



# **CONFIRMED MINUTES**

**OF THE**

**ANNUAL ELECTORS MEETING**

**25 MAY 2023**

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

Signed:

A handwritten signature in black ink, appearing to read 'Duale', is written over a dotted line.

**SHIRE OF BROOME**  
**ANNUAL ELECTORS MEETING**  
**THURSDAY 25 MAY 2023**  
**INDEX – MINUTES**

1.	OFFICIAL OPENING .....	3
2.	ATTENDANCE AND APOLOGIES .....	3
3.	SHIRE PRESIDENT REPORT.....	4
4.	ANNUAL REPORT.....	4
5.	GENERAL BUSINESS .....	4
6.	MEETING CLOSURE .....	12



### 3. SHIRE PRESIDENT REPORT

The Shire President's report is contained on page 10 of the Shire's [Annual Report 2021/22](#).

**RESOLUTION:**

**Minute No. /0523/001**

**Moved: Cr C Mitchell**

**Seconded: Cr P Matsumoto**

***That the 2021/22 Shire President's report be received.***

**CARRIED**

### 4. ANNUAL REPORT

#### **Annual Report 2021 - 22**

The Shire of Broome Annual Report for the financial year 2021/22 is available on the Shire of Broome website via this link: [Annual Report 2021/22](#).

#### **Supplementary Information**

Minutes from the 2020/21 Annual Electors Meeting held 10 February 2022, are available via this link: [Minutes – Annual Electors Meeting](#). These minutes were received by Council at the Ordinary Council Meeting held 24 February 2022.

**RESOLUTION:**

**Minute No. /0523/002**

**Moved: Cr P Taylor**

**Seconded: Cr C Mitchell**

***That the Shire of Broome Annual Report for the financial year ended 30 June 2022 be received.***

**CARRIED**

### 5. GENERAL BUSINESS

#### **Elector Motions:**

**Jan Lewis submitted an Elector Motion prior to the meeting:**

**ELECTOR MOTION 1:**

**Minute No. /0523/003**

**Moved: Jan Lewis**

**Seconded: Virginia Westwood**

**That:**

- 1. The current draft Broome Shire Weed Management Strategy displayed on the Shire's website be considered and endorsed by Council at the next Council meeting and that a fully costed, best practice and staged implementation strategy/action plan be completed and tabled at the July 2023 Council meeting.**
- 2. Stage 1 of the implementation strategy/action be fully funded in the 2023-24 financial year; and**
- 3. A review of the current Weed Management Strategy be conducted at the end of 23/24 financial year and involve community consultation.**

**CARRIED**

**ELECTOR MOTION 2:**

Minute No. /0523/004

Moved: Jan Lewis

Seconded: Elizabeth Cochrane

That:

1. *Urgent steps are taken to recruit, train and deploy permanent staff to fill vacant positions in the Parks & Gardens team;*
2. *The current mowing/slashing staff member be instructed to mow the drains that flow into Minyirr Park as a priority;*
3. *The Weed Management Action Plan (see motion 1) includes consideration of the quantum of staff resources specifically required to adequately manage weeds in public open space in the Broome town site.*

CARRIED

**ELECTOR MOTION 3:**

Minute No. /0523/005

Moved: Jan Lewis

Seconded: Gwendolyn Knox

*That the Shire of Broome undertakes a study, this calendar year, on the impacts that increased truck volumes on Gubinge Road will have on Shire-managed roads in nearby residential areas and on residents attempting to access to Gubinge Road. The study should:*

- *include extensive consultation with residents and consider road safety issues raised in the 2023 KMS funded Creating Communities consultation;*
- *include possible mitigation strategies, including speed abatement measures and road closure suggestions; and*
- *be available in draft form for all residents to peruse and comment on prior to a final report being tabled at December's council meeting.*

CARRIED

**ELECTOR MOTION 4:**

Minute No. /0523/006

Moved: Jan Lewis

Seconded: Virginia Westwood

*That the Shire of Broome undertakes a study, this calendar year, which includes extensive consultation with all residents, on the impacts on residents and businesses of the town becoming a logistics hub for the oil, gas and mining industries, with particular emphasis on liveability/social amenity and the effect on the tourism industry, with the draft of the consultants' report available for all residents to peruse prior to the report being tabled at December's council meeting.*

CARRIED

Amanda McInerney submitted an Elector Motion prior to the meeting. Amanda McInerney could not attend the meeting, however the motion was read aloud by Jan Lewis on Amanda's behalf:

**ELECTOR MOTION 1:**

Minute No. /0523/007

<b>Moved: Amanda McInerney</b>	<b>Seconded: Gwendolyn Knox</b>
<b><i>That the Shire of Broome ban the use of Round Up.</i></b>	
<b>CARRIED</b>	

Kylie Brockenshire submitted Elector Motions prior to the meeting:

<b><u>ELECTOR MOTION 1:</u></b>	<b>Minute No. /0523/008</b>
<b>Moved: Kylie Brokenshire</b>	<b>Seconded: Jan Lewis</b>
<b><i>That the Shire of Broome attends to vacant blocks twice a year for slashing and then forwards the cost on to owners.</i></b>	
<b>CARRIED</b>	

<b><u>ELECTOR MOTION 2:</u></b>	<b>Minute No. /0523/009</b>
<b>Moved: Kylie Brokenshire</b>	<b>Seconded: Gwendolyn Knox</b>
<b><i>That the Shire attends to the road markings on Cable Beach Road East before wet season as it is extremely dangerous in wet conditions.</i></b>	
<b>CARRIED</b>	

<b><u>ELECTOR MOTION 3:</u></b>	<b>Minute No. /0523/010</b>
<b>Moved: Kylie Brokenshire</b>	<b>Seconded: Cr Chris Mitchell</b>
<b><i>That the Shire actively addresses the childcare crisis with Federal Government as their grant process did not include Broome.</i></b>	
<b>CARRIED</b>	

Virginia Westwood submitted Elector Motions prior to the meeting:

<b><u>ELECTOR MOTION 1:</u></b>	<b>Minute No. /0523/011</b>
<b>Moved: Virginia Westwood</b>	<b>Seconded: Diana Oliver</b>
<b><i>That Council take an active role to put the safety, wellbeing and future of all the Shire's residents and environs first.</i></b>	
<b>CARRIED</b>	

<b><u>ELECTOR MOTION 2:</u></b>	<b>Minute No. /0523/012</b>
<b>Moved: Virginia Westwood</b>	<b>Seconded: Lesley Westlake</b>
<b><i>That Council specifically define the priorities and actions of the staff of the Shire in implementing Shire directives to reflect a greater support for the wellbeing of the residents who pay their wages.</i></b>	
<b>CARRIED</b>	

<b><u>ELECTOR MOTION :</u></b>	<b>Minute No. /0523/013</b>
<b>Moved: Kylie Weatherall</b>	<b>Seconded: Jan Lewis</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. <b>Investigate the most effective ways to protect the Shire's very own eucalypt Gunurru, the Cable Beach Ghost Gum, Corymbia Paractia and its associated ecosystem, including adding it as a special control area to 5.2.7 Landscape Protection Areas (b) of the LPS6 (7);</b></li> <li>2. <b>Develop and implement a Cable Beach Ghost Gum management strategy on public lands; and</b></li> <li>3. <b>Prohibit the clearing of Corymbia Paractia on private lands</b></li> </ol>	
<b>CARRIED</b>	

### **Public Questions**

**Lesley Westlake submitted the following question prior to the meeting:**

#### **Question One (1)**

##### **Question 1**

What steps does the Council now have for the receipt and distribution of information supplied to the Council in light of the Age Friendly WA: State Seniors Strategy where digital is one way for communication? It is not the only way.

#### **Answer provided by Chief Executive Officer**

In preparation of this response Shire officers have reviewed the Age Friendly WA: State Seniors Strategy Action Plan and most actions relate to State Government Departments.

The Shire of Broome is committed to improving and enhancing our communication and engagement methods to ensure everyone in our community is informed and has a say in Shire matters that are important to them. In 2022 the Shire developed a Corporate Communication and Engagement Strategy and following public consultation this was adopted by Council in May 2022.

The Shire is following the recommendations from the strategy to use multiple forms of communication including newspaper (Shire news, opinion pieces and public notices), information stalls, workshops, public notice boards, radio, newsletters and not just the use of online communications.

The Shire of Broome also has a Disability Access and Inclusion Plan. This plan acknowledges many people have technological challenges in our community. The document has a number of actions related to how the Shire intends to provide communication and seek feedback from all sectors of the community. Community input was sought in the development of the updated plan. The Disability Access and Inclusion Plan is being presented to Council tonight for endorsement to seek public comment.

Lesley Westlake commented that she had contacted the Shire via email regarding community grants whereby only email submissions were accepted but believes her submission was never received. She had also emailed information to the Broome Library but they allegedly never received it so believes there is an issue with the Shire of Broome's communication system.

The Chief Executive Officer (CEO) advised that the Shire of Broome has a very robust record system, any emails sent to the Shire email address is automatically recorded into the database and then tracked. The CEO will liaise with Lesley Westlake to investigate this matter further.

**Jan Lewis submitted the following questions prior to the meeting:****Question One (1)**

What studies has the Shire done on the impacts for residents and existing businesses of Broome becoming a logistics hub for the oil, gas, renewable energy and mining industries?

**Answer provided by Director of Development Services:**

The Shire has not undertaken a specific assessment of the impacts of the Shire supporting logistics for oil, gas, renewable energy and mining industries.

The Shire of Broome Corporate Business Plan 2022-2026 (CBP) contains Outcome 10 that includes Objective 10.1 which is to 'Invest strategically in property to stimulate economic growth', and the following specific action:

10.1.1 Advocate for Broome to be the logistics supply hub for mining, oil and gas, agriculture, cruise ship services, renewables and emerging industries.

As this is an Advocate action in the CBP, the Shire assesses and supports these proposals related to these industry sectors, but does not drive or develop them.

Any proposals from a business related to these industry sectors are required to address any external impacts such as noise, dust, traffic and light emissions as part of the approvals processes through the Environmental Protection Act, as well as through the Planning and Development Act.

Similarly, when a proposal is submitted for the Shire to consider, assess or approve, the economic impact is also assessed to determine the benefit to the community.

Council's Local Planning Strategy and Local Planning Scheme identify specific land uses and allocates land for these types of land uses.

The CBP action is related to the Economic Development Strategy that contains various actions and objectives related to diversifying the Broome economy.

All of these documents have been adopted by Council after extensive community engagement.

Furthermore, nothing in any of Councils strategic documents negates the need for any proposal to assess impacts and seek relevant approvals. If an application is submitted to Council that raises concerns about potential impacts, Council can impose conditions on any proposal that addresses these concerns. This could include requirement for a social impact assessment, traffic impact assessment, as well as noise, dust and light management plans. Conditions requiring a comprehensive community engagement process can also be used to gauge community sentiment on a particular proposal.

**Question Two (2)**

How does the Shire define a logistics hub?

**Answer provided by Director of Development Services:**

There is no specific definition of a logistics hub, other than the general meaning of the term, and in the context of the industry sectors referred to.

**Amanda McInerney submitted the following questions prior to the meeting, however Amanda could not attend and therefore her questions were taken on notice and an answer will be provided at the next Ordinary Meeting of Council on 29 July 2023:**

**Question One (1)**

Why can't the shire switch to using steam as a means to killing weeds?



*Taken on notice and an answer will be provided at the next Ordinary Meeting of Council on 29 July 2023.*

**Question Two (2)**

What processes are in place to deal with the old tip?

*Taken on notice and an answer will be provided at the next Ordinary Meeting of Council on 29 July 2023.*

**Kylie Brockenshire submitted the following questions prior to the meeting:**

**Question One (1)**

How often does the Shire attend to the over grown vacant blocks in Broome North?

**Answer provided by Director of Development Services**

Vacant residential blocks in Broome North are predominantly owned by the Department of Communities. The Shire inspects all blocks on an annual basis and issues instructions to the Department to attend to them.

Last year there were many of these lots that were not attended to, and the Department of Communities was advised that infringements would be issued and they consequently addressed this by appointing contractors to tidy up and slash the properties.

We understand that this year the Department is already addressing these properties and is currently appointing contractors to attend to them within the next week or two.

Additionally, due to the wetter than usual wet season experienced this year, an extension has been provided till mid-June for any enforcement action to be undertaken by the Shire Rangers.

If there are any properties that are particularly problematic please report them to the Manager of Environmental Health and Rangers and we will ensure that they are addressed.

**Question Two (2)**

Has the Shire been actively assisting in the childcare crisis in Broome? If so how and if not, will they be?

**Answer provided by Director Development Services**

While childcare is not a core business of Local Government, the Shire is actively involved in seeking solutions to the current issues around both Child Care and Outside of Hours School Care.

The Shire's planning framework provides for the development of a day care centre at Broome North on the corner of Shingoro Street and Yako Mall in the conditionally approved subdivision application.

DevelopmentWA have advised that an expressions of interest process for the development and operation of a child-care centre on the corner of Shingoro Street and Yako Mall have been successful, with a preferred tenderer appointed. Shire staff are currently assisting a successful tenderer to resolve some design issues, and it is anticipated that a new facility could be developed on this site in time for the commencement of the 2025 school year.

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

Shire staff have been collaborating with a Working Group in conjunction with the Kimberley Development Commission, Broome Chamber of Commerce and Industry and community members to develop strategies to improve and streamline pathways into child care

employment, identify opportunities for new child care facilities and assist in attraction and retention of staff and addressing key worker accommodation issues within the sector, considered to be a major impediment to retention of staff.

A report is being prepared by the KDC, and it is scheduled for release imminently.

Further to these actions, the Shire has also run an Expression of Interest (EOI) process to seek interested parties to provide outside of school hours care from the BRAC facilities. This would include after school hours care and school holidays care.

A provider was selected and visited Broome on several occasions to work through how it would operate and what areas of the facility would be required to utilised.

While the licensing of the service being operated from the facility requires some work to provide the additional paperwork required, there is still the intent for this to occur. The Shire is assisting in preparing the building related documentation required for an Education and Care Regulatory Unit (ECRU) license approval.

The Shire President also added that a meeting was held earlier in the day with Minister Punch of Regional Development and he has assured the Shire of Broome that housing and childcare is their number one focus.

### **Peta Gausel submitted the following questions prior to the meeting:**

#### **Question One (1)**

Could council please provide temporary lighting at the surf club car park for safety/security reasons now that it has become the only entry and exit point to the beach for people who walk their dogs after work. Arrival back at the car park is after sunset?

#### **Answer provided by Chief Executive Officer on behalf of the Director Infrastructure**

The lighting network in the SLSC carpark has had several significant faults which require costly repairs. Due to budget constraints and the approaching redevelopment to the Cable Beach foreshore including the carparks and lighting, the Shire had previously made a decision to hold off on these repair works.

We now have a better line of sight to the timing of the first stage of the redevelopment which is planned to commence late-2023 and run through to mid to late 2024.

With this in mind, we will progress an interim response for temporary lighting arrangements as soon as possible.

Peta Gausel commented that she has previously contacted the Shire regarding this matter.

The Chief Executive Officer advised that a procurement process has begun for temporary solar lighting near Zanders however temporary lighting to be installed around the Surf Club area will be progressed as a priority.

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

What is council doing to enforce dog owners to adhere to current dog regulations to ensure the safety of the community? eg. dogs roaming and being walked off leash in on leash areas. By tightening restrictions it affects everyone instead of dealing with those who fail to follow the regulations.

#### **Answer provided by Director Development Services**

The Shire provides regulatory services through the Shire's Ranger team. It encourages animal owners to be responsible pet owners. While every effort to enforce regulations is made, it is simply impossible enforce every person that does not follow relevant regulations.

The Shire has developed an animal Management Plan that looks at a wholistic approach to managing issues associated with non-compliance and to encourage responsible animal

ownership. This is currently being finalised and will be released for public comment in July. This currently includes a range of objectives that will result in review of current dog exercise areas that should make enforcement easier to understand for the public and easier for enforcement actions.

Additionally, the Shire has embarked on a school education responsible pet ownership campaign. As a result, a public awareness and school education program has been developed for the schools and child-minding facilities within the Shire. Shire Rangers provide these educational programs for the community to help children and adults understand the responsibilities of pet ownership and the dangers associated with known and unknown wandering dogs.

The Dog Act 1976 and Dog Regulations 2013 requires that all dog owners microchip and register their dogs with the Shire. The Shire offers both annual and lifetime registration options for dog owners. Failure to or microchip a dog result in penalty infringement notices being issued by the Shire Rangers and this has happened in the past and will continue happening. Finally, the Shire of Broome encourages all dog owners to provide a proper enclosure to contain their dogs on their property. The Shire Rangers impounds wandering dogs until the owner is found. Impounded dogs attract infringement for it to be released.

The Shire agrees with you that people in the community have a right to live without interference from other people's pets.

**Jan Lewis asked the following question:**

**Question One (1)**

How soon will the Shire identify exercise areas that don't require access by vehicle, will there be community consultation and how many areas do you believe are required to cater for the number of dogs in the town?

**Answer provided by the Director Development Services**

The Animal Management Plan has recommendations to review the dog prohibited and dog exercise areas. That includes some changes to current exercise areas but it also provides some clear guidance about introducing some public parks as dog exercise areas where people can take their dogs legally off leash.

The intent would be to have a public consultation period for community feedback on where those locations should be, how many there should be and which beaches should be prohibited as there are currently none in Broome other than between the flags on Cable Beach.

The Animal Management Plan will be presented to Council at the July Ordinary Meeting for endorsement to commence public consultation.

**Andrew Chambers asked the following question:**

**Question One (1)**

Do Council have any intention in their differential rating to levy a differential rate that recognises the impact that high risk activities such as the sale of alcohol has on the community? I do note that we do have differential rates that recognise different usages and would like to see that at some point we get some cost recovery.

**Answer provided by the Chief Executive Officer**

Your formal submission has been tabled on the agenda for the differential rates item that recently went out for public comment and will be dealt with within the Ordinary Meeting of Council.

**6. MEETING CLOSURE**

There being no further business the Chairman declared the meeting closed at 5:04pm.