



MISSION AND VALUES OF COUNCIL

"A Sustainable Community that is inclusive, attractive, healthy and pleasant to live in, that uses our land so as to preserve our history and environment, respects the rights and equality of our citizens and manages our future growth wisely."

UNCONFIRMED MINUTES

OF THE

SPECIAL MEETING OF COUNCIL

15 AUGUST 2018

OUR VISION

"A thriving and friendly community that recognises our history and embraces cultural diversity and economic opportunity, whilst nurturing our unique natural and built environment."

OUR MISSION

"To deliver affordable and quality Local Government services."

CORE VALUES OF THE SHIRE

The core values that underpin the achievement of the mission will be based on a strong customer service focus and a positive attitude:

Communication

Integrity

Respect

Innovation

Transparency

Courtesy

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 of the Local Government Act 1995 (Section 5.25 (e)) 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.

SHIRE OF BROOME
SPECIAL MEETING OF COUNCIL
WEDNESDAY 15 AUGUST 2018
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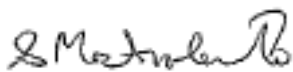
NOTICE OF MEETING

Dear Council Member,

The next Special Meeting of the Shire of Broome will be held on Wednesday, 15 August 2018 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 5:00pm for the purpose of considering:

- COMMUNITY SPONSORSHIP REQUEST - WHITE RIBBON BALL 2018
- REQUEST FOR QUOTE 18/56 CHINATOWN REVITALISATION PROJECT
- REQUEST FOR TENDER 18/05 BROOME TOWN BEACH REVETMENT WORKS

Regards



S MASTROLEMBO
Chief Executive Officer

13/08/2018

**MINUTES OF THE SPECIAL MEETING OF COUNCIL OF THE SHIRE OF BROOME,
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,
ON WEDNESDAY 15 AUGUST 2018, COMMENCING AT 5:00PM.**

1. OFFICIAL OPENING

The Chairman welcomed Councillors, Officers and members of the public and declared the meeting open at 5:02pm.

2. ATTENDANCE AND APOLOGIES

Attendance: Cr Harold Tracey Shire President
Cr Desiree Male Deputy Shire President
Cr Warren Fryer
Cr Catherine Marriott
Cr Philip Matsumoto
Cr Bruce Rudeforth

Leave of Absence: Nil

Apologies: Cr Elsta Foy
Cr Mala Fairborn
Cr Chris Mitchell

Officers: Sam Mastrolembro Chief Executive Officer
James Watt Director Corporate Services
Aletta Nugent Director Development Services
Andrew Graffen Director Infrastructure
Rochelle Piggin Manager Governance
Simon Penn Media and Promotions Officer

Public Gallery: Nil

3. DECLARATIONS OF FINANCIAL INTEREST / IMPARTIALITY

| FINANCIAL INTEREST | | | |
|--------------------|---------|------|--------------------|
| Councillor | Item No | Item | Nature of Interest |
| Nil. | | | |

| IMPARTIALITY | | | |
|--------------|---------|------|--------------------|
| Councillor | Item No | Item | Nature of Interest |
| Nil. | | | |

4. PUBLIC QUESTION TIME

Nil.

5. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

The Chief Executive Officer advises that there are matters for discussion on the agenda for which the meeting may be closed, in accordance with section 5.23(2) of the *Local Government Act 1995*.

Recommendation

That the following Agenda items be considered under 8. Matters Behind Closed Doors, in accordance with section 5.23(2) of the *Local Government Act 1995*, as specified:

6.2.2 REQUEST FOR QUOTE 18/56 CHINATOWN REVITALISATION PROJECT

Item 6.2.2 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”.

6.4.1 REQUEST FOR TENDER 18/05 BROOME TOWN BEACH REVETMENT WORKS

Item 6.4.1 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”, and section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.

6.

**REPORTS
OF
OFFICERS**

6.1

OUR PEOPLE



PRIORITY STATEMENT

Embracing our cultural diversity and the relationship between our unique heritage and people, we aim to work in partnership with the community to provide relevant, quality services and infrastructure that meet the needs and aspirations of our community and those visiting and doing business in our region.

Supporting and contributing to the well-being and safety of our community is paramount, as is our focus on community engagement and participation.

Council aims to build safe, strong and resilient communities with access to services, infrastructure and opportunities that will result in an increase in active civic participation, a reduction in anti-social behaviour and improved social cohesion.

There are no reports in this section.

6.2

OUR PLACE



PRIORITY STATEMENT

The Shire of Broome has an abundance of unique natural features, coastal attractions, significant streetscapes, historic precincts and a mix of old and new urban developments.

Our aim is for all communities and settled areas, including the Broome Township, to be a place where the natural environment, on which life depends, is maintained, whilst at the same time the built environment contributes to the economy and a quality lifestyle for all.

Preserving the Shire's natural environment is a critical community outcome. Council will put into place strategies that nurture and improve the Shire's unique environment and biodiversity.

The Shire will work in partnership with the community and other agencies to ensure responsible and accountable management of both the natural and build environments is achieved in the short term and for future generations.

6.2.1 COMMUNITY SPONSORSHIP REQUEST - WHITE RIBBON BALL 2018

| | |
|--------------------------------|---|
| LOCATION/ADDRESS: | Nil |
| APPLICANT: | Nil |
| FILE: | FIS06 |
| AUTHOR: | Manager Community and Economic Development |
| CONTRIBUTOR/S: | Community Development Officer - Youth and Community |
| RESPONSIBLE OFFICER: | Director Development and Community |
| DISCLOSURE OF INTEREST: | Nil |
| DATE OF REPORT: | 6 August 2018 |

SUMMARY: A funding request has been received from the White Ribbon Day Gala for the Shire to consider funding the 2018 event. Given the timing of the event, Council is requested to consider the request prior to the second Community Sponsorship Program Round for 2018.

Funding for the second Community Sponsorship Program Round, and the White Ribbon Ball application if successful, will be drawn from the balance remaining in the Community Sponsorship Program Reserve Account.

BACKGROUNDPrevious Considerations

| | |
|-----------------------|-------------|
| OMC 14 February 2008 | Item 9.2.3 |
| OMC 5 June 2008 | Item 9.2.1 |
| OMC 26 August 2008 | Item 9.2.2 |
| OMC 23 October 2008 | Item 9.2.2 |
| OMC 2 September 2009 | Item 9.2.4 |
| OMC 28 October 2010 | Item 9.2.12 |
| OMC 27 October 2011 | Item 9.3.6 |
| OMC 15 March 2012 | Item 9.1.1 |
| OMC 6 September 2012 | Item 9.1.5 |
| OMC 21 March 2013 | Item 9.1.2 |
| OMC 15 August 2013 | Item 9.1.3 |
| OMC 19 September 2013 | Item 9.1.1 |
| OMC 27 March 2014 | Item 9.1.1 |
| OMC 26 March 2015 | Item 9.1.1 |
| OMC 31 March 2016 | Item 9.1.2 |
| OMC 27 April 2017 | Item 9.1.4 |
| OMC 31 May 2018 | Item 9.1.4 |

Background

The Shire's Community Sponsorship Program is generally administered on an annual basis. The annual process consists of engagement with the Community Sponsorship Assessment Working Group (**CSAWG**) - a formal working group established by Council to undertake the assessment of community sponsorship applications and makes recommendations for funding to Council. The members of this working group are Cr Chris Mitchell, Cr Desiree

Male, Cr Phillip Matsumoto, Cr Warren Fryer and Cr Bruce Rudeforth. Deputy members are Cr Mala Fairborn, Cr Harold Tracey and Cr Elsta Foy.

Policy 3.4.2 Community Sponsorship Program states: any funds remaining as at 30 June, after allocation of both Annual and Ad-Hoc Sponsorships, are placed in the 'Community Sponsorship Program' reserve account to be distributed at the discretion of the CSAWG, with recommendations put to Council for consideration.

With this in mind, Council endorsed the following resolution at the Ordinary Meeting on 31 May 2018 – which includes a second funding round to seek applications for the balance of the funding from the annual 17/18 round:

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Moved: Cr C Mitchell

Seconded: Cr D Male

That Council:

1. Approves the distribution of \$25,100 to be allocated from the Community Sponsorship Program expense account (GL 22172) to the following successful applicants as recommended by the Community Sponsorship Assessment Working Group:

- a) Cacoy Doce Pares - \$2,500 for a period of 1 year;**
- b) Broome Sports Association - \$5,000 for a period of 1 year;**
- c) Pearl Coast Gymnastics - \$2,100 for a period of 1 year;**
- d) Broome North Primary School Year 6 Camp Fundraising Committee 2018 - \$6,000 for a period of 1 year;**
- e) Returned Services League Broome Sub Branch - \$5,000 per annum for a period of 2 years; and**
- f) Broome Fishing Club - \$4,500 for a period of 1 year.**

2. Pending formal approval from Energy Developments Ltd (EDL), approves the distribution of \$31,695 to be allocated from the EDL sponsorship program operating expense account (GL 22173) to the following successful applicants as recommended by the Community Sponsorship Assessment Working Group:

- a) Broome Aboriginal Media Association (Kullarri NAIDOC Festival) - \$10,000 for a period of 1 year;**
- b) Broome Aboriginal Media Association (Young Women's Indigenous Pathways Program) - \$5,000 for a period of 1 year;**
- c) WA Police and Community Youth Centres Inc - \$8,000 for a period of 1 year;**
- d) Broome Netball Association - \$3679 for a period of 1 year;**
- e) Broome Historical Society - \$2,090 for a period of 1 year; and**
- f) Peninsula Bombers Football Club - \$2,926 for a period of 1 year.**

3. Authorises the Chief Executive Officer to make minor modifications to the allocations in accordance with Point 2 above if required in response to the formal approval from EDL.

4. Requests that the Chief Executive Officer or his delegate review the Community Sponsorship Program guidelines and application documents.

5. Requests that the Chief Executive Officer advertise an additional Community Sponsorship Program funding round in August 2018 to utilise the reserve balance of funding as at the end of the 2017/18 financial year.

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 9/0

The Shire has subsequently received a funding request from the Broome White Ribbon Day Gala for the 2018 and 2019 events to be held at the Broome Civic Centre. The applicants indicated to officers that they were requesting consideration by Council prior to the August funding round due to time constraints for planning the event. As a result, this application is being put to Council for consideration outside the formal funding round and associated consideration by the CSAWG

COMMENT

The Broome White Ribbon Day Gala is a fundraising and awareness raising event for local not-for-profit services who work towards reducing the impact of family and domestic violence in the community. Now in its seventh year, the event is held annually on the last Saturday in November to align with White Ribbon Day (25 November). This event sells out each year and has a capacity of 270 guests.

The event has always been held at the Broome Civic Centre. In 2018, the event expects to raise \$30,000 which will take the overall fundraising total to over \$180,000. Rotary Club of Broome receive all funds associated with the event but do not contribute financially to the event costs. Ticket sales and cash donations are only used to cover event costs and the organisers ensure that the entirety of funds raised from donated goods and services are 100% donated to recipients which primarily include the Marnja Jarndu Women's Refuge and Men's Outreach Service in Broome. A small percentage of funds raised will also be donated to the national White Ribbon campaign, which provides recognition to Broome as supporting a safer community.

The event works to raise the profile and public awareness of the level of family and domestic violence in the community, which has highest reported rate of family and domestic violence per capita in the State. The event benefits men, women and children who are impacted by family and domestic violence by directly supporting valuable not-for-profit services working in the field. The event also partners with the Broome Girls Academy who raise their own funds by auctioning art created by students specifically for the event.

The Broome White Ribbon Day Gala has requested Shire support to waive the hire fees associated with the hire of the Civic Centre for the 2018 and 2019 events. This would total \$8,798 under the current schedule of fees and charges, and is supported by a quote. While the current Community Sponsorship Program does not include waiving of fees or provision of in-kind services, there is an opportunity for the Shire to consider providing a cash contribution.

Based on the event's ongoing and valuable contribution to the Broome community, officers recommend that this request for funding is supported. The application, supporting documents and officers' evaluation are included as attachments to this report.

CONSULTATION

Broome White Ribbon Day Gala

STATUTORY ENVIRONMENT

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; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

- (1a) In subsection (1) —

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

- (2) Where expenditure has been incurred by a local government —
- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

6.11. Reserve accounts

- (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.
- (2) Subject to subsection (3), before a local government —
- (a) changes* the purpose of a reserve account; or
 - (b) uses* the money in a reserve account for another purpose,
- it must give one month's local public notice of the proposed change of purpose or proposed use.

* Absolute majority required.

- (3) A local government is not required to give local public notice under subsection (2) —
- (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or
 - (b) in such other circumstances as are prescribed.
- (4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.

POLICY IMPLICATIONS

Policy 3.4.2 Community Sponsorship Program

FINANCIAL IMPLICATIONS

The table below outlines the current reserve balance for the CSP, including funds allocated to the additional August round. It is noted that a further amount of \$80,000 has been budgeted for the 2018/19 Annual Community Sponsorship Program due to be released in January 2019. The EDL funding round is separate, and the table below refers only to the Shire of Broome rounds.

| | Details | Amount | Account |
|---|---|-------------|-----------|
| Community Sponsorship Program (August 2018) | Additional round for unallocated balance of funds from the 17/18 round. | \$20,808 | GL 22172 |
| Community Sponsorship Program Reserve | Amount remaining in the reserve following allocation to the August round. | \$63,640.35 | 100002110 |

RISK

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

| Risk | Type | Rank | Mitigation |
|--|--------------|--------|---|
| Consistent and transparent process | Reputational | Low | The applications are assessed by officers in response to the program criteria. |
| CSP & EDL unspent funds | Reputational | Medium | Policy provides avenue to distribute unallocated balance. |
| Considering funding outside of funding rounds. | Reputational | Medium | This is allowed under Policy 3.4.2. It is recommended that future consideration is assessed on a case by case basis whereby applicants can demonstrate exceptional circumstances. |

STRATEGIC IMPLICATIONS

Our People Goal – Foster a community environment that is accessible, affordable, inclusive, healthy and safe:

Effective communication

Affordable services and initiatives to satisfy community need

Our Organisation Goal – Continually enhance the Shire's organisational capacity to service the needs of a growing community:

Responsible resource allocation

Effective community engagement

VOTING REQUIREMENTS*Absolute Majority***COUNCIL RESOLUTION:**
(REPORT RECOMMENDATION)**Moved: Cr D Male****Seconded: Cr W Fryer****That Council:**

1. **Approves the distribution of \$8,798 (\$4,399 per annum) to the Broome White Ribbon Day Gala for the purpose of facility hire and associated costs in the 2018/19 and 2019/20 financial years.**
2. **Requests that the Chief Executive Officer transfer \$4,399 from the Community Sponsorship Program Reserve Account (100002110) to the Community Sponsorship Program expense account (GL 22172).**

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 6/0**Attachments**

1. Sponsorship Application
2. Newspaper Article and Letter of Support
3. Audited Financials (*Confidential to Councillors and Directors Only*)

This attachment is confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(ii)) as it contains "a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government".

4. Certificate of Appreciation
5. Further Supporting Materials
6. Evaluation of Application

Community Sponsorship Program
Annual Matched Funding Round
Application – 2018/19



Applications Close 4pm Thursday 6 September 2018

The Community Sponsorship Program has been developed to provide funds to assist community-based organisations within the Shire of Broome for the development of social, cultural, economic, recreational, environmental, and reconciliation projects and initiatives that benefit the local community.

Annual Sponsorship is available for up to **50% of the total project cost to a maximum of \$10,000** and is at the discretion of the Chief Executive Officer, subject to funds being available. Requests for 'in-kind' contributions will not be accepted however organisations may apply for the equivalent cost, including venue or banner hire.

Organisations are eligible for a maximum of \$10,000 funding over a 3-year period through the Shire of Broome Sponsorship Program. Funding will not be provided for the same initiative more than once.

Applications are open from 6 August 2018 and close 6 September 2018 for projects occurring between November 2018 and October 2019. The Shire of Broome will endeavour to provide support to projects, activities and events that are consistent with the values and strategies contained within the Shire of Broome Strategic Community Plan.

Which category does your project address? (please tick all that apply)

- ☒ Social and Cultural Development ☐ Natural Environment
☐ Reconciliation ☐ Economic Development
☐ Sport and Recreation

PART A - ORGANISATION

| | | | |
|-----------------------|---|-----------|---|
| Name of Organisation: | <input type="text" value="Broome White Ribbon Day Gala"/> | | |
| Postal Address: | <input type="text" value="PO Box 910 Broome WA 6725"/> | | |
| Contact Person: | <input type="text" value="Haley Allan"/> | Position: | <input type="text" value="Co-ordinator (volunteer)"/> |
| Phone: | <input type="text" value="0429477144"/> | Mobile: | <input type="text" value="Click or tap here to enter text."/> |
| Email: | <input type="text" value="Haley.allan@legalaiddwa.gov.au"/> | | |

ORGANISATION PROFILE

Is your organisation incorporated? ☐ Yes ☒ No

If no, a sponsor organisation may be nominated to be responsible for the legal contractual arrangements and holding bank accounts in this name. Documentation acknowledging this arrangement must be attached.

Name of sponsor organisation (if applicable):

Does your organisation or sponsor organisation have an ABN? ☐ Yes ☒ No ABN number (if applicable):

Is your organisation registered for GST? ☐ Yes ☒ No

Does your organisation operate on a not for profit basis? ☒ Yes ☐ No
 acquittal was submitted:

Has your organisation received sponsorship from the Shire of Broome in the last 3 years? ☐ Yes ☒ No

If yes, please provide details of the amount, when the funding was granted, what the sponsorship was used for and date acquittal was submitted:

Click or tap here to enter text.

PART B – PROJECT DETAILS

Name of Project: Broome White Ribbon Day Gala

Date of commencement: 23 November 2018 (set up)

Date of completion: 25 November 2018 (pack down)

Note: Projects funded in this funding round are to be completed between November 2018 and October 2019.

Venue/ Location: Broome Civic Centre

Number of Participants: 270 guests plus volunteers/ service staff

Please provide a brief overview of your project (who / what / when / where / expected outcomes):

A fundraising and awareness raising event for local not-for-profit services who work towards reducing the impact of family and domestic violence in the community. Now in it's 7th year, the event is held annually on the last Saturday in November to align with White Ribbon Day (25 November). This event sells out each year and has a capacity of 270 guests. It has always been held at the Broome Civic Centre. In 2018, we expect to raise \$30,000 which will take our overall fundraising total to over \$180,000. Rotary Club of Broome receive all funds associated with the event but do not contribute financially to the event costs. We only use ticket sales and cash donations to cover event costs and we are very strict that funds raised from donated goods and services are 100% donated to recipients.

What do you propose to use the Shire of Broome funding for?

Hire of the Broome Civic Centre in 2018 and beyond depending on funding amount.

What benefits will the project bring to the Broome community and specifically, who will it benefit? Please include the expected outcomes of the project:

Raising the profile and public awareness of the level of family and domestic violence in the community (highest reported rate of family and domestic violence per capita in the State). Raising funds for the Marnja Jarndu Women's Refuge and Men's Outreach Service in Broome. A small percentage of funds raised will also be donated to the national White Ribbon campaign, putting Broome on the map as supporting a safer community for everyone. The event benefits men, women and children who are impacted by family and domestic violence by directly supporting valuable not-for-profit services working in the field. The event also partners with Broome Girls Academy who raise their own funds by auctioning off art the students have created for the event.

Will there be volunteers involved with this project? ☒ Yes ☐ No

If yes, how many?

Approximately 10

Is this project to be an annual ongoing program? ☒ Yes ☐ No

If yes, please provide details on how you intend to ensure the project is sustainable in the future?

The Shire of Broome does not guarantee funding for ongoing projects beyond the development stages, therefore applicants must demonstrate planning for financially sustainable projects.

The event has always been self-sustaining in the past and has been a success over the last six years. As we deliver a higher quality event each year, we anticipate obtaining a higher degree of cash sponsorship in the future so that the event returns to being self-sustaining. For example, Rio Tinto have offered us \$3000 for 2018 and this is likely a result of increased promotion of last years event.

How will the Shire of Broome's sponsorship be acknowledged?

- | | | |
|---|---|--|
| <input type="checkbox"/> Radio Announcement | <input checked="" type="checkbox"/> Logo Branding | <input type="checkbox"/> Event Invitation |
| <input type="checkbox"/> TV Advertising | <input type="checkbox"/> Media Release | <input type="checkbox"/> Certificate |
| <input checked="" type="checkbox"/> Newspaper Advertising | <input type="checkbox"/> Newsletter | <input type="checkbox"/> Banner / Signage |
| <input type="checkbox"/> Brochures / Flyers / Posters | <input checked="" type="checkbox"/> Website | <input checked="" type="checkbox"/> Speech Acknowledgement |

Has your organisation donated to or sponsored a charitable organisation in the last 12 months?

If yes, please provide details and amount.

2210 Broome Girls Academy, 10,000 Marnja Jarndu Women's Refuge, 10,000 Men's Outreach Service, 5,000 White Ribbon

PART C - PROJECT BUDGET

You may use this form or create a budget document specific to your organisation/project, however please limit your budget proposal to two (2) A4 pages.

The Shire of Broome encourages all applicants to conduct their own fundraising and seek varied sources of funding for projects. Please detail your funding sources in the budget, including your organisation's contribution.

Please indicate how you intend to use the Community Sponsorship Program funding by completing the 'Requested contribution from Shire of Broome' column.

| | Budget (\$) | Confirmed/ Pending |
|--|--------------------------|---|
| PROJECT INCOME <i>(delete or edit rows as applicable)</i> | | |
| <i>Shire of Broome Community Sponsorship Program</i> | 8798 (for 2018 and 2019) | Pending |
| <i>Other Funding – Please Specify Amount and Organisation</i> | 3000 (Rio Tinto) | Confirmed |
| <i>Estimated value of donated items for auction/ raffle</i> | 30000 | Pending |
| <i>Volunteer hours (6 volunteers/ 25 hours each/ \$20 per hour)</i> | 3000 | Pending |
| <i>Fees/ Ticket Sales</i> | 22800 | Pending |
| TOTAL PROJECT INCOME | 67598 | |
| PROJECT EXPENDITURE | Budget (\$) | Requested Contribution from the Shire of Broome |
| <i>Shire of Broome venue hire</i> | 4399 | 8798 (4399 for 2018 and 4399 for 2019 venue hire) |
| <i>Co-ordination and staffing (volunteers)</i> | 3000 | |
| <i>Donations to charitable organisations</i> | 30000 | |
| <i>Entertainment- Miss behave & School of Funk</i> | 3000 | |
| <i>Catering (food and staff) Cable Beach Club</i> | 17550 (270 x 65 ph) | |
| <i>Liquor License</i> | 111 | |
| <i>Flyers/ advertising</i> | 1600 | |
| <i>Party hire items</i> | 1000 | |
| <i>Other (videographer/ white ribbons/ decorations/ gifts for key role volunteers)</i> | 2539 | |

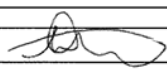
| | | |
|-------------------|--|--|
| TOTAL EXPENDITURE | 63199 | |
| SURPLUS*/DEFICIT | 4399 (to be carried forward for 2019 Civic Centre hire) | |

APPLICATION CHECKLIST

Before submitting please ensure that you have included all necessary information and attachments with your application.

- ☐ Completed all sections of the application, including a detailed budget
- ☐ Included a copy of Certificate of Incorporation (if auspice by another organisation, please include a letter of confirmation to administer the funding and a copy of their Certificate of Incorporation)
- ☐ Included a financial statement for the most recently completed financial year (an audited financial statement may be requested)
- ☐ Included evidence of public liability insurance (Certificate of Currency)
- ☐ Provided two quotes for any purchase over \$2,000 utilising Shire funding
- ☐ Included letters of support from community groups and / or other organisations
- ☐ Retained a copy of this application for your records
- ☐ Included other supporting material e.g.: business plan, annual report, presidents report etc

I certify that to the best of my knowledge the information provided in this application is true and correct (*please note the President, Secretary or Treasurer of the organisation must sign this declaration*)

| | |
|------------|--|
| Name: | Haley Allan |
| Position: | Co-ordinator |
| Signature: | Click or tap here to enter text.  |
| Date: | 30 July 2018 |

Please return your completed application form using one of the following options:

- Email to shire@broome.wa.gov.au
- Post to Chief Executive Officer, Shire of Broome, PO Box 44, Broome WA 6725
- Hand deliver to Shire of Broome Administration Office, 27 Weld Street, Broome

For enquiries or to discuss your application please contact Shire of Broome Youth and Community Development Officer on (08) 9191 3456

APPLICATIONS CLOSE 4:00pm Thursday 6 September 2018



Rainbow Coast Insurance Brokers
ABN 61 639 009 461 AFSL 253712

31 Collic Street
ALBANY WA 6330

Tel: (08) 9841 8577
Fax: (08) 9841 6141

Email: rcib@rcib.com.au

CERTIFICATE OF INSURANCE

From: Luke Kelly

We hereby confirm that we have arranged the insurance cover mentioned below:

ROTARY CLUB OF BROOME INCORPORATED
PO BOX 3468
BROOME WA 6725

Date: 17/07/2018
Our Reference: ROTAR BROO
RENEWAL

Page 1 of 2

Class of Policy: Liability Insurance
Insurer: AIG AUSTRALIA LTD
Level 11, 108 St Georges Tce, Perth WA 6000
ABN: 93 004 727 753
The Insured: ROTARY CLUB OF BROOME INCORPORATED

Policy No: SUA/009381
Invoice No: 47939
Period of Cover:
From 3/03/2018
to 3/03/2019 at 4:00 pm

Details:

See attached schedule for a
description of the risk insured

IMPORTANT INFORMATION

The Proposal/Declaration:

- ☐ is to be received and accepted
by the Insurer
☒ has been received and accepted
by the Insurer

The total premium as at the
above date is:

- ☐ to be paid by the Insured
☐ part paid by the Insured
☒ paid in full by the Insured
☐ paid by monthly direct debit

Premium Funding

- ☐ This policy is premium funded

Please note that the policy defined above is subject to the receipt of the Proposal
Declaration and acceptance by the Insurer (if not already completed and accepted)
and subject to the full receipt and clearance of the total premium payable by the insured.

Schedule of Insurance

| | | | |
|------------------|------------------------------------|-------------|------------|
| Class of Policy: | Liability Insurance | Policy No: | SUA/009381 |
| The Insured: | ROTARY CLUB OF BROOME INCORPORATED | Invoice No: | 47939 |
| | | Our Ref: | ROTAR BROO |

This policy has been placed with

SPORTS UNDERWRITING AUSTRALIA PTY LTD
ABN 53119852096
PO BOX 288 KEW EAST VIC 3102

SPORTS UNDERWRITING AUSTRALIA PTY LTD is underwritten by

AIG AUSTRALIA LTD
ABN 93 004 727 753
Level 11, 108 St Georges Tce, Perth WA 6000

Sporting Club:

Rotary Club of Broome Incorporated

Sporting Activity:

Dragon Boat Practice and Annual Regatta and no other activities. Annual Regatta includes traffic management.

Premises:

At and From Town Beach, Robinson Street, Broome, Western Australia, 6725

Number of Participants:

Up to 440

=====

Platinum Liability Amateur Sports Policy Schedule

=====

Wording: SUAPLA 0915

General Liability

Limit of Indemnity for Part A \$ 20,000,000
Property in your physical or legal control \$ 500,000
Excess - Nil Each & Every Claim

Professional Indemnity - Not Insured

Management Liability - Not Insured

It is hereby declared and agreed that General Provisions - Exclusion 1d is deleted and replaced with the following:

1. Aircraft and Watercraft

caused by or arising directly or indirectly out of or in connection with:
d. the use of your Product with your knowledge in the construction, operation, maintenance, servicing or repair of any Watercraft exceeding 12 metres in length.

All other terms, Exclusions and Conditions remain unaltered.

=====

broomfield.com.au

Thursday, December 8, 2016

Happenings Social scene 7

Funds raised at White Ribbon gala

A night of feasting, dancing and fundraising was enjoyed by community members when they attended the fifth annual Broome White Ribbon Day Gala as part of the Broome Mango Festival on November 26.

Around 280 guests gathered at the civic centre for the glamorous event, which included a sit-down dinner, a live auction headed by auctioneer Ray Kusch and

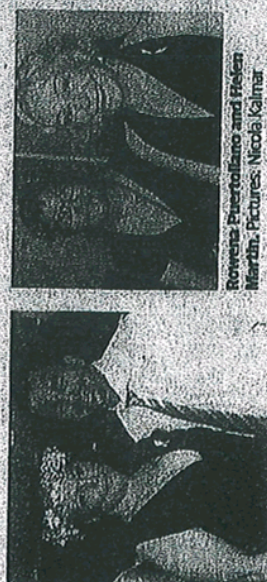
entertainment by Miss Behave and the School of Funk.

Guest speaker Kimberley District Superintendent Allan Adams spoke about the significant impact of domestic violence across the region.

A total of \$30,000 was raised this year. Since its inception, the gala has raised more than \$115,000 to support organisations in their fight against domestic violence.



Catr and Brett Winfield and Vanessa and Peter Godfrey.



Rowena Puertollano and Helen Martin. Pictures: Nicola Kalmar



ian and Roslyn Clark. Helen and Ian R

Violence victims receive boost

More than \$30,000 was raised from last year's Broome White Ribbon Day Gala and Charity Auction to help continue the fight against domestic violence.

Hosted by Legal Aid WA, Broome Rotary Club, the Lions Club of Broome and Aboriginal Legal Services as part of the Mango Festival, the gaily event raises money for local not-for-profit services.

Broome Rotary Club president Martin Briggs presented cheques of \$7500 to the Marnia Jarnda Women's

Refuge, Men's Outreach Service, Read the Little Children and the White Ribbon campaign last week.

Event co-ordinator Haley Allan said the social fundraiser continued to be a great success, thanks to the ongoing support of community members and local businesses.

"Each year, we get more and more businesses on board, and each year we sell out of tickets," she said.

Anyone interested in supporting this year's event should contact Ms Allan on 0429 477 144.

Advertiser 2015



Senator Patrick Dodson

Shadow Assistant Minister for Indigenous Affairs
and Aboriginal and Torres Strait Islanders
Labor Senator for Western Australia

To whom it may concern

I am writing in support of Miss Haley Allan's nomination for the WLWA Woman Lawyer of the Year Awards. Haley is an outstanding young lawyer and she is respected by her peers and the broader community for working tirelessly to make Broome and the Kimberley a better place.

As a lawyer at Legal Aid in Broome, Haley has spent several years working at the frontline of delivering legal services in one of Western Australia's most isolated and challenging regions. Unlike legal practice in the city, working in the Kimberley is characterised by the long distances of Circuit Court, and restricted access to the networks and resources that are readily available in larger towns and regional centres. Haley continually takes these limitations in her stride and turns them into positives, so that she can strive to deliver strong outcomes for her clients, their families and communities.

In addition to the invaluable work that Haley undertakes as a lawyer, she is also a young leader and role model in the community. The compassion and empathy that guides Haley in her pursuit of social justice in her work flows into her passion for volunteering. To date Haley has raised over \$100,000 for White Ribbon through the White Ribbon Gala and Charity Auction that she started in 2012. Haley is also an active Member of the Management Committee for Broome's flagship annual festival, Shinju Matsuri; an active member of Rotary; and she also participates in the Gibb River Road Mountain Bike Challenges to raise funds for the Kyle Andrews foundation, which supports children with serious or life threatening illness.

I offer my strong support to Haley's nomination because of the importance of recognising young leaders in our community. I would be pleased to see her receive the award so that she can inspire other young women to pursue a legal career and give back to their communities.

Should you require further information, please do not hesitate to contact my office on the numbers provided.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Patrick Dodson'.

Patrick Dodson
Senator for Western Australia
14 February 2018

Parliament House | Canberra ACT 2600 | Ph: 02 6277 3746 | Email: Senator.Dodson@aph.gov.au
PO Box 3490 | BROOME WA 6725 | 08 9193 5955 | WA Toll Free 1300 301 726



Certificate of Appreciation

Presented in recognition of the contribution of

Legal Aid

*Thank you for your support for the White Ribbon Gala and Charity
Auction*

Marnja Jarndu Womens Refuge

Thankyou on behalf of our clients and staff

BA Lefroy

Buffy Lefroy

Refuge Manager

2014

White Ribbon Community Sponsorship Support Materials

Please see the following links for acknowledgment/ publicity of the event over the years:

<https://www.youtube.com/watch?v=IC2IDRRUFGY>

Video from 2017 event

<https://thewest.com.au/news/regional/festival-a-sweet-success-ng-b88669993z>

The West- 2017

<https://thewest.com.au/news/regional/mango-fiesta-makes-return-ng-b88652613z>

The West- 2017

<https://au.news.yahoo.com/mango-madness-in-broome-19038974.html>

The West- 2013

<http://www.abc.net.au/news/2017-10-07/haley-allan-teen-mum-to-lawyer-helps-hundreds/9008448>

ABC National- 2017 (story about me- awkward- but largely because of the Gala)

<https://iview.abc.net.au/show/womens-work/series/2017/video/NU1764H004S00>

ABC National Series- Women's Work- again, about me but heavily featuring the Gala (this series and the Gala led to me being awarded WA Woman lawyer of the year and then WA Lawyer of the year in 2018- which means the Gala has been well promoted to the State's entire legal profession and the WA Law Society has offered us some promotion as well so the event is firmly on the radar across the State, and nationally)

| EVALUATION: | | | |
|--|---|------------------|-------------------|
| | | | Applicants |
| Eligibility Criteria - Non Weighted - Yes / No | | | WHITE RIBBON GALA |
| 1 | Be an incorporated not-for-profit organisation (or provide confirmation and details of an auspicing organisation) | Yes =1 No = 0 | 1 |
| 2 | Be based within the Shire of Broome. Priority is given to local organisations, however organisations based outside the Shire of Broome may partner with a local organisation to submit an application on their behalf | Yes =1 No = 1 | 1 |
| 3 | Be able to supply financial accounts and annual reports. If audited accounts are available, they may be requested for sponsorship exceeding \$5,000 | Yes =1 No = 2 | 1 |
| 4 | Demonstrate a substantial degree of community support | Yes =1 No = 3 | 1 |
| 5 | Undertake to give due recognition to the Shire of Broome for its contribution to the project/activity/event | Yes =1 No = 4 | 1 |
| 6 | Agree to sign an Acceptance of Funding Form and raise a tax invoice prior to funds being distributed | Yes =1 No = 5 | 1 |
| 7 | Agree to complete an Acquittal Report and failure to do so may render the applicant ineligible for future funding | Yes =1 No = 6 | 1 |
| 8 | Have an annual turnover of \$500,000 or less | Yes =1 No = 7 | 1 |
| | | | 8 |
| | Eligible | | Yes |

| Assessment Criteria - Weighted | | Weighting | Score (0 - 5) | Weighted Score |
|--------------------------------|--|-----------------------|---------------|----------------|
| 1 | Capacity to achieve tangible outcomes for the benefit of the community of the Shire of Broome. | 10% | 4.5 | 9.0 |
| 2 | Alignment to the Council's strategic direction and objectives contained within Shire of Broome Strategic Community Plan | 5% | 4 | 4.0 |
| 3 | Engagement of volunteers and wider community participation | 10% | 4 | 8.0 |
| 4 | Established partnerships and ability to source additional funds and/or support | 20% | 3.5 | 14.0 |
| 5 | Demonstrated community support for the organisation and the project or activities planned | 10% | 5 | 10.0 |
| 6 | Applicants are eligible for a maximum of \$10,000 funding over a three year period and may be funded for a maximum of three consecutive years. Funding will not be provided for the same initiative more than once | 5% | 5 | 5.0 |
| 7 | Demonstrated financial contribution to the project by the applicant | 15% | 4 | 12.0 |
| 8 | Organisational profile and demonstrated capacity to deliver the project | 10% | 4.5 | 9.0 |
| 9 | Quality of the application | 15% | 4.0 | 12.0 |
| | | | | |
| | | TOTAL | - | 83.0 |
| | | Possible total | | 100.00 |
| | | RANKING | | |

| Applicant | | Project overview | Funding amount requested | Eligible Y/N | Assessment Criteria Score | Organisation Contribution \$ | Alignment to strategic Documents | Officer Recommendation | Sponsorship Committee Agreement requirements |
|-----------|-------------------|--|--------------------------|--------------|---------------------------|------------------------------|----------------------------------|------------------------|--|
| 1 | WHITE RIBBON GALA | THE WHITE RIBBON GALA ORGANISERS ARE REQUESTING COMMUNITY SPONSORSHIP TO COVER THE COSTS OF THE CIVIC CENTRE VENUE HIRE FOR 2018 AND 2019. THEY HAVE A CONSIDERABLE AMOUNT OF COMMUNITY SUPPORT FOR THEIR PROJECT AND GIVE BACK APPROX \$30,000 TO COMMUNITY ORGANISATIONS SUPPORTING PEOPLE EXPERIENCING FAMILY AND DOMESTIC VIOLENCE | \$8,798 over 2 years | Y | 83.0 | \$ 63,199.00 | Y | Support - full amount | As per Council Resolution |

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”.

6.2.2 REQUEST FOR QUOTE 18/56 CHINATOWN REVITALISATION PROJECT

| | |
|--------------------------------|---------------------------|
| LOCATION/ADDRESS: | Nil |
| APPLICANT: | Nil |
| FILE: | RFQ18-56 |
| AUTHOR: | Chinatown Project Manager |
| CONTRIBUTOR/S: | Director Infrastructure |
| RESPONSIBLE OFFICER: | Chief Executive Officer |
| DISCLOSURE OF INTEREST: | Nil |
| DATE OF REPORT: | 7 August 2018 |

SUMMARY: At the Ordinary Meeting of Council on 28 September 2017, Council resolved to endorse the Draft Chinatown Revitalisation Masterplan for the purpose of public consultation. The Masterplan was subsequently endorsed at the Ordinary Meeting of Council on 14 December 2017.

Work commenced on design development with detailed design being completed in June 2018. WALGA were engaged by the Shire of Broome to manage the procurement process for RFQ 18/56 Chinatown Revitalisation Project.

This report recommends that Council accepts the most advantageous quote to form a Contract.

COUNCIL RESOLUTION:

Moved: Cr B Rudeforth

Seconded: Cr C Marriott

That Council:

- Note the recommendation report RFQ 18-56 Chinatown Revitalisation Project as presented in Attachment 4;***
- Accepts the Quote submitted by Downer EDI Works Pty Ltd as the most advantageous to form a Contract for Separable Portions One and Two;***
- Authorises the Chief Executive Officer to commence negotiations with said contractor and seek Council endorsement of final project scope and budget prior to entering into a Contract for the Works; and***
- Request the Chief Executive Officer to investigate opportunities for Shire in kind contributions towards the Chinatown Revitalisation Project.***

CARRIED UNANIMOUSLY 6/0

Reason – to investigate cost savings through Shire in kind services.

Attachments

- Chinatown Landscape Masterplan L-1001

- 2. Chinatown Graphic Sections - Carnarvon Street and Dampier Terrace
- 3. Male Oval Car Park Plans
- 4. Recommendation Report
- 5. Evaluation Panel Memo

6.3

OUR PROSPERITY



PRIORITY STATEMENT

Our region has grown significantly over the past years in terms of population, economy and industry – this will continue! Balancing ecological sustainability with economic growth and retaining the 'look and feel' of Broome and its environs are an ongoing challenge for the region. Encouraging appropriate investment and business development opportunities to ensure a strong, diverse economic base is essential for community prosperity and the success of our future generations.

Focusing on developing clear pathways linking education with employment for our youth and the community at large is essential as we aim to retain our local people and continue to build a skilled and highly motivated workforce.

Business and Industry partnerships must be fostered to ensure sustainable economic growth is achieved, along with the provision of affordable and equitable services and infrastructure. Ensuring development meets community needs and legislative requirements whilst creating close community relationships and enhancing our understanding of local heritage and cultural issues will continue to be a major focus. The built environment must contribute to the economy, long term viability of the region and provide a quality lifestyle for all.

There are no reports in this section.

OUR ORGANISATION



PRIORITY STATEMENT

Council will strive to create an environment where local governance is delivered in an open and accountable manner; where we provide leadership to the region in such areas as planning and financial management; where the community has the opportunity to contribute to the Council's decision making thereby fostering ownership of strategies and initiatives.

In delivering open, accountable and inclusive governance, we will be ever mindful that we operate within a highly regulated environment that requires a high level of compliance.

Council will strive to be the conduit between the other spheres of government and the community, translating State and Federal law, policy and practice into customer focussed, on ground service delivery that support's Broome's unique lifestyle.

The Region is experiencing significant change with Council dedicated to sound governance, effective leadership and innovation, and high quality services. Building organisational capacity is a priority with a commitment to delivering services to the community in a sustainable, effective and accountable way.

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”, and section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.

6.4.1 REQUEST FOR TENDER 18/05 BROOME TOWN BEACH REVETMENT WORKS

| | |
|--------------------------------|-------------------------|
| LOCATION/ADDRESS: | Nil |
| APPLICANT: | Nil |
| FILE: | RFT18-05 |
| AUTHOR: | Chief Executive Officer |
| CONTRIBUTOR/S: | Project Engineer |
| RESPONSIBLE OFFICER: | Chief Executive Officer |
| DISCLOSURE OF INTEREST: | Nil |
| DATE OF REPORT: | 2 August 2018 |

SUMMARY: Council is requested to consider awarding RFT 18-05 Broome Town Beach Revetment Works.

COUNCIL RESOLUTION: (REPORT RECOMMENDATION)

Moved: Cr W Fryer

Seconded: Cr D Male

That Council:

- Awards RFT18-05 Broome Town Beach Revetment Works to Roadline Contracting Pty Ltd as per the recommendation contained within the attached confidential Tender Evaluation Report for Option 1 – Kimberley Quartzite Bedding and Armour;**
- Authorises the Chief Executive Officer to resolve any critical assumptions and minor variations with the Contractor and sign the contract documentation; and**
- Approves a budget amendment for an additional \$268,000 to be allocated from Account 100009890 Public Open Space Reserve to Account 111814010 Town Beach Redevelopment – Other Infra New – Cap Exp MUN.**

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 6/0

Attachments

1. Revetment Wall Design
2. Revetment Wall Business Case
3. RFT 18-05 Evaluation Panel Report
4. Photos of Granite and Kimberley Quartzite Rock
5. Maintenance Report

6. Roadline Tender Clarifications

7.

**REPORTS
OF
COMMITTEES**

There are no reports in this section.

| |
|---|
| 8. MATTERS BEHIND CLOSED DOORS |
|---|

Nil.

| |
|---------------------------------|
| 9. MEETING CLOSURE |
|---------------------------------|

There being no further business the Chairman declared the meeting closed at 5.07pm.