGSR.	Kristen Cookson
4	s5.18	Were all delegations to committees recorded in a register of delegations?	Yes	Behavioural Complaints Committee delegated authority contained within the Shire delegation register maintained in Attain. SAGO on behalf of MGSR.	Kristen Cookson
5	s5.18	Has council reviewed delegations to its committees in the 2021/2022 financial year?	Yes	Reviewed and approved by Council at the 28 April 2022 OMC - C/0422/017. SAGO on behalf of MGSR.	Kristen Cookson
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Local Government Act 1995?	Yes	Delegations register aligned to WALGA Delegations register template. No delegations in breach of s5.43 of LGA or s214 of Planning and Development Act 2005 provided. SAGO on behalf of MGSR.	Kristen Cookson
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	Reviewed and approved by Council at the 28 April 2022 OMC - C/0422/017. SAGO on behalf of MGSR.	Kristen Cookson

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8	s5.42(2)	Were all delegations to the CEO in writing?	Yes	Delegation register maintained in the cloud based Attain compliance system which provides electronic delivery of each delegation. SAGO on behalf of MGSR.	Kristen Cookson
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	Delegation register maintained in the cloud based Attain compliance system which provides electronic delivery to each officer with delegation. SAGO on behalf of MGSR.	Kristen Cookson
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes	OMC 28 April 2022 - C/0422/017 Annual review OMC 25 August 2022 - C/0822/109 reinstatement of delegation 5.1.10. SAGO on behalf of MGSR.	Kristen Cookson
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes	Delegation register maintained in the Attain online compliance system. SAGO on behalf of MGSR.	Kristen Cookson
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2021/2022 financial year?	Yes	Reviewed and approved by Council at the 28 April 2022 OMC - C/0422/017. SAGO On behalf of MGSR.	Kristen Cookson
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19?	Yes	As far as can be ascertained. All delegations require delegate and/or sub delegate to maintain appropriate records in the Shire's Records Management System or in Attain. SAGO on behalf of MGSR.	Kristen Cookson

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the Local Government Act 1995, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes	Yes. Recorded in the minutes accordingly.	Kristen Cookson
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting?	N/A	No participation approval required for any decisions.	Kristen Cookson
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) of the Local Government Act 1995 recorded in the minutes of the meeting at which the disclosures were made?	Yes	All interest disclosures recorded in minutes and Synergy.	Kristen Cookson
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes	Yes, primary and annual returns recorded and managed in Attain.	Kristen Cookson
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2022?	Yes	All annual returns lodged and recorded in Attain.	Kristen Cookson
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes	Managed in the Attain system.	Kristen Cookson
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the Local Government Act 1995?	Yes	Managed in the Attain system.	Kristen Cookson
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?	Yes	Recorded in File GOC02 within Synergy.	Kristen Cookson
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person?	Yes	Managed in Attain system, removed from File GOC02 to GOC02.3 for retention of 5 years.	Kristen Cookson
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the Local Government Act 1995 been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes	Managed in Attain system.	Kristen Cookson
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A?	N/A	No gifts disclosed in 2022.	Kristen Cookson
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	N/A	Register not required to be updated due to no gift disclosures in 2022.	Kristen Cookson

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13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the Local Government Act 1995, did the CEO remove from the register all records relating to those people?	N/A	No gifts were disclosed for any people ceasing to be a person required to disclose.	Kristen Cookson
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) Local Government Act 1995 been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	N/A	No records required to be removed.	Kristen Cookson
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	N/A	No such disclosures made in 2022.	Kristen Cookson
16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	No gifts received.	Kristen Cookson
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) of the Local Government Act 1995 recorded in the minutes of the council meeting at which the decision was considered?	N/A	No gifts received.	Kristen Cookson
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates within 3 months of the prescribed model code of conduct coming into operation (3 February 2021)?	Yes	Adopted DMC 29 April 2021. Resolution C/0421/009.	Kristen Cookson
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the Local Government Act 1995?	N/A	The Mandatory Code of Conduct as legislated was adopted without any additional requirements.	Kristen Cookson
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website?	Yes	Published 3 May 2021 following adoption at the April Ordinary Meeting of Council.	Kristen Cookson
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? Has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?	Yes	Code of Conduct for Employees was approved by the CEO 17 February 2021. Up to date version published on website.	Kristen Cookson

Disposal of Property					
No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the Local Government Act 1995 (unless section 3.58(5) applies)?	Yes	SAGO on behalf of Senior Property and Leasing Officer.	Kristen Cookson
2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the Local Government Act 1995, did it provide details, as prescribed by section 3.58(4) of the Act, in the required local public notice for each disposal of property?	Yes	SAGO on behalf of Senior Property and Leasing Officer.	Kristen Cookson

Elections					
No	Reference	Question	Response	Comments	Respondent
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997?	N/A	No election took place in 2022.	Kristen Cookson
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997?	N/A	No election took place in 2022.	Kristen Cookson
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997?	N/A	No election took place in 2022.	Kristen Cookson

Finance					
No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995?	Yes	Audit Committee members appointed following October 2021 election at SMC held 28 October 2021. SAGO on behalf of MFS.	Kristen Cookson



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2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the <i>Local Government Act 1995</i> , did it do so by absolute majority?	N/A	No delegated authority. SAGO on behalf of MFS.	Kristen Cookson
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2022 received by the local government by 31 December 2022?	No	No. Office of the Auditor General (OAG) advised the auditor's report will be completed Feb/March 2023. DLGSC were notified 14 December 2022. SAGO on behalf of MFS.	Kristen Cookson
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the <i>Local Government Act 1995</i> required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	The auditor's report has not been received. Once received, any actions arising from the report will be actioned by the Shire of Broome. SAGO on behalf of MFS.	Kristen Cookson
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	The auditor's report has not been received. Once received, any actions arising from the report will be actioned by the Shire of Broome. SAGO on behalf of MFS.	Kristen Cookson
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the <i>Local Government Act 1995</i> , did the CEO publish a copy of the report on the local government's official website?	N/A	The auditor's report has not been received. Once received, any actions arising from the report will be actioned by the Shire of Broome. SAGO on behalf of MFS.	Kristen Cookson
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2022 received by the local government within 30 days of completion of the audit?	No	No. Office of the Auditor General (OAG) advised the auditor's report will be completed Feb/March 2023. DLGSC were notified 14 December 2022. SAGO on behalf of MFS.	Kristen Cookson

**Integrated Planning and Reporting**

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	Council completed 2 year desktop review of SCP at the 15 December 2022 Ordinary Meeting of Council. SCP document to be updated and reprinted prior to 30 June 2023. SAGO on behalf of MFS.	Kristen Cookson
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	Council completed annual review of CBP at the 15 December 2022 Ordinary Meeting of Council. CBP document to be updated and reprinted prior to 30 June 2023. SAGO on behalf of MFS.	Kristen Cookson
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)?	Yes	CBP valid for 4 year period and is updated annually. Meets requirements of Admin Reg 19DA (2) & (3). SAGO on behalf of MFS.	Kristen Cookson

**Local Government Employees**

No	Reference	Question	Response	Comments	Respondent
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A?	N/A	No senior employees recruited in 2022. SAGO on behalf of Manager People and Culture (MPC).	Kristen Cookson
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	No CEO recruitment in 2022. SAGO on behalf of MPC.	Kristen Cookson
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the <i>Local Government Act 1995</i> ?	N/A	No CEO recruitment in 2022. SAGO on behalf of MPC.	Kristen Cookson
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A	No senior employees dismissed or recruited in 2022. SAGO on behalf of MPC.	Kristen Cookson
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A	No senior employees dismissed or recruited in 2022. SAGO on behalf of MPC.	Kristen Cookson

No	Reference	Question	Response	Comments	Respondent
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**Item 5.1 - COMPLIANCE AUDIT RETURN 2022**

1	s5.120	Has the local government designated an employee to be its complaints officer?	N/A	The CEO is currently the complaints officer for the purposes of s5.37. SAGO on behalf of MGSR.	Kristen Cookson
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the Local Government Act 1995?	Yes	No complaints resulted in a finding under section 5.110(2)(a). SAGO on behalf of MGSR.	Kristen Cookson
3	s5.121(2)	Does the complaints register include all information required by section 5.121(2) of the Local Government Act 1995?	N/A	No minor breaches have been substantiated that require recording in the complaints register. SAGO on behalf of MGSR.	Kristen Cookson
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	N/A	No minor breaches have been substantiated that require online register to be published. SAGO on behalf of MGSR.	Kristen Cookson

Optional Questions					
No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2)(c) within the three years prior to 31 December 2022? If yes, please provide the date of council's resolution to accept the report.	Yes	FMR completed by Stantons during 2022. Audit recommendation resolution AR/1222/004 Council resolution C/1222/20. SAGO on behalf of MGSR.	Kristen Cookson
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2022? If yes, please provide date of council's resolution to accept the report.	Yes	Completed December 2021. Not due again until December 2024. SAGO on behalf of MGSR.	Kristen Cookson
3	s5.87C	Where a disclosure was made under sections 5.67A or 5.67B of the Local Government Act 1995, were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?	N/A	No gifts disclosed in 2022. SAGO on behalf of MGSR.	Kristen Cookson
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Yes	Policy adopted on 23/9/2020. Not due for review until December 2023. SAGO on behalf of MGSR.	Kristen Cookson
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the Local Government Act 1995?	Yes	Compliant. SAGO on behalf of MGSR.	Kristen Cookson
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	Reviewed following October 2021 Election - C/1121/018. Will be reviewed again in November 2023 in accordance with s5.128(5)(a). SAGO on behalf of MGSR.	Kristen Cookson
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2021/2022 financial year and publish it on the local government's official website by 31 July 2022?	Yes	Compliant and all current elected members have completed the Council Members Essentials course. Website updated in July 2022. SAGO on behalf of MGSR.	Kristen Cookson
8	s6.4(3)	By 30 September 2022, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2022?	Yes	Submitted to OAG. SAGO on behalf of MGSR.	Kristen Cookson
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	Yes	Adoption of 2022-23 Annual Budget included consideration of the impact of carryovers from the prior year. SCM 5 July 2022 Item 5.4.1. SAGO on behalf of MGSR.	Kristen Cookson

Tenders for Providing Goods and Services			Response	Comments	Respondent
No	Reference	Question			
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes	Compliant. SAGO on behalf of Senior Procurement and Risk Officer (SPRO)	Kristen Cookson

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2	s3.57 F&G Reg 11	Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?	Yes	Compliant with the regulation. Any tender over \$250,000 that was not publicly published was in compliance with F&G Reg 11(2.) SAGO on behalf of SPRO.	Kristen Cookson
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the Local Government (Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson
4	F&G Reg 12	Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	Register updated regularly. SAGO on behalf of SPRO.	Kristen Cookson
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	N/A	By utilising VendorPanel for Tender publishing, potential respondents are unable to submit a responses following the deadline. SAGO on behalf of SPRO	Kristen Cookson
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes	Extensive evaluation in tender responses undertaken. SAGO on behalf of SPRO.	Kristen Cookson
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22?	N/A	No EOI's undertaken in the past 12 months. SAGO on behalf of SPRO.	Kristen Cookson
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A	No EOI's undertaken in the past 12 months. SAGO on behalf of SPRO.	Kristen Cookson
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	N/A	No EOI's undertaken in the past 12 months. SAGO on behalf of SPRO.	Kristen Cookson
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24?	N/A	No EOI's undertaken in the past 12 months. SAGO on behalf of SPRO.	Kristen Cookson
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions and General) Regulations 1996, Regulations 24AD(4) and 24AE?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A	As we are utilising VendorPanel, respondents are not able to submit responses after the deadline. SAGO on behalf of SPRO.	Kristen Cookson

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**Item 5.1 - COMPLIANCE AUDIT RETURN 2022**

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20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F?	Yes	Compliant. SAGO on behalf of SPRO.	Kristen Cookson

**5.2 RFQ22-34 SUPPLY AND DELIVERY OF THIRTEEN LIGHT VEHICLES - CONFIRMATION OF CONTRACT AWARDING**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RQT22-34
<b>AUTHOR:</b>	Manager Operations
<b>CONTRIBUTOR/S:</b>	Manager Governance, Strategy & Risk
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report considers quotes received from WALGA preferred suppliers for the supply and delivery of thirteen (13) light vehicles and seeks Council's retrospective endorsement of the recommendation contained within the attached confidential Evaluation Report.

**BACKGROUND**

Each year, as a part of the annual budget process the Shire of Broome allocates funds towards plant replacement. The allocations are made in accordance with the Long Term Financial Plan which is informed by the Shire's 10 Year Plant Replacement Program.

The Plant Replacement Program is reviewed annually to ensure plant replacement is optimised based on best practice replacement timeframes, plant utilisation rates and market conditions.

As part of the adopted budget for 2022/23 twelve (12) light vehicles were funded for replacement. Following the budget adoption and before seeking quotes a light vehicle was written off through a road accident and the replacement approved through our insurer.

The final request for quotation therefore included thirteen (13) light fleet vehicles.

**COMMENT**Scope

On 3 November 2022 the Shire issued RFQ22-34 Supply and Delivery of Thirteen (13) Light Vehicles. The request was issued using Vendor Panel with a closing date of 30 November 2022.

Procurement Process

The request was sent to five reputable Kimberley and Perth based suppliers all deemed to have the capacity to supply and deliver the vehicles.

- Broome Motors
- Maddington Toyota
- City Toyota,
- Avon Valley Toyota and Isuzu
- North West Motor Group Pty Ltd

No clarifications were received during the request period and two quotations were received before the deadline. One from North West Motor Group Pty Ltd and the other from City Toyota.

#### Compliance / Qualitative Assessment

In accordance with the Request for Quotation document officers assessed the response against the Compliance and Qualitative Criteria.

Compliance Criteria	Pass/ Fail
Respondents are to provide acknowledgement that their organisation has submitted in accordance with the Conditions of this RFQ	Y/N
Compliance with the specification contained in the request	Y/N
Compliance with the delivery dates	Y/N

Qualitative Criteria	Weighting %
Resources, Service and Maintenance	40%
Operator & Mechanical Assessment	30%
Demonstrated Understanding	30%

The formal evaluation process was completed separately by three (3) Shire officers considered to have the relevant qualifications and skills and the evaluation report completed (**Confidential Attachment1**).

An evaluation report was prepared with a recommendation that North West Motor Group (supplied by Broome Toyota) be selected as the preferred respondent. The evaluation report was approved by the Chief Executive Officer. (CEO)

#### Delegation Breach

The total purchase price for the 13 vehicles as outlined in the Financial Implications section below amounted to \$690,745 (ex GST).

Following approval of the evaluation report by the CEO, Shire officers incorrectly proceeded to commit the Shire contractually to the purchase by issuing thirteen separate purchase orders to the preferred respondent - North West Motor Group (Purchase order numbers 107434, 107435, 107466, 107467, 107477, 107478, 107479, 107480, 107482, 107484, 107487, 107488 & 107489). Separate orders were thought to be the best approach by officers at the time due to the differing specifications of each vehicle and the fact that several expenditure accounts were used.

Proceeding directly to purchase was in breach of Delegation 1.2.16 Tenders for Goods and Services which limits the CEO's authority to procurements less than \$500,000. Request for Tender (RFT) and Requests for Quotation (RFQ) above this amount require Council endorsement.

Officers are seeking retrospective endorsement of the confidential Evaluation Report in **Confidential Attachment 1**.

Governance staff have worked with the relevant staff involved to ensure that they understand the compliance issues surrounding this purchasing process and will continue to roll out purchasing training to staff in an effort to build capability in this area.

**CONSULTATION**

WALGA Governance

**STATUTORY ENVIRONMENT**

**Local Government Act 1995**

**Local Government (Functions and General) Regulations 1996**

**11. When tenders have to be publicly invited**

**Shire of Broome Delegations Register**

**Delegation 1.2.16 Tenders for Goods and Services**

**POLICY IMPLICATIONS**

Purchasing

The Purchasing Policy was complied with in terms of seeking the correct number of quotes etc. An administrative oversight resulted in purchase orders committing the Shire being released in excess of Delegation 1.2.16.

**FINANCIAL IMPLICATIONS**

The Plant Replacement Program budget for the thirteen light vehicles is spread across five expenditure accounts.

<b>Expenditure Account</b>	<b>Budget Expenditure (excl. GST)</b>	<b>Purchase amounts (excl. GST)</b>
148611	\$120,000	\$107,763
148611 (Write off)	\$42,272	\$51,289
106184	\$165,000	\$151,791
148021	\$60,000	\$52,143
143610	\$110,000	\$106,544
1042510	\$58,000	\$70,042
148004	\$165,000	\$151,171
<b>TOTAL</b>	<b>\$720,272</b>	<b>\$690,745</b>

The overall budgeted expenditure for the replacement of the thirteen light vehicles is \$720,272 excluding GST. The quotation from North West Motor Group Pty Ltd for the thirteen vehicles was \$690,745 excluding GST or \$29,527 excluding GST under budget.

**RISK**

<b>Risk</b>	<b>Type</b>	<b>Rank</b>	<b>Mitigation</b>
Non compliance	Compliance Reputation	Moderate	Obtain retrospective Council approval of the Evaluation Report

			Highlight the non-compliance with Auditors to evidence complete transparency.
Breach of Contract	Financial	Moderate	Purchase orders commit the Shire to purchase under contract law. Attempting to void the contract would potentially expose the Shire to Breach of Contract claim

**STRATEGIC ASPIRATIONS**

**Performance - We will deliver excellent governance, service & value for everyone.**

**Outcome 11 - Effective leadership, advocacy and governance**

**Objective** 11.2 Deliver best practice governance and risk management.

**VOTING REQUIREMENTS**

*Simple Majority*

**COMMITTEE RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. AR/0223/003**

**Moved: Cr C Mitchell**

**Seconded: Cr B Rudeforth**

**That the Audit and Risk Committee recommends that Council:**

- 1. Note the recommendation in the Evaluation Report for RFQ23-34 Supply and Delivery of Thirteen (13) Light Vehicles presented in Confidential Attachment 1;**
- 2. Endorses retrospectively the Quotation provided by North West Motor Group Pty Ltd for RFQ23-34 Supply and Delivery of Thirteen (13) Light Vehicles to a maximum value of \$690,745 excluding GST as the preferred response; and**
- 3. Notes that Delegation 1.2.16 Tenders for Goods and Services has been breached and endorses retrospectively the issuing of Purchase Orders 107434, 107435, 107466, 107467, 107477, 107478, 107479, 107480, 107482, 107484, 107487, 107488 & 107489.**

**CARRIED UNANIMOUSLY 3/0**

**Attachments**

- 1. RFQ 23-34 Quotation Evaluation Report (Confidential to Councillors and Directors Only)**

***This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains "a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting", and section 5.23(2)((e)(ii)) as it contains "a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government".***



**5.3 CARRY OVER BUDGETS FOR 2022/23 AND REVIEW OF CLOSING FINANCIAL POSITION**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Manager Financial Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

To present the actual 2022/23 carry over list of income and expenditure to the Audit and Risk Committee for adoption, and present the closing position for the 2021/22 financial year, noting the findings of a review of prior financial year closing positions.

**BACKGROUND**

The 2021/22 annual financial report is awaiting signoff by the auditor (Office of the Auditor General, OAG) and is anticipated to be received in March. The delay has impacted the adoption of budget amendments to align the carry over income and expenditure budgets to the actual results. Officers require Council approval for all budget amendments.

As prescribed under the *Local Government Act 1995* and following the completion of the financial year to 30 June, the audited annual financial report is presented to the Audit and Risk Committee. Within the report is a breakdown of the items making up the closing position for the financial year, which are summarised as:

- income and expenditure carry overs (grant or reserve-funded projects, or expenditure which has been committed to, but not yet undertaken),
- Commonwealth financial assistance grant (FAGS – a significant portion of the annual grant is regularly paid in advance of the financial year it relates to and while it is "untied", it is already committed to the following year's budget operations), and
- If there is a difference between the closing position and the above commitments, there is either an untied surplus or deficit, and officers will recommend how best to proceed with the difference.

Moore Australia (Moore), an accounting firm specialising in local government, were engaged to update Council's Long Term Financial Plan (LTFP) in November 2022. Based on their findings while assessing prior years financial statements as part of the LTFP review, Moore were engaged to undertake a detailed review of prior year opening and closing positions.

**COMMENT***Closing Financial Position*

Late in 2020 accounting standards changed, affecting the treatment of contract liabilities associated with restricted cash and how they are reflected in municipal and reserve funds. The changes primarily relate to establishing the timing of when income should be recognised where there are obligations tied to the income, and apply mainly to grant funding received by Council. The standards stipulate that should contract obligations exist

and income is not spent in the year it is received, that revenue is required to be reflected as a contract liability and treated as income in the financial year in which it is expended.

The changes were required to take effect in the Annual Financial Report for the year ended 30 June 2020. The advice at the time was not clear and professional opinions in the industry were mixed given the late notice of the changes. Officers interpreted the changes with guidance from the auditors; the Shire of Broome is directly audited by OAG. The financials for 2020/21 were treated consistently with the prior year, and both annual financial reports for 2019/20 and 2020/21 were audited and signed off by the OAG.

The 2021/22 financials were positioned to follow the same treatment as prior years which would have presented an untied surplus similar to prior year closing positions, however following the review of the closing position for the last two financial years by Moore it was recognised that this approach was flawed.

Following their review Moore presented the adjusted closing positions as follows, with the amended position reflecting the adjustment to the treatment of contract liabilities over the 3 year period:

	<b>Audited Closing Position</b>	<b>Adjusted Closing Position</b>	<b>Variance</b>
<b>2020 Actual</b>	4,188,392	2,828,740	(1,359,652)
<b>2021 Actual</b>	4,839,446	4,535,688	(303,758)
<b>2022 Actual</b>	* 4,145,052	2,963,867	(1,181,185)

*\*2022 Budgeted closing position. The Adjusted closing position has been reflected in the current financials presented to OAG.*

It is important to note that the variances identified for each financial year are not cumulative; the new treatment of contract liabilities associated with restricted cash essentially reverse the previous treatments.

The closing position adjustments have effectively identified discrepancies in the Shire's financial position over this period and therefore it has become apparent that recommendations and decisions have been made to allocate surplus funds to Reserve, which were not available. A review of these Reserve transfers has been undertaken and there is the ability to reverse some of these transfers if required.

In the first instance however, and to confirm our 22/23 FY position, there are also adjustments to consider that have occurred between budgeted carry overs and the audited figures.

Maintaining commitments from 2021/22 (income and expenditure budget carry overs) and utilising advanced FAGS supporting the 2022/23 budget results in a closing position deficit of \$715,622. This deficit deals with the impacts of the historic variance in the 2021/22 annual financial report. The breakdown is summarised as follows:

	<b>Budgeted Closing Position 30/06/22</b>	<b>Audited Closing Position 30/06/22</b>	<b>Variance</b>
<b>Expenditure budget carry over</b>	9,706,606	9,682,820	(23,786)
<b>Income budget carry over</b>	(7,099,034)	(7,540,811)	(441,777)
<b>Advanced FAGS carry over</b>	1,537,480	1,537,480	0
<b>Actual deficit</b>		(715,622)	(715,622)

<b>Closing Position</b>	<b>4,145,052</b>	<b>2,963,867</b>	<b>(1,181,185)</b>
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The itemised carry over list has been scrutinised by the Executive Management Group to ensure every project is critical to keep. These are either grant or reserve funded projects, committed projects, or asset management plan (AMP) renewal (any expenditure committed through AMP renewal would transfer to the appropriate reserve for use in a future year).

#### Carry over projects

Carry over income and expenditure are presented in the budget with the best information on hand at the time of adoption, so there is potential for differences between the estimated and final remaining balances of these projects. Once the annual financial report is audited and presented to Council, there is certainty that these will not change further, and Council resolution is required to make the amendments to the adopted budget.

Given that the financial annual report for 2021/22 is currently with the auditors (OAG) and awaiting final signoff, the final carry over list has not previously been presented to Council. Officers have sought advice, and these adjustments can be recommended outside of the presentation of the annual financial report, with the understanding that the OAG may propose amendments which affect the closing position up to the point of signoff. The actual carry over adjustments are presented in Attachment 1. Endorsement of the carryover adjustments will give officers clarity and authorisation to finalise these outstanding projects.

#### Treatment of Deficit

Decisions that were made in prior financial years were correct to the best of the knowledge on hand at that point in time, and the interpretation of accounting standard changes and subsequent treatment of these funds were appropriate and received OAG sign off in relevant audits. It is not possible for those decisions to be reversed as funds were subsequently allocated to projects and expended in the relevant financial years. Instead, officers have sought the most appropriate resolution without reducing existing service levels.

To immediately reduce the deficit of \$715,622, officers propose to reverse transfers to the Public Open Space (POS) Reserve that were budgeted and actioned in 2021/22. The first proposal is to reverse \$350,830 relating to the 2020/21 net surplus, which was transferred to the POS reserve. Adjusted calculations established that an untied surplus of \$350,830 was not available and as such officers believe that reversing this allocation is a logical step in reducing the revised closing position deficit.

On review of the POS reserve an unspecified transfer of \$46,381 in the 2021-22 budget was not tied to a specific project. It is recommended that these funds are also utilised to further offset the closing position deficit.

These transfers from Reserve will reduce the actual untied deficit of \$715,622 down to \$318,411, as reflected in the table below. This deficit position aligns with the net result of the 2021-22 Quarter 3 FACR, which estimated a projected budget deficit position of \$356,599 to 30 June 2022.

These proposed actions reduce the closing deficit to a more manageable figure that is below the materiality threshold. To further reduce the deficit position officers recommend that organisational savings are identified through the quarter 2 and quarter 3 Finance and Costing Review (FACR) processes. Alternatively, the Audit and Risk Committee could recommend Council fund the deficit from Reserves, using funds allocated to projects

through savings identified during FACR processes in 2021-22. This would potentially reduce the funding available for future commitments (specified projects or asset renewal). Officers are confident that through astute management of the budget through to 30 June 2023 savings can be delivered to balance the deficit position by year end.

	<b>Audited Closing Position 30/06/22</b>
Expenditure Budget carry over	9,682,820
Income Budget carry over	(7,540,811)
Advanced FAGS carry over	1,537,480
Reversal of transfer to POS Reserve (Net surplus from FY 2020/21 allocated for future projects)	(350,830)
Reversal of transfer to POS Reserve (Unallocated budget transfer)	(46,381)
<b>Actual deficit</b>	<b>(318,411)</b>
Closing Position	2,963,867

## CONSULTATION

Moore Australia

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

Office of the Auditor General (OAG)

## STATUTORY ENVIRONMENT

### **Local Government Act 1995**

6.4 Financial report

7.9 Audit to be conducted

### **Local Government (Audit) Regulations 1996**

### **Local Government (Financial Management) Regulations 1996**

Local governments are required to present to Council an audited annual financial report for the preceding financial year, within specified timeframes as prescribed.

The Office of the Auditor General advised that the audit report would not be received by 31 December 2022 as prescribed. Officers wrote to Department of Local Government, Sport and Cultural Industries to confirm that the timeframe would not be met.

## POLICY IMPLICATIONS

Nil.

## FINANCIAL IMPLICATIONS

The report presenting the 2022/23 annual budget (adopted at the Special Meeting of Council on 5 July 2022) identified the tolerable organisational deficit as 1% of operating revenues, or a deficit of \$402,749 which is more than twice the risk matrix financial impact threshold of \$150K, placing it beyond the extreme level. As per the risk matrix, the remedial outcome requires immediate intervention when the overall deficit is expected to exceed the \$150K risk matrix threshold.

To immediately reduce the deficit of \$715,622, officers propose to reverse transfers to the Public Open Space (POS) Reserve that were budgeted and actioned in 2021/22.

The first proposal is to reverse \$350,830 relating to the 2020/21 net surplus which was transferred to the POS reserve. Adjusted calculations established that an untied surplus of \$350,830 was not available and as such officers believe that reversing this allocation is a logical step in reducing the revised closing position deficit.

On review of the POS reserve an unspecified transfer of \$46,381 in the original budget was not tied to a specific project. It is recommended to utilise these funds to further offset the closing position deficit.

These transfers from Reserve will reduce the actual untied deficit of \$715,622 down to \$318,411, as reflected in the table below.

	<b>Audited Closing Position 30/06/22</b>
Expenditure Budget carry over	9,682,820
Income Budget carry over	(7,540,811)
Advanced FAGS carry over	1,537,480
Reversal of transfer to POS Reserve (Net surplus from FY 2020/21 allocated for future projects)	(350,830)
Reversal of transfer to POS Reserve (Unallocated budget transfer)	(46,381)
<b>Actual deficit</b>	<b>(318,411)</b>
Closing Position	2,963,867

## RISK

Should Council not endorse the officer recommendation there is a high risk of non-compliance and action by the OAG and DLGSC.

Additional risk is associated with officer compliance; officers are required to keep within adopted budgets, so delaying the adjustments to carry over budgets has the potential for further issues and non-compliance until the actual budgets are adopted, including:

- Officers spending in line with original budgets; where carry over budgets are less than expected, could lead to erroneously overspending,
- Officer spending in line with the know actual carry over budgets; where carry overs are larger than expected, could lead to non-compliance as Council have not authorised the amended budget,
- Officers delay the carry over project until Council have adopted the budget amendments, and the timing results in the project being a carry over into the next financial year,
- Where carry over projects have been completed, and there is overspend or savings to resolve, allowing Officers time to make appropriate recommendations within quarter 3 FACR.

Officers have assessed these risks, and the outcomes associated with delaying a Council resolution outweigh other risks. The risk matrix requires immediate action to reduce the deficit; delaying remediation potentially creates further and future issues, and there is a greater likelihood that audit suggested changes will be tabled as misstatements rather than actual adjustments within the annual financial report. Resolving these issues now also provides clarity for officers while preparing the 2023/24 annual budget.

There is a risk that the carryover adjustment figures change as a result of the finalisation of the 2021-22 audit. Should this risk eventuate officers will inform Council and update the relevant accounts. This is considered a low risk.

## STRATEGIC ASPIRATIONS

**Performance - We will deliver excellent governance, service & value for everyone.**

### **Outcome 13 - Value for money from rates and long term financial sustainability**

**Objective** 13.1 Plan effectively for short- and long-term financial sustainability

**Actions** 13.1.1 **Provide** sound long-term financial planning and transparent, regular financial reporting.

13.1.2 **Provide** annual budgets.

## VOTING REQUIREMENTS

*Absolute Majority*

### OFFICER RECOMMENDATION:

That the Audit and Risk Committee recommends that Council:

1. Adopt the actual carryover income and expenditure budgets for 2022/23 as presented in Attachment 1, and amend the General Ledger budgets accordingly;
2. Recognise the adjusted closing positions for the 2019/20 and 2020/21 financial years as \$2,828,740 and \$4,535,688 respectively, and the closing position for 2021/22 as \$2,963,867;
3. Notes a closing position deficit of \$715,622 for the 2021/22 financial year;
4. Adopts the officer recommendation to immediately reduce the deficit by transferring \$397,211 from the Public Open Space (POS) Reserve, and approving those changes in the 2022/23 annual budget, being:
  - (a) Reversal of the \$350,830 2020/21 net surplus transferred to POS Reserve, accepting that there was no surplus available;
  - (b) Reversal of the \$46,381 transfer to POS Reserve as budgeted in 2021/22 which was not specifically allocated;
5. Request the Chief Executive Officer to remediate the remaining untied deficit of \$318,411 within the Finance and Costing Review (FACR) process; and
6. Note that the audited annual financial report will be presented through the Audit and Risk Committee, and any variances to the outcome will be addressed through the Quarter 3 Finance and Costing Review process.

### COMMITTEE RESOLUTION:

**Minute No. AR/0223/004**

**Moved: Cr C Mitchell**

**Seconded: Cr D Male**

**That the Audit and Risk Committee recommends that Council:**

1. **Adopt the actual carryover income and expenditure budgets for 2022/23 as presented in Attachment 1, and amend the General Ledger budgets accordingly;**

2. **Recognise the adjusted closing positions for the 2019/20 and 2020/21 financial years as \$2,828,740 and \$4,535,688 respectively, and the closing position for 2021/22 as \$2,963,867;**
3. **Notes a closing position deficit of \$715,622 for the 2021/22 financial year;**
4. **Adopts the officer recommendation to immediately reduce the deficit by transferring \$397,211 from the Public Open Space (POS) Reserve, and approving those changes in the 2022/23 annual budget, being:**
  - (a) **Reversal of the \$350,830 2020/21 net surplus transferred to POS Reserve, accepting that there was no surplus available;**
  - (b) **Reversal of the \$46,381 transfer to POS Reserve as budgeted in 2021/22 which was not specifically allocated;**
5. **Request the Chief Executive Officer to remediate the remaining untied deficit of \$318,411 within the Finance and Costing Review (FACR) process; and**
6. **Note that the audited annual financial report will be presented through the Audit and Risk Committee, and any variances to the outcome will be addressed through the Quarter 3 Finance and Costing Review process.**
7. **Request the Shire President, the Chair of the Audit and Risk Committee and the Chief Executive Officer seek a meeting with the Auditor General of the Office of the Auditor General to express concerns with the issues surrounding the closing position in each of the 2019/20, 2020/21 and 2021/22 Audited Financial Statements and the implications resulting from changes to Australian Accounting Standards AASB 15 and AASB 1058.**

**CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 3/0**

#### **Attachments**

1. 2021/22 Carryover Adjustments

Item 5.3 - CARRY OVER BUDGETS FOR 2022/23 AND REVIEW OF CLOSING FINANCIAL POSITION

SHIRE OF BROOME  
BUDGET CARRYOVER TO 2022/23  
30 JUNE 2022

Carryover Project	Account	Job	Expenditure	Grants	Reserves	Borrowings	Contributions	Total	Comments
<b>Capital</b>					-	-			
Community Recycling Centre (RRRP Detailed Design)	101896	101897	447,137	-	(447,137)	-	-	-	Fully reserve funded
Surf Club Building Upgrade	53239		2,689,197	(1,305,823)	(94,240)	(690,746)	(495,884)	102,504	Shire's remaining muni contribution
Building Renewal AMP	147500		265,515	-	-	-	-	265,515	21/22 Muni funded AMP renewal Civic Centre Fire Suppression tanks renewal \$110,000 Public Library – air-conditioning \$120,000 Depot – ablution facilities \$5,476 Men's Shed – Air-conditioning \$30,039
Relocation of public art Napier Terrace	1367404	1367414 /16	43,900	-	-	-	-	43,900	Three Wise Men Relocation
Lawrence Road Upgrade	121501	121587	-	-	-	-	-	-	Fully expended budget 21/22
State Blackspot - Frederick Street Off-street Carpark	125000	125045	1,034,915	(490,721)	-	-	(259,881)	284,313	
Surf Club Bridge Upgrade	125300	125921	82,700	-	-	-	-	82,700	21/22 Muni funded AMP renewal
Various Footpath renewals	125300	VARPAT H	58,325	-	-	-	-	58,325	21/22 Muni funded AMP renewal
Town Beach Redevelopment	1181407		31,860	(325,838)	-	-	-	(293,978)	Greenspace Stage 2 - Final expenditure and Lotterywest drawdown
Cable Beach Redevelopment	1181425	1181426	233,274	(68,988)	-	-	-	164,286	Detailed Design Phase
Nipper Roe Lighting Upgrade	117450	117452	32,938	-	-	-	-	32,938	Shire's remaining muni contribution
Pump Track (Tracks and Trails)	1181420	YBRA00 1	100,247	-	-	-	-	100,247	
Skatepark Construction	113027	113029	727,612	(508,444)	(58,000)	-	-	161,167	Construction continued into 2022/23
BRAC Ovals Renewal (Nipper Roe)	117455	117456	208,214	-	-	-	-	208,214	20/21 and 21/22 carry forward budgets as per AMP allocation. If unspent, should be transferred to POS reserve.
BRAC Aquatic tank renewal	113551	113795	111,359	-	-	-	-	111,359	Remaining 21/22 Parks AMP budget including tank replacements. If unspent, should be transferred to POS reserve.



Item 5.3 - CARRY OVER BUDGETS FOR 2022/23 AND REVIEW OF CLOSING FINANCIAL POSITION

SHIRE OF BROOME  
BUDGET CARRYOVER TO 2022/23  
30 JUNE 2022

Carryover Project	Account	Job	Expenditure	Grants	Reserves	Borrowings	Contributions	Total	Comments
Cape Leveque Tourist Bay Signage	116125	116132	35,000	-	-	-	-	35,000	Shire commitment to complete signage works.
Streeter's Jetty Refurbishment	1367405	1367419	-	-	-	-	-	-	Fully expended budget 21/22
Broome Cemetery Fencing	107550	107563	159,345	(146,599)	-	-	-	12,746	LRCI Funded project
BRAC Grid Solar Connection	117399	117420	224,300	-	(224,300)	-	-	-	Fully reserve funded
Vehicle & Mobile Plant Renewal	101510		367,000	-	(202,000)	-	(165,000)	-	Plant replacement fully funded through Reserves and trade-ins
Vehicle & Mobile Plant Renewal	106184		78,448	-	-	-	(22,000)	56,448	P118. The reserve transfer of \$12,000 was completed in 21/22.
Vehicle & Mobile Plant Renewal	117398		45,000	-	-	-	(13,000)	32,000	Plant replacement funded by muni and trade-in
Vehicle & Mobile Plant Renewal	142550		45,000	-	-	-	-	45,000	Plant replacement funded by muni. No trade as it is a new vehicle.
Vehicle & Mobile Plant Renewal	143610		646,326	-	(173,284)	-	(175,500)	297,542	Plant replacement partially muni funded.
Vehicle & Mobile Plant Renewal	148611		715,841	-	-	-	(165,000)	550,841	Plant replacement funded by muni and trade-in
Vehicle & Mobile Plant Renewal	1042510		150,000	-	(120,000)	-	(30,000)	-	Plant replacement fully funded through Reserves and trade-ins

Item 5.3 - CARRY OVER BUDGETS FOR 2022/23 AND REVIEW OF CLOSING FINANCIAL POSITION

SHIRE OF BROOME  
BUDGET CARRYOVER TO 2022/23  
30 JUNE 2022

Carryover Project	Account	Job	Expenditure	Grants	Reserves	Borrowings	Contributions	Total	Comments
<b>Operating</b>									
Conti Foreshore Footpath	125140	125183	142,584	(47,221)	(50,757)	-	-	44,607	
Software projects - Altus Payroll Project, PerfectMinds	146122		73,926	-	-	-	-	73,926	Committed projects implemented in 2022/23.
IT Contract Consultants	146111		-	-	-	-	-	-	Operating budget not recommended for carry over.
Minor Assets<\$5000 - IT Exp	146110		-	-	-	-	-	-	Operating budget not recommended for carry over.
Arts and Culture Strategy	116085		17,000	-	-	-	-	17,000	
Broome Air Raid 80th Anniversary	23017		30,760	-	-	-	-	30,760	Event was postponed in 21/22. Additional \$10k in contract liabilities
Old Broome and Cable Beach Precinct Plans	106030	106055	75,000	-	-	-	-	75,000	21/22 Muni funded project - consultants engaged/in progress
Local Planning Scheme and Local Planning Strategy Review	106030	106055	21,792	-	-	-	-	21,792	21/22 Muni funded project - consultants engaged/in progress
Public Open Space Strategy	113704	113707	29,768	-	-	-	-	29,768	21/22 Muni funded project
Contaminated Site Remediation - Wattle Drive	101050		554,496	-	(554,496)	-	-	-	Fully reserve funded
Financial Management Review Audit	22200		20,200	-	-	-	-	20,200	Committed contract actioned in 2022/23.
Foreshore Development Plan	105546	105550	37,500	(12,500)	-	-	-	25,000	Coastwest funding 2nd payment
Risk Management Expenses	142232		17,894	-	-	-	-	17,894	Committed contract actioned in 2022/23.
<b>New Carryovers</b>									
Footpath Various	125140	125172	106,949	-	-	-	-	106,949	Remaining 2021/22 Subdivisional footpath program. Reserve transfers completed 21/22
Occupation Health & Safety - LGIS Consultant	142261		21,500	-	-	-	-	21,500	Prior year commitment - LGIS
Dep't Premier & Cabinet Natural Disaster Grant - Cape Leveque Rd	120306		-	(693,453)	-	-	-	(693,453)	ADDITIONAL CARRYOVER Remaining WANDRRA claims yet to be received at 30 June 2022
					-	-	-	-	

Item 5.3 - CARRY OVER BUDGETS FOR 2022/23 AND REVIEW OF CLOSING FINANCIAL POSITION

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SHIRE OF BROOME  
BUDGET CARRYOVER TO 2022/23  
30 JUNE 2022

Carryover Project	Account Job	Expenditure Grants	Reserves	Borrowings	Contributions	Total	Comments
			-	-		-	
Total		9,682,821	(3,599,587)	(1,924,214)	(690,746)	(1,326,265)	2,142,009

Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23

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**Cr D Male declared a financial interest in item 5.4, the reason being "The Broome Turf Club is a client of my business."**

**APPOINTMENT OF PRESIDING MEMBER::**

**Minute No. AR/0223/005**

**Moved: Cr D Male**

**Seconded: Cr B Rudeforth**

**That Cr C Mitchell assume the position of chair.**

**CARRIED UNANIMOUSLY 3/0**

**Cr Male left the meeting at 4:55pm.  
Cr C Mitchell assumed the chair.**

**5.4 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Manager Financial Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The Audit and Risk Committee is requested to consider results of the 2<sup>nd</sup> Quarter Finance and Costing Review (FACR) of the Shire's budget for the period ended 31 December 2022, including forecast estimates and budget recommendations to 30 June 2023.

**BACKGROUND**

Previous Considerations

SMC 5 July 2022	Item 5.4.1
ARC December 2022	Item 5.3

The Shire of Broome has carried out its 2<sup>nd</sup> Quarter Finance and Costing Review (FACR) for the 2022-23 financial year. This review of the 2022-23 Annual Budget is based on actuals and commitments for the first six months of the year from 1 July 2022 to 31 December 2022, and forecasts for the remainder of the financial year.

This process aims to highlight over and under expenditure of funds and over and under achievement of income targets for the benefit of Executive and Responsible Officers to ensure good fiscal management of their projects and programs.

Once this process is completed, a report is compiled identifying budgets requiring amendments to be adopted by Council. Additionally, a summary provides the financial impact of all proposed budget amendments to the Shire of Broome's adopted end-of-year forecast, to assist Council to make an informed decision.

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**Attachment 1 - Q2 FACR Results**

**Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23**

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It should be noted that the 2022-23 annual budget was adopted at the Special Meeting of Council on 5 July 2022 as a balanced budget.

The Quarter 2 FACR commenced on 23 January 2023. At the start of the Q2 FACR, a net deficit of \$111,933 was forecast arising from past budget amendments adopted by Council, including the Q1 FACR. Significant amendments approved through the Q1 FACR included:

- a \$180,000 reduction in property valuation expenses as the revaluations were completed in 2021/22;
- a \$213,549 reduction in budgeted Western Australian Local Government Grant Commission Road Grants (Local Roads component of FAGS);
- an \$50,000 increase in expenditure for maintenance on the Town Beach Cafe building to ensure compliance and allow it to continue operation under a new lease;
- a \$35,000 reduction in grant revenue associated with Discovery Festival, expenditure was removed from the adopted budget but the offsetting income was retained;
- an \$34,750 increase in rental revenue from new tenancy at the Broome Visitor Centre not included in the adopted budget.

**COMMENT**

The Q2 FACR identifies a cumulative net deficit forecast of **\$277,233**.

The above figure represents a budget forecast should all expenditure and income occur as expected. It does not represent the actual end-of-year position which can only be determined as part of the normal annual financial processes at the end of the financial year.

While officers make every effort to ensure the net impact of each FACR is minimal, the net deficit forecast mainly relates to the following proposed amendments:

- \$185,000 in increased interest revenue due to higher than anticipated interest rates
- \$157,023 reduction of income identified within the Kimberley Regional Office budget due to a double up of budgeted income;
- \$150,000 savings in the Skatepark project;
- \$100,000 in increased revenue from Discovery Parks Broome;
- \$50,000 savings stemming from the deferral of the Broome Library Feasibility Study, the timing of which was adjusted by Council through the most recent review of the Corporate Business Plan;
- In addition, several budget upload errors were identified during the Q2 FACR resulting in proposed amendments totalling \$58,800. Where possible these have been offset by identified savings.

A comprehensive list of accounts (refer to Attachment 1) has been included for perusal by the committee, summarised by Directorate.

**Adjusted Prior Year Capital Projects**

In addition to the amendments identified through the Q2 FACR several capital projects were omitted from the budget despite gaining Council approval for inclusion during the adoption of the 2022/23 Annual Budget. These projects are listed within the report attached (Attachment 1) and have a cumulative deficit impact of \$209,424. This figure has been included in the cumulative net deficit forecast of **\$277,233**.

**Adjusted 2021-22 Closing Position**

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*Attachment 1 - Q2 FACR Results*

## Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23

The 2021-22 Closing Position has been adjusted to reflect the identification of the mistreatment of contract liabilities in the 2019-20 and 2020-21 financial years. The adjusted closing position deficit of \$318,411 is explained in detail in the "Carry Over Budgets for 2022/23 and Review of Closing Position" agenda item contained within this agenda (Agenda Item 5.3).

**Quarter 2 FACR Result**

A summary of the Q2 FACR results is as follows:

	SHIRE OF BROOME SUMMARY REPORT			
	BUDGET IMPACT			
	2022/23 Adopted Budget (Inc) / Exp	YTD Adopted Budget Amendments (Inc) / Exp	FACR Q2 Overall (Inc) / Exp	YTD Impact (Org Savings Subtracted)
Office of the CEO	\$0	\$50,000	-\$38,800	\$11,200
Corporate Services	\$0	\$22,806	-\$286,000	-\$263,194
Development Services	\$0	\$46,563	\$5,000	\$51,563
Infrastructure Services	\$0	-\$21,436	-\$42,735	-\$64,171
Council approved budget amendments	\$0	\$14,000	\$0	\$14,000
Prior year adjustments for Capital Projects	\$0	\$0	\$209,424	\$209,424
2021-22 Adjusted Closing Position Deficit	\$0	\$0	\$318,411	\$318,411
	<b>0,000*</b>	<b>\$111,933</b>	<b>\$165,299</b>	<b>\$277,233</b>

**CONSULTATION**

All amendments have been proposed after consultation with Executive and Responsible Officers at the Shire.

**STATUTORY ENVIRONMENT****Local Government (Financial Management) Regulation 1996****r33A. Review of Budget**

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
- (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and

Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23

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- (b) consider the local government's financial position as at the date of the review; and
- (c) review the outcomes for the end of that financial year that are forecast in the budget.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.  
\*Absolute majority required.
- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

### **Local Government Act 1995**

#### **6.8. Expenditure from municipal fund not included in annual budget**

- 1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
  - (a) is incurred in a financial year before the adoption of the annual budget by the local government;
  - (b) is authorised in advance by resolution\*; or
  - (c) is authorised in advance by the mayor or president in an emergency.
- (1a) In subsection (1) —

"additional purpose" means a purpose for which no expenditure estimate is included in the local government's annual budget.

### **POLICY IMPLICATIONS**

Nil.

It should be noted that according to the materiality threshold set at the budget adoption, should a deficit achieve 1% of Shire's operating revenue (\$402,749) the Shire must formulate an action plan to remedy the over expenditure.

### **FINANCIAL IMPLICATIONS**

The overall result of the Quarter 2 FACR estimates a total budget deficit position of **\$277,233** to 30 June 2023.

### **RISK**

The Finance and Costing Review (FACR) seeks to provide a best estimate of the end-of-year position for the Shire of Broome at 30 June 2023. Contained within the report are recommendations of amendments to budgets which have financial implications on the estimate of the end-of-year position.

The review does not, however, seek to make amendments below the materiality threshold unless strictly necessary. The materiality thresholds are set at \$10,000 for operating budgets and \$20,000 for capital budgets. Should a number of accounts exceed their budget within these thresholds, it poses a risk that the predicted final end-of-year position may be understated.

**Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23**

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In order to mitigate this risk, the CEO enacted the FACRs to run quarterly and Executive examine each job and account to ensure compliance. In addition, the monthly report provides variance reporting highlighting any discrepancies against budget.

It should also be noted that should Council decide not to adopt the recommendations, it could lead to some initiatives being delayed or cancelled in order to offset the additional expenditure associated with running the Shire's operations.

**STRATEGIC ASPIRATIONS**

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

**Outcome 11 - Effective leadership, advocacy and governance:**

**Objective** 11.2 Deliver best practice governance and risk management.

**Outcome 13 - Value for money from rates and long term financial sustainability:**

**Objective** 13.1 Plan effectively for short and long term financial sustainability.

**VOTING REQUIREMENTS**

*Absolute Majority*

**COMMITTEE RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. AR/0223/006**

**Moved: Cr B Rudeforth**

**Seconded: Cr C Mitchell**

**That the Audit and Risk Committee recommends that Council:**

- 1. Receives the Quarter 2 Finance and Costing Review Report for the period ended 31 December 2022;**
- 2. Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2023 as attached;**
- 3. Notes a forecast end-of-year deficit position to 30 June 2023 of \$277,233.**

**CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 2/0**

**Attachments**

1. Q2 FACR Results

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*Attachment 1 - Q2 FACR Results*



SHIRE OF BROOME SUMMARY REPORT				
BUDGET IMPACT				
	2022/23 Adopted Budget (Inc) / Exp	YTD Adopted Budget Amendments (Inc) / Exp	FACR Q2 Overall (Inc) / Exp	YTD Impact (Org Savings Subtracted)
Office of the CEO	\$0	\$50,000	-\$38,800	\$11,200
Corporate Services	\$0	\$22,806	-\$286,000	-\$263,194
Development Services	\$0	\$46,563	\$5,000	\$51,563
Infrastructure Services	\$0	-\$21,436	-\$42,735	-\$64,171
Council approved budget amendments	\$0	\$14,000	\$0	\$14,000
Prior year adjustments for Capital Projects	\$0	\$0	\$209,424	\$209,424
2021-22 Adjusted Closing Position Deficit	\$0	\$0	\$318,411	\$318,411
	0,000*	\$111,933	\$165,299	\$277,233

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
<b>OFFICE OF C.E.O.</b>									
<b>ADMIN2 - Personal Assistant To CEO - L Berkrey</b>									
23015		34	Executive Travel & Accom - Op Exp - Other Governance	\$22,000	\$822	-\$12,000	\$10,000		Minimal travel has occurred to date and anticipated to end of FY.
						-\$12,000		0	
<b>BC - Marketing &amp; Communications Coordinator - D Bonnici</b>									
11709		34	Quarterly Marketing Campaigns - CEO202209 - Op Ex	\$30,000	\$2,285	-\$15,000	\$15,000		Vacancy in role has impacted rollout of campaign. Adjusted to reflect planned Q3/4 spend in line with Corporate and Communications Strategy
22290		34	Sister City Relations/Japanese Youth Ambassador - Op Exp - Other Governance	\$17,800	\$0	-\$17,800	\$0		Taiji visiting Broome in August 2023. St Mary's going to Taiji in April 2024. Funds will be requested through 23/24 budget.
						-\$32,800		0	
<b>CMS2 - Manager Community Engagement &amp; Projects - N Roukens</b>									
115260		34	Consultancy - Op Exp - Libraries	\$50,000	\$0	-\$50,000	\$0		Review of Corporate Business Plan delayed project to 24/25
						-\$50,000		0	
<b>CS3 - Manager People and Culture - J Maccarone</b>									
142048		34	HRM Consultancy - Op Exp	\$40,000	\$9,936	\$15,000	\$55,000		\$15K for staff survey - Catalyse
142261		34	Occupation Health & Safety - Op Exp - General Admin O'Heads	\$25,000	\$1,990	\$15,000	\$40,000		LGIS 2021 contract invoice due (\$35k).
						\$30,000		0	
<b>ES7 - Special Projects Coordinator - A Clark- Hale</b>									
101896	101897	34	Community Recycling Centre - RRP - Cap Exp	\$419,181	\$323,982	\$119,044	\$538,225		Additional out of scope variations \$34k Bi Annual ground water monitoring \$12K Accelerated Liquid Waste Works Approval Works Approval RFI Response #1 \$24k Works Approval RFI Response #2 \$20k Works Approval RFI Response #3 \$6k Clearing Permit RFI Response #1 22k Other Fees and Design Including Horizon Power Design \$10k Total Variations and Fees \$130,000

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
101995		26	Transfer from Reserve	-\$419,181	\$0	-\$119,044	-\$538,225	-\$119,044	Offset additional expenditure in account 101896

Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
113128		10	Cable Beach - Non Op Grant	-\$4,547,771		\$1,096,406	-\$3,451,365		BBRF Grant - additional income of \$185,594 Increasing grant funding towards design, reducing available funding for stage 1 PACP Grant - not anticipating receipt of further grant funds this FY \$1,282,000
1181425		34	Cable Beach Redevelopment (Detailed Design)	\$7,498,102		-\$2,735,406	\$4,762,696		Net reduction of expenditure matching adjustment to grant funding \$1,096,406 Shire in-kind contribution \$1,639,000 budgeted as both Shire resources (labour and plant) and materials and contracts.
113128		25	Cable Beach - Non Op Grant	-\$2,363,454		\$1,639,000	-\$724,454		Grant funding received in 21/22 which is not intended to be used in 22/23. PACP (reducing \$2,318,000 allocation to \$724,454) and Changing Places (\$45,454)
						\$0		-\$119,044	
<b>REQ36 - Place Activation and Engagement Officer (Youth and Community Safety) - C Lawton</b>									
23040		34	Youth Development Programme & Working Group - Op Exp - Other Governance	\$30,000	\$7,848	\$35,000	\$65,000		Rio Tinto funding that was recieved in November 2022. Any amounts not spent to be carried over for spending in 2023/24 FY.
82675		11	Grants For Community Programs - Op Inc - Community Services	-\$20,000	\$0	-\$40,000	-\$60,000		Rio Tinto Youth Partnership Agreement (2022 - 2025) First Year Payment \$60,000 compromising of \$40k program delivery and \$20k salary.
						-\$5,000		0	
<b>REQ54 - Activation &amp; Engagement Coordinator - M Nutt</b>									
116085		34	Arts, Culture and Heritage Strategy - Op Exp - Other Culture	\$18,305	\$18,033	\$6,000	\$24,305		\$2500 spent to date on further engagement activity. \$3500 committed to further engagement.
136723	CT00	34	Chinatown Activation - Budget Only	\$59,500	\$0	-\$59,500	\$0		Budget reallocation to 1367457
1367218	TB01	34	Town Beach Activation	\$59,500	\$0	-\$59,500	\$0		Budget reallocation to 1367457
1367457		34	Place Activation Plan	\$0	\$71,379	\$119,000	\$119,000		[RO: REQ1 Place Activation & Engagement Officer] Budget reallocation from 0136723 (CT Place Activation) and 1367218 (TB Place Activation)
						\$6,000		0	

Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
<b>REQ4 - Special Projects Coordinator - M Renton</b>									
0112054		34	Town Beach Café preliminary site investigations -	\$0	\$0	\$60,000	\$60,000		Town Beach Café preliminary site investigations - RFQ closed and shortfall of \$40K
23450		34	Consultants - Op Exp	\$120,000	\$81,040	-\$60,000	\$60,000		[RO: ADMIN 1 Chief Executive Officer] Allocate \$60K to Town Beach site investigations. Journal required for LTFP and work already undertaken on Town Beach site investigation
1138334		34	Turf Club Masterplan Review - Op Ex- Other Cult	\$0	\$0	\$50,000	\$50,000		Turf Club Masterplan Review required following consultation with stakeholders
1138333		12	Turf Club contribution to Masterplan Reviews - C	\$0	\$0	-\$25,000	-\$25,000		Turf Club contribution to Masterplan Review
						\$25,000		0	
			<b>Office of the CEO - DEPT. SAVINGS/EXPENSE</b>			-\$38,800		-\$119,044	
<b>Corporate Services</b>									
<b>CS1 - Director Corporate Services - J Watt</b>									
22124		58	Contribution to Kimberley Zone Secretariat	\$50,000	\$0	-\$10,000	\$40,000		22-23 Zone Budget requesting \$40K contribution per member. Awaiting Zone request for transfer of funds.
142231		34	Consultants Corp Services - Op Ex	\$10,000	\$4,998	\$10,000	\$20,000		LTFP review anticipated to be done in house however required consultant
						-\$10,000		0	
<b>BA - Coordinator Financial Services - D Cerbino</b>									
142212		20	Interest Rec on Muni Investment - Op Inc - General Administration O'Heads	-\$7,521	-\$171,356	-\$185,000	-\$192,521		Muni funds interest higher than expected.
						-\$185,000		0	
<b>BRAC1 - Manager Community Facilities - A Morris</b>									
117010	117011	34	Aquatic Building & Pool General Maint Exp	\$17,000	\$10,468	\$10,000	\$27,000		Reactive maintenance for aquatic area. Based on review of historical expenditure
117081	117082	34	General Building & Facility Maint - BRAC Dry - Op Exp	\$20,000	\$22,955	\$15,000	\$35,000		Increased reactive maintenance required at the recreation centre.
117156		34	Program Annual Events - Op Exp - BRAC Dry	\$10,000	\$109	-\$5,000	\$5,000		Unable to secure traffic management for BRAC 2 Beach. Reducing expenses accordingly.
						\$20,000		0	

## Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
<b>CMS4 - Venue Supervisor - S Bowra</b>									
116470	116471	34	Broome Civic Centre Building General Maint Exps - Op Exp Bme Civic Centre	\$29,000	\$15,432	\$5,000	\$34,000		Requesting budget increase for remaining 6 months to cover reactive and maintenance. As building and equipment are all coming to anticipated end of life expectancy, renewals are being charged to this account.
116483		11	Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	\$0	-\$50,000	-\$80,000	-\$80,000		\$50,000 grant income from DLGSC. A further \$60,000, DLGSC In the House grant will be received in 2023 with \$30,000 to be used in 22/23 and the remainder in 23/24. Propose use of \$35k for Pigram Garden Theatre furniture upgrade (account 116140)
116491		34	Minor Assets - Op Exp - Bme Civic Centre	\$8,000	\$4,181	\$50,000	\$58,000		Remainder of \$50K DLGSC grant proposed to be used for minor asset replacement
116489		34	Operational Expenses - Broome Civic Centre - Production/Events	\$70,000	\$38,723	\$10,000	\$80,000		Operational expenses are up, in line with reimbursable income account- 116540.
116540		14	Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	-\$30,000	\$0	-\$10,000	-\$40,000		Increased reimbursements received are in line with increases in op expenses. Confident that the variance will exceed \$10k in Q2&3.
						-\$25,000		0	
<b>CS2 - Manager Financial Services - E French</b>									
30107		1	Rates Concessions - Op Inc - Rates	\$54,910	\$45,131	-\$9,779	\$45,131		Rates Concessions - confirmed list of concession properties received after budget adoption. Some properties are no longer eligible for concession.
143390		14	Reimb Received No GST Incl Diesel Fuel Rebate & Insurance - Op Inc	-\$65,000	-\$19,348	\$9,779	-\$55,221		The fuel excise was halved across Australia to ease cost-of-living pressures for 6 months, affecting the ability to claim fuel tax credits. From 29/09/22, credits for heavy vehicles were re-introduced.
32492		1	Back Rates - Op Inc - Rates	\$0	-\$11,679	-\$13,000	-\$13,000		Additional rates income from minor improvements and new buildings, where the new valuation was received after 30/06/22, and the change occurred prior to 30/06/22.
30146		23	Interest - Rates Instalments - Op Inc	-\$135,000	-\$121,707	\$13,000	-\$122,000		Not expecting any significant income from new instalment arrangements going forward.
						\$0		0	

Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
<b>CS4 - Manager Governance, Strategy &amp; Risk - D Kennedy</b>									
24010		34	Conferences Travel & Accom Op Exp - Members	\$42,000	\$23,373	-\$10,000	\$32,000		Reduced travel to communities due to COVID concerns.
113411		2	Venue Hire Inc - Cable Beach & Amphitheatre - Op Inc - Other Rec & Sport	-\$6,000	-\$4,970	-\$5,000	-\$11,000		Increased usage
113413		2	Town Beach Hire - Op Inc - Parks & Ovals	-\$2,000	-\$21,146	-\$20,000	-\$22,000		Shinju hire income
113421		2	Event Application Fee (No GST) Parks & Ovals & Oth Rec Areas (not Ovals) - Op Inc - Other Rec & Sport	-\$1,000	-\$5,801	-\$6,000	-\$7,000		Shinju hire income \$4,500; Midnight Oil one off event fee \$1,200
142500		2	Local Number Plate Sales Op Inc - Gen Admin	-\$4,800	-\$6,691	-\$5,000	-\$9,800		Increase in plates sold
142548		34	Local Number Plate Purchases - Op Exp - General Administration O'Heads	\$2,000	\$4,600	\$5,000	\$7,000		Corresponding increase in plate expenses
						-\$41,000		0	
<b>CS6 - Manager Information Services - C Chong</b>									
146120		34	Equip & H'ware >\$5000 Cap Exp - IT	\$163,000	\$72,188	-\$50,000	\$113,000		Chambers AV Improvements (\$35K) complete. Switching and Firewall lease payment \$8649.78 per quarter from Q3 resulting in \$50K savings. \$15K requested to be transferred to 146111 for ICT Policy Development consultant & subscription
146110		34	Minor Assets < \$5000 - IT Exp	\$119,000	\$44,041	-\$20,000	\$99,000		\$28K required for Q4 device renewal lease. Estimate \$20K savings.
146111		34	IT Contract Consultants - Exp	\$123,907	\$74,112	\$15,000	\$138,907		NGIS service cancelled in place with Techone \$30k. \$48k savings from NGIS contract to be used to fund external systems administration resource to cover long term leave cover. \$15K ICT Policy development & subscription funded through savings in 146120.
						-\$55,000		0	
			<b>Corporate Services</b>			-\$286,000		0	
<b>Development Services</b>									
<b>BS1 - Acting Manager Planning &amp; Building Services - M Cosson</b>									
106030	106055	34	Planning General Project Consult - Op Exp Town Planning/Reg Dev	\$207,063	\$132,629	\$5,000	\$212,063		Request for additional \$5,000 per year for 4 years for the Future Climate, Future Home research program.
						\$5,000		0	

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
			Development Services			\$5,000		0	



SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
<b>Infrastructure Services</b>									
<b>ES3 - Manager Works - J Welshman</b>									
141450		2	Works Private Works Income - Not Prepaid	\$0	-\$62,475	-\$65,000	-\$65,000		\$30K DFES fire fighting. \$18K Shinju traffic management. Various sweeping and patching works.
148100	148105	34	Depot - Reactive Maint - Op Exp	\$4,000	\$11,731	\$18,000	\$22,000		Increased costs associated with air conditioner failure. PO for Q4 cleaning needs to be raised. Nursery fence, second section falling over.
						-\$47,000		0	
<b>ES8 - Manager Waste- M Mitchell</b>									
101411		2	C'van Pk & Additional Services - Op Inc - Sanitation Gen Refuse	-\$40,162	-\$75,705	-\$35,000	-\$75,162		Additional income through billing
101090		34	Transfer Station Tyres	\$150,450	\$134,009	\$150,000	\$300,450		Tyre recycling to meet licence storage conditions
101091		34	Transfer Station Concrete	\$450,450	\$300,623	-\$150,000	\$300,450		Crushing campaign complete, funds not required in FY23
101423		18	Sundry Income (Inc. GST) - Op Inc - Sanitation Gen Refuse	-\$126,000	-\$199,974	-\$70,000	-\$196,000		Additional income for light and heavy gauge steel
101895		43	Transfer to RRRP Reserve	\$0	\$203,280	\$105,000	\$105,000	\$105,000	\$105K income to reserve for RRRP. Additional income already in account related to increased interest rate of funds held in reserve.
						\$0		\$105,000	
<b>ES9 - Manager Engineering - L McKenzie</b>									
107034		34	Broome Cemetery Survey & Other - Op Exp - Other Comm Amen	\$5,100	\$6,476	\$5,000	\$10,100		Higher than expected burial setouts and other minor repairs and works.
113027	113029	34	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	\$815,205	\$469,968	-\$150,000	\$665,205		Project has significant underspend @\$215K with \$150K savings. Remaining \$65K required for further works and inhouse costs already incurred.

Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
1254421		34	Access & Inclusion Improvements New Infra - Cap Exp	\$0	\$4,100	\$15,000	\$15,000		Black spot funded projects - correct budget allocations as per the original project briefs.
121100	121715	34	Frederick Street/Hamersley Street Intersection Lighting Upgrades	\$15,591	\$0	-\$1,591	\$14,000		Black spot funded projects - correct budget allocations as per the original project briefs.
121100	121716	34	Port/Guy Intersection	\$825,640	\$11,335	\$99,331	\$924,971		Black spot funded projects - correct budget allocations as per the original project briefs.
121100	121716	755	Port/Guy Intersection	\$0	\$44,002	\$31,899	\$31,899		Black spot funded projects - correct budget allocations as per the original project briefs.
121771		10	Black Spot State Non Op Grant	-\$1,020,275	\$0	-\$289,279	-\$1,309,554		Remainder of Frederick Street carpark grants expected for the project total \$708,000. The full GL budget includes Black spot grant allocations for Port/Guy \$520,221 and Frederick Street lighting \$9,333.
121771		25	Black Spot State Non Op Grant	-\$144,640	\$0	\$144,640	\$0		Additional Blackspot funding received in 21/22, allocated towards Port/Guy project, so no receipt of income anticipated in 22/23 (contract liability)
121100	121715	62	Frederick Street/Hamersley Street Intersection Lighting Upgrades	\$8,668	\$0	-\$8,668	\$0		Works staff labour and overheads as per business plan for Port/Guy intersection, was allocated to lighting upgrades in the original budget.
121100	121715	69	Frederick Street/Hamersley Street Intersection Lighting Upgrades	\$15,740	\$0	-\$15,740	\$0		Works staff labour and overheads as per business plan for Port/Guy intersection, was allocated to lighting upgrades in the original budget.
121100	121716	62	Port/Guy Intersection	\$0	\$0	\$8,668	\$8,668		Works staff labour and overheads as per business plan for Port/Guy intersection, was allocated to lighting upgrades in the original budget.
121100	121716	69	Port/Guy Intersection	\$0	\$0	\$15,740	\$15,740		Works staff labour and overheads as per business plan for Port/Guy intersection, was allocated to lighting upgrades in the original budget.
125253	125045	12	Contribution Non Op - Broome SHS Carparking	-\$259,881	\$0	-\$250,000	-\$509,881		Additional \$250K contribution secured however project must be commenced by June 30. RFT closes end January for award at February Council meeting.
125000	125045	34	State Blackspot - Frederick Street off-street carpark Cap (Broome SHS) Exp	\$1,034,915	\$0	\$250,000	\$1,284,915		Corresponding increase to expenditure account

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
125140	125183	34	Conti foreshore Footpath Construction (Before Hamersley Street - New Footpath Construction)	\$97,978	\$153,684	\$11,000	\$108,978		Higher costs than expected originally
143485		2	Subdivision Engineering Supervision Charges - Op Inc - Eng Off	\$0	-\$25,116	-\$25,116	-\$25,116		Income from subdivision fees and charges.
1138332		11	Grant Income & Contributions - Op Inc - Other Culture	\$0	-\$6,137	-\$6,137	-\$6,137		Cash in lieu for reserve transfer to the carpark reserve as unallocated funds.
121390		43	Transfer to Carpark Reserve	\$16,050	\$6,208	\$6,137	\$22,187	\$6,137	\$6,137 Carpak cash in lieu
						-\$159,116		0	

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
<b>PK3 - Parks &amp; Gardens Coordinator - C Hankinson</b>									
113000	113039	34	Streeters Jetty Park - P&G Maint	\$8,050	\$0	-\$8,050	\$0		Shire doesn't have responsibility to maintain the park.
113000	113591	34	Mackie Park - P&G Maint	\$14,620	\$0	-\$10,000	\$4,620		Savings against budget used to offset budget issues
113000	113070	34	Sunset Park - P&G Maint	\$4,970	\$245	\$8,780	\$13,750		Budget issue offset with savings above
113000	113076	34	Koel Park - P&G Maint	\$2,720	\$438	\$5,000	\$7,720		Budget issue offset with savings above
113000	113040	52	Cable Beach - P&G Maint	\$32,828	\$23,923	\$10,000	\$42,828		21/22 actuals significantly lower than prior years affecting formula used to develop average costs.
113000	113030	34	Frederick Street Lookout (R39556)- P&G Maint	\$850	\$3,819	\$6,000	\$6,850		Extra cleaning services required for VIP visits and anti social behaviour.
113000	113033	34	Haynes Oval - P&G Maint	\$24,165	\$21,310	\$13,000	\$37,165		\$13K for tank replacement due to white ant damage. Pursued restitution however unsuccessful. Insurance not applicable.
113000	113068	34	Chippindale Park - P&G Maint	\$27,750	\$82	-\$20,000	\$7,750		\$20K allocated through Parks & Gardens AMP for playground replacement. Transfer \$20K to reserve
111989		43	Transfer to P&G Reserve	\$773,779	\$60,992	\$20,000	\$793,779	\$20,000	\$20,000 allocation through AMP for playground replacement
117210	117211	34	BRAC Ovals - P&G Maint	\$111,082	\$21,449	-\$50,000	\$61,082		Project to upgrade lateral lines deferred to next year. \$50K transfer to reserve.
111989		43	Transfer to P&G Reserve	\$793,779	\$60,992	\$50,000	\$843,779	\$50,000	\$50,000 transfer of funds for BRAC lateral line upgrade
141600		2	P & G Private Works - Fees Charged	\$0	-\$8,821	-\$9,000	-\$9,000		Melen events repairs charged out
143384		14	Reimbursements - W. Comp & Sundry No GST P & G Ops - Op Inc	\$0	-\$17,163	-\$35,000	-\$35,000		LGIS workers compensation reimbursement
116283	PPART	34	Public Art, Monument andf Plaque P&G Maint	\$0	\$1,050	\$7,000	\$7,000		Budget upload error
						-\$12,270		\$70,000	
<b>ES1 - Director Infrastructure - J Hall</b>									
121782		12	Dev Contributions - Footpaths	0	(62,640)	-\$62,640	-\$62,640		Footpath contribution - WAPC 155527 STAGE 11C 2022, transfer to Reserve
125950		43	Transfer to Reserve	\$9,145	\$29,409	\$62,640	\$71,785	\$62,640	Offset additional contribution in account 121782
104482		12	Headworks Contribution - Non Op Inc - Urban Stormwater Drainage	\$0	-\$34,423	-\$34,423	-\$34,423		Drainage and footpath headworks from Roebuck Estate. To be transfer to reserve.
104281		43	Transfer to Reserve	\$10,336	\$25,919	\$34,423	\$44,759	\$34,423	Offset additional contribution in account 104482

Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
101230000	123000	33	Mtce Strees, Rds - Rural Summary Budget Only - Op Exp	\$11,868	\$0	\$115,225	\$127,093		Transfer of internal labour resources from Cable Beach Foreshore Redevelopment to Rural Road workings, Nil impact.
101230000	123000	42	Mtce Strees, Rds - Rural Summary Budget Only - Op Exp	\$12,988	\$0	\$102,488	\$115,476		Transfer of internal labour resources from Cable Beach Foreshore Redevelopment to Rural Road workings, Nil impact.
101230000	123000	62	Mtce Strees, Rds - Rural Summary Budget Only - Op Exp	\$7,757	\$0	\$42,022	\$49,779		Transfer of internal labour resources from Cable Beach Foreshore Redevelopment to Rural Road workings, Nil impact.
101230000	123000	69	Mtce Strees, Rds - Rural Summary Budget Only - Op Exp	\$14,086	\$0	\$76,307	\$90,393		Transfer of internal labour resources from Cable Beach Foreshore Redevelopment to Rural Road workings, Nil impact.
111814250		33	Cable Beach Redevelopment (Detailed Design) - Cap Exp	\$162,640	\$0	-\$115,225	\$47,415		Transfer of internal labour resources from Cable Beach Foreshore Redevelopment to Rural Road workings, Nil impact.
111814250		42	Cable Beach Redevelopment (Detailed Design) - Cap Exp	\$143,403	\$0	-\$102,488	\$40,915		Transfer of internal labour resources from Cable Beach Foreshore Redevelopment to Rural Road workings, Nil impact.
111814250		62	Cable Beach Redevelopment (Detailed Design) - Cap Exp	\$567,638	-\$2,113	-\$42,022	\$525,616		Transfer of internal labour resources from Cable Beach Foreshore Redevelopment to Rural Road workings, Nil impact.
111814250		69	Cable Beach Redevelopment (Detailed Design) - Cap Exp	\$1,030,774	\$0	-\$76,307	\$954,467		Transfer of internal labour resources from Cable Beach Foreshore Redevelopment to Rural Road workings, Nil impact.
101435080		34	Parks and Gardens	\$116,495	\$0	-\$116,495	\$0		Reversal of Materials and Contracts moved from Cable Beach Foreshore Redevelopment to Operations during FACR1.
101220000	121011	34	Sector 1 – Maintenance	\$138,297	\$18,950	-\$30,286	\$108,011		Reversal of Materials and Contracts moved from Cable Beach Foreshore Redevelopment to Operations during FACR1.
101220000	121025	34	Sector 2 – Maintenance	\$106,858	\$4,703	-\$19,506	\$87,352		Reversal of Materials and Contracts moved from Cable Beach Foreshore Redevelopment to Operations during FACR1.
101220000	121026	34	Sector 3 – Maintenance	\$127,224	\$12,573	-\$25,358	\$101,866		Reversal of Materials and Contracts moved from Cable Beach Foreshore Redevelopment to Operations during FACR1.
101220000	121027	34	Sector 4 – Maintenance	\$78,318	\$4,071	-\$17,966	\$60,352		Reversal of Materials and Contracts moved from Cable Beach Foreshore Redevelopment to Operations during FACR1.

Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23

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SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
101220000	121028	34	Sector 5 – Maintenance	\$118,102	\$7,142	-\$20,327	\$97,775		Reversal of Materials and Contracts moved from Cable Beach Foreshore Redevelopment to Operations during FACR1.

Item 5.4 - 2ND QUARTER FINANCE AND COSTING REVIEW 2022-23

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
101220000	121029	34	Sector 6 – Maintenance	\$73,520	\$18,777	-\$14,886	\$58,634		Reversal of Materials and Contracts moved from Cable Beach Foreshore Redevelopment to Operations during FACR1.
101220000	121030	34	Sector 7 – Maintenance	\$113,509	-\$12,200	-\$17,453	\$96,056		Reversal of Materials and Contracts moved from Cable Beach Foreshore Redevelopment to Operations during FACR1.
111814250	1181426	34	Cable Beach Foreshore Redevelopment	\$7,498,102	\$495,090	\$262,277	\$7,760,379		Reversal of Materials and Contracts removed from the project during FACR1.
						\$0	\$10,341,060	\$97,063	
<b>PM2 - Asset and Building Coordinator - A Waddell</b>									
96101		34	Staff Housing - Reactive Maint - Op Exp	\$7,000	\$5,099	\$10,000	\$17,000		Additional costs due to short term staff, exit cleaning, unplanned aircon and pool chlorinator repairs and relocation of furniture
107028	107033	34	Cemetery Operating Expense - Op Exp	\$15,660	\$6,861	\$12,500	\$28,160		Decision made to keep toilets open daily necessitating additional cleaning.
107071	107071	52	Male Oval Ablutions - Operating Expense - Op Exp	\$2,500	\$10,505	\$17,500	\$20,000		New PO for Q4 cleaning needs to be raised Budget upload error
122000	121031	34	Lighting - Works Maint	\$0	\$9,824	\$20,600	\$20,600		Budget discrepancy identified
146020	141020	34	Mulberry Tree Child Care - Reactive Maint - Op Exp	\$500	\$12,820	\$12,820	\$13,320		Insurance works - income received in account 147585
146050	146052	34	4 Jones Place - Planned Maint & Minor Works - Op Exp	\$4,610	\$34,039	\$32,861	\$37,471		Insurance works - income received in account 147585
146670	146671	34	Bowling Club - Planned Maint & Minor Works - Op Exp	\$590	\$3,689	\$201,000	\$201,590		Bowling Club Insurance - Feb 22 flood damage to green
147585		14	Reimbursement of Insurance Claimable Costs - O	\$0	-\$361,971	-\$246,681	-\$246,681		Insurance claim received from 3 items above (Child Care, Bowling Club and Antenna at 4 Jones Place)
						\$60,600		0	
<b>PM3 - Property and Leasing Senior Officer - K Martin</b>									
96202		28	8/6 Ibis Way - Rent & Recoup Income - Op Inc	(19,293)	(14,710)	\$10,000	-\$9,293		Property income based on 80% occupation - currently vacant
96203		28	11/6 Ibis Way - Rent & Recoup Income - Op Inc	(24,507)	(10,128)	\$10,000	-\$14,507		Property income based on 80% occupation - currently vacant
112483		28	Town Beach Cafe - Rent & Recoup Income - Op Inc	(56,100)	(11,194)	\$35,000	-\$21,100		Reduced income due to vacancy.

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
146408		28	Zanders - Rent & Recoup Income - Op Inc	(195,000)	(92,752)	-\$15,000	-\$210,000		7.6% CPI increase as per rise and fall clause in lease
132410		28	Roebuck Bay CP - Rent & Recoup Income - Op Inc	(283,457)	(230,362)	-\$100,000	-\$383,457		Revenue has exceeded budget estimations.
147489		14	User Charges KRO Outgoings - Op Inc - Office Properties Leased	(157,063)	(222,351)	\$157,063	\$0		Budget double up identified
147491		28	Old Broome Lock Up - Rent & Recoup Income - Op Inc	(10,488)	0	\$10,488	\$0		Vacancy - initially advertised with no interest. Currently being advertised with several parties expressing interest.
147865		28	Sam Male Lugger - Op Inc - Other Build Leased	(15,000)	(3,125)	\$7,500	-\$7,500		50% abatement to offset impact of lugger repairs
						\$115,051	-\$645,857	0	
			Infrastructure Services			-\$42,735		0	
						\$0			
Prior year adjustments for Capital Projects									
117399	117421	34	BRAC Water Fountain	-	-	\$11,780	\$11,780		Net Expense Increase - \$11,780 Budget error with upgrade budget not included in 22/23
125140		34	Footpath Construction New - Cap Exp - Cons Streets Roads Bridges	-	-	\$212,309	\$212,309		Net Expense - \$212,309 Budget error. Reserve transfer in budget for Project DIS202238 : Subdivisional Footpath but no offsetting expenditure.
125300		34	Footpath Const Renewal - Cap Exp - Cons Streets Roads Bridges	-	-	\$99,507	\$99,507		Net Expense - \$99,507 Budget error. Reserve transfer in budget for Project DIS202232 : Footpaths as per AMP but no offsetting expenditure.
124300		34	Car Park Upgrade Wks - Cap Exp - Car Park Const	-	-	\$28,424	\$28,424		Net Expense - \$28,424 Budget error. Expenditure for Carparks per Transport AMP (KRO, BPS) not included in budget.
143600		07	Proceeds from Sale of Assets - Cap Inc - Engineering Office	-	-	-\$66,000	-\$66,000		Net Revenue Increase \$66,000 Budget error. Renewal of plant for infrastructure light fleet but no offsetting sale proceeds.
143601		07	Proceeds from Sale of Assets - Cap Inc - Parks & Gardens Operations	-	-	-\$92,000	-\$92,000		Net Revenue Increase \$92,000 Budget error. Renewal of plant for parks operations but no offsetting sale proceeds.
148600		07	Proceeds from Sale of Assets - Cap Inc - Works Operations	-	-	-\$131,000	-\$131,000		Net Revenue Increase \$131,000 Budget error. Renewal of plant for works operations but no offsetting sale proceeds.



SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2 2022-23									
COA Code	Job Number	IE Code	Job Description	2022/23 Full Year Current Budget	2022/23 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description
148601		07	Proceeds From Sale of Assets - Cap Inc - Depot Operations	-	-	-\$6,830	-\$6,830		Net Revenue Increase \$6,830 Budget error. Renewal of plant for depot operations but no offsetting sale proceeds.
101550		34	Garbage Bin Replacement	-	-	\$153,234	\$153,234		Net Expense - \$153,234 Budget error. Reserve transfer in for bin replacement but no offsetting expenditure.
						\$209,424		0	

***Cr Male returned to the meeting at 4:58pm.***

***Cr Mitchell read aloud the committee resolution.***

***Cr Male resumed the Chair at 4:59pm.***

<b>6. MATTERS BEHIND CLOSED DOORS</b>
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Nil

<b>7. MEETING CLOSURE</b>
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There being no further business the Chair declared the meeting closed at 4:59 PM.

**10.2 MINUTES AND RECOMMENDATIONS FROM LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 14 DECEMBER 2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	EMS02
<b>AUTHOR:</b>	Executive Support Officer - Development Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report presents for Council consideration the minutes from the Local Emergency Management Committee meeting held on 14 December 2022.

**BACKGROUND**Previous Considerations

The Local Emergency Management Committee (**LEMC**) is established by Council under section 38 of the *Emergency Management Act 2005 (Act)*. In accordance with section 39 of the Act, the functions of the LEMC are:

- (a) to advise and assist the local government in assuring that local emergency management arrangements are established for its district.
- (b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- (c) to carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the *Emergency Management Regulations 2006*.

**COMMENT**LEMC meeting on 14 December 2022

The minutes of the LEMC meeting held 14 December 2022 are included as **Attachment 1** of this report.

At the meeting, the LEMC discussed the following:

Item 5.1 LEMC Status Report

The 2022 Status Report was discussed – there are currently no items outstanding on the Status Report

Item 5.2 LEMC Document Updates

Members were reminded to send any changes/additions to the LEMC Secretariat for the following documents:

- Resource Register
- Incident Report (None to report)
- Training Schedule

The Contact list was sent with the request for Agenda items, and an updated list was sent with the Minutes. Members were reminded to send any further updates as required, to the Secretariat.

#### Item 5.3 LEMC Meeting Dates for 2023

The proposed meeting dates for 2023 were discussed, and members were advised that the meeting dates may be adjusted depending on availability of members. Meeting invites will be sent at least one month prior to the meeting date.

The current proposed meeting dates are:

Wednesday, 15 March 2023

Tuesday, 20 June 2023

Tuesday, 5 September 2023

Tuesday, 5 December 2023

#### Item 5.4 WA MEE State Exercise 2023 – Broome 16-20 October

Glen McDermott from the Department of Transport provided an overview of the proposed exercise. Members of the LEMC are encouraged to sign up as participants or observers.

#### Item 5.5 Oil Spill Exercise – Department of Transport

This item was a duplication of Item 5.4 and was not discussed.

#### Item 5.6 Updates from LEMC Members

A round table discussion was conducted allowing Committee members to give an update on their agencies, and any relevant matters.

### **CONSULTATION**

Local Emergency Management Committee members.

### **STATUTORY ENVIRONMENT**

#### ***Emergency Management Act 2005***

Section 36. Functions of local government

Section 38. Local emergency management committees

Section 39. Functions of local emergency management committees

Section 41. Emergency management arrangements in local government district

Section 42. Reviewing and renewing local emergency management arrangements

Section 43. Local emergency management arrangements to be available for inspection

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS**

Nil.

### **RISK**

Nil.

## **STRATEGIC ASPIRATIONS**

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

### ***Outcome 5 - Responsible management of natural resources***

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

**Performance - We will deliver excellent governance, service & value for everyone.**

### ***Outcome 11 - Effective leadership, advocacy and governance***

**Objective** 11.2 Deliver best practice governance and risk management.

## **VOTING REQUIREMENTS**

*Simple Majority*

*That Council receives the Minutes from the Local Emergency Management Committee meeting held on 14 December 2022.*

## **Attachments**

1. Minutes and Recommendations from Local Emergency Management Committee Meeting held on 14 December 2022



# UNCONFIRMED MINUTES

OF THE

LOCAL EMERGENCY MANAGEMENT  
COMMITTEE

## 14 DECEMBER 2022

These minutes were confirmed at a meeting held 14 December 2022 and signed below  
by the Presiding Person, at the meeting these minutes were confirmed.

Signed:

**SHIRE OF BROOME**  
**LOCAL EMERGENCY MANAGEMENT COMMITTEE**  
**WEDNESDAY 14 DECEMBER 2022**  
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**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE OF THE SHIRE  
OF BROOME,  
HELD IN THE FUNCTION ROOM, CORNER WELD AND HAAS STREETS, BROOME, ON  
WEDNESDAY 14 DECEMBER 2022, COMMENCING AT 10:00AM.**

<b>1. OFFICIAL OPENING</b>
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The Chairman welcomed Members and Officers and declared the meeting open at 10:05am.

<b>2. ATTENDANCE AND APOLOGIES</b>
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**ATTENDANCE**

<b>Members:</b>	Cr C Mitchell	Chairperson
	Phil Leach	Broome Volunteer Fire & Rescue
	Ivan Davie	Townsite Community Representative
	Ben Muller	Department of Fire and Emergency Services
	Dave Serafini	Main Roads WA
	Erin McManis	Department of Communities
	Andy Henshaw	WA Police – Dampier Peninsular
	Brett O'Keefe	Broome Regional Prison
	Jerry Fairweather	Broome Regional Prison
	Rachael Donovan	Broome Volunteer SES
<b>Via Teams:</b>	Glen McDermott	Department of Transport
	Matthew Zander	Horizon Power
<b>Apologies:</b>	Keith Williams	Director Development Services
	Manu John	Broom Hospital
	Steven Longo	Department of Fire and Emergency Services
	Matthew Reimer	Department of Fire and Emergency Services
	Rob Blok	Department of Biodiversity, Conservation and Attractions
	Leon Gardiner	Department of Fire and Emergency Services
	Willem Schoombie	NORFORCE
	Michael Sedgman	WA Police – Bidyadanga
	Nathan Mclvor	Djarindjin Community Representative
	Rebecca Hodge	Department of Justice – Broome Regional Prison
	Trevor Fish	12 Mile Community Representative
	Daniel Hayes	Bureau of Meteorology
	Susan Cronk	National Indigenous Australians Agency
<b>Officers:</b>	Sarah Owen	Executive Support Officer Development Services





### 3. CONFIRMATION OF MINUTES

3.1 The minutes of the LEMC were distributed and taken as read.

**MOTION:**

**Moved: I Davie**

**Seconded: J Fairweather**

***That the Minutes of the Local Emergency Management Committee held on 14 September 2022, as published and circulated, be confirmed as a true and accurate record of that meeting.***

### 4. CORRESPONDENCE IN / OUT

Nil.

### 5. BUSINESS ARISING

#### 5.1 LEMC STATUS REPORT

The 2022 Status Report is attached to track the progress of actions arising from each meeting.

**Attachments**

1. Attachment 1

#### 5.2 LEMC DOCUMENT UPDATES

The following documents are to be updated by Committee members and sent to the LEMC secretariat with any changes/additions:

- Resource Register (**Attachment 1**)
- Incident Report (**Attachment 2**)
- Training Schedule (**Attachment 3**)

The contact list was sent with the agenda for committee members to review. Please ensure that any updates are sent to the secretariat to ensure an accurate list is maintained. Please also provide updates for the Christmas period to ensure an accurate list in the event of an emergency.

**Attachments**

1. Attachment 1
2. Attachment 2
3. Attachment 3

#### 5.3 LEMC MEETING DATES FOR 2023

It is proposed that in 2023 the Local Emergency Management Committee meetings are to be held in the Shire of Broome Function Room every 3 months.

Please note the following 4 meeting dates are proposed for the Local Emergency Management Committee for 2023 but may change. Meeting invites will be sent at least 1 month prior to the meeting date.

Wednesday, 15 March 2023

Tuesday, 20 June 2023

Tuesday, 5 September 2023

Tuesday, 5 December 2023

#### **Attachments**

Nil

#### **5.4 WA MEE STATE EXERCISE 2023 - BROOME 16-20 OCTOBER**

Exercise to be held in October 2023 – Glen McDermott will provide an update at the meeting.

The link for registration is:

<https://forms.office.com/Pages/ResponsePage.aspx?id=1h7Xzt120EOazM8SKzvEI3HJqgoQyd5ApaexdFUw8XVUQVRKUVPQUIQ1MFRDQk5GQjZSTDNZTFFTMCMQIQCN0PWcu>

Exercise in partnership with the Port including support from other agencies. The exercise will be carried out over 3 days in October – a great opportunity to test the response to an environmental/oil spill emergency.

Members are encouraged to register using the link above as a participant or observer.

Glen – 0427 303 724 [marine.pollution@transport.wa.gov.au](mailto:marine.pollution@transport.wa.gov.au)

#### **Attachments**

1. Exercise Outline
2. Exercise Flyer

#### **5.5 OIL SPILL EXERCISE - DEPARTMENT OF TRANSPORT**

The Department of Transport will be holding an Oil Spill exercise in 2023 – Daren Hutchins will provide additional information at the meeting.

Duplication of previous item – not discussed.

#### **Attachments**

Nil

#### **5.6 UPDATES FROM LEMC MEMBERS**

Members were given the opportunity to provide updates:

**Broome Volunteer SES** – getting prepared for the wet season, training has completed for the year, 25 active members with a lot of leave over Christmas.

**Broome Regional Prison** – cyclone procedures being reviewed, internal emergency exercises have taken place. One more live fire exercise expected next week, and will work with DFES to improve inter agency relations for next year's training.

**Ivan Davie – Townsite Community Representative –**

**MOTION – THAT LEMC RECORD OUR CONDOLENCES TO ALL FAMILY MEMBERS OF THE DECEASED POLICE OFFICERS IN QUEENSLAND, THEIR FRIENDS AND FAMILIES AND FELLOW OFFICERS AND THAT WE OFFER SUPPORT TO POLICE OFFICERS GENERALLY AND ALL MEMBERS OF EMERGENCY SERVICES ESPECIALLY HERE IN WA AND THE KIMBERLEY**

Minute No. LE/1222/001

Moved: I Davie

Seconded: J Fairweather

**CARRIED UNANIMOUSLY 10/0**

**WA Police – Dampier Peninsular** – gearing up for the wet season. Significant road damage last year, but road has been repaired. Staff changeover during the wet season, but late in the season.

**Main Roads WA** – gearing up for wet season – some significant rainfall early in the year.

**DFES** – Fire season continuing – still dry conditions. Cyclone internal exercise was conducted.

**Department of Communities** – Renee Jeffrey is now the Regional Executive Director. Supported by the team in Perth throughout the season. Internal staff training tomorrow for the set up and handover of the evacuation centre (BRAC).

**Horizon Power** – emergency and crisis management procedures have been reviewed.

General discussion around illegal dumping and insufficient preparedness for a cyclone. Potential media campaign to raise awareness – will also be raised in BFAC and actioned through that Committee.

#### **Attachments**

Nil

#### **6. REPORTS OF OFFICERS**

Nil.

#### **7. MEETING CLOSURE**

There being no further business the Chairman declared the meeting closed at 10:38am.

**10.3 MINUTES AND RECOMMENDATIONS FROM BUSH FIRE ADVISORY COMMITTEE MEETING HELD ON 14 DECEMBER 2022**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	EMM06
<b>AUTHOR:</b>	Executive Support Officer - Development Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report presents for Council consideration the minutes from the Bush Fire Advisory Committee meeting held on 14 December 2022.

**BACKGROUND**Previous Considerations

The Bush Fire Advisory Committee (**BFAC**) meets quarterly to provide advice to the Shire of Broome on:

1. All matters relating to the prevention, controlling and extinguishing of bushfires.
2. The planning and layout of fire breaks in the district.
3. Prosecutions for breaches of the *Bush Fires Act 1956*.
4. The formation of Bush Fire Brigades.
5. Coordination and cooperation between agencies within the district.

**COMMENT**

The minutes of the BFAC meeting held 14 December 2022 are included as **Attachment 1** of this report.

At the meeting, the BFAC discussed the following items:

Item 5.1 BFAC Meeting dates for 2023

The proposed meeting dates for 2023 were discussed, and members were advised that the meeting dates may be adjusted depending on availability of members. Meeting invites will be sent at least one month prior to the meeting date.

The current proposed meeting dates are:

Wednesday, 15 March 2023

Tuesday, 20 June 2023

Tuesday, 5 September 2023

Tuesday, 5 December 2023

Item 5.2 BFAC Status Report

The Status Report was discussed.

### Item 5.3 Questions on Notice

Questions were received on notice from DFES – these were discussed, and answers provided by the Shire of Broome.

### Item 5.4 Updates from BFAC Members

A round table discussion was conducted allowing Committee members to give an update on their agencies, and any relevant matters.

## **CONSULTATION**

Bush Fire Advisory Committee

## **STATUTORY ENVIRONMENT**

### ***Bush Fires Act 1956***

Section 67. Advisory committees

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

Nil.

## **RISK**

Nil.

## **STRATEGIC ASPIRATIONS**

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

### ***Outcome 5 - Responsible management of natural resources***

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

**Performance - We will deliver excellent governance, service & value for everyone.**

### ***Outcome 11 - Effective leadership, advocacy and governance***

**Objective** 11.2 Deliver best practice governance and risk management.

## **VOTING REQUIREMENTS**

*Simple Majority*

*That Council receives the minutes from the Bush Fire Advisory Committee meeting held on 14 December 2022.*

### **Attachments**

1. Minutes and Recommendations from Bush Fire Advisory Committee Meeting held on 14 December 2022



# UNCONFIRMED MINUTES

OF THE

BUSH FIRE ADVISORY COMMITTEE

## 14 DECEMBER 2022

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

Signed:



**SHIRE OF BROOME**  
**BUSH FIRE ADVISORY COMMITTEE**  
**WEDNESDAY 14 DECEMBER 2022**  
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**MINUTES OF THE BUSH FIRE ADVISORY COMMITTEE OF THE SHIRE OF BROOME,  
HELD IN THE FUNCTION ROOM, CORNER WELD AND HAAS STREETS, BROOME, ON  
WEDNESDAY 14 DECEMBER 2022, COMMENCING AT 11:00AM.**

<b>1. OFFICIAL OPENING</b>
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The Chairman welcomed Members and Officers and declared the meeting open at 11:00am.

<b>2. ATTENDANCE AND APOLOGIES</b>
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**ATTENDANCE**

<b>Members:</b>	Cr C Mitchell	Chairperson
	Phil Leach	Broome Volunteer Fire & Rescue
	Ben Muller	Department of Fire and Emergency Services
	James Taylor	Broome Regional Volunteer Bush Fire Brigade
	Dave Serafini	Main Roads WA
	Denise O'Neill	Nyamba Buru Yawuru
<b>Apologies:</b>	Keith Williams	Director Development Services
	Andrew Morton	Kimberley Land Council
	Ben Coles	Water Corporation
	Rob Blok	Department of Biodiversity, Conservation and Attractions
	Erin Tassell	Department of Biodiversity, Conservation and Attractions
	Leon Gardiner	Department of Fire and Emergency Services
	Nathan McIvor	Djarindjin Community Representative
	Andrew Cove	Water Corporation
	Cait Westlake	Coconut Well Community Representative
	Dane Goodsell	Broome Regional Volunteer Bush Fire Brigade
	Trevor Fish	12 Mile Community Representative
	Barry Wilson	Shire of Broome – Senior Ranger
<b>Officers:</b>	Sarah Owen	Executive Support Officer Development Services
	Steve Kipkurgat	Manager, Health, Emergency and Rangers
	Alwin Mikelat	Coordinator Rangers and Community Safety

<b>3. CONFIRMATION OF MINUTES</b>
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3.1 The minutes of the BFAC were distributed and taken as read.

**MOTION:**

**Moved: J Taylor**

**Seconded: A Mikelat**

***That the Minutes of the Bush Fire Advisory Committee held on 14 September 2022, as published and circulated, be confirmed as a true and accurate record of that meeting.***

**4. CORRESPONDENCE IN / OUT**

**INCOMING**

- Monthly DFES LG Report – 6 September 2022 – 07/09/2022 - DFES
- Monthly DFES LG Report – 5 October 2022 – 05/10/2022 – DFES
- DFES Kimberley – Acting Superintendent Arrangements – 04 Nov – 30 Nov 2022 – 04/11/2022 – DFES
- Monthly DFES LG Report – 6 December 2022 – 05/10/2022 – DFES

**OUTGOING**

Nil.

**5. BUSINESS ARISING**

**5.1 BFAC MEETING DATES FOR 2023**

It is proposed that in 2023 the Bush Fire Advisory Committee meetings are to be held in the Shire of Broome Function Room every 3 months.

Please note the following 4 meeting dates are proposed for the Bush Fire Advisory Committee for 2023 but may change. Meeting invites will be sent at least 1 month prior to the meeting date.

Wednesday, 15 March 2023

Tuesday, 20 June 2023

Tuesday, 5 September 2023

Tuesday, 5 December 2023

**Attachments**

Nil

**5.2 BFAC STATUS REPORT**

The 2022 Status Report is attached to track the progress of actions arising from each meeting.

**Action** – Shire of Broome to further investigate this land and let DFES know the result – and refer back to the March meeting for further information.

## **Attachments**

1. Attachment 1

## **5.3 QUESTIONS ON NOTICE**

Questions received on notice from James Taylor – DFES – Kimberley Regional Officer.

SoB Mitigation 2022 activities –

Outcomes / statistics of this years Firebreak Inspections:

- How many inspections, what areas, have any tourism ventures north and south of Broome been included in inspections, was there Infringements handed out etc?

Answer - 12 Mile - 127 Properties via aerial inspections. 2 Ground inspections followed up with regards to works required, both complied with the works (99 Fong Street, 77 Chi Street).

Coconut Well – 47 Properties via aerial inspections. 1 property follow up at ground level.

Lullfitz – 64 Properties via aerial inspections. 1 Property at ground level, awaiting response from DPLH for works to be done.

4 Mile – 65 Properties via aerial inspections.

Croc Park via aerial inspection.

Total above 304.

Roebuck and Broome North Vacant blocks inspected, 6 ground inspections followed up with and correspondence issued to request works done.

Prior to any inspections, around 720 Property owners were contacted to advise of the works required, these were owners of properties greater than 2000m2 and owners of all properties listed as vacant. A majority of the properties listed as vacant had already had grounds clearing works done as they are now construction sites for new properties.

No infringements have been issued this year. The hope was more for compliance of the requirements rather than infringe and property owners treating this as approval to not proceed with works.

No inspections carried out outside of above areas i.e. tourism areas.

- Variation orders outstanding from this year and previous years.

Answer - Record of previous variations granted/years granted isn't that great. Rangers for the previous 2 years have relied on the property owners to follow up and request renewal until a source of a where the notices issued are recorded. 1 renewal was issued out this year to a property in 12 Mile and 1 renewed last year for a property in Lullfitz.

- Other mitigation activities undertaken by SoB this year? – with previous years local brigades have been engaged / contracted to undertake these activities, but nil engagement this year I believe was received by them, and SoB plans moving forward?

Answer - Last year requests were sent through for a number of properties surrounding the east and north of Roebuck Estate were submitted, quotes received back and instruction to go ahead and burn. Response from bushies were that they were under the pump at the time and unable to proceed with burns and would carry them out when they had availability. These burns are still outstanding. 1 of which will be requested for being carried out at their next availability. Request for updated quote will be sent out once some further rain has occurred.

- Firebreak notice – is a review due – current notice on SoB website is dated 2021
- Answer - An update of this has been requested. Lack of hand over from previous Rangers dealing with fire matters have left current staff unaware of responsibilities of actions required and documents to be generated each year.

**Action** – review firebreak notice

**Action** – Policy review for mitigation requirements when volunteers aren't available

#### **Attachments**

Nil

#### **5.4 UPDATE FROM BFAC MEMBERS**

Members will have the opportunity to provide an update at the meeting.

**Broome Volunteer Fire & Rescue** – waiting for rain to reduce load, some leave planned

**DFES - James Taylor** – see attachment.

**SoB Rangers** – Issued approximately 50 permits this season.

**Nyamba Buru Yawuru** – continually reviewing internal fire plans looking for opportunities for improvement. Focus area – Roebuck Station

**DFES – Ben Muller** – Illegal dumping is becoming an issue e.g. throwing palm fronds etc. over the fence into what is a firebreak causing an issue later on.

**SoB** – meeting with Djarindjin and Ardyaloon regarding risks that they face – encouraging attendance at these meetings. Fire Danger Rating signs have been received and will be installed by Main Roads WA.

**Action** – Update on illegal dumping and firebreaks from SoB at March meeting.

**Action** – re-advertise community representative positions (social media).

**Action** – survey monkey to members to investigate why attendance is so low.

<b>6. REPORTS OF OFFICERS</b>
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Nil.

<b>7. MEETING CLOSURE</b>
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There being no further business the Chairman declared the meeting closed at 11:52am.

<b>11. NOTICES OF MOTION WITH NOTICE</b>
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<b>12. NOTICES OF MOTION WITHOUT NOTICE</b>
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<b>13. BUSINESS OF AN URGENT NATURE</b>
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**14. MEETING CLOSED TO PUBLIC**

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

**14.1 RFT22-10 PORT DRIVE GUY STREET INTERSECTION UPGRADE AND FREDERICK ST CARPARK**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RFT22-10
<b>AUTHOR:</b>	Manager Engineering
<b>CONTRIBUTOR/S:</b>	Project Engineer Director Infrastructure
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report considers the submissions received for Request for Tender (RFT) 22/10 and seeks Council's adoption of the recommendation contained within the attached confidential Evaluation Report.

***This item and any attachments are confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((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 LEASE DISPOSAL FOR EXPRESSIONS OF INTEREST - TOWN BEACH CAFE**

<b>LOCATION/ADDRESS:</b>	Portion of Reserve 31340
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	LSS034
<b>AUTHOR:</b>	Senior Property and Leasing Officer
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report requests Council to consider entering into a short term lease arrangement for the Portion of Reserve 31340, Town Beach Café.



***This item and any attachments are confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting”.***

**14.3 RFT22/11 - MULCHING OF GREEN WASTE**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RFT22/11
<b>AUTHOR:</b>	Manager Waste Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

This report considers the submissions received for RFT 22 -11 Mulching of Green Waste and seeks Council's adoption of the recommendation contained within the attached confidential Evaluation Report.

<b>15. MEETING CLOSURE</b>
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