



# **CONFIRMED MINUTES**

**OF THE**

**ORDINARY COUNCIL MEETING**

**29 FEBRUARY 2024**

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

Signed:

A handwritten signature in black ink, appearing to be 'J. H. H.', is written over a horizontal line.



**SHIRE OF BROOME**  
**ORDINARY COUNCIL MEETING**  
**THURSDAY 29 FEBRUARY 2024**  
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**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE SHIRE OF BROOME,  
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,  
ON THURSDAY 29 FEBRUARY 2024, COMMENCING AT 5.00PM.**

**1. OFFICIAL OPENING**

The Chairperson welcomed Councillors, officers and members of the public and declared the meeting open at 5.01pm.

**2. ATTENDANCE AND APOLOGIES****ATTENDANCE**

<b>Councillors:</b>	Cr C Mitchell	Shire President
	Cr D Male	
	Cr P Matsumoto	
	Cr P Taylor	
	Cr M Virgo	
	Cr E Smith	
	Cr J Mamid	
	Cr J Lewis	
<b>Apologies:</b>	Nil	
<b>Leave of Absence:</b>	Nil	
<b>Officers:</b>	Mr S Mastrolembo	Chief Executive Officer
	Mr J Hall	Director Infrastructure
	Mr J Watt	Director Corporate Services
	Mr K Williams	Director Development Services
	Mr D Bonnici	Marketing & Communications Coordinator
	Mrs M Martin	Senior Administration & Governance Officer
<b>Public Gallery:</b>	B Borwick	
	S Cooper	
	G Smith	
	C Spicer	
	L Spicer	
	A Chambers	

**3. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION**

Nil.

**4. DECLARATIONS OF INTEREST**

<b>FINANCIAL INTERESTS (s5.60A)</b>			
<b>Councillor</b>	<b>Item No</b>	<b>Item</b>	<b>Nature of Interest</b>
Cr Virgo	9.4.5	Minutes and Recommendations from Audit and Risk Committee Meeting held 20 February 2024.	I am a direct employee of the BVC who receives funding from the Shire of Broome.
Cr Male	9.2.2	Broome Turf Club Master Plan 2023.	The BVC is a client of my business.

<b>PROXIMITY INTERESTS (s5.60B)</b>			
<b>Councillor</b>	<b>Item No</b>	<b>Item</b>	<b>Nature of Interest</b>
Cr Smith	9.2.2	Broome Turf Club Master Plan 2023	Is an employee of Nyamba Buru Yawuru(NYB). NBY own conservation estate immediately adjacent to the lease held by the Broome Turf Club, subject to the Master Plan.

<b>IMPARTIALITY</b>			
<b>Officer</b>	<b>Item No</b>	<b>Item</b>	<b>Nature of Interest</b>
CEO S Mastrolembro	9.2.2	Broome Turf Club Master Plan 2023	"I am a member of the Broome Turf Club, a horse owner and a friend of the Submitters".

**5. PUBLIC QUESTION TIME**

**THERE WERE NO PUBLIC QUESTIONS SUBMITTED PRIOR TO THE MEETING.**

**ANDREW CHAMBERS ASKED THE FOLLOWING QUESTION:**

**QUESTION ONE (1)**

IN RELATION TO THE EVENTUAL BROADCAST OF THESE PROCEEDINGS. IS THERE ANY UPDATE TO A DATE WHEN THAT WILL OCCUR?

**ANSWERED BY DIRECTOR CORPORATE SERVICES**

LIVESTREAMING OF MEETINGS HAS BEEN SET TO COMMENCE FOR ALL APPLICABLE LOCAL GOVERNMENTS ON 1 JANUARY 2025.

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil.

**7. CONFIRMATION OF MINUTES**

**COUNCIL RESOLUTION:**

**Minute No. C/0224/020****Moved: Cr M Virgo****Seconded: Cr E Smith**

***That the Minutes of the Ordinary Meeting of Council held on 14 December 2023, as published and circulated, be confirmed as a true and accurate record of that meeting.***

***For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith, Cr M Virgo***

**CARRIED UNANIMOUSLY 8/0****COUNCIL RESOLUTION:****Minute No. C/0224/021****Moved: Cr J Mamid****Seconded: Cr P Taylor**

***That the Minutes of the Special Meeting of Council held on 21 December 2023, as published and circulated, be confirmed as a true and accurate record of that meeting.***

***For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith, Cr M Virgo***

**CARRIED UNANIMOUSLY 8/0****COUNCIL RESOLUTION:****Minute No. C/0224/022****Moved: Cr J Lewis****Seconded: Cr P Matsumoto**

***That the Minutes of the Annual Electors Meeting of Council held on 15 February 2024, as published and circulated, be confirmed as a true and accurate record of that meeting.***

***For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith, Cr M Virgo***

**CARRIED UNANIMOUSLY 8/0****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

**The Director Development Services advised there was a typographical error in the recommendation. These corrections were actioned administratively and reflected in the minutes.**

### 9.2.1 PROPOSED PERMANENT CLOSURE OF THE BIN SALLIK LANEWAY

<b>LOCATION/ADDRESS:</b>	31 and 33 Bin Sallik Avenue, Broome Reserve 50253 (Lot 642 Lilarr Retreat, Cable Beach)
<b>APPLICANT:</b>	Timothy Webster - Adjoining Resident
<b>FILE:</b>	BIN-1/GEN - RES 50253
<b>AUTHOR:</b>	Land Tenure Officer
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

The Applicant has lodged a Crown Land Enquiry Form to the Department of Planning, Lands and Heritage (DPLH) requesting to purchase Lot 642 Lilarr Retreat, Cable Beach. The Lot is currently vested with the Shire of Broome as Reserve 50253 with the purpose of Pedestrian Access Way (the PAW).

DPLH advised the Applicant that as the PAW is currently vested with the Shire that there is a formal process that the Shire must undertake before DPLH can consider the request for the Applicant to complete the purchase of the land from the State.

Council at the 31 August 2023 Ordinary Meeting resolved to seek public comment on the proposed PAW closure. The proposed closure was advertised between 28 September 2023 and 26 October 2023 with one submission received.

This report recommends Council requests that the PAW is permanently closed to allow for the Applicant to proceed with the purchase of the land from the State.

## BACKGROUND

### Previous Considerations

OMC 2 June 2015	Petition
OMC 25 June 2015	Item 9.1.3
OMC 12 Dec 2015	Item 9.2.1
OMC 31 Aug 2023	Item 9.2.2

The laneway between 31 and 33 Bin Sallik Avenue (Bin Sallik Laneway) is a reserve for Pedestrian Access Way (PAW) (Lot 642 of Reserve 50253) that has been closed with a gate and fence since December 2015. At the Ordinary Meeting of Council (OMC) held 31 August 2023 Council resolved the following:

#### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0823/024**

**Moved: Cr C Mitchell**

**Seconded: Cr P Taylor**

**That Council:**

1. **Requests the Chief Executive Officer to undertake Step 2 and Step 3 as outlined in the Procedure for the Closure of Pedestrian Access Way Planning Guidelines, and seek public comment on the proposed closure of the Pedestrian Access Way (Reserve 50253, Lot 642 Lilarr Retreat, Cable Beach): and**
2. **Requests the Chief Executive Officer to provide an update to Council once the above steps have been undertaken for Council to assess any comments received and make a final determination on the closure of the Pedestrian Access Way.**

**CARRIED UNANIMOUSLY 6/0**



## COMMENT

Shire officers have now undertaken the required consultation which included a direct mail out to surrounding landholders, a public notice in the Broome Advertiser and a public notice attached to fencing on the Reserve.

Shire officers have also sought comments from all relevant infrastructure providers in accordance with the requirements of the Western Australian Planning Commission (WAPC) Procedure for the Closure of Pedestrian Access Way Planning Guidelines.

The Shire only received one response from a surrounding landholder which supported the proposed permanent closure of the Pedestrian Access Way (Reserve 50253, Lot 642 Lilarr Retreat, Cable Beach). If the PAW is permanently closed it will the applicant can then purchase the land from the State.



The Shire have also received responses from Horizon Power, Telstra and Water Corporation containing responses to the following questions intended to ascertain the impacts of the proposed closure and sale:

1. Is any infrastructure located in the pedestrian access way?
2. Is the infrastructure proposed to be relocated at some stage in the future or will it remain in situ?
3. Whether they have any objection to the closure?
4. If they have no objection to the closure, what their requirements are in relation to service relation and easements?

Each of the responses received from the infrastructure providers have been assessed and Shire officers are comfortable that while there is currently infrastructure located within the PAW it can be relocated or removed and there will not be the requirement for easements. The Applicant has already indicated that they are willing to cover all associated costs.

The WAPC Procedure now requires that the Shire assesses the comments received from infrastructure providers and the community to determine whether to proceed with the permanent closure. If Council resolves to close the pedestrian access way, the next step is for Shire Officers to write to all abutting landowners to advise them of the Council's decision and seek the following;

1. Written support for the closure;
2. Written agreement as to how the land is to be divided; and
3. Written agreement from those wishing to purchase a portion of the pedestrian access way that they are prepared to meet all costs associated with the closure including the possible relocation of infrastructure and registration of easements, removal of improvements from the pedestrian access way, and cost of reinstatement of kerbing.

Once all of the above has been received Shire Officers will then submit a written request to close the pedestrian access way to the WAPC together with:

- The closure report (amended to include an assessment of the responses received from the infrastructure providers, agencies, abutting landowners and other members of the community);
- Copies of all letters received from infrastructure providers; and
- Copies of all letters received from abutting landowners.

See the full procedure contained within the guide here:

[https://www.wa.gov.au/system/files/2021-07/GD\\_closure\\_pedestrian\\_access\\_ways.pdf](https://www.wa.gov.au/system/files/2021-07/GD_closure_pedestrian_access_ways.pdf)

This report recommends that Council resolves to permanently close the pedestrian access way.

## **CONSULTATION**

Nil

## **STATUTORY ENVIRONMENT**

***Land Administration Act 1997***

**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 8 - Cost effective management of community infrastructure**

**Objective** 8.1 Deliver defined levels of service to provide and maintain Shire assets in the most cost-effective way.

**VOTING REQUIREMENTS**

*Simple Majority*

**COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0224/023**

**Moved: Cr E Smith**

**Seconded: Cr P Taylor**

**That Council:**

- 1. Recommends to the West Australian Planning Commission that the Pedestrian Access Way is permanently closed, subject to the Applicant agreeing to pay all costs associated with the closure, including but not limited to;**
  - (a) Relocation of all infrastructure within the Pedestrian Access Way that belongs to Water Corporation, Horizon Power and Telstra,**
  - (b) Removal of Shire fencing,**
  - (c) Removal of any other Shire infrastructure that remains within the Pedestrian Access Way and any reinstatement works required, and,**
  - (d) Any costs relating to having the Pedestrian Access Way surveyed.**
- 2. Requests the Chief Executive Officer to undertake the remaining steps required by the Western Australian Planning Commission to complete the procedure for the closure of pedestrian access ways.**

**For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith, Cr M Virgo**

**CARRIED UNANIMOUSLY 8/0**

## **Attachments**

Nil

**Cr D Male declared a Financial Interest in item 9.2.2, the reason being “ The BVC is a client of my business”.**

**Cr E Smith declared a Proximity Interest in item 9.2.2, the reason being “ Is an employee of Nyamba Buru Yawuru(NYB). NBY own conservation estate immediately adjacent to the lease held by the Broome Turf Club, subject to the Master Plan.**

**CEO S Mastrolemba declared an Impartiality Interest in item 9.2.2, the reason being “I am a member of the Broome Turf Club, a horse owner and a friend of the Submitters”.**

**Cr D Male left the Chambers at 5:08pm.**

**Cr E Smith left the Chambers at 5.08pm.**

### **9.2.2 BROOME TURF CLUB MASTER PLAN 2023**

<b>LOCATION/ADDRESS:</b>	Reserve 22648
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	LSS005
<b>AUTHOR:</b>	Special Projects Coordinator
<b>CONTRIBUTOR/S:</b>	Director Infrastructure
<b>RESPONSIBLE OFFICER:</b>	Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### **SUMMARY:**

The Broome Turf Club Master Plan 2023 was developed through a collaboration between the Shire of Broome and the Broome Turf Club.

Council endorsed the draft Master Plan for public advertising and comment in June 2023. Responses have been assessed and did not result in any amendments.

Council is requested to endorse the final Broome Turf Club Master Plan 2023.

#### **BACKGROUND**

##### Previous Considerations

OMC 29 June 2023      Item 9.2.5  
OMC 31 March 2022      Item 9.2.1

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

The Broome Turf Club (BTC) has been operating at this location under a 21-year lease with the Shire since 2001. The lease agreement expired in December 2021 and Council requested the development of a Master Plan to identify short term priorities, and a long-term vision before a new lease was considered. The BTC has remained on the Premises pursuant to the holding over provisions contained within the lease.

The Shire collaborated with the BTC to create a Master Plan that would guide the future growth and development of the site. Planning consultants Taylor Burrell Barnett were engaged to develop the Broome Turf Club Master Plan (the Master Plan).

At the Ordinary Meeting of Council held 29 June 2023, the draft Master Plan was endorsed for the purpose of public advertising.

## COMMENT

The Broome Turf Club Master Plan project team included 3 representatives each from the Shire and the BTC. The Project Team met regularly and worked closely throughout the development of the Master Plan.

The draft Master Plan public comment period opened on 30 June 2023 and closed on 28 July 2023. The comment period was advertised in the Broome Advertiser, Shire website, Shire Facebook page, and Shire administration office.

The BTC direct emailed all members to advise them of the Master Plan and public comment opportunity. They also promoted the Master Plan comment period through the BTC website and Facebook page. Hard copies were available at the BTC office.

At the close of the public comment period, five submissions had been received, of which four were supportive. All submissions were reviewed by the project team and no changes were recommended to the draft Master Plan. A schedule of the submissions received and the project team's response is included in **Attachment 1** – Schedule of Submissions.

### Staging and Priority Considerations

The final 'Broome Turf Club Master Plan 2023' provides a clear long-term vision for the site and is attached as **Attachment 2**. There is a strong focus on increasing the opportunity for community and not-for-profit use, particularly in compatible equine related activities. Acknowledging the changing nature of the racing industry, the Master Plan also explores strategic opportunities for economic diversification.

In collaboration with the BTC, the Master Plan elements were divided into short, medium and long term priorities. This identifies that the short term priority is the upgrade and replacement of key racing infrastructure to ensure the BTC operates safely and effectively. This will be implemented simultaneously with the rectification of the encroachment of stable infrastructure into adjacent lots.

**Short Term Priorities; 1-5 Years**

- Redevelopment of stable facilities
- Removal of structures from Lot 602
- Grandstand upper level redevelopment and renewal
- Additional toilets
- Relocation of members carpark
- New service buildings to include new sheds, changerooms and first aid room
- Relocated horse-gathering area for 1850m races

**Medium Term Priorities; 5-10 years**

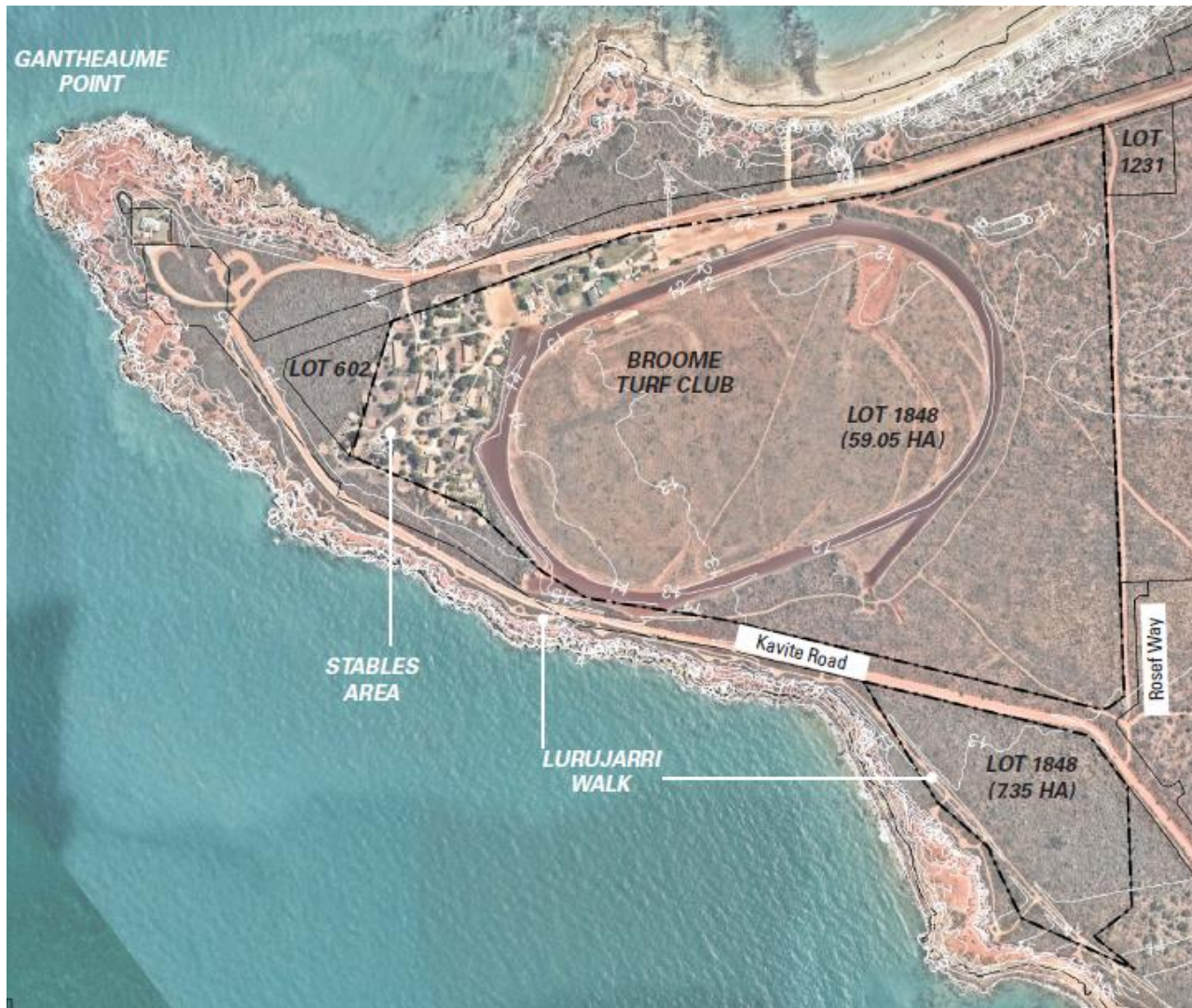
- Marquee/tent area expansion
- New refrigeration & bin storage
- Flexible space for parking, food vans, events
- Relocate Two-up ring, Bookmakers ring, Winners Circle
- Improved stage event area
- Area for race day viewing inside the track, installation of large video screen
- Improved entry gate and merchandise
- Create a multi-use event area inside the track

**Long Term Priorities; 10+ years**

- New BTC building
- New drop area for buses, taxis, cars
- Relocation of select race-day stalls and wash down stalls
- Gantheaume Point Road realignment & construction
- At grade racetrack crossing point for pedestrians
- Additional public parking at north east development area
- New road along eastern boundary of Lot 1848

Broome Turf Club

There was discussion within the BTC committee regarding the recommendation to remove the southern portion of Lot 1848 (circled red below) from the existing lease area. This led to a delay in club endorsement of the final Master Plan due to concerns about the availability of land for horse training.



On 14 December 2023, the BTC advised the Shire that the committee had endorsed the Master Plan via the resolution below;

***'The committee of the Broome Turf Club endorses the current draft masterplan that has been provided for public comment and also agrees to relinquish the parcel of land of approximately 7.35 hectares adjacent to Reddell Beach as outlined in the masterplan'.***

The completion and endorsement of the Master Plan fulfils the Shire's request for the BTC to develop a plan to guide future growth before a new lease is awarded. This will allow future lease considerations to align with the priorities of the Master Plan.

Council is requested to endorse the final Broome Turf Club Master Plan 2023 as provided in **Attachment 2**.

## **CONSULTATION**

A Community Engagement Plan was developed for the Broome Turf Club Master Plan project and endorsed by the project team. The engagement involved one on one meetings with the following organisations:

- Yawardani Jan-ga
- Saltwater Country
- Nyamba Buru Yawuru
- Yawuru Park Council
- Department of Planning, Lands and Heritage
- Department of Biodiversity, Conservation and Attractions
- Racing and Wagering Western Australia (RWWA)
- Shire of Broome (Technical Assessment Group)
- Broome Turf Club Committee representatives
- Owners of 502 Gantheaume Point Road , Minyirr

The project team also held the following community information sessions:

- Saturday 10 June 2023, Broome Turf Club Race Day
- Thursday 15 June 2023, Broome Boulevard Shopping Centre

The Stakeholder Engagement Summary Report is attached as **Attachment 3**.

The draft Master Plan was advertised for four weeks from the 30 June 2023 to the 28 July 2023 on Shire and BTC website and social media platforms. It was advertised in the Broome Advertiser on Thursday 6 July 2023.



**STATUTORY ENVIRONMENT**

NIL

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

The implementation of the Master Plan has been estimated at \$66,322,000 excluding GST and includes a regional loading of 50%. This excludes any road upgrades on Gantheaume Point Road and the potential new north-south road access along the eastern boundary of the reserve. The high level cost report is attached as **Attachment 4**.

Racing infrastructure maintenance and renewal is the responsibility of the BTC. The Club will lead investigations and conduct feasibility studies into each project with the assistance of the Shire when required. This will include a funding strategy for significant infrastructure.

**RISK**

Shire officers and the BTC have been in regular contact throughout the development of the Master Plan, resulting in a strong and effective working partnership. The Master Plan 2023 aligns with both organisation's vision and therefore provides an agreed blueprint for priorities and the future development at the site, decreasing the likelihood of barriers to implementation. Adjacent landowners and managers have been consulted, with feedback informing the final Master Plan.

The BTC have successfully delivered horse racing in Broome over a long period of time and the BTC racing calendar is one of the most anticipated events in Western Australia. The racing calendar attracts people from intrastate and interstate and delivers a substantial economic benefit to the Broome community. It is therefore critical that the Shire and the BTC continue to work together to implement the priorities of the Master Plan.

Risk	Type	Rank	Mitigation
If the Master plan is not endorsed this may affect grant funding opportunities due to lack of an endorsed strategy	Financial Reputational	Medium	Master Plan is endorsed

The BTC do not implement the priorities and infrastructure continues to deteriorate	Financial Reputational Compliance Service interruption	High	Master Plan priorities form milestones within a new lease agreement  Shire provides assistance with feasibility studies and business cases  Shire holds regular meetings with BTC to track progress of priorities and milestones
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## STRATEGIC ASPIRATIONS

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

**Outcome 8** - *Cost effective management of community infrastructure*

**Objective** 8.1 Deliver defined levels of service to provide and maintain Shire assets in the most cost-effective way.

## VOTING REQUIREMENTS

*Simple Majority*

### COUNCIL RESOLUTION:

**(REPORT RECOMMENDATION)**

**Minute No. C/0224/024**

**Moved: Cr P Taylor**

**Seconded: Cr M Virgo**

**That Council:**

1. **Endorse the Broome Turf Club Master Plan 2023;**
2. **Requests the Chief Executive Officer thank the Broome Turf Club for their efforts, contributions and collaboration through the master planning process; and**
3. **Requests the Chief Executive Officer to negotiate draft terms and milestones with the Broome Turf Club for a new lease, and present the lease formally to Council for consideration of endorsement.**

**For: Shire President C Mitchell, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr M Virgo**

**CARRIED UNANIMOUSLY 6/0**

**BROOME TURF CLUB MASTER PLAN**

**Attachments**

**SCHEDULE OF SUBMISSIONS**

Ref	Comment	Response	Change to Plan
1. 2. 3. 4.	Broome Turf Club Master Plan - Schedule of Submissions Broome Turf Club Master Plan Report Broome Turf Club Master Plan - Engagement Report Broome Turf Club Master Plan - Costings	Thank you for taking the time to read and provide comment on the draft Broome Turf Club Master Plan.  The Broome Turf Club and the Shire will create an implementation plan to prioritise the development of facilities in the Master Plan. The unique ocean views are a drawcard and the grandstand and supporting amenities have been identified as important member and event facilities for the future of the Club. We appreciate your ideas and input.  Kind Regards	Nil
Cr D Male returned to the Chambers at 5:09 pm.			
	I have attached a 2 slide PDF Key Point summary for consideration of Broome Shire, Turf Club and consultants - Taylor Burrell Barnett.  Kind thanks & Best wishes, <b>Attachment 1</b>	Kind Regards	
2 Helen Esmanis	I feel it would benefit the members greatly if a lift was to be available for the upstairs area A lot of the members are getting on in years and the steps up to that area is a killer A lift would also facilitate getting goods up to that area  Thank you for your consideration	Thank you for your suggestion regarding improving access to the upstairs area at the Broome Turf Club. Any new facility will include a lift, and in the meantime the Club will look into viable alternatives.  Kind Regards	Nil
3 Kathryn Morris	To whom it may concern pertaining to the newly released Master plan for the Broome Turf club, I am writing to enquire to the possibility of coming in for a meeting to discuss horse agistment opportunities to be included within the new master plan, is there scope for this and suitable grazing areas for stock? Whilst there is already an agistment area for horses in Broome this has been stretched to capacity over recent years given the population growth of Broome, the waiting list for agistment is at capacity with people now waiting up to two years to secure suitable agistment of horses within the Broome Shire region and for this fact people are delaying travel to Broome or having to sell Horses as a last resort.  Can I propose to meet with a suitable party from the Broome Shire to discuss the master plan and see if agistment is also on the table within this plan and if so, what are the proposed operational costings that the Shire will be expectant of in return.	Thank you for your enquiry regarding agistment opportunities at the Broome Turf Club.  The Master Plan has not considered agistment specifically but has proposed an area within the existing Broome Turf Club lease boundary for potential compatible uses, particularly equine related. This area is not currently serviced with power or water and this infrastructure will need to be constructed if required by any future users.  To discuss any opportunities, please contact Kelda Jones, CEO Broome Turf Club, in the first instance.  Kind Regards	Nil

<p>4 George Morris</p>	<p>I wish to comment on the Master Plan for the Broome Turf Club.</p> <p>For a start, I find it somewhat ironic that the comments for the Turf Club Masterplan are being advertised on the Shire of Broome web page. Surely the Turf Club should be the master of its own destiny and advertise its own master plan? As I understand it, this plan was foisted on the club by the Broome Shire and written by a very expensive group of consultants.</p> <p>Firstly, a bit of history. The Turf Club was established in 1892 and has been operating continuously ever since, making it by far the oldest club in the Kimberley. The club has been situated at Gantheaume Point since 1948, that is 75 years this year. The club was established there, when it was found that the previous track out on the marsh at the Broome Common was no longer suitable. The new track was built with entirely volunteer labour and at it was understood that the Broome Council would freehold the land to the club. Unfortunately, this never eventuated, and it has been a peppercorn lease ever since. The State Government eventually vested the land in the Shire for the purposes of Horse Racing. The Master Plan is quite honestly a stupid and poorly thought-out document. It is full of grandiose ideas which are not costed. The only people on the Turf Club that have been consulted about the plan have little history in Broome and very little history at the Turf Club. There is also a large element of conflict of interest in some of these people contributing to aspects of the plan. The plan very generously gives away a large portion of land to the south of the track without any compensation to the club. This land is actually very valuable to the club and should be retained at all costs. Another aspect of the plan that gets a generous mention is the "sharing of facilities". Why on earth would the Turf Club want to share facilities? Who would then control the facilities? Who would pay for them? As long ago as 1909 the Turf Club was involved in a similar furore when the golf club wanted to utilise the Turf Club for a golf course. The decision made at the time was that the Turf Club had the right to demolish any bunkers or greens that were established if they interfered with horse racing. The Shire could, if they wished, assist the Turf Club in a number of ways, none of which are mentioned in the Master Plan. The first and most obvious would be to put in train action to transfer Freehold Ownership to the entirety of the land to the Turf Club. This would enable the club to get access to funds to do its own development.</p>	<p>Thank you for taking the time to read and provide comment on the draft Broome Turf Club Master Plan.</p> <p>The Master Plan is a collaboration between the Shire and the Broome Turf Club (BTC). The Project Team included three representatives from the BTC that were nominated by the Committee. The BTC have had input into the draft, as well as Racing and Wagering WA (RWWA), and it therefore reflects the short term and long-term goals of the club and governing body, which can now be clearly communicated to the membership and the community.</p> <p>For clarity, the reserve is Crown Land vested with the Shire for the purpose of recreation, racecourse, aged care facility and short-term accommodation. The vesting reflects that the Shire are best placed to manage the public's interest for the reserve.</p> <p>The public comment stage has been advertised on the Broome Turf Club facebook page and website. The BTC emailed members directly, and hard copies are available at the BTC office. Additionally, an information booth was set up at the race day held on 10 June where the BTC president and Shire officers were in attendance and available for questions and comments.</p> <p>After the public comment period has closed, and the Master Plan has been updated, it will be fully costed. These high level costs will form part of the final Master Plan alongside an Implementation Plan which will prioritise ageing infrastructure upgrades such as the stable area (which has encroached into adjacent land holdings).</p> <p>The area to the south for possible compatible community use is proposed only, and remains within the BTC lease area in the eventuation that the BTC identify a use for part or all of the area through the development of a strategic plan. It also provides an opportunity for a sub-lease arrangement.</p> <p>The Master Plan does propose a sealed road on the eastern boundary between Gantheaume Point Road and Kavite Road. Through stakeholder consultation, Kavite Road has been identified as an important access road for the local community and as such will remain open. The Master Plan proposes to investigate the narrowing of the Kavite Road Reserve to accommodate the BTC infrastructure</p>	<p>Nil</p>
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	<p>Secondly, if the first idea is deemed too hard would be to build and seal a road down the club's eastern boundary between Gantheaume Road and Kavite Road and seal Gantheaume Road to the lighthouse car park. Kavite Road between where the new road intersects, and the Lighthouse could then be permanently closed. This would then open the Turf Club land currently being given away up for a land swap with land that was Kavite Road.</p> <p>I have a long history with the Turf Club having been wrangled in to assist by Sally Alston [Then Club Secretary] back in the 1970's. I have been involved with the club ever since in one way or another. The future of the club is important to me as I'm sure it is to a large number of Broome locals, and I am very sad to see frivolous plans such as this one being touted as the future of the club.</p>	<p>that has encroached into the road reserve. The land west of the Kavite Road is Coastal Reserve which is managed by the State.</p> <p>The portion of the reserve to the south of Kavite Road that borders Riddell Beach is not required by the BTC for the provision of racing and therefore will be removed from the lease area in the next lease.</p> <p>Thank you again for your submission.</p> <p>Kind regards</p>	
5 Julie Coffin	<p>Good morning, Please see our EOI. I would like to present brief visual prospectus to the next council meeting if this is appropriate. Kind regards</p> <p>In Brief</p> <p>The Yawardani Jan-ga program would like to express interest for future use of land to develop a community-based facility to secure and ensure the longevity of its program to address the community's need to improve the social and emotional wellbeing of Aboriginal youth.</p> <p>The Yawardani Jan-ga program is built upon a foundation of expressed community need and readiness. To establish long-term sustainability for the program, securing land that provides opportunity to accommodate a community organisation that delivers equine based services is imperative. The equine assisted learning intervention is offered to Aboriginal young people in the Kimberley providing intervention, prevention, diversion, rehabilitation, and leadership to participants dependent upon individual presentation.</p> <p>Yawardani Jan-ga have secured \$1,383,500 of funding from Mineral Resources and through the NHMRC grant for the cost of capital infrastructure. Additional philanthropic support will be sought in</p>	<p>Thank you for your enquiry regarding possible use of land at the Broome Turf Club for the Yawardani Jan-ga program.</p> <p>The Master Plan has proposed an area within the existing Broome Turf Club lease boundary for potential compatible uses, particularly equine related, if the BTC does not require the land for expansion. This area is not currently serviced with power, water, sewer or communications, and this supporting infrastructure will need to be constructed if required by any future users.</p> <p>Regarding a presentation to Council, the best opportunity would be at the Ordinary Meeting of Council when the final Master Plan is being presented to Council for endorsement. However, a deputation can be made at any OMC.</p> <p>The process for Deputations as per section 6.9 of the Shire's Meeting Procedures Local Law is as follows:</p> <p>6.9 Deputations (1) Any person or group wishing to be received as a deputation by the Council is to either - (a) apply, before the meeting, to the CEO for approval; or (b) with the approval of the Presiding Member, at the meeting, address the Council.</p> <p>(2) The CEO may either -</p>	Nil

	<p>relation to the design and development of the EAL property which, if secured, will enable a more substantial facility to be constructed.</p> <p><b>Attachment 2</b></p>	<p>(a) approve the request and invite the deputation to attend a meeting of the Council; or</p> <p>(b) refer the request to the Council to decide by simple majority whether or not to receive the deputation.</p> <p>(3) Unless the council resolves otherwise, a deputation invited to attend a Council meeting -</p> <p>(a) is not to exceed 5 persons, only 2 of whom may address the Council, although others may respond to specific questions from Members;</p> <p>(b) is not to address the Council for a period exceeding 10 minutes without the agreement of the Council; and,</p> <p>(c) additional members of the deputation may be allowed to speak with the leave of the Presiding Member.</p> <p>(4) Any matter which is the subject of a deputation to the Council is not to be decided by the Council until the deputation has completed its presentation.</p> <p>You can request a deputation by emailing <a href="mailto:shire@broome.wa.gov.au">shire@broome.wa.gov.au</a></p>	
<p>6 Mark Luzi</p> <p>Received after the public comment period closure date</p>	<p>Dear CEO</p> <p>Thank you for the opportunity to comment on the above masterplan, and apologies for the lateness of this submission.</p> <p>Racehorse owners.</p> <p>As all race meetings could not proceed without horse ownership, I seek the support for a dedicated owners area within the members area where owners can meet and watch their horse race. Clubs around the country are realising the benefits of owner hospitality on race days.</p> <p>For example the vantage at Ascot provides a viewing area for owners and race day hospitality of a complimentary beverage and light food refreshments. The winning owners also get to celebrate with hospitality of a beverage.</p> <p>This not only is a way of thanking owners for supporting the horse racing industry but adds to the excitement of the day, as there is nothing better than seeing owners in one area getting very excited watching their horse run and the lucky ones win.</p> <p>General public</p> <p>The current situation with the general public being behind the winning post could be improved by making the members area at the front of the grandstand a public area, and move the members</p>	<p>Thank you for taking the time to read and provide comment on the draft Broome Turf Club Master Plan.</p> <p>The unique ocean views are a drawcard and the grandstand and supporting amenities have been identified as important member and event facilities for the future of the Club.</p> <p>The Broome Turf Club and the Shire will create an implementation plan to prioritise the development of facilities in the Master Plan, of which the upgrade of the existing infrastructure for members and the general public is an important element.</p> <p>We acknowledge your request for a dedicated racehorse owners area within the members area, and recommend that you make contact with Kelda Jones, CEO at the Broome Turf Club, for further discussion.</p> <p>Additionally, we appreciate your ideas and input for the general public, members and horse stall accommodation areas.</p>	<p>Nil</p>

	<p>back, with the floor area being raised so they can still have tables and chairs and would look over the pubic area Members stand The members stand as mentioned above could have the floor area raised, and have grandstand seating at the front, with the upper level similar to the current situation but with a restaurant at the rear with potentially views over Gantheume Point.</p> <p>Horse stalls and accommodation</p> <p>All on course stables and accommodation should be out of the public view The views on live coverage of races which shows the natural vegetation and the ocean should not be built out as this showcases Broome in a very positive way to attract visitors to the racetrack</p>	<p>To discuss further, please contact Kelda</p> <p>Kind Regards</p>	
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## Broome Turf Club Masterplan: General

The Broome Turf Club racing season is the most popular and successful community & visitor event drawcard for Broome.

It also generates considerable promotional benefits and income for Broome and it's economy.

Financially **BTC** is the most self sustainable of any Broome Community Club. Income comes from 4 Key Areas  
Bar Trade • Sponsorship • Gate Admissions • Members

It is therefore highest priority to maintain and creatively further develop this strategic advantage & place facility.

***The planning vision of the Shire is commended in this regard.***

Basically Broome Turf Club success revolves around attracting many PEOPLE to ATTEND their horse racing EVENTS.

Future Development PLANNING must ensure this same PRIORITY.

This involves upgrades to key facilities & amenities to efficiently and creatively cater for people attending.

Whilst the Master Plan considers most Key elements necessary for future upgrades , the most important is .....

**GRANDSTAND upgrade** (see following slide)



### How to increase future Facility Usage & \$Income

#### Attract more people

- Lobby for more race meetings
- Upgrade facility & amenities

#### Greater use of facility (more potential after upgrade)

- Functions: Weddings, Parties, Groups
- Business: Meetings, Conferences, Expos, Groups
- Events: Concerts, Rodeos, Fireworks, Drone works
- Special: Cruise Ship gatherings / shore barbecues

Martin Johnston BTCMP 250723



## Broome Turf Club Masterplan: **Grandstand**

Whilst I agree with the 'Building upon the Setting' theme reasoning behind the Broome Turf Club Masterplan, I would like to reinforce what sets the 'Broome Racecourse space' apart from all others...It's Strategic Point of Difference.

*The spectacular azure blue Ocean and Coastline backdrop* as televised from camera positions high above the racecourse.

There is no question that these ocean backdrop images are unique to Broome and Broome Races promotion, however views are currently limited from the upper level of the Grandstand.

**Number 1** imperative for any future racecourse development is to increase Grandstand space for more patrons to access both the racing and ocean iconic views. (Strategic Advantage)

This would involve adding to the existing Grandstand structure Front, Rear & Side. (Even initially additional decking front & rear.)

The top level additions will considerably increase patron access to the 'must see' unique Racing & Ocean views.

The bottom level also gains with additional space for patron or infrastructure amenity options. Certainly this extra space is warranted even now and if imaginatively planned will also generate considerable public facility, appeal & income.



### ***Innovative Special Planning***

The extra space gained can be used to upgrade: Bar, Seating, Viewing, Toilets, Tote facilities, etc.

Highly recommend creation of an 'Ocean View Deck' with TV'S and some exclusive Group booths.

Strongly recommend to include lift access to top level. (People inclusive & catering efficiency)  
This upgraded top & bottom facility created should be ideally suited for a variety of functions & events.

Martin Johnston BTCMP 250723



Yawardani Jan-ga  
548 Broome Road  
PO Pox 1294  
Broome WA 6725

Shire of Broome  
PO Box 44  
Broome WA 6725

Expression of Interest – ***Broome Turf Club, Reserve 22648 Gantheaume Road, Broome***

### **Introduction**

The Yawardani Jan-ga program would like to express interest for future use of land to develop a community-based facility to secure and ensure the longevity of its program to address the community's need to improve the social and emotional wellbeing of Aboriginal youth.

Yawardani Jan-ga (Horses Helping), equine assisted learning intervention developing the social emotional wellbeing of individuals and communities. Yawardani Jan-Ga is the first of its kind in the Kimberley, in Australia, in the world. Designed and operated by Aboriginal people and backed by community, Murdoch University Ngangk Yira Institute for Change, Mineral resources Limited, Healthway and the National Health Medical Research Centre. Yawardani Jan-ga embeds Equine-Assisted Learning skills within health, education and other related support services for Aboriginal youth and young people. By strengthening local service integration through building capacity of the current workforce, increasing referral pathways, and developing collaborative initiatives, a coordinated response can be delivered for Aboriginal young people in the Kimberley.

The Yawardani Jan-ga program is led by Ellison Professor Juli Coffin. Professor Coffin has over three decades dedicated to cultural security, community development, suicide prevention, social emotional wellbeing, and mental health.

1. *Delivering an Aboriginal-led Equine Assisted Learning intervention around Suicide Prevention*  
Addressing the largely documented unmet need for culturally secure, youth-focused leadership, rehabilitation, treatment, prevention, and early intervention services across the Kimberley.
2. *Developing and resourcing Aboriginal methodology around Social and Emotional Wellbeing*  
Building an evidence base around localised solutions to complex issues in the Kimberley for Aboriginal youth and young people. The employment of culturally responsive methodologies to assess wellbeing as valued and experienced by Aboriginal people is a key outcome of our work. Yawardani Jan-ga is a catalyst for influencing and strengthening meaningful policy and practice offering solutions to addressing wider social impacts.
3. *Build a highly trained local Equine-Assisted Learning Aboriginal workforce to support Aboriginal youth*  
Our focus on developing a culturally secure skilled workforce of Aboriginal practitioners across the Kimberley, will deliver major improvements in the provision of structured and continuous Social and Emotional Wellbeing support to Aboriginal youth.

4. *Building capacity of local services to respond*

This includes embedding Equine-Assisted Learning skills within health, education and other related support services for Aboriginal youth and young people. By strengthening local service integration through building capacity of current workforce, increasing referral pathways, and developing collaborative initiatives, a coordinated response can be delivered for Aboriginal young people in the Kimberley.

**Partners**

Extensive commitments to relationship building and the development of meaningful partnerships at all levels throughout the community have been a primary aim of establishing Yawardani Jan-ga. To date we have more than 20 referring partners, financial sponsors, as well as numerous in-kind contributions to items such as horse feed, uniforms, and transportation. Yawardani Jan-ga is leading a truly unique program of effective integrated service delivery and is supported by meaningful, collaborative partnerships. Yawardani Jan-ga services include leadership development, community development and capacity building as well as EAL training, best practice social and emotional wellbeing support and prevention.

**Key Achievements of Yawardani Jan-ga to Date**

- 1006 session facilitated across three sites.
- 6 trained Aboriginal EAL practitioners delivering sessions in Broome and Halls Creek, 30 Aboriginal people trained in the Kimberley region with our own developed EAL program training course, accredited and partnered in delivery with Equine Psychotherapy Institute Australia.
- Meaningful partnerships throughout the community have been established, with more than 20 referring partners, financial sponsors, and in-kind donors.
- Support of local Elders and Aboriginal community groups.
- 20 horses delivering EAL Sessions to participants (in Broome and Halls Creek)
- Financially backed and endorsed by key medical experts such Healthway and the National Health Medical Research Council, to the value of approximately \$6 million.

Yawardani Jan-ga has gained the attention of key government departments and lead representatives. Strengthening relationships with multi agencies remains an ongoing focus of commitment for the Kimberley based team which has potential to carve deep impact on the Australian policy landscape. Both Federal and State Governments have provided support and expressed interest in ongoing links with Yawardani Jan-ga to secure a long-term model of sustainability. Corrective Services and Youth Justice Services have indicated intentions to engage in a fee-for-service agreement with Yawardani Jan-ga to provide EAL services to participants aged 25 years and under, although currently this is not confirmed. Yawardani Jan-ga has already received several grants from the State and Federal Governments which the program is likely to continue attracting. Developing government relationships will be a particular focus of 2023 and 2024 in conjunction with the Institute's Government Relations team.

**Development / Conclusion**

The Yawardani Jan-ga program is built upon a foundation of expressed community need and readiness. To establish long-term sustainability for the program, securing land that provides opportunity to accommodate a community organisation that delivers equine based services is imperative. The equine



assisted learning intervention is offered to Aboriginal young people in the Kimberley providing intervention, prevention, diversion, rehabilitation, and leadership to participants dependent upon individual presentation.

Yawardani Jan-ga have secured \$1,383,500 of funding from Mineral Resources and through the NHMRC grant for the cost of capital infrastructure. Additional philanthropic support will be sought in relation to the design and development of the EAL property which, if secured, will enable a more substantial facility to be constructed.

Thank you for your consideration.

Sincerely,

Professor Juli Coffin



# Masterplan Report

Broome Turf Club

Prepared for Shire of Broome  
and Broome Turf Club  
August 2023





## Acknowledgement of Country

We respectfully acknowledge the Yawuru people as the Native Title Holders of the lands and waters in and around Rubibi (the town of Broome) together with all Native Title Holders throughout the Shire.

We pay respects to the Elders past, present and emerging, of the Yawuru people and extend that respect to all Aboriginal Australians living within the Shire of Broome.





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# Document Information

Masterplan Report

Broome Turf Club

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1.2	Draft	BDM	BDM	08/09/2023
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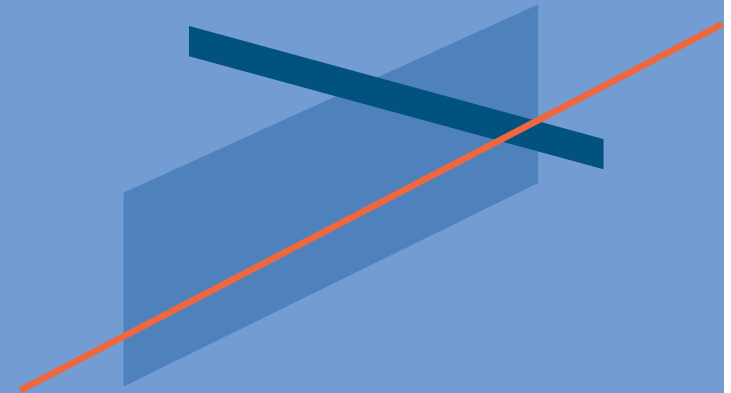
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# 1.0

## Introduction



# 1.0 Introduction

## 1.1 Purpose of Masterplan

The Shire of Broome (the Shire) in collaboration with the Broome Turf Club (BTC), has facilitated the preparation of a Masterplan for the existing BTC lease area - Lot 1848 Gantheaume Point Road (the site). The purpose of this Masterplan is to explore land use, built form, movement and public realm opportunities to guide future growth and development of the Site over the next 21 year lease period. Acknowledging the changing nature of the racing industry, the Masterplan explores strategic opportunities for economic diversification whilst ensuring the predominant function of the site is maintained, and industry and community needs are met.

The Masterplan presented in this report reflects the aspirational long-term vision for the site, and will be subject to ongoing review, particularly in terms of infrastructure upgrades and economic parameters that have not yet been tested. As a result, this high level Masterplan will be delivered based on a staged approach to the development to ensure that enhancements to the site can be realised in the short-term. Whilst the future stages are aspirational, appropriate urban structure and redevelopment opportunities have been explored to guide future decision making for the site.

## 1.2 Project Objectives

The Masterplan is to provide a dynamic long-term document that provides conceptual layouts and details to guide future growth and development, management of the reserve areas, and opportunities for road realignments and land area rationalisation. In addition, the Masterplan is to investigate and detail key principles for the following focus areas:

- Existing and proposed turf club infrastructure assets and buildings;
- Utility and infrastructure upgrades (power, water, sewer, communications);
- Existing racing stables;
- Camping / ablution facilities;
- Review, rationalisation or lease relinquishment options for the 7.37ha to the south of Kavite Road within Reserve 22648;
- Gantheaume Point Road – road realignment / land exchange / construction;
- Kavite Road – road realignment / land exchange / construction;
- Water management - including effluent treatment, water supply and surface water drainage;
- Coastal processes and hazards;
- Beach access for racehorses;
- Traffic, parking and access;
- Environmental considerations – contaminated sites, acid sulphate soils, rare flora and fauna;
- Heritage – Aboriginal and Non-Indigenous; and
- NBY liaison – as adjoining landholders and key stakeholders in the area.

An analysis of the above focus areas has been undertaken to inform the recommendations of the Masterplan and the outcomes of which contained in a separate Issues and Constraints Analysis Report (2021).

1.3 Masterplan Area

The subject site comprises the BTC and surrounds and is located adjacent to Gantheaume Point approximately six kilometres (km) south west of the Broome Town Centre / Chinatown (refer to **Figure 1**). The Site can be accessed via Gantheaume Point Road and Kavite Point Road (an unsealed track). Gantheaume Point is a popular destination for locals and visitors, and is used for recreation and tourism/education purposes.

The subject site comprises Lot 1848 (Crown Reserve 22648) Gantheaume Point Road, Broome, which is leased to the BTC by the Shire. The subject site is approximately 66.4 hectares (ha) in area and includes the main northern lease area (59.05 ha) and the portion south of Kavite Road (7.35 ha) (refer **Table 1** and **Figure 2**).

Lots 400 and 401, abutting the subject site to the east, are not vested in the Shire of Broome.

Table 1: Legal Land Description

Lot / Reserve	Plan Number	Volume / Folio	Landowner	Responsible Agency	Management Order	Land Use	Approx. Area (ha)
Lot 1848 (Reserve 22648)	DP185625	LR3123/497	State of WA	Department of Planning, Lands and Heritage (SLSD)	Vest: Shire of Broome WPL (21 yrs) Ministers Consent Required	Recreation, racecourse, aged care facility and short term accommodation	66.4058



Figure 3: District Location Plan





Figure 4: Site Location Plan



## 1.4 Stakeholder Engagement

Stakeholder engagement has been an important component of the project, to encapsulate as many practical and viable aspirations as possible. Stakeholder interviews were held with the following organisations in 2023:

- Shire of Broome
- Broome Turf Club
- Nyamba Buru Yawuru (NBY)
- Saltwater Country
- Yawardani Jan-ga
- Department of Biodiversity, Conservation and Attractions
- Racing and Wagering WA

Previous stakeholder engagement undertaken in 2021, and the research and recommendations of the High Level Strategy Report prepared by NAJA on behalf of the BTC (2019), have also been used to inform and guide the Masterplan.

### 1.4.1 Key Messages

Some of the key messages resulting from the engagement process are summarised below. Further detail on the engagement process and outcomes are detailed in the Stakeholder Engagement Summary.

- Development should be viewed as servicing the Broome community.
- Provide for a diversified offering of events and flexible use of space.
- Better utilise, and improve, existing facilities.
- Future-proof the long-term opportunity to reposition the track to provide additional public viewing area and appropriate uses/activities.
- Redevelopment of the Stables area to improve the quality of infrastructure and accommodation.
- Consider extension of the sealed portion of Gantheaume Point Road.
- Consider the long-term location of Kavite Road reserve to factor in possible responses to the implications of coastal erosion.
- Identify future land use options for southern portion of Lot1848.
- Protect the welfare of horses.

The background of the slide is a solid blue color. On the left side, there is a light blue diagonal line. In the center-left, the text '2.0' is displayed in a large, dark blue font. Below it, the text 'Site and Context Analysis' is written in a white font. On the right side, there is a dark blue rectangular shape and a thin orange diagonal line. A vertical strip of a landscape photograph is visible on the far right edge of the slide.

# 2.0

## Site and Context Analysis



## 2.0 Site and Context Analysis

This section provides a summary of the key issues, constraints and considerations for the Broome Turf Club (BTC) site and immediate surrounds that have emerged through the analysis of the background reports and liaison with key stakeholders. The analysis has allowed for further exploration of new initiatives, place activation, commercial and community benefits. The key outcomes of this analysis have informed the key elements and recommendations of the Masterplan in order to achieve the desired vision for the BTC.



Figure 5: View east from Gantheaume Point across Cable Beach and Yawuru Minyirr Buru Reserve.

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### 2.1 Context Issues and Constraints

#### Legend

-  Broome Turf Club Lease Area.
-  Regard for the cultural significance of the land and implications for the use and development of reserves surrounding the site is important.
-  The close proximity of the Gantheaume Point Road carriageway to the edge of the eroding cliff is a public safety risk.
-  BTC infrastructure location within Lot 602 causes cultural concerns and governance issues.
-  BTC infrastructure location within road reserves causes governance issues for the Shire of Broome.
-  Overflow parking during race events in GPR causes management issues for Shire of Broome and inconvenience for visitors.
-  Existing Water Corporation infrastructure.
-  Existing Horizon Power infrastructure.
-  Kavite Road carriageway is frequently closed or untrafficable due to flooding.
-  Commonwealth Site.
-  Lot 1848 south of Kavite Road (7.4ha) to be removed from the BTC lease area.
-  2110 Coastal Processes Allowance.

Broome Turf Club | Masterplan Report





Figure 6: Context Analysis



## 2.2 Site Issues and Constraints



Figure 7: View south-east from Gantheaume Point toward Riddell Beach.

### Legend






















-  Broome Turf Club Lease Area.
-  Regard for the cultural significance of the land and implications for the use and development of reserves surrounding the site is important.
-  Public Event Area
  - Site and licensed area constrains growth potential for facilities, activities and race viewing.
  - Existing buildings have limited potential for multi-purpose use and increased capacity for events.
  - Existing wastewater infrastructure is unable to cope with high attendance events.
  - Appealing ocean and landscape views from upper levels.
-  Stables Area
  - The location west of the racetrack and public areas enables the most effective and safe access and movement for horses on race days.
  - The informal, inefficient, layout of the stables parking and infrastructure limits the capacity and movement potential. Key targets include:
    - 165 stalls for distribution between long-stay trainers.
    - 24 temporary stables for day-visit trainers.
    - Accessibility and parking for large trucks.
    - Improved bridle-path safety.
  - The location and operation of infrastructure associated with the visitation and accommodation of trainers and staff during race events requires improved management and regulation.
-  Events and uses on the site must have regard for the safety and health of horses within the site.
-  The close proximity of the Gantheaume Point Road carriageway to the edge of the eroding cliff is a public safety risk.
-  BTC infrastructure location within Lot 602 causes cultural concerns and governance issues.
-  BTC infrastructure location within road reserves causes governance issues for the Shire of Broome.
-  Improved safety is required to the route for horses walking between the stables and beach.
-  Informal parking area has capacity for approx. 200-250 cars.
-  Overflow parking during race events in GPR causes management issues for Shire of Broome and inconvenience for visitors.
-  During BTC Race events vehicles and pedestrians crossing the race track would create management and operational constraints.
-  Determine the distance for any buffer to the track.
-  Existing drainage basin.
-  Existing alignment of the race track is effective for BTC requirements.
-  Existing Water Corporation infrastructure.
-  Existing Horizon Power infrastructure.
-  Kavite Road carriageway is frequently closed or untrafficable due to flooding.
-  Commonwealth Site.
-  Lot 1848 south of Kavite Road (7.4ha) to be removed from the BTC lease area.
-  2110 Coastal Processes Allowance.





Figure 8: Site Analysis



## 2.3 Opportunities

Many of the issues identified in the context and site analysis are either balanced by, or can be transferred to opportunities for the future development of the site. This analysis has explored development opportunities to generate important recreational, cultural, tourism and economic benefits for the racing industry, key stakeholder groups and the broader community.

The following opportunities were considered suitable for further consideration and investigation through the preparation of the Masterplan:

### 2.3.1 Community Opportunity

- Use of infrastructure for different types of racing (may require modified / additional track):
  - Off-road racing;
  - Buggy racing/go karts (go karts could be both an event and non-event attractor).
- Office space for other sporting clubs / community organisations / businesses in general.
- Storage space for other sporting clubs / community organisations.
- Potential lease area for future BTC or community use by compatible groups, especially equine related.

### 2.3.2 Diversification of Events

- Increase use of event space and provide a diversified offering of events, such as:
  - Weddings, bachelor/bachelorette parties;
  - School balls;
  - Functions for local sporting clubs and for local businesses;
  - Business conferences;
  - Markets;
  - Car shows;
  - Music festivals; and
  - Cultural events.
- Provide appropriate event space and facilities, such as:
  - Co-located bar and restaurant with a diversified use of single space and non-event visitation;
  - Flexible space to allow for events and regular dining;
  - Scalable event space that can accommodate larger and smaller crowds;
  - Enclosed event space(s) that can be used for warmer periods of the year; and
  - Good connections between spaces to allow for multi-space events.
- Partner with local businesses to promote events and consider the following opportunities:
  - Local food and beverage businesses could provide pop-up stalls; and
  - Attract local sponsors.

### 2.3.3 Gantheaume Point Road

- Consider requirement to achieve the provision of long-term accessibility and protection from possible future coastal erosion.

### 2.3.4 BTC Event Area

- Consider increased capacity and amenity of race-viewers – at ground level and upper levels – and a new grandstand vs extensions to the existing grandstand.

### 2.3.5 Stables Area

- Consider redevelopment of the existing stables area to:
  - Increase quantity of temporary stables;
  - Improve access and parking for large trucks;
  - Improve the layout and base infrastructure for trainers' accommodation facilities; and
  - Improve the bridle-path location and safety.

### 2.3.6 Race Track

- Ensure the long-term opportunity to reposition the track.

### 2.3.7 Parking Area

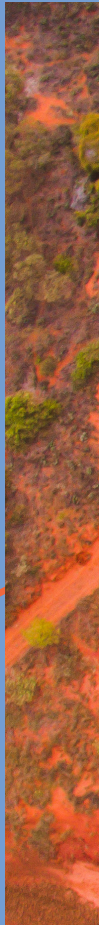
- Consider relocation of the Members' carpark and increasing the size of the public parking area to increase visitor capacity and amenity.



Image 1: A packed Members' grandstand and concourse area, both of which would benefit from expansion.

# 3.0

## Masterplan







## 3.0 Masterplan

### 3.1 Masterplan Vision

*A place of unique Broome charisma with events, accommodation, cultural experiences, landscape experiences and a focus on community that unite to create a renowned destination for locals and tourists.*

As the home of Broome's primary event drawcard, the Broome Turf Club location has long been critical to the success and future growth of the BTC. With the changing dynamics of operating an economically sustainable BTC and the need to proactively adapt and enhance the appeal of race events for the BTC's customers, there is enormous potential to further develop the site into a vibrant and inviting precinct that also serves the local community.

The revitalisation of the BTC facilities and the development of additional uses and attractions will create an enhanced destination for Broome, the region and the state.

It is envisaged that future development will comprise a complimentary range of equine, event, tourist and community uses.

The Masterplan seeks to build upon the vitality and attraction of the various destination precincts within Broome, whilst capitalising on the ambience of the Gantheaume Point peninsula and the ocean-surrounds setting.

The vision and initiatives inherent in the Masterplan are strongly aligned with the Shire's own Vision, Mission, Values and Aspirations statements

#### Shire of Broome Vision:

*"Broome - a future for everyone."*

The Masterplan preparation process and design has this Vision as a core tenet.

#### Shire of Broome Mission:

*"To deliver affordable and quality Local Government services."*

The creative and implementation aspects of the Masterplan initiatives have been formulated with this Mission statement as a key driver.





### Values of the Shire:

These are the values and behaviours that the Shire of Broome and the local community cares deeply about. We always strive to be:

**P - Proactive** - forward thinking, open-minded and innovative. The initiatives underpinning the Masterplan reflect the highly proactive approach and aspirations of the BTC, Shire and key stakeholders involved in the process.

**E - for Everyone** - inclusive and welcoming of all people. The BTC, Shire and key stakeholders have ensured that the Masterplan proposals respond to this Value.

**A - Accountable** - transparent and ethical. The collaborative and consultative manner in which the Master-planning process was undertaken supports this Value.

**R - Respectful of everyone and everything.** The BTC, Shire, key stakeholders and project team have worked together to ensure this Value is reflected in the Masterplan.

**L - Listening to people's needs and ideas; community focused.** The Masterplan encapsulates this Value, achieved through the stakeholder consultation and collaborative engagement process with the BTC, Shire and key stakeholders.

**S - Sustainable** - aiming to meet present needs without compromising the ability for future generations to meet their needs. The initiatives proposed in the Masterplan seek to support the:

- Economic sustainability of the BTC, the Shire, and key community organisations that could use or occupy land within the site;
- Sustainable environmental outcomes for the development and use of the land;
- Social sustainability of the local community, particularly through the community-based organisations that could be facilitated to use or occupy land within the site;
- Cultural sustainability of the Yawuru people through initiatives that will respect cultural considerations, foster representation and experience of Yawuru culture, provide appropriate interfaces with the Yawuru conservation estate, provide potential opportunities for compatibility with Yawuru prosperity initiatives, and support relevant Yawuru community development programs.

## Values of the Shire

**P - Proactive**

**E - for Everyone**

**A - Accountable**

**R - Respectful of everyone  
and everything**

**L - Listening to people's  
needs and ideas**

**S - Sustainable**

## 3.2 Masterplan Principles

The Masterplan is based on the principles associated with three main strategic themes that guide the development of the site. These are the major themes and principles that deal with the overall pattern and character of development, and the special opportunities of the location.

### Theme 1: Building on the Setting

The special qualities of the precinct's context should be used as a foundation for the development.

- Optimise the site's location for development, uses and events that can occur without impacting on, or being restricted by, the town's distant residential neighbourhoods.
- Showcase the site's landscape and cultural features with an innovative form of place-responsive development.
- Capture and utilise the spectacular views of the ocean and coastline including retaining the unobstructed views from the stands and televised camera locations of views.
- Provide the opportunity for a range of employment and entertainment opportunities in close proximity to the town's residential and accommodation areas.
- Provide the opportunity for the unique physical and cultural characteristics of the site and its surroundings to be celebrated through the redevelopment of the site.

### Theme 2: Creating a Comprehensive Equine Precinct

The site's capacity and locational attributes enable the creation of a precinct, centred on the Turf Club, that fosters complementary and symbiotic commercial, community and employment opportunities.

- Create new BTC facilities that improve the function and accommodation of trainers and their horses.
- Improve the servicing and management of facilities associated with the race course and visiting trainers.
- To provide opportunities to accommodate community-organisations that deliver equine-based services.
- Increase the provision of on-site parking for events held in the precinct, optimising the efficient, reciprocal use of parking areas between different facilities.
- Establish opportunities for equine-based employment within the precinct.

### Theme 3: Creating a Vibrant, Attractive Destination

Optimise the appeal of the precinct as a great place to visit and stay, with a focus for public life, an improved place-experience and good connections to the coastal surrounds.

- Create a flexible and dynamic range of race course-focussed facilities that can be used for a range of functions and can be used as a key reference point and major focus for the Broome community and visitors.
- Promote buildings and spaces designed to create a pleasant experience at the ground level whilst optimising opportunities to capture views of the ocean and coastline.
- Develop a range of spaces that can be used for a variety of functions.
- Provide opportunities for people to interact with horses in a variety of ways and events.
- Incorporate art into the private and public areas that reflect the cultural heritage of the locality and equine history of the site, as well as adding interest.
- Provide places to socialise and enjoy Broome's outdoor lifestyle through hospitality and gathering opportunities.

### 3.3 Masterplan Summary

The Masterplan has been developed from the outcomes of the engagement process, understanding the character of the place, the special opportunities of the location and the opportunity to create a vibrant recreation and tourist precinct.

#### KEY DESIGN DRIVERS

- Provide for the short- and longer-term needs and associated infrastructure of the BTC.
- Provide an appropriate development relationship with the coastal and cultural reserves, and between the variety of facilities.
- Provide a point of difference to other place destinations in Broome.
- Provide a range of activities for different interests.
- Facilitate uses that stimulate and enhance the peninsula experience.
- Enable effective operation and staging of the BTC facilities, other development sites and the supporting infrastructure.
- Design of buildings and landscaped areas to heighten the precinct's appeal.

#### Masterplan Summary Notes

- 1 Event Area: redevelopment and growth of facilities that increase and improve the experience for visitors during race events and other event opportunities.
- 2 Event Area: increased space to accommodate more race-day visitors and provide improved scope for hosting a variety of additional events.
- 3 Racetrack Area: possible new space for race-day visitors to increase race-viewing and hospitality opportunities, with scope to be utilised for a variety of events throughout the year.
- 4 Racetrack Area: development of areas that can support events using temporary infrastructure, held outside the race season.
- 5 New drop-off/pick-up area for buses, taxis, and cars.
- 6 Services Area: development of new and improved facilities to accommodate BTC equipment and the servicing of race-day events.
- 7 Stables Area: development of new stables and associated infrastructure to better service the operation and accommodation of existing trainers and staff, with capacity to increase the quantity of stables whilst removing stables and infrastructure from the abutting Lot 602 reserve.

#### Masterplan Summary Notes

- 8 South-Eastern Lease Area: possible area for future BTC uses and/or leases for community-based organisation(s), particularly those with an equine-focussed operation, with the future lease boundaries located to enable possible long-term racetrack alignment adjustments.
- 9 North-Eastern Lease Area: provision of a large on-site parking area to better serve race-day parking demand, with wide footpaths linking to the main entrance.
- 10 Road upgrades: creation of a new north-south road to provide improved accessibility for future Lot 1848 land use activities and for the wider locality; and, roadway improvements to Gantheaume Point Road adjacent to Lot 1848.
- 11 Indicative illustration of possible long-term track realignment opportunity.





Figure 9: The Masterplan



3.4 Masterplan Areas



Image 2: Above: Example of a tiered, open-air grandstand that accommodates different dining and viewing functions (Saratoga, USA).



Image 3: Above: Example of a wide ground-level concourse, with a flat area adjacent to the racetrack fence that provides flexibility for seated hospitality activities, and a sloping area adjacent to the grandstand to assist with elevated viewing (Doomben Racecourse, Queensland).

3.4.1 Events Area

Masterplan Proposal	Rationale
1 Grandstand upper-level redevelopment – Sponsors’ area (size to be determined), with possible upper-level terraced seating; possible incorporation of all/part of the Bookmaker’s Ring at the ground level.	<ul style="list-style-type: none"><li>• Enables an opportunity to attract additional race-day revenue.</li><li>• Provides an opportunity for shaded, terraced seating with optimised race-course views.</li><li>• Provides a shaded area at ground level for public viewers.</li><li>• Potential to be designed as a flexible space capable of use for open-air functions or enclosed, climate-controlled functions.</li><li>• Provides an opportunity for upper-level viewing of the stage-event space, for public and/or corporate ticket-holders.</li></ul>
2 Grandstand upper-level renewal – Members’ area. If possible, undertaken in conjunction with the new proposed adjacent BTC building.	<ul style="list-style-type: none"><li>• Enhances the race-day experience for existing members, provides a possible attraction for new members, and enables opportunity to attract additional race-day revenue.</li><li>• Potential to be designed as a flexible space capable of use for open-air functions or enclosed, climate-controlled functions.</li><li>• Provides an opportunity for additional toilets at the upper-level, including a possible reconfiguration/redevelopment of the existing upper-level toilets.</li></ul>
3 Renewal of the Entry gate kiosk, and a relocation, or rebuild, of the Merchandise kiosk.	<ul style="list-style-type: none"><li>• Supports the reconfiguration of spaces and buildings, and helps to create an enhanced event experience.</li></ul>

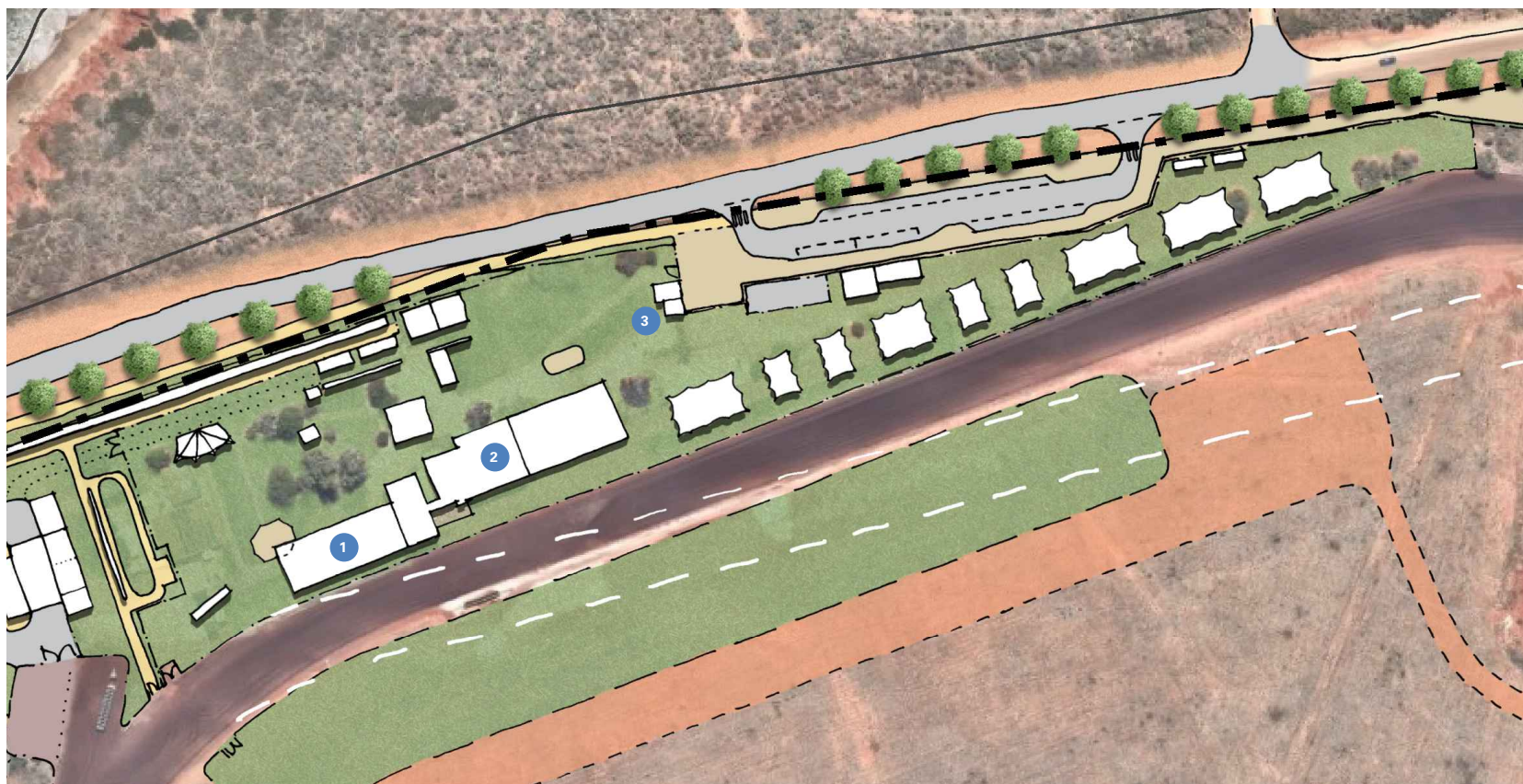


Figure 10: Event Area (Masterplan extract)

Masterplan Proposal	Rationale
<p>4 New BTC building:</p> <ul style="list-style-type: none"> <li>Ground-level: large-format eatery for all-year operation; food &amp; beverage function space for race events (with possible elevated floor level); possible external steps/tiers for elevated race-viewing; new BTC administration office space; internalised waste and storage areas.</li> <li>Upper-level: Function facility with large external viewing-platform spaces.</li> </ul>	<ul style="list-style-type: none"> <li>Enables an opportunity to attract additional race-day revenue.</li> <li>Creates a revenue-generating facility (and/or sub-lease area) that can operate throughout the year.</li> <li>Provides a new hospitality and events attraction for Broome, with ocean views.</li> <li>Enables the provision of an improved BTC administration facility.</li> <li>Enhances the race-day experience for patrons.</li> <li>Provision of additional ground-level toilets to service large-attendance race events.</li> </ul>
<p>5 Marquee/tent area expansion (by approximately 170m east of the existing area). Includes possible toilet facilities near the eastern end.</p>	<ul style="list-style-type: none"> <li>Enhances the race-day experience for members and corporate patrons, and enables opportunity to attract additional race-day revenue.</li> <li>Increases the space available for a greater diversity of revenue-generating events. Improves the ability to align tents perpendicular to the racetrack, and to install larger tents.</li> <li>Provides a wider corridor for catering-services along the northern side of the tents.</li> <li>Enables a staged expansion of the tent area.</li> </ul>
<p>6 Multi-purpose event space: As a result of the relocated parking area, a large space is created for use during and outside of race season.</p>	<ul style="list-style-type: none"> <li>Provides the capability to host large-scale events (e.g. expositions, conventions, concerts).</li> <li>Provides a suitable space to accommodate major-event activities such as markets and 'kids zone'.</li> <li>Events can be serviced by facilities in adjacent buildings.</li> </ul>

Masterplan Proposal	Rationale
<p>7 New refrigeration and bin storage facilities.</p>	<ul style="list-style-type: none"> <li>Incorporates space for the relocation of the existing refrigerated containers, plus additional containers.</li> <li>Shifting the bin store enables better aesthetic and functional outcomes for the overall space.</li> </ul>
<p>8 New drop-off area for buses, taxis and cars during race events.</p>	<ul style="list-style-type: none"> <li>Provides a safer and more effective pick-up/drop-off area close to the Entrance gate.</li> <li>Could be utilised for Member parking during non-race days.</li> <li>Enables effective and direct servicing and delivery access to the bin store area, refrigeration area, marquee area, and food truck area.</li> </ul>
<p>9 Flexible space for parking, food vans and event use.</p>	<ul style="list-style-type: none"> <li>Provides an easily accessible space for food vans, and a level area for shaded tables during race events.</li> <li>Provides a space for carparking that could be utilised by the new BTC building during non-race days.</li> </ul>
<p>10 Relocation of the Two-Up ring (location to be determined).</p>	<ul style="list-style-type: none"> <li>Increase the viewing area around the ring, and improve the amenity of the space by relocating the ring away from the toilets.</li> </ul>
<p>11 Provision of additional toilets, adjacent to the existing toilet facility</p>	<ul style="list-style-type: none"> <li>To improve toilet provision for large-attendance events.</li> <li>Incorporate dedicated universal-access toilets.</li> <li>Incorporate dedicated parents' change-room</li> </ul>





Image 4: Left: Trackside hospitality amenity (Broome)  
Image 5: Right: Example of a grandstand commercial building with a roof-top hospitality area (Bath, UK).



Figure 11: Event Area (Masterplan Extract)

Masterplan Proposal	Rationale
<p>12 Improved stage-event area, with a larger (possibly covered) stage and ground-level space for approximately 3,000 people. Includes removal of the existing small toilet building, and the relocation of the service-vehicle pathway.</p>	<ul style="list-style-type: none"><li>• Improve the functionality and flexibility of the space, for race-day use and other events.</li><li>• The event space would take advantage of the supporting bar and toilet facilities.</li></ul>
<p>13 Relocation of the Bookmaker's Ring: possible incorporation under the upper-level Corporate area expansion, or a new location further away from the track fence.</p>	<ul style="list-style-type: none"><li>• A necessity if the upper-level expansion occurs.</li><li>• Provide additional viewing space adjacent to the track.</li></ul>
<p>14 Relocated Winner's Circle, approximately 40m to the west.</p>	<ul style="list-style-type: none"><li>• The removal of the sheds enables the winner's circle to be moved westward, which facilitates the creation of a larger public area and stage area.</li></ul>

Masterplan Proposal	Rationale
<p>15 Relocation of some race-day stalls and wash-down stalls, and provision of additional wash-down stalls.</p>	<ul style="list-style-type: none"><li>• Supports the creation of a larger public area and stage area.</li></ul>
<p>16 Gantheaume Point Road carriageway realignment and construction.</p>	<ul style="list-style-type: none"><li>• Increase the distance between the carriageway and the path, to improve the safety and amenity for pedestrians and cyclists, and provide space to create a path within the verge that ultimately extends to the lighthouse.</li><li>• Create a sealed carriageway to improve the safety and amenity of road-users accessing the BTC site and Gantheaume Point.</li><li>• Redesign the road-side drainage swale to remove it from the BTC site, to better accommodate an improved dual-use path and Event area.</li></ul>



Image 6: Above: Winner's Circle (Broome)



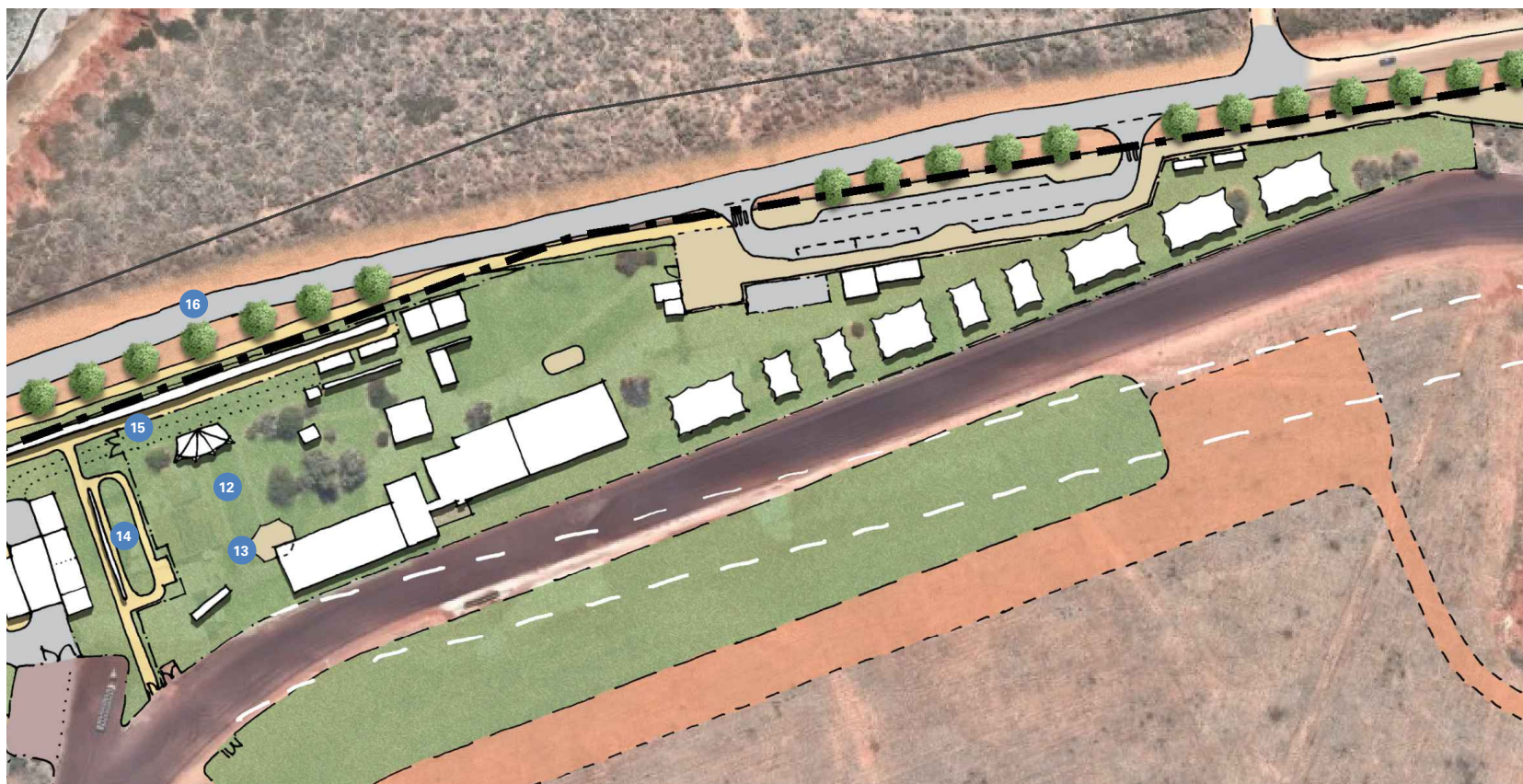


Figure 12: Event Area (Masterplan Extract)

3.4.2 Services Area

Masterplan Proposal	Rationale
1 Relocation of the Members' carpark.	<ul style="list-style-type: none"><li>The carpark relocation removes conflict and safety risk between horses and people using the carpark.</li></ul>
2 Provision of new service buildings, including new sheds, change rooms and a first-aid room.	<ul style="list-style-type: none"><li>The relocated Member's carpark area provides space to stage the construction of new buildings clear of the existing facilities.</li><li>One of the new sheds can be sized and designed to enable drive-through storage for the starting gates</li></ul>
3 Provision of additional, larger fire-fighting water tanks.	<ul style="list-style-type: none"><li>Additional water tank capacity improves the fire-fighting capability.</li></ul>
4 Relocated horse-gathering area for 1850m races.	<ul style="list-style-type: none"><li>Removes conflict and safety risk between horses and people using the Services area.</li></ul>



Image 7: Above: Example of an architecturally-appealing services building, with integrated change-rooms and storage facilities (Port Adelaide, South Australia).



Figure 13: Services Area (Masterplan Extract)



3.4.3 Stables Area

Masterplan Proposal	Rationale
<div>1</div> Redevelopment of the stables facilities, incorporating: <ul style="list-style-type: none"><li>Approximately 160 stables.</li><li>New accommodation infrastructure for trainers and staff.</li><li>Stables facilities such as storage for feed and equipment, and wash-down stalls.</li><li>Retention of existing trees, where possible, and new tree-planting.</li></ul>	<ul style="list-style-type: none"><li>Provide appropriate waste-water collection from wash-down stalls.</li><li>Optimise shade and comfort for horses and trainers/staff.</li><li>Addresses health and planning compliance issues created by the existing stables facility.</li><li>Buildings located to optimise the comfort and amenity of horses.</li></ul>
<div>2</div> Removal of structures from Lot 602.	<ul style="list-style-type: none"><li>Ensure BTC infrastructure is retained on-site.</li></ul>



Figure 14: Stables Area

## 3.4.4 Racetrack Area

Masterplan Proposal	Rationale
1 Area for race-day viewing inside the track, and for possible large-capacity public events.	<ul style="list-style-type: none"> <li>• Increase the capacity of trackside viewing areas.</li> <li>• Provide a large, serviced space for major events, possibly with the ability to utilise the facilities within the main Event area on the northern side of the racetrack.</li> </ul>
2 Installation of a large video screen on the inside of the track (location to be determined).	<ul style="list-style-type: none"> <li>• To provide an enhanced race-viewing experience for people in the marquee/tent area.</li> </ul>
3 At-grade racetrack crossing point for pedestrians (location to be determined, and subject to access-management requirements).	<ul style="list-style-type: none"> <li>• To facilitate the effective use of the racetrack interior for public use during race events.</li> </ul>
4 Possible Multi-use event area: for events utilising temporary facilities and structures during times outside the race season. Possible integration with the BTC special event area.	<ul style="list-style-type: none"> <li>• Supports use by external organisations, with the opportunity to also lease facilities within the main Event area.</li> <li>• Possible optimal location for a 'sideshow alley' area for major carnivals/festivals.</li> <li>• Enables an opportunity to attract additional BTC revenue.</li> <li>• Creates a revenue-generating facility that can operate throughout the year.</li> <li>• The use of temporary structures and facilities enable retaining the existing, unobstructed qualities of the view across the racecourse from the main Event area during race events.</li> </ul>



Image 8: Example of a racetrack with serviced viewing areas on each side of the track (Chester, UK).



Image 9: Example of a sideshow alley area forming part of an equestrian, campdraft, rodeo event (Alice Springs, Northern Territory).





Figure 15: Western Racetrack Area (Masterplan Extract)

3.4.5 North-Eastern Development Area

Masterplan Proposal	Rationale
<div>1</div> Public parking area, with capacity to accommodate approximately 800 carbays. The size of the carpark and the extent of sealed and unsealed carpark areas could be determined following parking-demand monitoring during a race season(s). If a suitable portion of the unsealed carpark area is not required for parking, it could be utilised for temporary or permanent use(s).	<ul style="list-style-type: none"><li>Significantly increases the quantity of parking for race-event patrons within 400m (5-minute walk) of the Entrance gate.</li><li>Reduces the amount of race-event parking occurring informally within the Gantheaume Point Road reserve.</li><li>Improves the safety and amenity for pedestrians walking between the Entrance gate and their cars.</li><li>Optimises the reciprocal-use opportunities of the parking area.</li></ul>
<div>2</div> Enable the provision of a new reserve and constructed road along the eastern boundary of Lot 1848, between Gantheaume Point Road and the corner of Kavite Road and Rosef Way.	<ul style="list-style-type: none"><li>Enables optimal accessibility, development and servicing of future lease-sites in the eastern and southern areas of Lot 1848.</li><li>Supports the effective operation and staging of the new parking area.</li></ul>
<div>3</div> Area for possible food van cluster.	<ul style="list-style-type: none"><li>Food vans could operate from the carpark, with customers having convenient access to surrounding carbays.</li></ul>
<div>4</div> The parking area could be designed to accommodate boat-trailer parking (subject to parking management).	<ul style="list-style-type: none"><li>Provides support for any initiatives by the Shire to improve the management and control of boat-trailer parking on the beach.</li></ul>

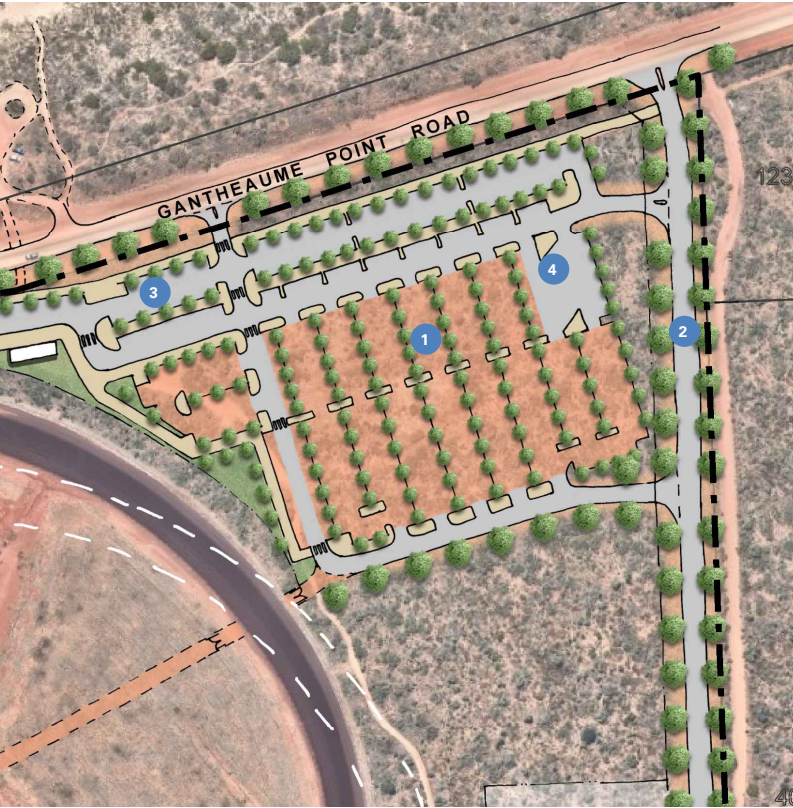


Figure 16: North-Eastern Development Area (Masterplan Extract)



3.4.6 Eastern Development Area

Masterplan Proposal	Rationale
1 Provision of land for possible future development of BTC facilities, BTC sub-lease opportunities, and/or retention by the Shire for lease to another organisation(s).	<ul style="list-style-type: none"><li>Optimised site area once other BTC facilities have been accommodated.</li><li>Provides the opportunity for equine-focussed community-based organisations to co-locate in the precinct.</li></ul>
2 Enable the provision of a new reserve and constructed road along the eastern boundary of Lot 1848, between Gantheaume Point Road and the corner of Kavite Road and Rosef Way.	<ul style="list-style-type: none"><li>Provides long-term security of vehicle access for the peninsula, avoiding the existing portions of Kavite Road south of Lot 1848 that are identified to be subject to possible future coastal erosion impacts.</li><li>Overcomes the road safety and access constraints when Kavite Road is closed due to flooding.</li><li>Enables optimal accessibility, development and servicing of future lease-sites in the eastern and southern areas of Lot 1848.</li></ul>



Image 10: Examples of equestrian education and training facilities

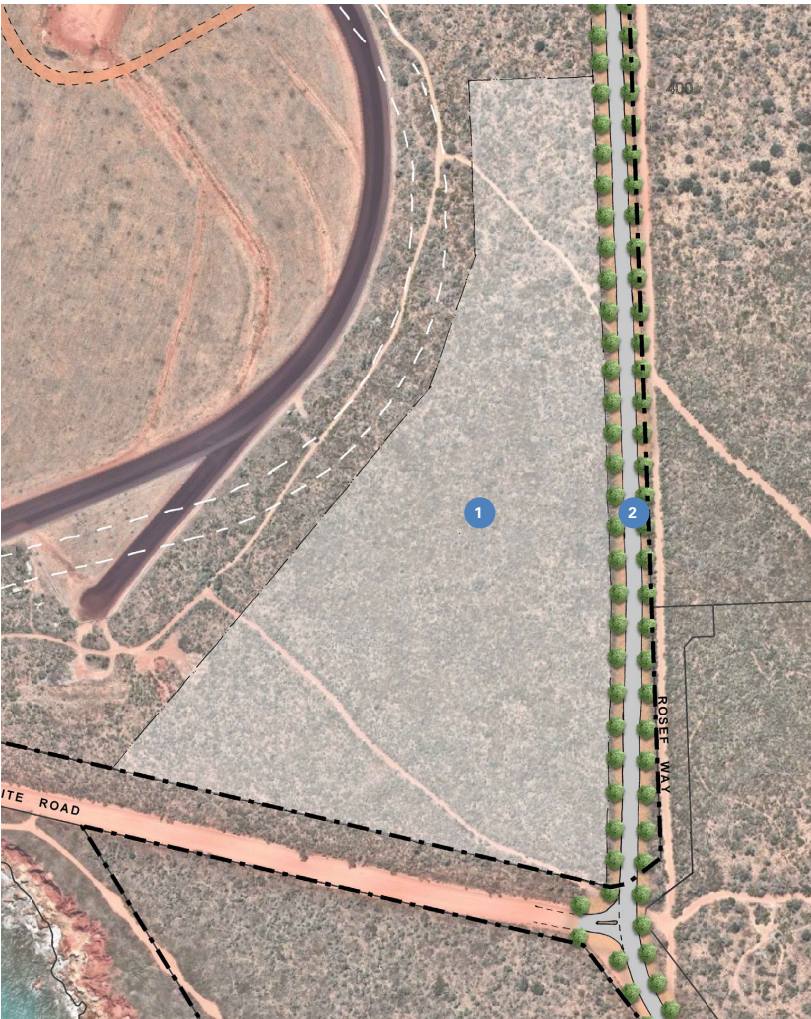



Figure 17: Eastern Development Area (Masterplan Extract)



# 4.0

## Implementation Considerations

## 4.0 Implementation Considerations

### 4.1 Local Water Management Considerations

#### 4.1.1 Key aspects of the site relevant to water management

- Broome mean rainfall is 626.9 mm (80 days), with most rain occurring during January to March.
- Red sandplains supporting pindan vegetation with dense acacia shrubs, scattered blackwood and grey box trees and curly spinifex and ribbon grass (regional mapping).
- Majority of the site is Silty Sand - red, fine-grained, sub-rounded quartz, variable silt content, homogeneous
- Low infiltration rates expected for pindan sands and silty sands
- The site is within a Type-G sewerage sensitive area (Government Sewerage policy)
- G) Habitats of specially protected water-dependent fauna, and within 1km of groundwater dependent threatened and priority ecological communities.
- The Canning-unconfined aquifer is located beneath the general area. Depth as yet unconfirmed.
- The adjacent land east of the site and to the south are shown to be flood prone. This is a potential risk following further development.
- LiDAR data indicates western elevation of site to be approximately 14 m AHD, sloping to 11mAHD at the north eastern end near Gantheaume Point Road
- The site contains an existing low point within the racetrack down to 9mAHD, being the existing drainage basin.
- There is an existing surface runoff pathway north from the site beneath Gantheaume Point Road towards Cable Beach.
- The existing wastewater demand and the capacity of the existing system should be investigated in detail during the preparation of a Local Structure Plan to fully understand how the existing system is currently performing and to facilitate design of an improved system.
- Anecdotally, it is understood that a typical race-day meets attract up to 4500 people and the system operates satisfactorily but that larger attendance numbers of 7,500 – 10,000 people overloads the system.
- The permeability of onsite soils may affect the systems that can be implemented at the site and how the treated effluent is disposed of. It is unknown when the existing system was installed and whether it would meet current design standards and practices.
- Pending the manner in which the stables and track are managed there may need to be additional management of stormwater runoff (quality) to address animal effluent. This would need to be done within the site, and could involve a water quality treatment area (it is best to manage horse manure so that it is excluded from stormwater wherever possible).
- Stormwater runoff will need a pathway to be able to discharge from the site. These appear to already exist but pending the extend of development proposed in the masterplan these could require augmentation.



#### 4.1.2 Recommendations for implementation of the Masterplan

##### Stormwater Management

- The existing stormwater runoff discharge location to north beneath Gantheaume Point Road towards Cable Beach should be maintained, as any onsite runoff storage will likely be very slow to infiltrate.
- Given low permeability of soils, stormwater storage adjacent to Gantheaume Point Road is the optimal location. This would be closest to the discharge point which heads north from the site beneath Gantheaume Point Road towards Cable Beach. Further design consideration of the existing drainage basin, inside the north-eastern portion of the racetrack area, may be required if the useability of the basin for stormwater detention is affected by height-level challenges. In particular, the carpark areas to the north and north-east of the track will need to be higher than the drainage basin located in the inside of the track whilst accommodating a drainage design that enables stormwater run-off to flow under the track and then enable overflow stormwater to flow back out to the north. This can all be engineered but will have some final carpark level considerations.
- New hardstand areas will require some form of stormwater disposal. Given the levels of the surrounding area, it might not be possible to connect this to the existing discharge beneath Gantheaume Point Road and may require stormwater run-off to be accommodated inside the track, with a connection to the main drainage basin in the north-eastern area.
- Hardstand areas within the Stables Area will require a stormwater runoff outflow path or onsite retention. An outflow path might be possible to a possible new drainage basin inside the track, pending levels, or be a full retention basin at the source.

##### Wastewater Management

- Subject to final infrastructure on the site, there may be the requirement for a fairly sizeable area required for treated wastewater disposal. This would most logically be in the centre of the track.
- The size of the effluent disposal area will depend on the demand on the system.
- Based on peak load of 10,000 on-site visitors and a wastewater volume of ~ 35L/person, this could generate a peak load of 350,000L/day. Possible considerations to accommodate this amount of wastewater include the following:
  - 350,000L of effluent storage would need large storage tanks to be located within the site. A single storage tank for this volume would be approx. 15m diameter and 2m height. This could be located underground but would be expensive to do so.
  - Depending on the soil types and the amount of storage provided within the system, the treated effluent disposal could be significant.
  - If irrigated over a 5-day period, and assuming moderate permeability soils, there could be the need to allocate 2ha to 3.5ha for wastewater treatment purposes. This size of area which could potentially fit in the centre of the track.
  - If irrigated over a shorter period, the area required would be greater. There may be limitations to how long the water can be stored for, depending on the system outputs and requirements.
- The type of disposal (subsurface/surface irrigation) will depend on the system being proposed and the expected use of the area being used for disposal. Any public interaction will require either subsurface disposal or a much higher level of water quality treatment.
- Given the spatially separated nature of the various elements, there may need to be more than one type of wastewater treatment. The ability to dispose of treated effluent from each should be considered. These might all be able to be pumped to a single central location (perhaps within the centre of the track).

Stormwater management and effluent management structures/areas will require physical separation. Nominally this could be up to 100m given the size of the effluent disposal system and proximity to the coast.

#### 4.1.3 Proposed Water Management Strategy Design Criteria

Based on the existing site characteristics, and subject to the actual development proposals, the following water management criteria is proposed. These would form the basis of a future water management strategy.

Maintain existing environmental flows. This would include flow beneath Gantheaume Point Road towards Cable Beach at existing (modelled) 1% AEP flow rates.

Where there is no outflow from the site and this cannot be connected to the existing site discharge points, stormwater should be fully retained up to a 1% AEP event.

Runoff conveyance to be by open channel/swale by preference. Traditional piped drainage can be used where infrastructure location and form dictate (for example, beneath the track).

The design of stormwater infiltration structures and effluent disposal areas needs to be informed by on-site test-pitting, infiltration testing and confirmation (of depth to or absence) of groundwater.

Effluent disposal areas are to be based on anticipated peak load. A dual/multiple component system that addresses varying load requirements may be adopted as appropriate to deal with varying load.

Effluent treatment systems to meet high water quality standard that would be achieved by a secondary wastewater treatment system.

Effluent disposal areas need to be spatially separate from stormwater management structures, as per requirements of the Government Sewerage Policy.

Effluent disposal areas to be located within the centre track area in a location that does not allow public interaction, unless treatment standard is such that it is suitable for primary contact and approved by Department of Health.

## 4.2 Parking Considerations

Car-parking for the Turf Club will comprise of permanent bays for the everyday use of the facility and temporary bays to cater for patrons attending events.

A typical car parking ratio used for functions is one bay per four people accommodated. With a potential of 10,000 people attending a major function, a demand of 2,500 parking bays could be assumed if that ratio was used for calculation. However, in a remote location like Broome that attracts a significant tourist population, the high proportion of function attendees may not have access to a car. As a rough estimate, the tourist population tends to double the local population during peak times and, therefore, it can be expected that at least 50 percent of attendees to the Turf Club race events would not be local. Therefore, a parking ratio of one bay per eight people accommodated would appear more reflective of event parking requirements for the Broome Turf Club.

Whilst the carparking demand for a potential of 10,000 visitors could be accommodated, for car parking purposes the 85th percentile value is recommended to be applied to the ratio indicated. Therefore, indicatively, the parking provision of 1,062 bays ( $10,000 \times 85\% @ 1 \text{ per } 8$ ) would be considered an appropriate target to cater for race events. The Masterplan identifies areas that combine to provide capacity to accommodate this quantity of parking. The use of road verges, including in the proposed new north-south road, that can cater for 90-degree parking is an efficient way to optimise the provision of the required balance of parking. Further consideration of the required parking provision should be undertaken in conjunction with a well considered public transport plan for race day events, which could assist in reducing possible parking requirements.

As a possible relevant case-study comparison, the Mount Isa Race Course accommodates approximately 400 parking bays, adjacent to the main Race Course entrance, and an additional 350 parking bays (serving the adjacent to the Rodeo facility) that are located approximately 600m from the main Race Course entrance.

## 4.3 Servicing Considerations

TABEC (in 2021) completed a high-level review of the current and proposed water and power servicing to the Turf Club site. As part of the investigation, both Horizon Power and Water Corporation were approached for preliminary advice on future planning, and a desktop reviewed undertaken primarily focussed on whether there may be a requirement to upgrade any of the existing infrastructure for future servicing.

### 4.3.1 Sewer and Water Infrastructure

- TABEC sought planning information from the Water Corporation for the wastewater and water servicing for Gantheaume Point, Broome.
- The Water Corporation advised it did not have any plan to service the area with wastewater infrastructure. Hence, no further investigation has been completed into providing a reticulated sewer to the proposed Turf Club redevelopment.
- Water Corporation's long-term water planning in the vicinity of the Turf Club provides for a new DN300 water main along Gantheaume Point Road and the eastern boundary of the site transitioning to a DN250 south along Kavite Road (refer to **Figure 18**). The Corporation advised that no allowance for these headworks infrastructure was on the Water Corporation 5-year Capital Infrastructure Program, and was not planned to be constructed for at least 10 years.
- There is an existing water main that extends from Port Drive along Kavite Road past the Turf Club to the existing house at Gantheaume Point. The southern section of the main from Port Drive to Kavite Road is a DN200 main that reduces to a DN100 main along the southern portion of Kavite Road before increasing to a DN150 main for the mid-section of Kavite Road that reduces to a DN100 main before further reducing to a DN63 main where Kavite Road bends and heads west towards Gantheaume Point along the southern boundary of the Turf Club.
- Without knowing the initial or ultimate water supply demand for the Turf Club redevelopment, initially it is anticipated that the existing mains would be suitable to service the initial stages of the Turf Club redevelopment. However, to accommodate longer term development, it would be expected that the water main may need to be upgraded, depending on the ultimate demand.
- As some of the existing water mains in Kavite Road are asbestos concrete pipes, the Water Corporation may require the redevelopment to remove and replace these pipes with PVC pipes as part of the development.
- Sections of the existing DN63 in Kavite Road appear to be located within the Turf Club facilities (track and stables), which may need to be relocated as part of the redevelopment. Noting this water main services the existing building at Gantheaume Point to the west of the Turf Club and would need to remain.



Figure 18: Water Corporation's long-term water planning adjacent to Lot 1848.

#### 4.3.2 Horizon Power Infrastructure

- Advice was provided by Underground Power Development (UPD) and Horizon Power regarding the existing power infrastructure and future planning.
- The Turf Club is currently serviced by an existing high voltage (HV) overhead power line in Kavite Road. It is understood the existing line has spare capacity and should be able to support any redevelopment of the Turf Club. However, depending on the future redevelopment outcomes, the power requirement within the Turf Club redevelopment may require an additional transformer.
- The Turf Club is currently fed from a single HV feeder. However, if the ultimate power requirements of the Turf Club redevelopment exceeds 1MVA, Horizon Power may not allow this load to be connected to a single HV feeder. Horizon Power may request a network high voltage study to be carried out to determine if the load can be connected to a single HV feeder or will be required to be connected across two HV feeders.
- If any portion of the Kavite Road reserve are amalgamated into the development sites, Horizon Power would require an easement for the existing power. If, as expected, the power remains as overhead power line, a 5m wide easement (2.5m on either side of the conductor) would be required. Though not expected to be done, if the existing overhead power line was under-grounded, a 1.0m easement would be required.
- Given the likely significant cost to install underground powerlines, stand-alone power options (for example, solar) should be considered for future implementation to enable the site to be powered from non-Horizon Power infrastructure

#### 4.3.3 Telecommunications Infrastructure

- NBN Co provided high-level advice indicating that fibre could be backhauled to the Turf Club providing the premises with an NBN connection.
- Increasing the NBN signal would be possible at an additional cost.

## 4.4 Staging and Priority Considerations

The following lists of staged development initiatives assumes that:

1. The provision of all relevant utilities infrastructure and site-preparation works accompanies each initiative; and,
2. All business-case, funding, leasehold, planning, development and environmental approvals have been procured.

### Short Term Priorities: 1 - 5 years

Staging Plan Reference No.	Report Reference	Master Plan Area
<b>3.4.1 Events Area</b>		
1	1	Grandstand Upper Level Redevelopment
2	2	Grandstand Upper Level Renewal
3	11	Additional toilets
<b>3.4.2 Services Area</b>		
4	1	Relocation of members carpark
5	2	Provision of new service buildings, including new sheds, changerooms and first aid room
6	4	Relocated horse-gathering area for 1850m races
<b>3.4.3 Stables Area</b>		
7	1	Redevelopment of stables facilities
8	2	Removal of structures from Lot 602

### Medium Term Priorities: 5 - 10 years

Staging Plan Reference No.	Report Reference	Master Plan Area
<b>3.4.1 Events Area</b>		
1	5	Marquee/tent area expansion
2	7	New refrigeration & bin storage
3	9	Flexible space for parking, food vans and events
4	10	Relocation of Two-up ring
5	12	Improved stage event area
6	13	Relocation of Bookmakers Ring
7	14	Relocate Winners Circle
8	3	Entry Gate and merchandise
<b>3.4.2 Services Area</b>		
9	3	Fire fighting
<b>3.4.4 Racetrack Area</b>		
10	1	Area for race day viewing inside the track
9	2	Installation of large video screen
9	4	Multi-use event area

### Long Term Priorities: 10+ years

Staging Plan Reference No.	Report Reference	Master Plan Area
<b>3.4.1 Events Area</b>		
1	4	New BTC building
2	8	New drop area for buses, taxis, cars
3	15	Relocation of some race-day stalls and wash down stalls
4	16	Gantheaume Point Road realignment & construction
<b>3.4.4 Racetrack Area</b>		
5	3	At grade racetrack crossing point for pedestrians
<b>3.4.5 North-Eastern Development Area</b>		
6	1	Public parking area
7	2	New road along eastern boundary of Lot 1848









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# Stakeholder Engagement Summary

BROOME TURF CLUB MASTERPLAN

Prepared for Shire of Broome and Broome Turf Club  
by Taylor Burrell Barnett  
August 2023







To inform the preparation of the Broome Turf Club Master Plan, TBB undertook several meetings and workshops with the Shire of Broome and Broome Turf Club.

TBB also engaged with the following stakeholders:

- Nyamba Buru Yawuru (NBY)
- Yawuru Parks Council
- Yawardani Jan-ga
- Department of Biodiversity, Conservation and Attractions
- Racing and Wagering WA

A summary of those stakeholder meetings is provided on the following pages.



Figure 1: View south-east from Gantheaume Point toward Riddell Beach.



## Acknowledgement of Country

We respectfully acknowledge the Yawuru people as the Native Title Holders of the lands and waters in and around Rubibi (the town of Broome) together with all Native Title Holders throughout the Shire.

We pay respects to the Elders past, present and emerging, of the Yawuru people and extend that respect to all Aboriginal Australians living within the Shire of Broome.

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21-018a BTC Stakeholder Engagement Summary 1.0 | August 2023



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Stakeholder:

## Nyamba Buru Yawuru

Date: Tuesday 2 May 2023

Attendees:

- Ellen Smith - Nyamba Buru Yawuru
- Jeremy Hall - Shire of Broome
- Marlene Renton - Shire of Broome
- Kelda Jones - Broome Turf Club
- Ben De Marchi - TBB

Meeting Notes

The following discussion points were recorded from the meeting held by the Shire with NBY on 24 March 2021. The meeting held on 2 May 2023 did not result in any new or different points.

- Class C Reserve is Aboriginal land conservation and must go through parliament to change.
- The NBY land south-east of Lot 1848 is commonly known as 'Israeli' block.
- It was discussed that the southern portion of Lot 1848 has the same purpose as the adjacent NBY land – potential land swap values could be identified including an NBY idea for the Shire to relinquish the southern separated portion of Lot 1848 to NBY and gain an equivalent parcel to east of reserve.
- The Kavite Road carriageway is often not constructed within the road reserve.
- Native Title future acts impact site.
- Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) coastal impact worst-case scenario is three x 1 in 100-year events consecutively.
- The potential to rotate track to fit better within the leased area to capitalise on space was discussed, with it being noted that this may remove long-term erosion issues for the track.
- No major conversations held previously between the Shire and NBY to develop land (apart from RAC Caravan Park).
- The Shire officers identified possible consideration for the Kavite Road reserve to be closed and new road created to alleviate access issues.
- Horizon Power requires access Kavite Road.

Stakeholder:

## Racing and Wagering WA (RWWA)

Date: Friday 5 May 2023

Attendees:

- Ben De Marchi - TBB
- Nicole Bell - RWWA

Meeting Notes

- Nicole has advised Broome Turf Club (BTC) that it is highly unlikely that RWWA will provide major funding to BTC unless the state government changes how racing is funded.
- The only funding allocation that RWWA has identified for BTC is associated with the refurbishment of the race-caller's tower. However, this funding won't be distributed until quotations for the refurbishment match the funding amount, or if the works and funding can be supported by RWWA as part of a larger BTC-funded building project.
- The current state and nature of the living quarters in the Stables area is a major concern for RWWA.
- RWWA doesn't consider that a track realignment is necessary in terms of the costs compared to any benefits.
- In regard to the opportunity for night races at BTC, Nicole believes this is unlikely because the poor time difference with online and televised markets would result in low earnings from wagering. Additionally, the cost of installing lights would be significant (a recent example in WA cost greater than \$2 Million).
- RWWA supports the BTC keeping as much land as possible for future projects, initiatives and opportunities that support the effective functioning and popularity of the Broome races.
- RWWA understands the importance of providing adequate and safe parking areas for patrons. Additionally, the good quality of bus and taxi services to drop off and pick up patrons in Broome (certainly compared to the majority of WA races course) means that having well-designed and well-located bus and vehicle drop-off / pick-up facilities is equally, if not more, important for the BTC to deliver.
- In terms of the use of the infield area for trackside viewing and/or other events, the Masterplan and detailed design will need to address some key issues, which are exacerbated by the nature of the dirt track and can create significant risks associated with horse and jockey safety (and would require consultation and endorsement from the WA Jockeys Association):
  - The point(s) for pedestrians to cross the track needs to be far past the finish post and well-maintained and managed during a race event. The crossing point could perhaps be close to the proposed Parade Ring track-gate.
  - Track crossing(s) for vehicles would need to be very carefully located, managed and maintained. The location for vehicle crossings during race season would be best located somewhere near the south-west corner or along the back straight, where horses aren't travelling at full pace.

Stakeholder:

## Yawardani Jan-ga

Date: Tuesday 9 May 2023

Attendees:

- Ben De Marchi - TBB
- Juli Coffin - Yawardani Jan-ga

Meeting Notes

- Yawardani Jan-ga is a \$6M research project focused on Aboriginal health and well-being through Equine assisted learning
  - 6-25 yr olds
  - Mostly one-on-one but some paired and group sessions
  - 28 referral bodies
  - Financial support through philanthropic partners and grants
- Currently looking for a permanent site close to beach access that doesn't require the transportation of horses.
- Both the Shire and BTC were generally supportive of co-location during the previous stakeholder engagement process.
- Yawardani Jan-ga has a permit from the Shire to use the beach.
- Currently located out of town with a lease that is soon to expire.
- 16 Practitioners.
- 600 referrals received.
- The facility operates one-on-one sessions, with up to four sessions occurring at any point in time.
- Larger group sessions are held occasionally but the main focus is one-on-one engagement.

Wish list:

- 10 acres (4ha)
- Lease with Shire or Sub-lease with BTC.
- All-weather undercover equestrian arena, with office/admin building(s).
- Potential to share facilities with other equestrian uses, but a key point of difference is that Yawardani Jan-ga is a not-for-profit organisation.



Stakeholder:

## Department of Biodiversity, Conservation and Attractions

Date: Thursday 18 May 2023

Attendees:

- Luke Puertollano - DBCA
- Sam Fitzpatrick - DBCA
- Ben De Marchi - TBB

Meeting Notes

- DBCA priorities for consideration in relation to the BTC Master Plan and development relate to:
  - clearing within the lease area; and
  - any impacts from the lease area into culturally sensitive areas.
- Any new clearing will require careful consideration from environmental and cultural perspectives.
- DBCA believe it is strongly desirable to relocate Gantheaume Point Road away from the eroding coastline and realign the road reserve to the western edge of Lot 1848, whereby a 20m road reserve would be shared equally across the boundary between Lots 1848 and 602. DBCA want to ensure that any clearing for a road in this location would not extend further west into Lot 602 than the existing area cleared for the stables and round yards that are currently located within Lot 602.
- DBCA is preparing a Master Plan for the Gantheaume Point parking area.
- As part of that plan, DBCA undertook a vegetation survey, which identified the presence of state-level Priority 1 flora around the car park. Given the similarity of this flora type with the vegetation in Lot 602, and its possible existence within Lot 1848, DBCA stated that a vegetation survey should be prepared before future design and works are undertaken for any development proposals associated with the BTC Master Plan that may require a permit for land clearing.
- The development of infrastructure and facilities within Lot 1848 needs to ensure that stormwater drainage from those areas does not flow to the coast.
- The BTC Master Plan should be prepared with an awareness of the context formed by the Recreation Master Plan for the coastal reserve.

**Stakeholder:**

## Yawuru Parks Council

**Date:** Wednesday 26 July 2023

**Attendees:**

- Julie Melbourne - Yawuru
- Dean Matthews - Yawuru
- Mandela Yu - Yawuru
- Wil Bennet - DBCA
- Luke Puertollano - DBCA
- Jason Richardson - DBCA
- Chloe Patterson - Shire of Broome
- Keith Williams - Shire of Broome
- Marlene Renton - Shire of Broome

**Meeting Notes**

Marlene presented the Broome Turf Club Master Plan (Draft)

- Master Plan considers the re-alignment of road reserves.
- Broome Turf Club (BTC) stables area has encroached into Reserve to the west (Lot 602) managed by Yawuru. Priority of Master Plan is to rectify the issue through the redesign of the stable infrastructure to ensure the renewal of buildings is contained within the BTC lease area.
- BTC stable infrastructure and racetrack has also encroached into the Kavite Road Reserve to the south. The Master Plan recommends retention of the road reserve with a narrowing to 20m which would allow BTC to retain temporary stable infrastructure currently within the Road Reserve, with possible future amalgamation into the BTC lease.
- The Master Plan recommends the BTC remove the racetrack area that is within the Kavite Road Reserve.
- The Master Plan recommends re-alignment of Gantheaume Point Road to accommodate future coastal erosion.
- The Shire will be updating the Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) which will provide information on future coastal erosion. Currently Gantheaume Point area is considered high risk, however the southern coastal area where Kavite Road runs is not likely to experience significant erosion.
- The Master Plan does not make recommendations for the road reserve that currently sits within Lot 602 as it is not within the lease boundary.
- The southern section of the leased area (Lot 1848) will be removed from the BTC lease area and revert to the Shire for management.
- 

**Discussion Points**

1. Road Reserve re-alignment along Kavite Road portion that sits within the conservation estate is of concern.
2. Road reserve to the Point is of concern and will need to be closed and re-aligned in the future.
3. The erosion of the road on the northern side and erosion of cliffs along Kavite Road is of concern regarding the impact that may have on future roads.
4. It was noted that managing access outside the road reserve is always a concern.
5. Julie Melbourne enquired into the process of 'closing' the road reserve. Keith Williams outlined the processes involved.
6. Shire confirmed that they are undertaking further assessment of the CHRMAP this year and have five years of data now to inform the plan.

Cont.

## Yawuru Parks Council

All agreed that we should use the CHRMAP data to consider any discussions we have with respect to erosion and the need to re-align physical roads.

7. New designs for the stables that the BTC have been working on has all the stables within the lease boundary to the west side. However, infrastructure may still have to encroach slightly into the road reserve to the south. Any structures in this area will be required to be temporary (not fixed).
8. The BTC and the Shire have previously investigated options for moving the track to fit it within the lease boundary. However, it was estimated to cost over \$5M, and that was over two years ago. Therefore, the cost to do this would be prohibitive.
9. Clarified that the orange sections on the plan indicated where pedestrian access was anticipated to happen from the outside to the center of track – track crossings. These would be utilized for both racehorse exercise and pedestrians to access the center of the track.
10. DCBA requested it is considered within the Master Plan that public toilets are installed in the carpark, as this will allow use by the public on race days and generally help to reduce the number of people going into the conservation estate. Also, upgrade pedestrian access across to the beach.

It should be noted that the Road closures and re-alignments discussed are not within the scope of the BTC Master Plan.





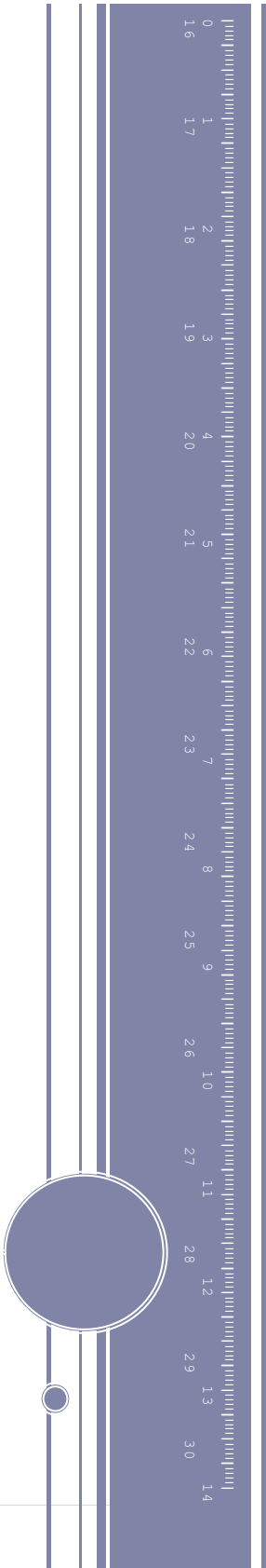




BROOME TURF CLUB  
MASTERPLAN

Cost Estimate Report 1.02

August 16, 2023





**BROOME TURF CLUB MASTERPLAN**  
Cost Estimate Report 1.02

**Document Details**

<b>Client:</b>	Taylor Burnell Barnett
<b>Rawlinson (W.A.) Project no:</b>	EST21-10
<b>Document title:</b>	Cost Estimate Report 1.02

**Document Approval**

Revision	Originator	Approved	Authorised	Date
1.02	Shannon Kelly	Niall McAree Director	<i>Niall McAree</i>	16-Aug-23

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**BROOME TURF CLUB MASTERPLAN**  
Cost Estimate Report 1.02

## 1 Introduction

Rawlinsons (W.A) has been engaged by *Taylor Burnell Barnett* on behalf of the Shire of Broome to produce an order of magnitude Cost Estimate for the Masterplan Development at the Broome Turf Club.

## 2 Cost Plan Methodology

Generally the estimate methodology is based on apply \$/m2 for various functional areas provided by TBB as well as clarifications to queries provided by Rawlinsons W.A. Rates have been sourced from Rawlinsons Australian Construction Handbook 2023 and/or similar projects. We have included a regional loading factor of 50% to cover the increased costs for this region associated with limited sub-contractor availability, increased travel costs and cyclonic design of buildings etc. We have assumed that the project will be competitively tendered.

## 3 Basis of Estimate

This estimate is based on the documentation and information provided in table 1 below;

*Table 1 – Table of Documents*

Document File Name	Author	Date Received
DRAFT MASTERPLAN Broome Turf Club Plan: 21_018_011_MP	Taylor Burrell Barnett	28/07/2023
Broome Turf Club Draft Final Masterplan Notes Costings Information – Last Updated 09/08/2023	Taylor Burrell Barnett	09/08/2023





**BROOME TURF CLUB MASTERPLAN**  
Cost Estimate Report 1.02

#### 4 Summary of Cost Estimate

Our Estimated Total Construction Cost for the project is **\$62,322,000 Excl. GST.**

##### 4.1 Estimate Summary

The following table is to be read in conjunction with Appendix A.

Table 2 – Summary of Cost Estimates

2023 Reference	Description	2021 Reference	Cost \$
1	EVENT AREA – GRANDSTAND AREA		
	Grandstand - Corporate Area	1	1,930,000
	Grandstand - Member Area	2	3,489,000
	Commercial Building	3	15,532,000
	Two-Up Ring	12	49,000
	Additional Toilets	13	2,010,000
	Stage-Event Area	14	523,000
	Bookmaker's Ring	15	85,000
	Winner's Circle	16	369,000
2	EVENT AREA – MULTI PURPOSE EVENT SPACE		
	Track Side Spectator Area - see CER1.01 ITEM 6	4	INCLUDED
	Marquee Area Expansion	5	654,000
	Multi Purpose Event Space	6	1,101,000
	Entry Gate Kiosk and Merchandise Kiosk	7	220,000
	Bin Storage Area	8	111,000
3	RACETRACK AREA – RACE DAY VIEWING		
	Race Day Viewing Area - Inside Track	34	1,507,844
	Race Track Crossing Point - Pedestrian	37	22,000
4	RACETRACK AREA – MULTI USE EVENT AREA	41, 42	EXCLUDED
5	DROP OFF ZONE	NEW	1,185,000
6	SERVICES AREA		
	Members Car Park	9	730,000
	Services Buildings	20	2,793,000
	Water Tanks - Fire Services	21	351,000
	Horse Gathering Area	22	128,000
7	STABLES AREA		
	Race Day Stalls and Wash Down Stalls	17	780,000



**BROOME TURF CLUB MASTERPLAN**  
Cost Estimate Report 1.02

	New Stables Area (Site clearance now included with CER1.01 Item 54)	25	6,097,000
	Shared Amenities Building	31	2,541,000
	Removal of Existing Stables Area	54	2,057,000
	Fencing to boundary perimeter	NEW	60,000
8	KAVITE ROAD		
	Fencing to boundary perimeter	NEW	112,000
9	SOUTH EASTERN LEASE AREA		
	Clear site only	NEW	493,000
10	NORTH EASTERN LEASE AREA		
	Parking Area – Public (Area reduced)	47, 48	1,433,000
11	ROAD UPGRADES		
	Gantheaume Point Road upgrade	53	EXCLUDED
	New road on Eastern boundary	58	EXCLUDED
12	RACETRACK REPOSITIONING	33	6,064,000
	<b>CONSTRUCTION COST SUBTOTAL</b>		<b>52,427,000</b>
	PLANNING CONTINGENCY @ 5%		2,622,000
	DESIGN CONTINGENCY @ 10%		5,243,000
	CONSTRUCTION CONTINGENCY @ 10%		6,030,000
	<b>TOTAL PROJECT COST (Excl. GST)</b>		<b>66,322,000</b>
	<b>GST</b>		<b>6,633,000</b>
	<b>TOTAL PROJECT COST (Incl. GST)</b>		<b>72,955,000</b>

## 5 Limitations

The following items have not been included in our estimate:

- Work outside the boundaries
- Work by others (as listed below)
- Upgrades to comms
- Replacement of existing asbestos water pipes along Kavite Road
- Any gas servicing requirements
- Loose, soft and hard furnishings
- ICT
- Vertical blinds, curtains and other window treatments
- Tenant fit-out
- Operator setup costs



**BROOME TURF CLUB MASTERPLAN**  
Cost Estimate Report 1.02

- Relocation and upgrade of existing services
- Asbestos, contaminated or hazardous material removal with the exception of existing stables
- Horizon Power , sewer and water infrastructure upgrades and headworks
- Rock excavation
- De-watering
- Staging/ phasing costs
- Salvaging
- Statutory authority charges, contributions
- Professional fees
- Client costs
- Impacts from Covid-19
- Escalation
- GST
- Finance charges

## **6 Major Assumptions, Inclusions, and Exclusions**

A list of major assumptions and inclusions is included in Appendix A – Broome Turf Club Masterplan Notes.

Other assumptions and inclusions are:

- A regional loading of 50% has been included
- Assumed that work to be done by the Shire of Broome is not part of the Masterplan. These items include:
  - Gantheaume Point Road realignment (CER1.02 Item 11)
  - Kavite Road reserve closure (CER1.02 Item 8)
  - New road to eastern boundary (CER1.02 Item 11)
- The estimate for the Grandstand Upper Level Redevelopment (CER1.02 Item 1) assumes the following:
  - Assumed the entire deck area can be enclosed and air conditioned
  - Allowed for composite decking to the new deck area
  - Terraced seating has been measured the length of the deck
  - Soffit lining is included to the underside of the entire deck roof
  - Assumed that the existing deck is compliant with current standards
  - Assumed that the new commercial building has a reduced floor level of 1200sqm and a lift is included
- The estimate for the Multi-Purpose Event Space (CER1.02 Item 2) assumes the following:
  - Assumed there is an existing bore and pump for reticulation
- Assumed that the relocated horse race track (CER1.02 Item 12) consists of the following:
  - 200mm layer of crushed limestone
  - 250mm layer of sandy soil
  - 100mm layer of cushion sand

## **7 Below the Line Costs**



**BROOME TURF CLUB MASTERPLAN**  
Cost Estimate Report 1.02

**7.1 Planning Contingency**

We have included an allowance of 5% for a planning contingency to cover potential adjustments and changes to floor areas and general scope.

**7.2 Design Contingency**

A design contingency of 10% has been included to cover items that will become apparent once the design involves including architectural, services and structural designs.

**7.3 Construction Contingency**

A construction contingency of 10% has been included to cover potential additional cost incurred during the construction phase of the works that may include latent conditions, extension of time claims and documentation errors.

**End of Report**





### **9.2.3 SANCTUARY VILLAGE HOLIDAY PARK AND KEY WORKER ACCOMMODATION - GRANT ENDORSEMENT**

<b>LOCATION/ADDRESS:</b>	Lot 3130 Sanctuary Road, Cable Beach
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RES 51028
<b>AUTHOR:</b>	Special Projects Coordinator
<b>CONTRIBUTOR/S:</b>	Manager Community Engagement and Projects
<b>RESPONSIBLE OFFICER:</b>	Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### **SUMMARY:**

In September 2023, the State Government announced that through the Infrastructure Development Fund the Shire was successful in securing \$7,681 080 (excluding GST) in grant funding to assist with the headworks and some site works for the Sanctuary Road Caravan Park, Key Worker and Over 55's Village Project. This item requests Council authorise the Chief Executive Officer to execute the grant agreement.

#### **BACKGROUND**

##### Previous Considerations

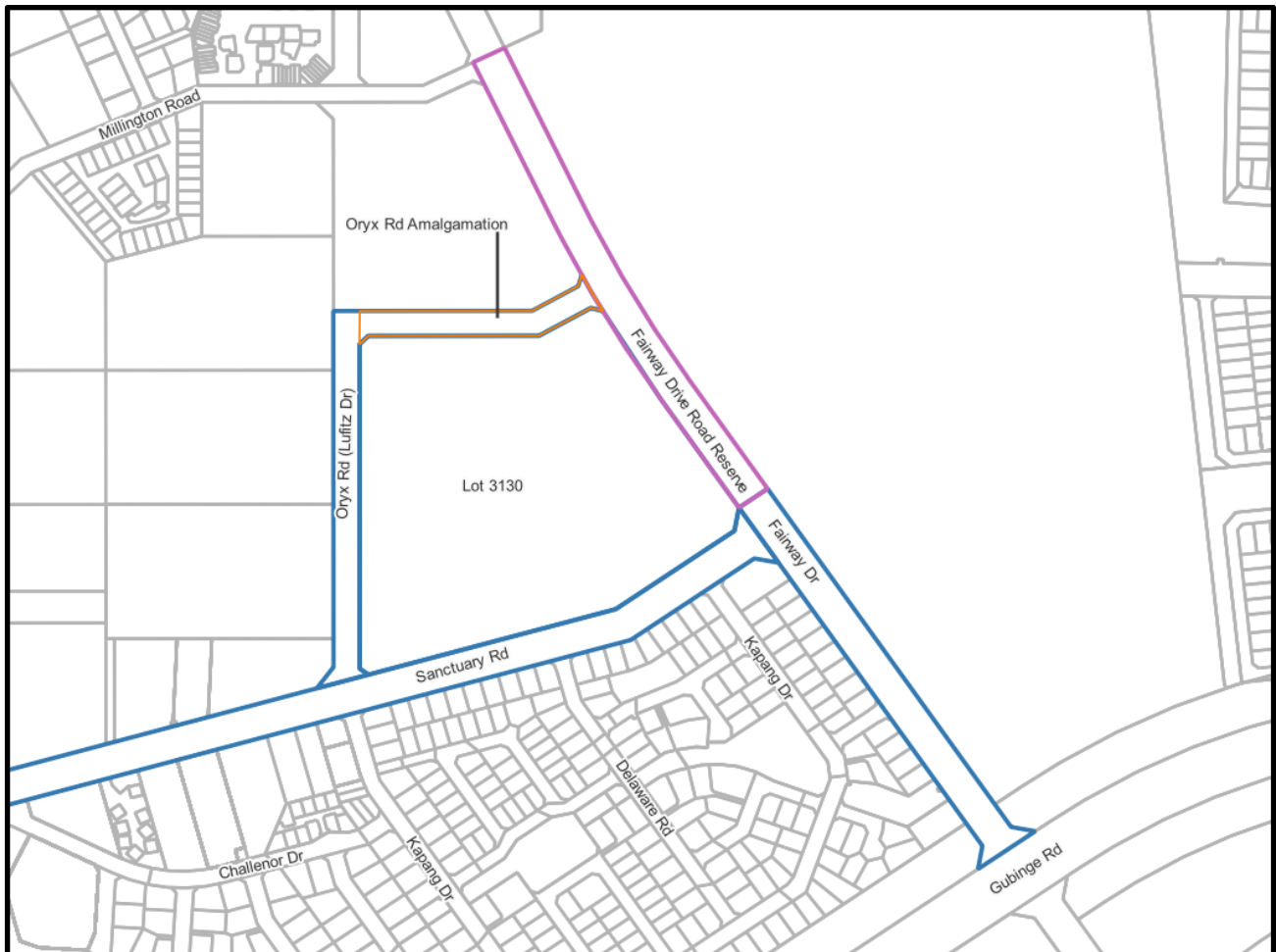
OMC 28 July 2022 9.2.3

OMC 22 August 2022 9.2.3

##### Management Order

The Shire of Broome has held a Management Order over Lot 3130 on Deposited Plan 32082 Sanctuary Road since 13 October 2011. The Management Order lists the purpose of the Reserve as 'Caravan Park', and consequently the Reserve is to be used for the designated purpose of 'Caravan Park' and for purposes ancillary or beneficial to that designated purpose only.

The site originally had an area of 13.5 ha which increased to 14.35ha following the amalgamation of an east-west portion of the unconstructed Oryx Road reserve. The site is bounded to the North by Unallocated Crown Land which is Lot 3129 on Deposited Plan 32082, to the East by an unconstructed extension of Fairway Drive, to the South by Sanctuary Road, and to the West by Oryx Road which is known as Lullfitz drive. The land is zoned 'Special Use: Caravan Park' under the Shire's Local Planning Scheme No.7.

**Figure 1: Subject site, Lot 3130 Sanctuary Road**

As required under the terms of the Management Order the Shire submitted a Management Plan to the Minister of Lands for, detailing the development, management, and use of land within the Reserve. The plan allows for a 40% long stay and 60% short stay accommodation across the site in line with the Shire's Caravan Parks and Camping Grounds Policy.

### Business Case

In November 2021 the Shire engaged Brighthouse Consulting to develop a Business Case for the Sanctuary Road site which included:

- Financial viability of the project.
- Recommendations for length of tenure and lease rental terms.
- Opportunity for a staged development at the site.
- Costs associated with servicing the site e.g., electrical, water / sewerage, drainage etc.
- Ability of the development to address the current housing crisis, particularly for key workers.
- Opportunity to cater for over 55's retirement housing.

Development costs of the site as proposed in the Business Case are estimated at \$32,850,278 (2022). The purchase and installation of relocatable homes for Key Worker, over 55s Village and Tourist Cabins are estimated at \$31,074,150. Total cost for the site including contingencies are estimated at \$63,924,428 (2022).

The Business Case considered a split of accommodation across the site including:

- 91 self-contained residential homes (56 key worker and 35 over 55's dwellings)
- 43 long stay caravan sites
- 286 short stay sites for caravans, camping and cabins

The Business case also stated that the configuration of the caravan park and design of relocatable park homes needed to allow for flexibility to adapt to market needs. The relocatable homes would need to transition between uses as the social and demographic demands change. This provides an opportunity to develop key worker homes as a priority and transition those dwellings to over 55s in the future.

The Business Case identified that sourcing grant funding from the federal or state government to assist in headworks and site preparation works would be beneficial. Grant funding increases investment attraction, decreases risk, expedites the timeline for completion and increases overall project viability.

## COMMENT

### Infrastructure Development Fund Grant

In 2023 the Shire applied for grant funding through the Department of Planning, Lands and Heritage's (DPLH) Infrastructure Development Fund (IDF) to assist with funding the project. This grant funding was developed by the State Government to assist with unlocking regional worker accommodation opportunities. Funding objectives include:

1. Assist with the resolution of infrastructure or site constraints for projects delivering key worker housing in regional towns and communities;
2. Assist with the provision of housing for key workers in regional towns to help build and maintain sustainable regional communities; and
3. Support delivery of housing for low to moderate income households in non-mining industries

In September 2023 the WA State Government announced that the Shire was successful in securing \$7,681,080 (exc. GST) through the IDF. As a new grant program it has taken some time to liaise with the grant officers over the grant agreement and conditions; a first draft was received mid December 2023. Shire offices have reviewed the draft agreement and requested several changes to better align it with project delivery. This agenda item requests Council to authorise the Chief Executive Officer to execute the agreement.

### Grant Conditions

Grant conditions for the IDF grant are included in **Confidential Attachment 1**.

### Key Worker Definition

Part of the grant conditions require DPLH be supplied controls on the allocation of Key Worker Accommodation. In November 2023, following the announcement of grant funding,

the Shire engaged Brighthouse Consulting to develop key worker allocation mechanisms for inclusion in the Request for Tender (RFT) documents.

Draft individual eligibility requirements include:

- Individuals are employed in an occupation that services the community;
- Individuals are employed and paid by an organisation based in the Broome area for a minimum of 30 hours per week;
- Individuals do not own a residential dwelling within 50 kilometres of the Sanctuary Village Holiday Park;
- Individuals on low to moderate household incomes are given preference.

Draft organisational eligibility requirements include:

- Provide services to the community and not solely the resources sector;
- Generate local employment in the town of at least one permanent position consisting of a minimum of 30 hours per week. Self-employed people may apply where the majority of their income is derived from their business.
- Require their employees to provide the requested details of all household members as part of an employee's housing application; and
- Demonstrate that any residential dwelling currently owned by the organisation in the town are, and will continue to be, used for housing their employees.

In addition to the eligibility requirements, it is also proposed that a prioritising process be used on waitlisted applicants in order to further align the use of residential dwellings with the intended grant funding outcomes. A draft prioritising process is outlined below, with applications prioritised in order from 1 to 6.

1. Low to Moderate income eligible individuals and households who are seeking a tenancy in their own right
2. Organisations (other than government organisations) seeking leases for their eligible tenants
3. High income eligible individuals
4. Government agencies or employers that do not participate in GROH (Government Regional Officer Housing) or WACHS (Western Australia Country Health Services) housing programs
5. Government agencies or employers that participate in GROH or WACHS housing program
6. Companies primarily providing services to the resources sector

It is important to note that RFT respondents will be required to address the draft key worker eligibility requirements in their response submissions.

### Residential Dwelling Usage

The 2022 Business Case and Business Plan described a mixed development consisting of a variety of short stay sites caravan and camping sites along side residential Key Worker and Over 55's Villages. The Business Case noted the consistency in design of these villages, allowing for flexibility as to their use. The IDF grant requires that all residential dwellings are used as key worker accommodation for a period of 10 years, following which they may be utilised as an Over 55's Village.

### Government Regional Officer Housing (GROH)

The grant agreement also states that GROH are to be given the opportunity to lease 20 of the 91 residential dwellings.



### Name Change

This project has previously been referred to as: Sanctuary Road Caravan Park, Key Worker Accommodation and Over 55's Village. For marketing and project alignment purposes, it is recommended that the project will now be referred to as: Sanctuary Village Holiday Park and Key Worker Accommodation.

### Next Steps

The Shire is aiming to release a RFT for the development and lease of the Sanctuary Village Holiday Park and Key Worker Accommodation site in March 2024.

The RFT will be open for 12 weeks. Internal assessments will be completed by Shire officers and the final RFT decision will be tabled with Council for consideration in July / August 2024.

Shire Officers are currently seeking quotes for the detailed design of Headworks – power, water and sewer. It is intended to start this design work following execution of the grant agreement. Shire Officers will oversee construction of these headworks, which is intended to commence following confirmation of a site Developer/Operator.

### **CONSULTATION**

The Shire has engaged Brighthouse Consulting to provide professional advice for the project.

Officers have consulted with DPLH in the finalisation of the IDF grant agreement.

### **STATUTORY ENVIRONMENT**

Nil

### **POLICY IMPLICATIONS**

Caravan Parks and Camping Grounds – Maximum Number of Sites Of a Particular Type That May Be Used at a Facility

### **FINANCIAL IMPLICATIONS**

Following the signing of IDF grant agreement the Shire will be eligible to receive a series of milestone funding payments up to a maximum of \$7,681,080 (exc. GST) Grant conditions are detailed in the confidential Attachment 1. Apart from Shire in-kind project management support for the delivery of site headworks, all other costs associated with the development of the Sanctuary Village Holiday Park and Key Worker Accommodation are to be borne by a third party site Developer/Operator.

### **RISK**

<b>Risk</b>	<b>Type</b> (Health, Financial Impact, Service Interruption, Compliance, Reputational, Property Environment)	<b>Rank</b> (based on measures of consequence and likelihood)	<b>Mitigation</b>

No suitable submission received during the Request for Tender period	Financial Reputational	Medium	Brighthouse Consulting have been engaged to assist with the development of the RFT and provide expert advice during the tender phase.  Grant conditions reduce the financial risk to the Shire and the DPLH if no submissions are received.
Shire can not meet grant conditions included in the IDF grant	Compliance	Medium	Shire officers have worked with DPLH to review grant conditions and align them with the project.
Projected timeframes are not met	Financial, Reputational	Medium	Officers have worked with DPLH to ensure milestones included in the IDF grant can be met.  DPLH have indicated that grant extensions can be sought if required.

## STRATEGIC ASPIRATIONS

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

**Outcome 10 - Appropriate infrastructure to support sustainable, economic growth**

**Objective** 10.1 Invest strategically in property to stimulate economic growth.

## VOTING REQUIREMENTS

*Simple Majority*

**Cr Smith opposed the motion.**

**Debate ensued.**

**The motion was put.**

### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Moved: Cr P Taylor**

**That Council:**

**Minute No. C/0224/025**

**Seconded: Cr M Virgo**

- 1. Note that conditions of the Infrastructure Development Fund (IDF) grant agreement require all residential dwellings be used as key worker accommodation for a period of 10 years, following which they may be utilised as an Over 55's Village.**
- 2. Authorises the Chief Executive Officer to sign the IDF grant agreement with the Department of Planning, Lands and Heritage for \$7,681,080 excluding GST;**
- 3. Requests the Chief Executive Officer proceed with advertising the Request for Tender for the development and lease of the Sanctuary Village Holiday Park and Key Worker Accommodation.**

**For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr M Virgo**

**Against: Cr E Smith**

**CARRIED UNANIMOUSLY 7/1**

### **Attachments**

- 1. IDF Funding Agreement (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".**

**The Director Development Services advised there was a typographical error in the Agenda Report and description of Attachment No 2. These corrections were actioned administratively and are reflected in the minutes.**

#### **9.2.4 TOWN BEACH FORESHORE MANAGEMENT PLAN ADOPTION**

<b>LOCATION/ADDRESS:</b>	Reserve 31340 Robinson Street
<b>APPLICANT:</b>	NA
<b>FILE:</b>	PLA09
<b>AUTHOR:</b>	Director Development Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	NA

#### **SUMMARY:**

Council is requested to consider adoption of the Town Beach Management Plan with amendments resulting from consultation

#### **BACKGROUND**

##### Previous Considerations

Town Beach is a significant location for Broome locals and for tourists to the town, with an important role in recreation, culture and heritage. The Staircase to the Moon draws thousands of visitors each year, the children's water park and playground are highly popular and regular night markets attract large crowds. The area is also popular with smaller recreational boating having a dedicated boat ramp and associated parking. Significant investment has been made in improving the Town Beach precinct, with a new Jetty, parklands and rock revetments constructed to facilitate high levels of use.

The precinct is also important from both an indigenous and non-indigenous heritage perspective and provides facilities for dining at the café and accommodation options at the Roebuck Bay Caravan Park.

The coastal risks affecting the Town Beach Foreshore were identified through a Coastal Hazard Risk Management Adaptation Planning (CHRMAP) process, which was formally adopted by Council in September 2017. This report identified an 'extreme' risk of coastal erosion at Town Beach reserve and the Roebuck Bay Caravan Park (RBCP) by 2040. Furthermore, thirteen assets were identified within the coastal compartment with three asset types (economic, environmental and social) identified. The consequence of erosion on these assets was further identified and rated.

Other key projects identified and delivered within the Town Beach Precinct from the CHRMAP recommendations include the significant rock revetments protecting Town Beach and the new jetty from erosion and coastal processes.

This risk of coastal erosion was based on a previous study of Coastal Vulnerability (CVS) for the Broome townsite completed in 2015 and adopted by Council in 2016 which described coastal erosion 'hazard lines' dissecting the Roebuck Bay Caravan Park. These planning allowances for coastal processes were based on procedures outlined in the State Coastal Planning Policy.



Geotechnical studies along Town Beach were recommended in the CHRMAP to confirm the 'structure and extent of rock along the shoreline' to inform coastal erosion risk and design of potential adaptation concepts.

The Shire of Broome engaged Consultants Seashore Engineering who produced the Town Beach Geotechnical Investigation and Coastal Adaptation Options Assessment Report. This report, completed in 2015, identified the preferred coastal adaptation concept based on the 'Accommodation' of coastal hazards through design and management strategies to mitigate risk. This report was approved and consequently this approach to risk management was approved.

In terms of shoreline stability, the assessment notes that the sandy coastline (excluding the Pindan headland) has been stable over the past 50 years. The report states that "with the exception of a potential acceleration of erosion due to sea level rise and the potential for severe storm erosion, the sandy coastline is likely to retain that stability over at least the next 20 years. Future shoreline behaviour would be subject to the usual inter-annual variation in mean sea level, high tide occurrence and cyclone frequency and characteristics". The risk assessment concluded the "extreme" level of erosion risk to the Town Beach reserve and Caravan park identified in the CHRMAP because these are constructed on erodible material within or adjacent to the foreshore area identified as being vulnerable to erosion in a severe cyclone coinciding with high tide.

Due to these identified risks the CHRMAP recommended the development of a Foreshore Management Plan for Town Beach to implement the findings relating to land use and management. Council subsequently budgeted for the preparation of the Town Beach Foreshore Management Plan (the Plan).

The Foreshore Management Plan covers an area colloquially known as Town Beach. It extends across Reserve 31340 and extends in front of the caravan park to the western boundary of the reserve. The Study Area does not include the portion of the reserve subject to the caravan park lease, nor the Unallocated Crown Land on the seaward side of Reserve 31340. It is noted that portions of the study area are very narrow, resulting in some difficulties for ongoing holistic management. The broad extent of the Study Area is shown below. The Study Area includes consideration given to a suitable link from the foreshore to Demco Beach.



A scope of works was developed for the preparation of the Plan and a Request For Quotation was released, resulting in the appointment of relevant consultants. Two consultants working along separate aspects of the plan were successful with their joint submission.

Initial community engagement was undertaken from October 2022 until December 2022 to determine the values and aspirations of the community for Town Beach, and the consultants also undertook research into the history, geology, heritage, land tenure and coastal processes to inform the draft Plan.

Key outcomes of the preliminary engagement include a strong association with and significance to locals of Town Beach, a desire to protect existing values and character, and a strong desire to maintain the low key recreational use of the Reserve.

Community engagement consisted of a range of engagement activities that are detailed below under 'Consultation'.

Based on this community engagement and analyses, the draft plan was prepared and delivered to officers in June 2023. A summary of the engagement is included in the plan.

The draft plan assessed and addressed a range of issues:

- Existing leases
- Local Planning Framework
- Land Use
- Heritage
- Climate and Weather
- Topography, geology, land form
- Vegetation
- Coastal processes

This assessment results in a series of Management Actions under the following areas:

- Access and Public Use
- Coastal Processes
- Facilities and Amenities
- Conservation and Environmental Management
- Planning, Tenure and Heritage

Additional engagement was undertaken once the draft Plan was released, including a presentation to the Yawuru Prescribed Body Corporate (PBC). Feedback received during this workshop was incorporated into the Draft Plan in preparation for formal advertising. Formal advertising of the Draft Plan was undertaken over the month of November 2023, and this is also summarised in the consultation section below.

In summary, among many relatively operational objectives, key recommendations of the Draft Plan are:

- Building a footpath to define the private public interface between the caravan park and foreshore reserve
- Stairways from the path to direct pedestrians and provide access to the beach
- Focus on Protection of the Pindan Headland to protect integrity of this landscape feature
- Removal of debris and rubble previously dumped on site
- Stormwater management should be improved to reduce erosion and ensure removal of nutrients and gross pollutants
- Include interpretation of cultural aspects of the study area, especially the Pindan Headland
- Extending the grass area from the café to the Pindan Headland to provide additional passive recreation
- Tree planting to provide shade to the extended grassed area
- Include, conceptually, a pedestrian link around the Pindan Headland for further consideration
- Definition of the interface between the lawned areas and beach areas, including consideration of a formal structure such as a retaining wall or rock edging
- Amend Town Planning Scheme and Land Tenure to align with land uses.

The Town Beach Foreshore Management Plan report is attached as **Attachment 1** with the Plan attached as **Attachment 2**.

## COMMENT

The Town Beach Foreshore Management Plan has been prepared with a sound background of scientific data, a comprehensive community engagement process, and understanding of existing land uses. The plan provides for clear recommendations to manage use, access, development and management of coastal process risks.

The recommendations are not, however, prioritised or evaluated for priority, and Council will need to further consider how the recommendations can be prioritised and implemented, as this requires consideration of external factors such as which of the recommendations would attract additional funding, which are critical to asset preservation, and which will provide improved amenity to the community. These issues need further consideration.

It is recommended that the plan be adopted by Council, with some minor changes resulting from community engagement (see Consultation section), with prioritisation being assessed and reported back to Council, taking into consideration available funding, grant opportunities, risk and amenity.

## CONSULTATION

The Town Beach Foreshore Plan was developed in accordance with a Stakeholder and Community Engagement Plan that was prepared to guide engagement, and included consultation prior to development of the Plan.

Key objectives of the Engagement plan include:

1. Identify, inform and involve stakeholders in the process
2. strengthen shared values and processes between stakeholders
3. communicate the limitations and potential of the process
4. confirm community values and attitudes to foreshore use
5. inform the community on how community values and issues have been responded to
6. provide a process that will engender confidence in the Council that the resultant FMP Reflects established community visions
7. avoid misinformation relative to the process and outcomes.

Implementation of this plan included workshops, face to face stakeholder meetings, on site engagement with the community, a community survey and media and social media reporting. Results from engagement are captured in the Plan.

Engagement with Yawuru PBC (law bosses) occurred on 14 September 2023 and provided support along with the following comment:

- Building a footpath to define the private public interface between the caravan park and foreshore reserve is supported
- Stairways from the path to direct pedestrians and provide access to the beach are a priority
- Protection of the Pindan Headland is preferred over allowing continued erosion and degradation
- Debris and rubble dumped on site should be removed as a priority, subject to protection of the Pindan Headland
- Stormwater management should be improved to ensure removal of nutrients and gross pollutants
- Elimination of stormwater erosion should be prioritised
- The plan should include a recommendation to include interpretation of cultural aspects of the study area, especially the Pindan Headland
- Extending the grass area to provide additional passive recreation (option 2) is supported
- Tree planting to provide shade to the extended grassed area is a priority and is also supported for existing grassed areas
- The concept of a boardwalk around the Pindan Headland isn't opposed but requires further assessment and engagement with Yawuru

The plan was amended to reflect these changes prior to advertising for public comment.

Advertising of the draft plan included a number of consultation strategies to gauge support or comment.

- Public notice on the website from 8/11/2023 to 2/11/2023.
- Appeared Shire News (Broome Advertiser) on 9/11/2023
- Facebook, Instagram and Linked In posts 8/11/2023 and 28/11/2023
- Attendance at Broome Markets 25/11/2023
- Engagement with Discovery Parks



Four written submissions were received during the engagement process. These are attached as **Attachment 3 – Schedule of Submissions**.

Two of these submissions focussed on the need to ensure dinosaur trackways are protected. While the plan does not cover the intertidal zone, and none of the recommendations contain any specific outcomes outside the study area, the plan should reference the trackways and if possible include the location of the trackways in the plan.

The Dinosaur Coast Management Group has provided this data, though it is relatively coarse and not able to be readily presented on the Plan. None of the specific recommendations impact on the location of potential trackways. It is therefore proposed to include notations in the report and plan that clarify that further investigation is required for any aspect of the plan that may impact on dinosaur trackways.

One of the submissions was highly supportive of the recommendations in the plan. The last submission was supportive of some elements and unsupportive of others. There are no specific outcomes resulting from these submissions.

Discovery Parks provided written support for the plan, with recognition that the plan will provide benefits for the community as well as caravan park guests. This comment particularly supports protection of the Pindan Headland, and also indicated that footpaths on the foreshore reserve will likely increase pedestrian access, potentially increasing unauthorised entry into the caravan park that will need resolution.

This concern can be addressed by inclusion of notation in the report and plan on the need for safety measures to effect minimisation of unauthorised access. Any proposal to improve the delineation between public land and leased land to minimise unauthorised access would be the leaseholders responsibility in accordance with lease provisions.

The desire for a coastal pathway was clearly included in lease documents and the leaseholder is aware that this was an aspiration for the foreshore.

## **STATUTORY ENVIRONMENT**

Local Planning Strategy 2023  
Local Planning Scheme No 7  
Planning and Development Act 2005  
Land Administration Act 1997

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

Council's Long Term Financial Plan has allocations related to both infrastructure and foreshore management.

Lease conditions provide clarity on the responsibilities of the leaseholder and Council. The lease includes revenue for Council for implementation of aspirational recommendations or outcomes of the Plan such as coastal pathways. Requirements for items such as fencing or signage would be the responsibility of the leaseholder.

## **RISK**

**Reputation Risk**

The community may perceive that any objection to the implementation of the recommendations in the Plan may detrimentally impact on community safety. The CHRMAP and lease conditions provide a clear imprimatur for addressing issues addressed by the Plan. This can be addressed through clear communications.

**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** 5.1 Mitigate climate change and natural disaster risks.

**Actions** 5.1.2 **Facilitate** coastal erosion control measures at Town Beach in accordance with the Foreshore Management Plan

**VOTING REQUIREMENTS**

*Simple Majority*

**COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0224/026**

**Moved: Cr P Taylor**

**Seconded: Cr P Matsumoto**

**That Council:**

- 1. Adopt the Town Beach Foreshore Management Plan, subject to the following modifications:**
  - a) Inclusion of notation in the report and plan on the need to consider dinosaur footprints and trackways for any recommendations impacting on the intertidal zone**
  - b) Inclusion of notation in the report and plan on the potential need for safety measures to prevent unauthorised access to Roebuck Bay Caravan Park**
  - c) Inclusion of notation in the report of the results of the community engagement undertaken for the draft Plan**
- 2. Request the Chief Executive Officer present to Council the priorities from the report for implementation, considering factors such as funding, grant opportunities, risk and amenity improvements.**

**For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith, Cr M Virgo**

**CARRIED UNANIMOUSLY 8/0**

**Attachments**

1. Attachment 1 - Town Beach Foreshore Management Plan Report
2. Attachment 2 - Town Beach Foreshore Management Plan
3. Attachment 3 - Schedule of Submissions



# TOWN BEACH FORESHORE MANAGEMENT PLAN

PREPARED FOR SHIRE OF BROOME

DRAFT FOR REVIEW

NOVEMBER 2023



# TOWN BEACH FORESHORE MANAGEMENT PLAN

PREPARED FOR THE SHIRE OF BROOME

November 2023





Prepared by:

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Document Name: 1102 - Town Beach FMIP - Rev1b-Nov23

Document History:

Date	Document Revision	Document Manager	Summary of Document Revision	Client Delivered
Apr-23	0	MT	Preliminary Draft	Apr-23
Aug-23	0b	MT	Pathway revisions	Aug-23
Oct-23	1	MT	Design Updates	Oct-23
Nov-23	1b	MT	Client review – for public review	Nov-23

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## 1 Background & context

### 1.1 Background

Town Beach is an important 1000m stretch of coastal foreshore in a central-Broome location. The Shire's CHRMAP outlines its importance in the following social and economic terms:

---

*For Town Beach, the large local residential population adjoining its shoreline, coupled with the mix of short term accommodation options in the area including the Roebuck Bay caravan park place a high value on the beach and its foreshore areas, which attracts significant tourist numbers particularly during viewing of the 'staircase to the moon' phenomenon<sup>1</sup>.*

---

The CHRMAP recommended the development of a Foreshore Management Plan for Town Beach (this document) to implement the findings relating to land use and management. The preferred planning approach was to *accommodate* developable land located on land prone to coastal erosion within the 2110 planning timeframe and *accommodate* Land uses exempted by Part 7 of SPP2.6 Schedule 1 e.g., Community use of foreshore.

The foreshore section east of the old jetty, (outside the study area) was identified as an area for protection works, which have since been completed. These include foreshore landscaping, rock revetments and a new jetty.

The Shire of Broome has undertaken a significant amount of coastal investigation work within the Shire, including a CHRMAP, Coastal Vulnerability Study, Coastal Reserves Master Plan and a Geotechnical Investigation and Coastal Adaptation Options Assessment focusing on Town Beach in 2019.

The coastline geomorphology comprises an intertidal rock platform, Pindan Headland, and a sandy embayed beach. A groyne structure is located in the northern boundary of the beach – this has been in place for many years, situated where the original Broome jetty was once constructed.

The geotechnical investigations identified submerged rock (but not at a level that would substantially mitigate erosion risk to the overlying dunes). It also briefly assessed the stability of the Pindan Headland.

---

<sup>1</sup> The seawall and landscaping to the north of the Study Area largely cater for 'Stairway to the Moon' viewing.





The preferred coastal adaptation approach included 21 specific recommended actions for the “Accommodation” option; these provide background to the Foreshore Management Plan.

#### **Town Beach – Geotechnical Investigation and Coastal Adaptation Options Assessment**

The *Town Beach – Geotechnical Investigation and Coastal Adaptation Options Assessment* (the Assessment) provides the context for the preparation of this Foreshore Management Plan. The Assessment was prepared by Seashore Engineering in 2020 with the primary objective being to “*identify the extent and nature of underlying rock that is visible at the shoreline, and its capacity to either provide natural coastal protection to the assets located on the modified foredunes, or suitable foundations for coastal protection or beach access structures.*” Consideration of coastal adaptation options identified a preferred option for the Shire.

The study area included three distinct areas: the “Western Beach” (known locally as Demco Beach), “The Pindan Headland” and “Town Beach”.

In terms of shoreline stability, the assessment notes that the sandy coastline (excluding the Pindan headland) has been stable over the past 50 years. The report states that “**with the exception of a potential acceleration of erosion due to sea level rise and the potential for severe storm erosion, the sandy coastline is likely to retain that stability over at least the next 20 years. Future shoreline behaviour would be subject to the usual inter-annual variation in mean sea level, high tide occurrence and cyclone frequency and characteristics**”.

The risk assessment concluded the “extreme” level of erosion risk to the Town Beach reserve and Caravan park identified in the CHRMAP because these are constructed on erodible material within or adjacent to the foreshore area identified as being vulnerable to erosion in a severe cyclone coinciding with high tide.

In response, four coastal adaptation options were presented in the Assessment as follows:

1. Minimal Intervention
2. Managed Retreat
3. Accommodation
4. Protection.

The preferred coastal adaptation option was “Accommodate” coastal hazards through design and management strategies to minimise risk, consistent with the CHRMAP recommendations.

A Concept Plan was presented in the report by Seashore Engineering for the Adaptation Option. Key plans are provided at Appendix A.

### 1.2 Purpose

The purpose of this project is to build on this existing body of work to develop a Foreshore Management Plan and Implementation Strategy for Town Beach, which:

- reviews and making recommendations on tenure
- reflects discussions and views of key stakeholders and the broader community where appropriate
- balances community expectation with desired environmental, economic and recreational outcomes
- provides a framework for the ongoing management of the study area by the Shire
- allows for future coastal adaptation.

### 1.3 Study Area

The Foreshore Management Plan covers an area colloquially known as Town Beach. It extends across Reserve 31340 and extends in front of the caravan park to the western boundary of the reserve. The Study Area does not include the portion of the reserve subject to the caravan park lease, nor the Unallocated Crown Land on the seaward side of Reserve 31340. It is noted that portions of the study area are very narrow, resulting in some difficulties for ongoing holistic management.

The broad extent of the Study area is shown in Figure 1.1 - Study Area Extent below. Consideration was also provided to a suitable link from the foreshore to Demco Beach.



Figure 1.1 - Study Area Extent

## 2.1 Reserve management responsibilities

Details of the reserve management responsibilities is provided in Table 2.1 below.

Item	Detail
Reserve number	31340
Class	C
Responsible Agency	Department of Planning, Lands and Heritage
Management Order	Shire of Broome
Current use	Drainage, recreation, historical and cultural display, caravan park and cafe



Leasing	Power to lease for any term not exceeding 21 years, subject to the consent of the Minister for Lands
---------	--

Some consideration has also been given to the adjoining Reserves 51304 and 45605, largely within the context of enabling connected access from Town Beach to Reserve 45605 (Demco Park). Details of Reserve 51304 is provided in Table 2.2 below.

**Table 2.2 – Reserve 51304 details**

Item	Detail
Reserve number	51304
Class	A
Responsible Agency	Department of Planning, Lands and Heritage
Management Order	Yawuru Native Title Holders Aboriginal Corporation, Shire of Broome
Current use	Conservation, Recreation, Traditional and Customary Aboriginal Use and Enjoyment
Leasing	Power to lease for any term not exceeding 21 years, subject to the consent of the Minister for Lands

## 2.2 Leases

Historically there have been two leases on the reserve managed by the Shire, one for the Town Beach Café and the other for the caravan park.

### Café

The Town Beach café is currently not operating, and the Shire is investigating opportunities for redevelopment of the current facility. Historically, the café opened in the early morning until early afternoon only, and it appears that the existing café has been a popular facility. Many of the submissions received during the consultation phase of this project noted that its closure had a detrimental impact on the community's enjoyment of the foreshore.

Late in 2022 the Shire released an RFQ for the short-term lease and operation of the café, pending a further process to seek Expressions of Interest pertaining to a design, construct and operate model for the redevelopment of the existing café site. At the time of writing this document, there was no operator for the facility in the short term, and the Shire is progressing with a longer-term option to redevelop the site. While there are no further details about the future design of the café site, preliminary discussions with Council suggest it is likely the existing facility will be replaced by a newer, larger and possibly double-storey facility. Such a potential intensive capital outlay required for the new facility, or any expanded services on the site or longer hours of operation, warrants a timely consideration of the impacts on the foreshore and customary community use of the area.

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A larger, more intensive commercial operation on this site raises management issues which should be addressed in the FMP, including consideration of coastal setbacks and finished floor levels of the new building.

### **Caravan Park**

A new lease was signed for the Roebuck Bay Caravan Park in June 2021, for a period of 21 years. The operator of the caravan park has prepared a Master Plan and submitted relevant Development Applications to the Shire for significant upgrades to the site. These works are currently underway. It is assumed that the caravan park redevelopment is cognisant of the CHRMAP outcomes. The extent of the lease area is shown in Figure 2.2 below.



*Figure 2.2 – Caravan Park lease area (photo date: October 2022)*

## **2.3 Local Planning Framework**

### **Local Planning Strategy**

The purpose of the Shire's Local Planning Strategy (LPS) is to set out the medium to long term planning directions for the Shire for the next 10 – 15 years.

Clause 2.4.8 of the Strategy relates to tourism and states under the objectives that:

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2. *Outside the centre, ensure that tourism development and activities remain low impact in character compatible with maintaining the environmental, heritage, cultural and landscape values of the Shire of Broome.*
3. *To ensure that provision is made for caravan parks and camping grounds within the Shire of Broome to cater for leisure tourists.*

Further under Clause 2.4.8 under the actions to be undertaken under the Strategy one includes to:

- *Prepare and implement a Development Strategy for the Town Beach area within Precinct 2.*

Clause 2.4.9 of the LPS relates to Open Space the LPS states that:

*Public open space is a vital component of any urban environment and performs many social, environmental and economic functions. It completes the built form, contributes to the identity of place and provides recreational opportunities, which are integral roles in building quality places to live. The passive and active attributes of public open space also contribute towards increased health and well-being of the public.*

Further under this clause several actions are identified the one that relates to this plan states:

- *Provide a foreshore boardwalk between Streeters Jetty and Town Beach Jetty*

The objectives of this plan align with the objectives and proposed actions in the City's LPS and do so by improved linkages along the study area extent on the foreshore.

Clause.3.1.2 of the Strategy relates to Precinct 2 (Old Broome) in which the subject site falls. The guidelines for development within this area are to:

- *Prepare Development Strategies which consider the integration of retail, mixed use development and tourism and recreational values of the precinct.*
- *Implement the Development Strategies and design guidelines where necessary.*

This Foreshore Management Plan meets both the objectives and guidelines outlined in the Shire's current LPS in that:

- It will maintain the environmental, heritage, cultural and landscape values of the Shire of Broome.
- No changes are proposed to the current layout of the caravan park, and it will maintain the provision of accommodation for leisure tourists
- The implementation of the Foreshore management plan will improve and enhance the current development found within the Town Beach precinct.

Part 2 of the Shire LPS contains the background information and analysis in relation to the LPS, it includes and analysis of the information and the rationale for the planning strategy.

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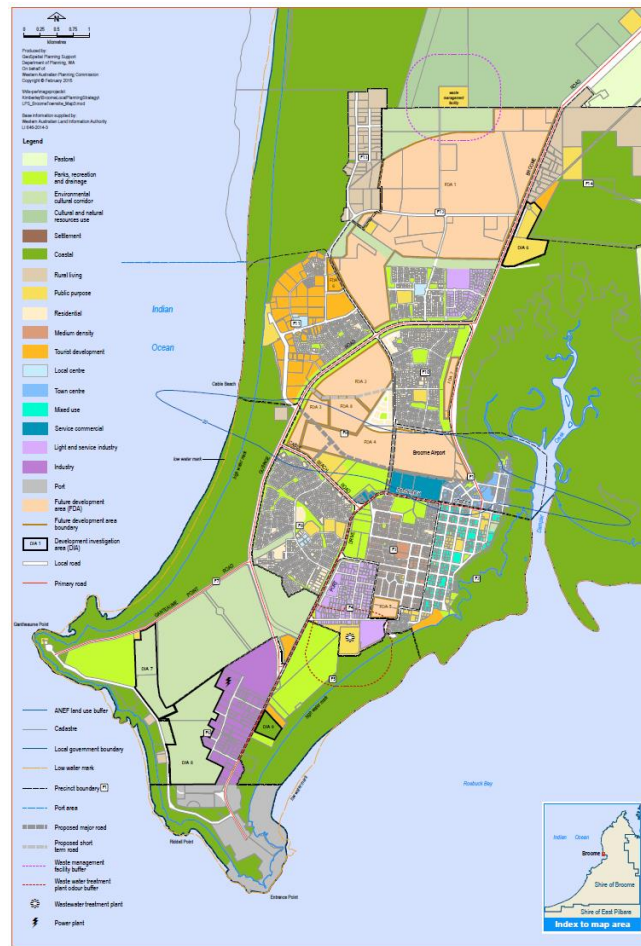
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Clause 6.1.5 of the LPS relates to Community Infrastructure and under the section relating to Future Provision the Strategy states that:

- *BRAC presently accommodates the public swimming pool. In future, consideration could be given to installing stinger nets at Town Beach, providing an alternative year-round swimming facility.*

The *Future Provision* of the Strategy intends for increased community activity along the foreshore and to the Beach in particular. This FMP intends to identify routes for improved beach access, and this delivers that intention.





**Figure 2.3 – Extract from Local Planning Strategy showing Town Beach Reserve – Tourist Development and Parks, Recreation and Drainage**

### **Draft Local Planning Strategy**

The Shire's adopted draft Local Planning Strategy (LPS) awaits final approval from the WAPC. The adopted LPS recommends retention of the current Coastal Planning Policy as updated to reflect the Shire's Coastal Hazard Response Management Plan.

The Old Broome Development Strategy which applies to the subject site and the proposed LPS advocates for a review the existing local planning framework to include policy. Following this comprehensive review much of the framework can be replaced by a Precinct Structure Plan.

### **Local Planning Scheme**

The Shire's current Local Planning Scheme No.6 (LPS6) zones a portion of the subject site for 'Special Use – Caravan Park' with the remainder being reserved for 'Parks, Recreation and Drainage'.

The subject site is identified in LPS6 as subject to SCA9, where clause 5.2.9 relates to the Coastal Hazard Risk Area (SCA9) and clause 5.2.9.1 relates to the objectives of the zone which are as follows:

- a) To ensure land in the coastal zone is continuously provided for coastal foreshore management, public access, recreation and conservation.
- b) To ensure public safety and reduce risk associated with coastal erosion and inundation.
- c) To avoid inappropriate land use and development of land at risk from coastal erosion and inundation.
- d) To ensure land use and development does not accelerate coastal erosion or inundation risks; or have a detrimental impact on the functions of public reserves.
- e) To ensure that development addresses the Broome Townsite Coastal Hazard Risk Management and Adaptation Plan prepared in accordance with State Planning Policy No. 2.6 State Coastal Planning Policy (as amended) and any relevant local planning policy prepared in accordance with this Scheme.

This plan meets the above objectives in that

- The plan ensures land in the coastal zone will continuously provide for coastal foreshore management, public access, recreations and conservation
- The plan provides options to ensure public safety and reduce risk associated with coastal erosion and inundation.
- The development on the subject site is appropriate
- The current and any proposed development will not accelerate coastal erosion or inundation risks nor have a detrimental impact on the functions of the public reserves
- All current and proposed development is in line with the Shire's CHRMAP and State Planning Policy No.2.6 State Coastal Planning Policy and all Local Planning Policies.

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The remainder of the subject site is reserved for Parks, Recreation and Drainage, clause 2.6.1 relates to the purpose of the zone and states that:

*To serve the active and passive recreation needs of the local community and allow for the development of sporting facilities and related or compatible uses including recreation buildings, car parking, and to provide for drainage areas that incorporate water sensitive urban design principles.*

Clause 2.6.2 relates to the objectives of the zone and states that:

- a) *Protect and promote Aboriginal culture and heritage where appropriate.*
- b) *Set aside areas of open space within, and in close proximity to, urban development.*
- c) *Integrate open space and drainage networks to allow for effective stormwater management and recreational use.*
- d) *To allow uses in accordance with the relevant Park Management*

The Foreshore Management Plan meets the purpose and objectives of the zone by maintaining current use and improves the current active and passive recreation needs of the local community with a boardwalk along to reserve to improve connectivity and access to the Town Beach foreshore and control access to limit detrimental impacts on foreshore vegetation and sensitive areas. .

#### **Local Planning Scheme No.7**

The Shire's Local Planning Scheme No.7 (LPS7) has been recently gazetted. The scheme expands the proposed *Recreation* reserve over the café and surrounding areas, however, retains the extent of the *Special Use – Caravan Park* zone beyond the extent of the caravan park lease on the seaward side of that site. The purpose and objectives of these zones are also retained under LPS7 and therefore this plan meets the purpose and objectives of draft LPS7.

#### **Local Planning Policies**

##### Old Broome Development Strategy

The development strategy sets the vision and future direction for Old Broome, Town Beach and Conti Foreshore. It provides guidance on land use and built form controls as well as a range of activation and other initiatives. The Development Strategy is adopted as an LPP.

This LPP provides the basis for Council to implement the outcomes of the Old Broome Development Strategy – originally adopted by Council in 2014. The Strategy identifies Town Beach within the *Public Open Space* and *Tourist* precincts. The *Tourist* precinct, which includes much of the caravan park, and extends to the high-water mark (beyond the current caravan park lease area boundary).



**Figure 2.4 – Old Broome Development Strategy**

The Strategy identifies a range of *preferred*, *not-preferred* and *inappropriate* uses for each of the precincts identified. In relation to the *Tourist* precinct, the strategy lists the following as being acceptable (no uses are *not-preferred* and *inappropriate*):

- Caravan Park
- Park shop
- Recreation – private
- Caretaker's dwelling
- Park amenities.

*Preferred* uses within the Recreation precinct include:

- Community purposes
- Recreation indoor
- Recreation outdoor
- Club premises
- Health club
- Recreation private
- Occasional use.

This Foreshore Management Plan is consistent with this list. As noted earlier, the draft Local Planning Strategy recommends a comprehensive review and possible repeal of this Local Planning Policy – and its replacement with a revised Precinct Structure Plan. We consider the primary land uses relevant to this Foreshore Management Plan will not change significantly in any review.

### Coastal Planning Policy

This LPP was prepared in response to the CHRMAP prepared for the Shire.

The policy contains a range of planning provisions relating to storm surge inundation and coastal erosion and provides a range of design and adaptation options/requirements that need to be considered for proposed development.

It provides a planning framework for the implementation of the CHRMAP, and a pathway for the Shire to consider relevant coastal issues when making planning decisions, in conjunction with the extent of Special Control Area 9 within the Shire's Local Planning Scheme.

## **2.4 Land use**

### **Historical**

The has been used as a camping/caravan park and low-key recreational use for over 50 years – the earliest available aerial photograph from 1970 shows a well-established caravan park in similar location the current (albeit slightly smaller and less formal). There has been significant land use change on the foreshore in that period especially in the last 20 years.



**Figure 2.5 – Photo 2009**

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Figure 2.6 – Photo 2000



Figure 2.7 – Photo 1970





Figure 2.8 – Photo Early survey map of Broome Townsite





**Figure 2.9 – Broome Jetty<sup>2</sup>**

### **Current**

The caravan park remains the dominant feature of the reserve. As stated earlier, a new lease for the operation of the park has recently been signed for a period of 21 years, and the site is currently undergoing significant redevelopment to upgrade facilities and to have regard for the CHRMAP outcomes.

The publicly accessible areas of the reserve are generally used for low-key passive recreation by Broome locals, and the facilities largely reflect this. Key infrastructure includes the boat ramp and associated parking area, grassed recreation/picnic areas, shade trees and shelters, ablution facilities and a children's water park. Use and development is largely focused on the eastern portion of the reserve, with little direct connectivity across the reserve in front of the caravan park and further to the west.

---

<sup>2</sup> Source: [Broome's new jetty built where a massive wooden wharf was once the town's connection to the world - ABC News](https://www.abc.net.au/news/2021-07-11/broome-new-jetty-recalls-the-towns-connection-to-the-world/100264512)  
(<https://www.abc.net.au/news/2021-07-11/broome-new-jetty-recalls-the-towns-connection-to-the-world/100264512>)

## 2.5 Heritage

Broome has a long social anthropological history with Aboriginal and European sites and recorded events and activities forming the basis of tourism and local identity. The town beach area is affected by these interests which may require sensitive management to protect their significance.

### Aboriginal

There are several broader Aboriginal Heritage sites affecting Town Beach. These are outlined in Table 2.3 below.

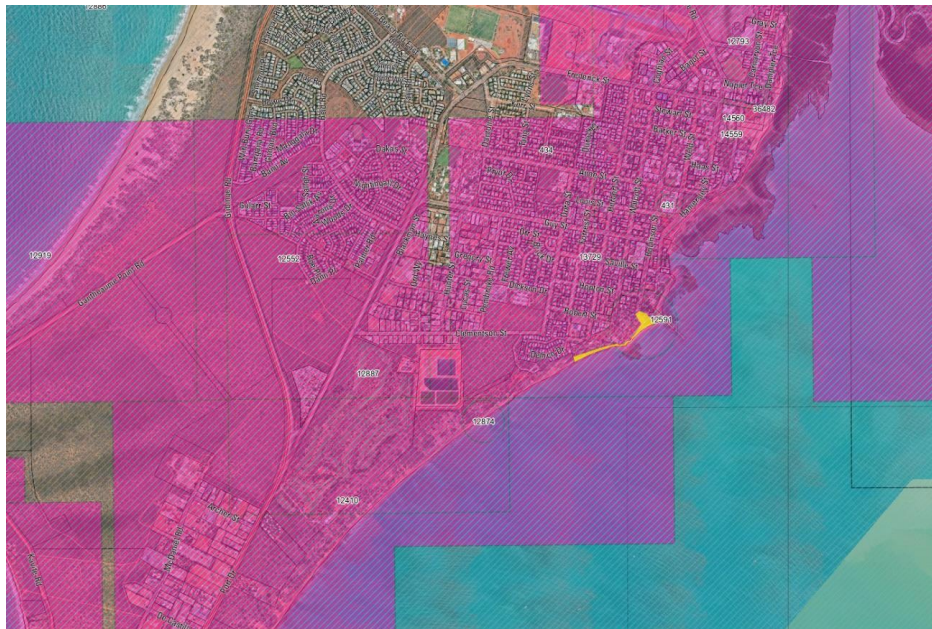


Figure 2.10 – Aboriginal Heritage Database search results



Table 2.3 – Aboriginal Heritage database search results

Name	Type
Lintapitjin/Lot 2065 Port Dr	Artefacts / Scatter, Ceremonial, Midden / Scatter, Mythological
Reserve 21801 Broome	Artefacts / Scatter, Ceremonial, Man-Made Structure, Mythological, Other: Proposed PA 087. APMC Res 23/77
Red Bank.	Fish Trap, Midden / Scatter, Mythological, Camp
Illangarami	Mythological

Source: DPLH Database Search, 2023

### European

There are several European Heritage sites located in and around the foreshore. Site P4861 is the most relevant, being located on the foreshore area of Town Beach. The site has been listed on the Shire's Local Heritage List since 2996. The history of the site is described as follows:

*Mangrove Point Jetty was constructed in 1897 as the Town jetty. It was 2,953 feet (900 metres) long and 15 feet (4.5 metres) wide, with a 'T'-shaped head 340 feet (103 metres) long and 30 feet (9 metres) wide. Contract for the structure was for £17,519. The jetty was connected to the town and to Streeter's Jetty in Chinatown, by a tramway. The line ran down the centre of the jetty and on one side was a cattle race, a box-like structure enclosed on both sides. Cattle were driven along the race to be loaded onto a waiting ship. The jetty was important for the transport of stock because of the considerable overland distance. Despite its length, boats were still left stranded at low tide. The jetty was the place to be seen when the steamships were in: master pearlers in white suits with two gold studs at the neck band and wearing pith helmets and the ladies with parasols. The steamship lounges would be open for the enjoyment of gin slings and whiskey and sodas. The jetty closed in the late 1960s, when a new deepwater port jetty was built further south. Mangrove Point remains a tourist lookout, viewing site and popular fishing spot.*

The Statement of Significance in relation to Town Beach Reserve is as follows:

*Town Beach is significant as a place of social gathering and recreation for residents and visitors of Broome. The remains of Town Jetty are an important historical site representing the shipping and pearling industries that were the foundation and sustenance of settlement and development in Broome.*





**Figure 2.11 – Local Heritage**

## 2.6 Consultation outcomes

Engagement activities are designed to assist the community to contribute effectively to the preparation of the Foreshore Management Plan. A *Stakeholder and Community Engagement Plan* was prepared to guide engagement through the following objectives:

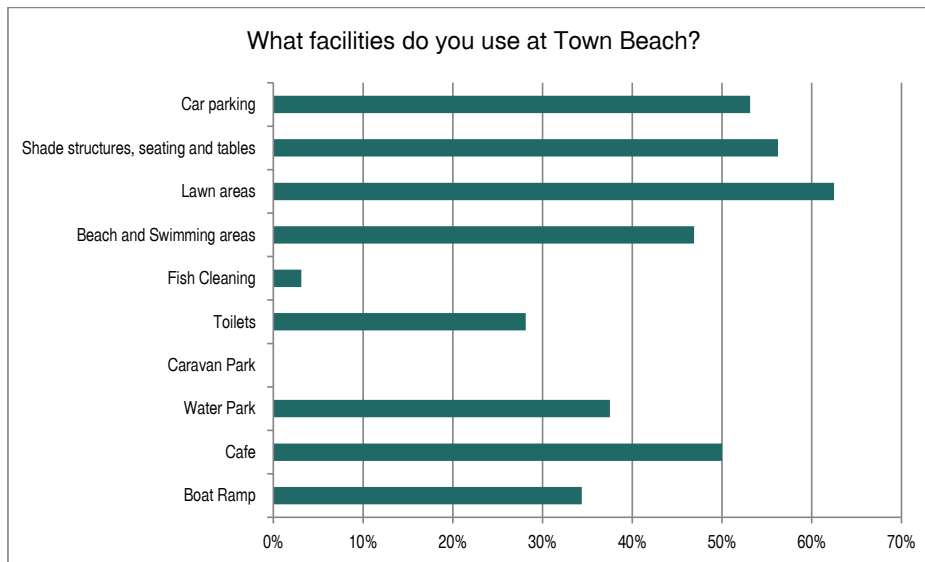
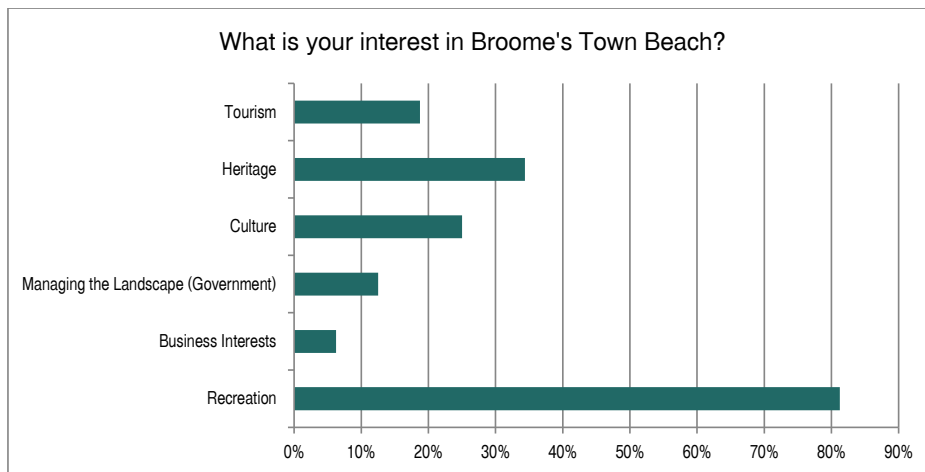
1. identify, inform and involve stakeholders in the process
2. strengthen shared values and processes between stakeholders
3. communicate the limitations and potential of the process
4. confirm community values and attitudes to foreshore use
5. inform the community on how community values and issues have been responded to
6. provide a process that will engender confidence in the Council that the resultant FMP reflects established community visions
7. avoid misinformation relative to the process and outcomes.

### Survey

A community survey was conducted over a period of approximately six weeks. The survey was available online and in hard copy form – having been circulated through the town by the Shire. The survey comprised 13 questions with both multi-choice and open-ended questions being posed. 41 responses to the survey were received. The responses confirmed that the foreshore is of great importance to locals, with a significant amount of use by local residents compared to tourist respondents. The low-key character of recreational use of the reserve was also noted and valued throughout, and there was



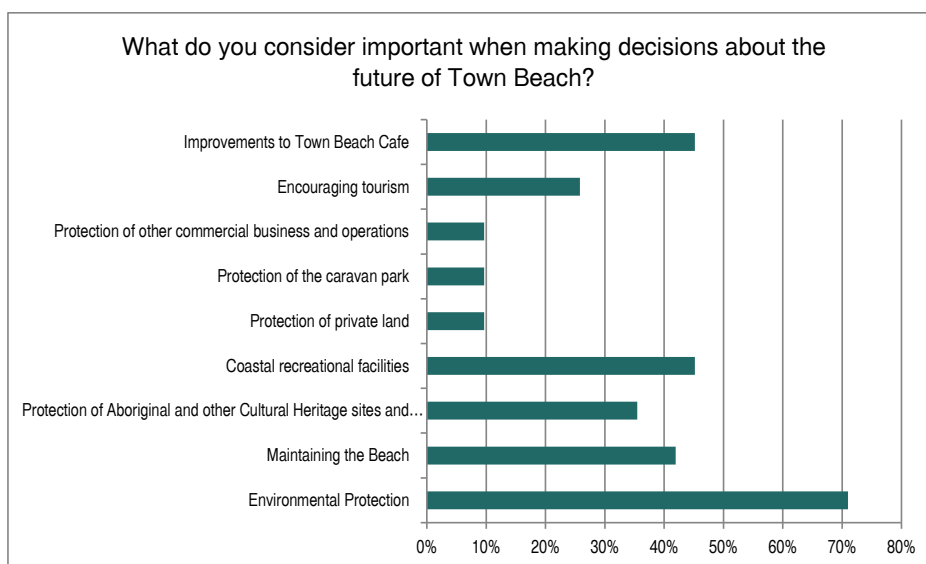
expressed a desire to maintain this character of use into the future. Relevant outcomes are presented in the figures following. Full responses have been provided to the Shire.



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### Community engagement

Land Insights staff attended the foreshore in late November/early December 2022 over a 4-day period. Use and activities on the foreshore were observed, these confirmed the advice received via the community that enjoyment of the place is due to its local, low-key community and recreational use of the reserve.

In addition to the site observations, a notice was circulated in the community advising that Land Insights and the Shire would be present in the reserve for a 3-hour period on Tuesday 29<sup>th</sup> November 2022 – to welcome discussions with locals regarding the use and management of the reserve. During this period, our team was approached by several people to discuss the reserve, and in addition we approached reserve users to seek their input and to facilitate the completion of the survey with a representative sample.

### Council

Council has been briefed three times during the preparation of the management plan. Relevant comments and observations from Council have been included as relevant to the management plan.

### Council staff

Council staff have been briefed several times as the plan was prepared. Relevant comments and information has been included or referenced.

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### **Yawuru**

A meeting was held with the Yawuru Park Council in May 2023 to introduce and discuss elements of the plan. A subsequent meeting was held between the Yawuru and the Shire in August 2023.

### **Future engagement**

The draft Management Plan will be advertised for public consultation.



### 3 Physical & biological attributes

#### 3.1 Climate and weather

##### Winds

Broome generally experiences two distinct seasons of winds. Quasi monsoonal winds prevail during the wet period from October to March, with a land-sea breeze cycle (SE to SW) prevalent during the dry period from May to September.

This combination provides a clearly bimodal wind distribution, with east-southeast (dry season) and west-northwest (wet season) prevailing winds.

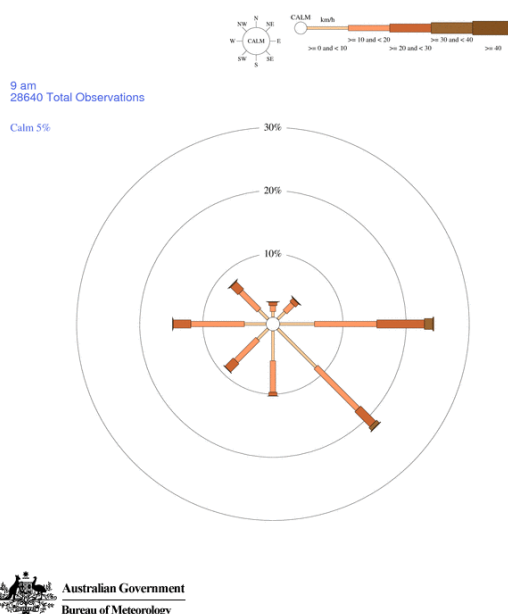




Table 3.1 – Yawuru seasonal calendar

Yawuru Season	Man-gala	Marrul	Wirralburu	Barrgana	Wirilburu	Laja
Months	Dec-Mar	Apr-May	May-Jun	Jul-Aug	Sep-Oct	Oct-Nov
Description	The Wet. Strong NW winds	Changing season. Little wind or rain.	Cooling season. Strong SSE. No rain	Cold season. Strong dry SE wind.	Warming-up season. W winds begin.	Hot time. Build-up to the wet season.

### Rainfall

The mean annual rainfall at Broome Airport is 624mm. Rainfall is highly variable throughout the year, and from year to year (seasonal characteristics are outlined in Table 3.3). The highest annual rainfall is 1599mm, recorded in 2018. The highest monthly rainfall of 945mm was recorded in January 2018, with a daily rainfall on 30/01/2018 of 440mm.

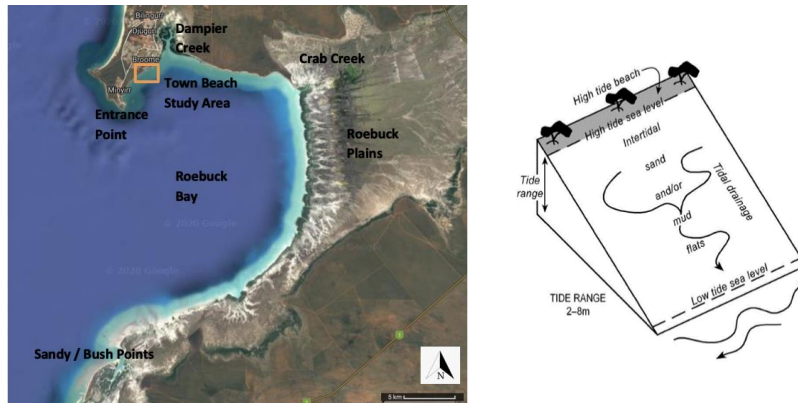
### 3.2 Topography & landform

Roebuck Bay occurs near the geomorphic transition between the Pilbara coast to the south and the Kimberley coast to the north. The 20km wide bay is bordered by Sandy and Bush points in the south and the prominent Entrance Point at Broome in the north. In between, the shoreline curves for 70 km (11).

The northern shore of Roebuck Bay commences at Crab Creek and extends west for 14 km to Dampier Creek and then southwest for 8 km to Entrance Point. The study area is sited within the Broome townsite between Dampier Creek and Entrance Point. To the north east of the site, there are extensive areas of mangroves along the western tidal ebb shoals of Dampier Creek. The shoreline includes perched beaches with local rock control, coastal dunes, pindan cliffs and coastal protection structures.

Town Beach is a 330m long sandy beach with an arcuate planform and is controlled at the northern end by the abutment for the old Broome Timber jetty, and at the southern end by a Pindan Headland, rock outcrops and mangroves. To the west there is a 4,500m long beach with an elongated arcuate planform and intertidal beach rock backed by sand dunes and pindan cliffs. This beach extends from Town Beach to the Port of Broome at Entrance Point.

These beaches are identified as Tidal Sand/Mud flats with a wide low gradient, small high tide beach (Figure 3.2). Intertidal flats may contain tidal draining channels and may lie adjacent to deeper tidal channels. Scattered mangroves commonly occur in higher intertidal zone. The beaches are usually calm, with only low wind chop during strong onshore winds.



**Figure 3.2 – Regional Coastal Setting (left) and Beach Morphology (source: Seashore Engineering)**

Within the study area there are three distinct landforms:

- *Town Beach*: South facing relatively wide sandy beach with its planform (shape) and local controls. The foredune behind Town Beach has been re-graded as parkland and sites for the Roebuck Bay Caravan Park (RBCP).
- *Pindan Headland*: Steep unconsolidated cliff of Pindan sand, as evident throughout the Broome coastline. The headland and adjacent reef and mangroves provide control to the beaches to the east and west.
- *Western beach*: The beach to the west of the Pindan Headland is dominated by an intertidal rock platform/ramp, with a narrow perched sandy beach behind the rock and at the base of the foredune. The coastal dune has been regraded for the caravan park. (Figure 3.3).



Figure 3.3 – Foreshore overview



### 3.3 Vegetation and habitat

#### TECs

Town Beach is included within a Priority Ecological Area that extent well beyond the extent of the site itself as depicted in the figure below.



**Figure 3.4 – Threatened/Priority Ecological Community Extent**

A search of Threatened and Priority flora and fauna has been undertaken. Apart from the observation of threatened and endangered bird species (including migratory birds) from Town Beach, there are no other recorded species. It should be noted that the lack of database results does not indicate that species do not exist on the reserve, but rather they have not been sighted as part of a field survey.

#### 3.4 Bushfire risk

Town Beach reserve is not within a designated bushfire prone area; however it does abut an area near Demco Reserve associated with the remnant vegetation further to the west, forming part of the wastewater treatment plant buffer and golf course.



**Figure 3.5 – Bushfire Prone Areas**

### 3.5 Coastal processes

#### Tidal Regime

Broome experiences a semi-diurnal tidal regime, with a lowest to highest astronomical tidal range of 10.5. There is a biannual tidal cycle, with equinoctial peaks in April and September. Tidal planes for Broome as derived from the 2016 DoT submergence curve are outlined in Table 3.1 (6).

Water levels exceeding MHWS occur for about 130 hours per year, are typically limited to a 3–4-day period every 2–4 weeks during the spring tide cycle. This may occur approximately 20 times per year, but more frequently during period of elevated mean sea levels (Table 3.2).

**Table 3.2 – Broome Tidal Planes**

Tidal Level	LAT	MLWS	MLWN	MSL	MHWN	MHWS	HAT
Water Level (mAHD)	-5.2	-3.7	-0.8	0.1	1.1	4.0	5.3
% Time Submerged	100	97	65	52	35	1	<1
Hours per year submerged	8 770	8 540	5 660	4 290	3 070	127	0.1

Note: LAT: Lowest Astronomical Tide; MLWS: Mean Low Water Springs; MLWN: Mean Low Water Neaps; MSL: Mean Sea Level; MHWN: Mean High Water Neaps; MHWS: Mean High Water Springs; HAT: Highest Astronomical Tide. Source: Seashore Engineering.

**Table 3.3 – Design water Level for Broome**

ARI	10	25	50	100	200	500
Water Level (mAHD)	5.4	5.4	5.5	5.6	5.6	5.7

Note: Levels are reported according to AHD. Note that the decimal place is included to allow better resolution for comparison, rather than being an indication of accuracy. Source: Seashore Engineering.



**Figure 3.6 Tidal Regime – Town Beach (source: Seashore Engineering)**

### Waves

Roebuck Bay is largely sheltered from the prevailing offshore swells from the west through to the southwest. Wave heights monitored inshore of Entrance Point (BR08) over 12-months in 2011/2012 by DoT recorded a maximum wave height of 1m, associated with a strong south easterly wind event. Mean wave height for the data set was 0.18m and mean wave direction was southerly (Figure 3.5).

Wave modelling undertaken by Cardno for the Broome Vulnerability Study identified a 50yr and 100yr ARI wave height ( $H_{mo}$ ) within Roebuck Bay of 2.32m and 2.55m respectively (2).

### Runoff Erosion

The scour of drainage channels along the coast in Roebuck Bay can occur during high rainfall events, in particular high intensity events that can overwhelm the stormwater system. This has the following implications for foreshore management:

1. Localised scour around the stormwater outlets can be severe, eroding the adjacent foreshore and beaches.



2. Creek outlets can migrate and scour along the shore, creating large scour channel behind dunes.
3. Material eroded from the foredune and beaches can deposit in nearshore areas, influencing local sediment dynamics as it distributed over time under the influence of waves and tidal currents.



**Figure 3.7 – Stormwater Outlet Scour at town Beach in Mar2022 (upper) and Runoff erosion adjacent to Simpsons Beach Carpark, immediately west of Caravan Park, Dec 2018 (lower)**

### Tropical Cyclones

Broome has a complex surge record, demonstrating surge generated by barometric pressure, by wind setup or by wave setup, but generally not simultaneously due to effects of shore aspect and surge/wave fetch generation. Broome exhibits a wide spread of cyclone paths associated with high surge, which is related to a dissociation between the different water level components (barometric pressure, wind setup and wave setup).

Since 1970, there have been four Cat 3 events within 100km west of Broome, and two Cat 5 events. The most severe recent event was TC Rosita in April 2000. The majority of the observed beach impacts were associated with high rainfall and runoff scour.





## 4 Key Issues

A review of the key issues associated with the project is outlined in the table below:

**Table 4.1 – Key issues overview**

Issue	Considerations in FMP
Planning policies and management plans	<p>Review contemporary strategic documents and policies</p> <p>State Planning Policy SPP 2.6 has recently been updated and elements of this policy should be incorporated where necessary</p> <p>State and local policies will provide guidance on the proper coastal planning considerations. A summary of the coastal planning policies and framework and how they relate to the study area will be presented in a table.</p>
Tenure and zoning	<p>The site is backed by Shire-managed Reserve (R31340) and Yawuru Native Title Holders Aboriginal Corporation Rntbc, Shire of Broome Reserve.</p> <p>The beach area is Unallocated Crown Land, and the implications of this need to be considered.</p>
Land Use	<p>Tenure will be mapped to show the different ownership along the coast, including reserves, UCL and freehold.</p> <p>The Local Planning Scheme zones and reserves within and surrounding the study area will be mapped to help identify which land uses are appropriate and which restrictions apply.</p> <p>Popular and high use sites will be identified as this will indicate where a majority of land use pressures are.</p> <p>The variety of land uses will be identified.</p> <p>Potential land use conflicts will be identified.</p>
Environmental characteristics	<p>Baseline environmental data will be mapped for the entire study area.</p> <p>Environmental features and values will be considered including coastal geology, landscape, remnant vegetation, low lying areas, wet areas, habitat and protected flora.</p>
Social characteristics	<p>Social values along the coast are closely related to its recreational and tourist values.</p> <p>These values can be determined primarily through consultation with local government and community and through review of literature.</p> <p>Areas with the highest social value are most likely areas with high environmental value or popular spots for recreation.</p>
Economic characteristics	<p>The economic value of the coast is linked to its value for tourism and recreation.</p>

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Issue	Considerations in FMP
	Maintaining the aesthetics and function of the coast is important for maintaining its economic value.
Access	<p>A review of coastal access will take place to determine areas where access should be improved.</p> <p>If access is poor this can sometimes lead to greater environmental damage, especially if, for instance, 4WDs are driven through dune vegetation to create multiple tracks and uncontrolled pedestrian access. Improving access to keep vehicles and pedestrians to allocated tracks can help lessen environmental impacts.</p> <p>Pedestrian access should be safe</p>
Infrastructure	<p>Infrastructure includes amenities, picnic facilities, walk trails and pathways, groynes, boat ramps, jetties and a number of other facilities which aid in people's enjoyment and use of the coast.</p> <p>The study will review facilities along the study area and identify areas where improvements should be made.</p>
Heritage	<p>Yawuru Traditional Owners will provide valuable input in regard to registered Aboriginal heritage sites within the Study Area</p> <p>A review of non-Aboriginal Heritage will be undertaken. It is noted that Town Beach, the old Broome Jetty site, and tramway alignment are of heritage interest.</p>
Coastal Adaptation	<p>Coastal path alignment.</p> <p>Management of coastal dune west of Pindan Head.</p> <p>Pindan Headland stability (safety)</p> <p>Upgrade of beach access structures.</p> <p>Caravan Park redevelopment.</p>
Drainage	<p>Drainage structures.</p> <p>Foredune scour.</p>



## 5 Vision & objectives

The strategic vision for the study area is as follows:

*To manage the unique social and environmental resources of Town Beach, taking into account risk from coastal hazards, environmental management, and equitable access.*

The objectives of the Town Beach Management Plan are below. These have been developed through consideration of issues, opportunities, values and trends derived from consultation.

**Objective 1 – To manage the environmental and recreational values of the foreshore to retain the broad range of passive recreational opportunities and environmental values and sense of isolation unique to the area.**

**Objective 2 – To ensure that the Broome community has continual access to the foreshore and beach area at Town Beach.**

**Objective 3 – To ensure management and protection of the foreshore is undertaken in an environmentally and economically sustainable manner.**

**Objective 4 – To ensure adequate consideration of coastal hazards is undertaken and ensure management is undertaken in accordance with SPP 2.6 and associated guidelines.**

**Objective 5 – To retain, protect and enhance areas of historic value, and places of cultural heritage significance within the study area.**

**Objective 6 – To increase community awareness and participation in coastal management and maintain successful relationships between stakeholders and coastal users.**

**Objective 7 – Provide an implementation plan that identifies management actions and sets priorities.**



## 6 Management actions

### 6.1 Access & public use

Access to the foreshore should be managed to ensure a balance between environmental management and recreation. Pedestrian access, in particular, needs to be provided in a controlled manner in certain locations to avoid indiscriminate access and degradation of foreshore environmental and aesthetic values.

Vehicular access to the foreshore is adequate, with good connectivity to the local road network and established foreshore parking areas. A boat ramp is located on the eastern end of the reserve, and a number of trailer parking bays are provided in the adjacent car park.

Pedestrian access from the main eastern car park is appropriate in current format. The edging of the pathways and grassed areas are well maintained. The newer carpark to the west is more isolated and it is noted that the rear of both adjacent buildings faces the car park. This limits surveillance and results in a loss of visual connection between the car park access path and the foreshore. There is a good opportunity to reconfigure the buildings/access in this area as part of the café redevelopment.

It is also noted that the fencing along the western boundary of the caravan park is solid and results in the car park area on this side feeling 'enclosed'. It also prevents surveillance of the car park from the caravan park.

There is no universal access from the car park or grassed area to the beach. Universal access can be difficult in areas with steep slopes, undulating topography and large tidal variation (which is common in coastal areas). This makes Town Beach a good location to facilitate universal access compared to many other sites in Broome.



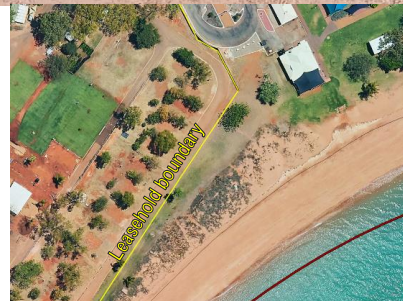
Figure 6.1 – Overview of town beach access

Apart from a small sign, there is no clear delineation between public land and the caravan park lease area. On the ground, it is unclear where the boundary between the public foreshore and the leasehold land is. It is recommended revised signage be installed to clearly indicate the demarcation between public land and leasehold land.



**Figure 6.2 – Public and private realms**

**Areas are not clearly delineated in this area.  
Runoff/drainage erosion of the foreshore in this location is also problematic as it is destabilising the remaining public areas (see image below for reference)**



In a broader sense, it is not currently clear that there is public access permitted in front of the caravan park. This in part may be due to lack of easy access to the foreshore area in this location.



**Figure 6.3 – Caravan Park lease**

*This (yellow line) delineates the public and private land in this area. On the ground, it is not clear that public access to the beach is possible in this location.*

There has been a long-term desire to formalise a public connection between Town Beach to Demco Park. The recent finalisation of the Caravan Park Lease has provided a portion of the reserve that may facilitate this (noting that the access needs to be provided within the Reserve boundary – not within the adjoining UCL). Preliminary consideration was given to the alignment of the pathway in the 2020 caravan park redevelopment proposal, however further site-specific consideration will need to be required to finalise a cost effective and resilient route.

Two concepts were considered in the FMP for providing a constructed path either side of the headland. The option of a concrete path behind the headland would be preferable but is not feasible due to the requirement for the path to run within the caravan park lease area to ensure reasonable setbacks from the Pindan Headland. The alternate option preferred by the Shire is a coastal walkway around the headland.



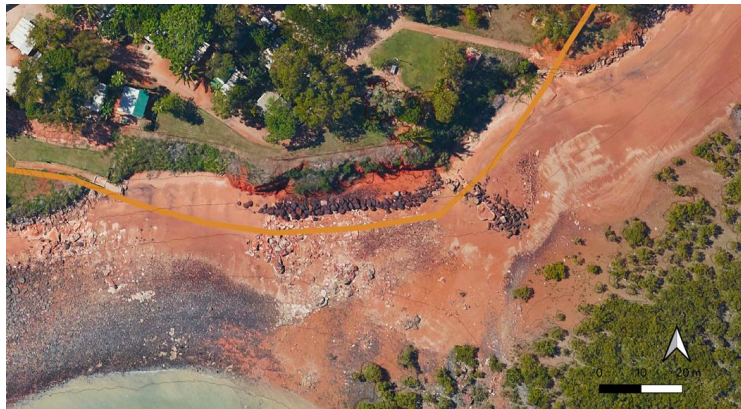


The Coastal Adaptation report notes, in regard to the walkway, to “Ensure design and siting of proposed coastal walkway in RBCP Concept Plan suitable in terms of foundations, wave impacts, cliff stability, environmental impacts and durability.”

A conceptual alignment is provided below with the following noted:

- The length of the walkway would be in the order of 130m.
- The alignment requires section of the walkway to be located below highest astronomic tide. This will require either a raised walkway above tide levels (plus waves) or allowance for occasional submergence.
- The dunes at either end of the walkway are reasonably steep and the design would require consideration of suitable grades for access, landings and handrails in terms of relevant code and standards.
- Offsets from the Pindan Headland are required for safety.

Options for extending the coastal path west of the Caravan Park, to Demco Drive, was also considered. The FMP allows for improved beach access and pedestrian access along the beach at suitable tides. There are potential alignments for a concrete path along the back of the dunes that could be further considered by the shire, subject to consultation. The design would need to allow for high runoff flows observed through this area.







*Figure 6.4 – Coastal Boardwalk Around Pindan Headland – Concept Alignment*



Table 6.1 – Management actions – access and public use

Action	Description	Priority
<p>Relevant Objectives:</p> <p><b>Objective 1 – To manage the environmental and recreational values of the foreshore to retain the broad range of passive recreational opportunities and environmental values and sense of isolation unique to the area.</b></p> <p><b>Objective 2 – To ensure that the Broome community has continual access to the foreshore and beach area at Town Beach.</b></p>		
APU1	Monitor usage of car parks, particularly during peak time, to ensure adequate supply.	Ongoing
APU2	Maintain existing pedestrian pathways. Avoid placing further concrete pathways any closer to the beach.	Ongoing
APU3	Investigate opportunities for more formal universal access when facilities are provided. Ensure universal access and inclusion planning is considered when designing and implementing the actions recommended in this Strategy and that the Shire's Disability Access and Inclusion Plan (2018-2023) is referred to.	Short
APU4	Clearly delineate the boundary between public and leasehold land in front of the caravan park.	Short
APU5	Implement access control and reduce the level of disturbance to the environment caused by pedestrians in the area in front of the caravan park.	Short
APU6	Provide a pedestrian connection from Town Beach in front of the caravan park, to connect with Demco Park to the west.	Medium - Long
APU7	Replace, improve or formalise public access pathways from the dunes to the beach in key locations.	Medium



## 6.2 Coastal processes

A significant amount of work has been completed to understand, analyse and provide guidance on coastal processes, and subsequent land use adaptation options, for Town Beach. The most recent work reviewed in this regard is the report: *Town Beach – Geotechnical Investigation and Coastal Adaptation Options Assessment*, prepared by Seashore Engineering in June 2020. This research contains a comprehensive overview of coastal process potentially impacting Town Beach and identifies for discussion a range of adaptation options using methodology endorsed by and consistent with DPLH SPP2.6 – State Coastal Planning Policy.

The *Accommodate* option was identified as the preferred option. In a general sense, this option considered the following design elements:

- Remove building rubble and rework existing rock on the Western Beach
- Dune nourishment and stabilisation on the Western Beach
- Rework rock around toe of Pindan headland
- Rework existing walling east of Pindan Headland
- Maintain existing beach access stairs
- Develop Foreshore Management Plan for Town Beach (vegetation, nourishment following events)
- Develop Emergency Response Plan for Caravan Park
- Rebuild Café in similar location as piled structure and raised floor levels
- No camp sites or infrastructure seaward of the “Immediate Coastal Process Hazards Distances” in the Cardno CVS (2).
- Permanent Structures to be designed on piles

Further refinement of the *Accommodate* option was undertaken by Seashore Engineering in 2020. This resulted in the formulation of a range of recommendations as follows:

### General

1. *Develop a Foreshore Management Plan to manage beach access and protect and enhance existing dune vegetation. This would require better definition of beach access and installation of dune fencing or similar.*
2. *Review existing and proposed development in the Roebuck Bay Caravan Park Redevelopment Concept that is seaward of the ‘Adjusted<sup>2</sup> Current Risk of Storm Erosion’ (100yrARI) hazard line and the projected permanent stable slope (1V:3H) for the Pindan Headland, in particular:*
  - 2.1. *Remove or adjust proposed caravan sites seaward of the ‘Adjusted Current Risk of Storm Erosion’ (100yrARI) hazard line, which includes an allowance for localised slope failure of the Pindan Cliff (1V:3H).*
  - 2.2. *Review recommendation for GALT 2020 (5) for mitigation of slope stability risk.*

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- 2.3. *Ensure existing services in this area are documented on an asset management plan, and their capacity for relocation at the time of renewal is considered.*
- 2.4. *Review location of restricted access fencing behind Pindan Headland.*
3. *Review existing and proposed development in the Roebuck Bay Caravan Park Redevelopment Concept that is seaward of the '2040 Coastal Processes Allowance' hazard line, in particular:*
  - 3.1. *Proposed safari tents are suitably designed to accommodate localised erosion of the steep embankment.*
  - 3.2. *Ensure potential coastal erosion risk to park visitors is mitigated in an Emergency Response Plan for caravan park (as per CHRMAP). Nominally this could be integrated with an existing Cyclone Management Plans, with some consideration of coastal erosion during spring tides, and stormwater overflow events.*
  - 3.3. *Review existing road layout and access to mitigate coastal erosion risk*
4. *Review stormwater overflow drainage to ensure capacity of outlets to accommodate coastal erosion, and to mitigate impacts on foredune and beaches.*
5. *Inspect, refurbish and/or replace existing beach access stairs.*

#### **Town Beach**

*Town Beach has a history of stability and remains a suitable site for the ongoing focus of public recreational activities and tourism. The following is recommended:*

1. *Existing boat ramp to remain, with ongoing maintenance. Potential for sand removed from ramp to be used to nourish dune on Western Beach to be considered.*
2. *Works consider the planned completion of the current jetty abutment refurbishment in 2020 and future jetty construction.*
3. *Beach access to be better defined, particularly where there is existing coastal dune vegetation.*
4. *The relatively minor risk of storm surge inundation to existing café is communicated to the existing leaseholders, with consideration of short-term mitigation (e.g. public access control, batter boards).*
5. *The proposed redevelopment of the Café maintains the existing coastal setback from the coastal vegetation line and opportunities to modify the finished floor levels at the detailed design stage to mitigate future risk associated with sea level rise (flood- proofing).*





6. *The refurbishment of the existing 'dumped' rock protection is considered following the inspection and design of maintenance and/or refurbishment of adjacent stormwater drainage and beach access structures.*

#### **Pindan Headland**

*The Pindan Headland has vertical cliffs of unconsolidated material with relatively complex erosion mechanisms. These landforms are unique natural features that are evident throughout Broome. The following is recommended:*

1. *GALT 2020 note leaving the Pindan Headland in its current state has a risk of slope failure (slumping, collapse, erosion) particularly during or following rainfall events, wave action, tidal events and cyclone events. In order to leave the slope "as is", GALT 2020 recommend that the following measures are undertaken:*
  - 1.1. *Leave as much vegetation as possible on the slopes to reduce the probability of localised slip failures and erosion.*
  - 1.2. *Restrict development on the high side of the slope. An exclusion zone extending from a 1V:3H line from the toe of the slope should not be developed.*
  - 1.3. *Footpaths may be constructed in this exclusion zone but should be considered temporary structures. A guard rail should be installed to prevent trafficking adjacent to the crest of the slope (within around 1 m).*
  - 1.4. *If a failure occurs after a rainfall or tidal event or similar, the failed area must be remediated such that the toe of the slope is reinstated to at least where it was prior to failure. "*
2. *Refine the program for ongoing coastal monitoring of the Pindan Headland, in particular post-event monitoring.*
3. *Review options for reuse and/or relocation of existing armour rock at the toe of the Pindan Cliffs.*
4. *Ensure design and siting of proposed coastal walkway in RBCP Concept Plan suitable in terms of foundations, wave impacts, cliff stability, environmental impacts and durability.*

#### **Western Beach**

*The main issues for the Western Beach are foredune management to maintain reasonable coastal protection for existing and proposed land-uses, and the maintenance of beach access at the eastern end. The following is recommended:*

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1. *Refurbish existing foredune by removing 'dumped' concrete rubble, reworking existing rock to mitigate erosion of the toe of the steep dune at spring tides, importing suitable sand for dune nourishment, regrading and stabilisation with vegetation.*
2. *Develop a program for ongoing monitoring and nourishment of this foredune, to better understand the mechanisms of erosion and sustainable sand nourishment volumes and sand sources. Nominally this should be based on maintenance sand nourishment to retain the present foredune location.*
3. *Ensure trees immediately behind the foredune are regularly inspected for health and stability.*
4. *Planning and design of the proposed coastal access path should ensure it does not become a future liability for the Shire that requires high-cost coastal protection. The siting should ensure setbacks to the dune crest are maximised, path materials allow for movement and future maintenance (i.e. flexible materials), and the future removal of the path if threatened by erosion is considered.*
6. *Siting of well-designed and relocatable 'Cabins' or 'Safari Tents' between the seaward road along the Western Beach within the RBCP the seaward side of the '2040 Coastal Processes Allowance' hazard line is reasonable. The location of relocatable structures between the seaward road along the Western Beach within the RBCP and the "Adjusted Current Risk of Storm Erosion" hazard line can be considered on a case-by-case basis provided the dune buffer is maintained and reinstated following a storm.*

This FMP has been prepared largely in response to general recommendation 1 (Develop a Foreshore Management Plan to manage beach access and protect and enhance existing dune vegetation) however the plan has gone further than beach access and dune vegetation.

Table 6.2 – Management actions – coastal processes

Action	Description	Priority
<p>Relevant Objectives:</p> <p><b>Objective 1 – To manage the environmental and recreational values of the foreshore to retain the broad range of passive recreational opportunities and environmental values and sense of isolation unique to the area.</b></p> <p><b>Objective 2 – To ensure that the Broome community has continual access to the foreshore and beach area at Town Beach.</b></p> <p><b>Objective 3 – To ensure management and protection of the foreshore is undertaken in an environmentally and economically sustainable manner.</b></p> <p><b>Objective 4 – To ensure adequate consideration of coastal hazards is undertaken and ensure management is undertaken in accordance with SPP 2.6 and associated guidelines.</b></p>		
CP1	<p>Give due regard to SPP 2.6 for the planning of any coastal facilities or development following the management and adaptation hierarchy of avoid-retreat-accommodate-protect. The location of coastal facilities and development should consider:</p> <ul style="list-style-type: none"> <li>coastal processes,</li> <li>appropriate coastal setbacks are implemented</li> <li>any fixed infrastructure is built to the appropriate standard over an appropriate planning timeframe and can accommodate the anticipated range of beach and dune variability.</li> </ul> <p>It is recommended most assets on this coast are placed with consideration of how to accommodate future potential erosion and extreme events. This is particularly relevant for recreational assets with finite lifespans and coastally dependent and easily relocatable assets noted in Sections 7.1 and 7.2 of SPP2.6 respectively.</p>	Ongoing
CP2	Conduct regular monitoring of infrastructure and recreational facilities along the beach within Shire-managed reserves.	Ongoing
CP3	Ensure coastal users are adequately informed of natural hazards and risk such as flooding and inundation through the use of signs.	Ongoing
CP4	Give due regard to SPP 2.6 which provides for public access to foreshore areas and apply when considering future options for access.	Ongoing

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Action	Description	Priority
CP5	Implement the <i>Accommodate</i> recommendations from the <i>Town Beach – Geotechnical Investigation and Coastal Adaptation Options Assessment</i> , however with a focus on protecting the integrity of the Pindan Headland.	Ongoing





### 6.3 Facilities and amenities

Town Beach is well provisioned with relevant and generally good quality facilities and amenities focused on low-key passive recreation use. Facilities and amenities include:

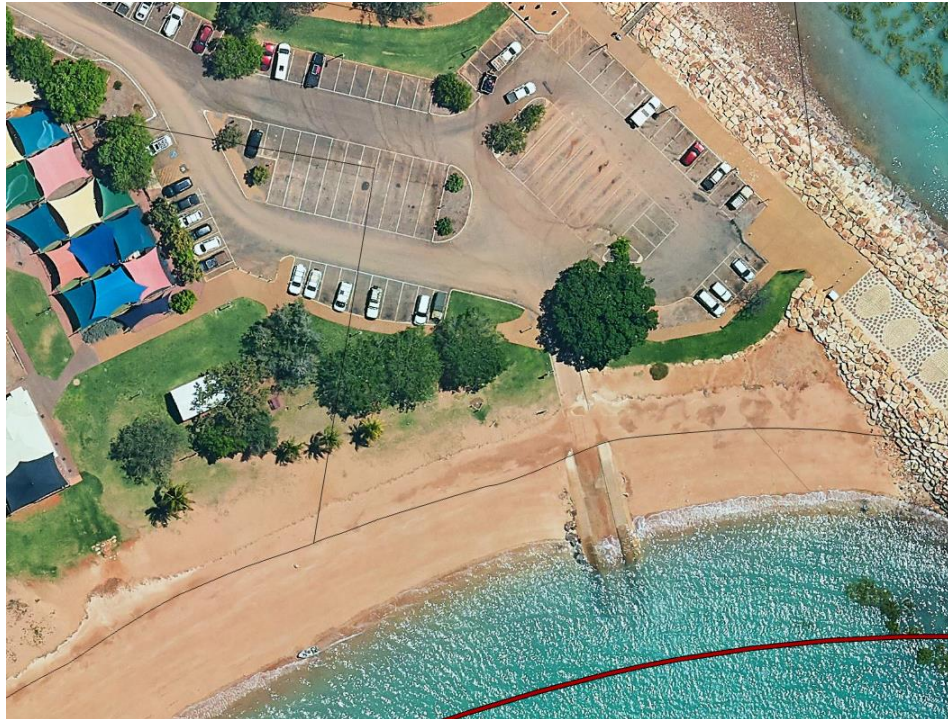
- Boat ramp
- Car parks and pathways
- Maintained grass parkland/picnic areas
- Water playground
- Café
- Ablution facilities
- Shade trees.

#### Boat ramp

The boat ramp is an important community facility and provides boat access to this side of Broome. It is highly valued by the community and should be retained. It is understood that the ramp does get extremely busy during peak periods.

The Shire is monitoring the use of the ramp and some consideration should be given to opportunities for upgrading or duplicating the ramp (in the same location) to cater for increased use, subject to progress of boat launching facilities at Broome Boat Harbour.

It is recommended that a survey of boat launching activities at the ramp and ensure that there are an appropriate number of car/trailer parking bays in the adjoining car park. Note that a mix of boat/trailer and single car parking needs to be retained within the context of AS3962 and Department of Transport guidelines, and suitable marine signage is provided.



**Figure 6.5 – Boat ramp and parking configuration**

### Café

The café is currently not operating, and as stated earlier the Shire is in a process of seeking a short/medium-term operator of the existing facility while considering options for redevelopment of the facility over a longer term.

There is strong community support for the café as it was, and while the redevelopment process is acknowledged by the community, there is some concern expressed regarding possible plans for a larger 2 storey structure be developed on the site, complete with longer trading hours and alcohol sales. It is a clear community preference for a smaller low-key facility as consistent with this area as a local recreation location.

A *design and construct RFQ* process by the Shire is running as a separate project, and it is anticipated that any redevelopment of the facility may be some years away. There are opportunities to influence design as follows:

- Ensure footprint of any new café building is set back beyond the revised 2040 hazard line if possible, or conversely designed appropriately to consider coastal processes (including piling of foundations)
- Provide for greater visual connectivity from car park to café area and beyond to improve legibility and reduce impacts of random tracks and trails over the foreshore. (ie do not have blank walls and service areas immediately facing public domain, even if it is a car park)
- Promote a low-key facility that caters to Broome locals and adjoining caravan park users
- Ensure minimum floor levels to avoid longer-term possible inundation
- Ensure that the drainage in this area of the foreshore, including from the adjoining car park, is holistically addressed as part of the design process.

In the short to medium term, consideration could be given to mobile or non-permanent options for provision of this service to the local community on the foreshore. Provision of facilities in this manner can be seen as a good example of implementing 'coastal adaptation'.

#### **Maintained grass parkland/picnic areas**

The grass picnic area at Town Beach is highly used and the focus of recreational activity across the FMP area. It is well maintained by the Shire and offers a pleasing aspect to the adjacent waters. It is suggested that this area be largely maintained in its current form recognising possible inundation and repair following storm events. The plan recommends the extension of the grassed area further west, between the café and the Pindan Headland. This will provide additional passive recreational spaces for the community and assist in clearly delineating the public land in front of the caravan park. Discussions with the Yawuru have indicated that this is an acceptable proposal.

At present, there is no discernible edge between the grassed area and the sandy beach, and the grass is being undermined in areas as a result, with a noticeable change in ground level in places.



**Figure 6.6 – Unmanaged interface between grassed area and beach**

It is suggested that the interface between the grassed area and the beach be considered. Options could include low level pindan rock interface be used to delineate the grassed area and the beach – in a similar manner to the area just to the west (refer below), or modular steps with no foundations, such as timber sleepers or similar structure which could be easily replaced/repared if and when levels are changed.



**Figure 6.7 – Rock interface between grass and beach**

#### **Water playground**

The water playground is a popular destination for the local community and should be retained. It appears to be well maintained and operational.

#### **Ablution facilities**

The existing ablution facilities are located to the east of the main Town Beach area. The facilities are well maintained however they do provide a barrier between the car park and the reserve. This is not an issue per-se, but their current location does limit surveillance between the car park and the reserve. If they are ever redeveloped it is recommended their placement be reviewed.

#### **Shade trees**

Established shade trees are located along the foreshore, providing an important amenity value. These should be retained and opportunities for further planting undertaken as required using endemic species where possible. Additional shade trees should be planted on the foreshore between the cafe and the Pindan Headland as part of the proposed landscaping of this area.

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### Interpretive information

There is limited interpretive information in this section of the foreshore. Consideration could be given to including a narrative educating users about the dynamic nature of coastlines and what is considered natural and how to adopt conservative coastal behaviours.



*Figure 6.8 – Shade trees on foreshore*



Table 6.3 – Management Actions – facilities and amenities

Action	Description	Priority
<p>Relevant Objectives:</p> <p><b>Objective 1 – To manage the environmental and recreational values of the foreshore to retain the broad range of passive recreational opportunities and environmental values and sense of isolation unique to the area.</b></p> <p><b>Objective 2 – To ensure that the Broome community has continual access to the foreshore and beach area at Town Beach.</b></p>		
FA1	Monitor the use of boat ramp, particularly at peak times, to fully understand demand and utilisation. Forward plan for upgrades to capacity (including adjoining parking bays) if required.	Ongoing
FA2	<p>Influence the design/construct process for the new café as follows:</p> <ul style="list-style-type: none"> <li>• Ensure footprint of any new café building is set back beyond the revised 2040 hazard line if possible, or conversely designed appropriately to consider coastal processes (including piling of foundations)</li> <li>• Provide for greater visual connectivity from car park to café area and beyond to improve legibility and reduce impacts of random tracks and trails over the foreshore. (ie do not have blank walls and service areas immediately facing public domain, even if it is a car park)</li> <li>• Promote a low-key facility that caters to Broome locals and adjoining caravan park users</li> <li>• Ensure minimum floor levels to avoid longer-term possible inundation</li> <li>• Ensure that the drainage in this area of the foreshore, including from the adjoining car park, is holistically addressed as part of the design process.</li> </ul>	Short
FA3	Maintain the grassed area at Town Beach for passive recreation use. Extend between the café and the Pindan headland. Trees should be planted in any new grassed areas to provide shade.	Ongoing
FA4	Create a defined edge between the grassed area and the beach (in a similar manner to the area immediately to the east).	Short
FA5	Promote the use of mobile food vendors on the foreshore to provide services to the local community.	Short
FA6	Provide interpretive/educational information on the foreshore regarding coastal process and coastal change.	Short

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#### 6.4 Conservation and environmental management

As discussed earlier, drainage and runoff during significant rain events can result in scouring, resulting in damage to the foreshore from erosion, and deposition of sediment into nearshore waters. This requires consideration in the design of drainage structures for both the Caravan Park and the public areas managed by the Shire. Outflow structures need to consider both the wider drainage network capacity and the management of overland flow during larger events to mitigate severe scour previously observed at Town Beach and other coastal areas in Broome.

Coastal adaption options were outlined in the *Town Beach – Geotechnical Investigation and Coastal Adaptation Options Assessment* report.

Over the years rubble has been placed along the foreshore, mainly west of the main Town Beach area, presumably to assist with erosion mitigation during high tide or extreme weather events. Opportunities to remove this rubble from the foreshore (noting that some of it occurs outside of the reserve boundary and within the adjoining UCL) should be considered in the design of future coastal adaptation works and protection of the Pindan Headland as appropriate.

The dunes immediately west of the main Town Beach area are degraded due to uncontrolled pedestrian access and vegetation degradation. It is proposed to landscape this area to extend the grassed passive recreation area and provide additional shade trees in this location. This will allow for additional use at peak periods, such as 'Staircase to the Moon' events, where demand is particularly high.

West of the Pindan Headland, the foredune remains subject to erosion during high tides. Opportunities to remove this rubble from the foreshore should be considered as part of the design of coastal adaptation works for this area, with consideration of sand renourishment and dune protection.

**Table 6.4 – Management actions -conservation and environmental management**

Action	Description	Priority
Relevant Objectives:		
<b>Objective 1 – To manage the environmental and recreational values of the foreshore to retain the broad range of passive recreational opportunities and environmental values and sense of isolation unique to the area.</b>		
<b>Objective 3 – To ensure management and protection of the foreshore is undertaken in an environmentally and economically sustainable manner.</b>		
<b>Objective 4 – To ensure adequate consideration of coastal hazards is undertaken and ensure management is undertaken in accordance with SPP 2.6 and associated guidelines.</b>		

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<b>Objective 6 – To increase community awareness and participation in coastal management and maintain successful relationships between stakeholders and coastal users.</b>		
CE1	The design of coastal stormwater outlets to Town beach by the Shire and the Caravan Park leaseholders should consider both in-pipe flows and the management of scour from overland flow associated with larger rainfall events.	Short-medium
CE2	Prepare a plan for ongoing monitoring and maintenance of the dune vegetation.	Short
CE3	Create a local 'Friends Of' group to assist with ongoing management of the dune area.	Short
CE4	Consider opportunities to remove the rubble on the beach as part of the design of coastal adaptation works. (in accordance with other actions in this FMP)	Short
CE5	Prepare a plan and procedures for monitoring dune movement and planning for dune renourishment after significant weather or tide events, particularly in the western foreshore area.	Short

## 6.5 Planning, tenure & heritage

### Local Planning Scheme

The majority of the foreshore is zoned *Special Use – Caravan Park*. This zoning extends beyond the actual extent of the caravan park. It is suggested that the Local Planning Scheme be amended to incorporate the balance of the foreshore not within the caravan park lease to the *Parks, Recreation and Drainage Reserve*.



Figure 6.9 – Local Planning Scheme zoning/reservation extent

### Unallocated Crown Land

The beaches are UCL, and the Shire management extent does not extend here. In reality, the Shire will likely undertake some management of these areas as required, however it is worth noting where the boundaries of the reserve end on the seaward side. It is recommended that no hard structures are located in the UCL where possible – bearing in mind that there are requirements for constructed pedestrian beach access points, and drainage infrastructure in places.

Table 6.5 – Management actions – planning, tenure and heritage

Action	Description	Priority
Relevant Objectives:		
<b>Objective 4 – To ensure adequate consideration of coastal hazards is undertaken and ensure management is undertaken in accordance with SPP 2.6 and associated guidelines.</b>		

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<p><b>Objective 5 – To retain, protect and enhance areas of historic value, places of cultural heritage significance within the study area.</b></p> <p><b>Objective 6 – To increase community awareness and participation in coastal management and maintain successful relationships between stakeholders and coastal users.</b></p>		
PT1	Amend the Local Planning Scheme to limit the <i>Special Use – Caravan Park</i> zoning to the caravan park lease area and incorporate the balance of the reserve into the <i>Parks, Recreation and Drainage Reserve</i> .	Short
PT2	Continue to liaise with local Aboriginal representatives to ensure a culturally sensitive approach to recreational activities and the provision of visitor amenities within the study area.	Ongoing
PT3	Encourage involvement of Aboriginal persons in coastal management through engagement, consultation and employment /volunteering where possible.	Ongoing
PT4	Consult with the Yawuru to ensure appropriate recognition and protection is given to relevant heritage sites, including interpretation, in consultation with Yawuru, where appropriate.	Ongoing
PT5	Avoid locating any structures outside of the Shire-managed reserve.	Ongoing





## **7 Implementation & monitoring**

### **7.1 Introduction**

This chapter provides guidance on the implementation of the Foreshore Management Plan. It can be used as a framework to ensure coastal management is adequately catered for in future budgets. The implementation of recommendations from the Plan will need to be appropriately costed and programmed for implementation by the responsible land managers.

### **7.2 Priorities**

The priorities assigned to each action are advisory only and reflect a timeframe for implementation. Priorities can be reviewed as required to consider availability of resources and granting of funding requests.

Priorities have been classified as follows:

- S: Short term – within the next 2 financial years
- M: Medium term – within the next 5 financial years
- L: Long term – within the next 5 to 10 financial years
- O: Ongoing – over life of the CMP as required.

With regards to management actions with responsibilities assigned to the Shire, it is envisaged that those listed as short priority will be works provided for either in the Shire annual budget or through grant funded projects within the next 2 years. Actions with Medium priority could be implemented by Council within the next 5 years, and actions identified as Long-term priorities could be implemented in the next 5 plus years.

Priority was determined through consideration of the comments received during the preparation of the plan, the costs associated and the complexity of each action.

### **7.3 Responsibilities**

The responsibilities for implementation vary depending on the coastal landowner or manager. The responsibilities were determined largely through consideration of the tenure and land managers responsible for each site. While there is some UCL and the northern coastal dunes are largely located within private ownership, the remainder of the Shire's coastline is located within Shire-managed reserves. In addition, most of the coastal recreation sites are located within the Shire-managed reserves. As such, a majority of the responsibilities will be with the Shire of Broome.

### **7.4 Monitoring & review**

Monitoring is an essential component of the Foreshore Management Plan. Its purpose is to assess the success of recommended actions and to determine whether they have achieved the desired outcome. It can also indicate whether the Plan requires modification to help reach the objectives more efficiently.

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It is considered relevant to monitor the following within the study area:

- Visitor numbers to sites, especially during peak periods
- The success of rehabilitation
- The creation of new tracks and the amount of dune degradation
- The condition of facilities
- The condition of signs
- The cleanliness of coastal areas and whether clean-ups are required
- Rate of dune migration.

It is suggested that the Shire prepare a Monitoring Plan (Action EL15). This should include a process for the Shire to follow in order to review actions in this Plan and whether they have been achieved. Monitoring should ideally be undertaken at least annually, but possibly sooner in particular areas or where management issues are evident. In addition to visual observation of coastal features, monitoring could use technology to get an indication of how things are changing. For example, select locations can be chosen to undertake a photo database (take photos at a certain site on a regular basis over time to get an idea of coastal changes) or an annual drone flight (to take photos of the coast from the air). It may also be possible to utilise technology (such as mobile apps) to assist with monitoring. These apps could also be used by the community (e.g., to notify the Shire of any issues that may need to be resolved).

Relevant actions such as weed control, revegetation, closure of tracks, replacement of signs and facilities, provision of a caretaker or ranger etc. should be undertaken if monitoring results indicate no improvement or degradation. The Shire is encouraged to involve community where possible and where there is interest.

It is recommended that this Plan is reviewed after a 10-year period to determine if the actions are still relevant and to take into consideration changes to the social, economic and environmental context.

### 7.5 Funding sources

Responsible land managers may be able to seek funding for certain activities from other sources. Funding opportunities such as these tend to change on a regular basis and as a result a review of options should be undertaken each year. Projects and activities tend to be given higher priority if the proposed activities have been identified in a Coastal Management Plan. Applications will generally need to show how the proposed activities will have an environmental and social benefit and will need to provide details as to how the activity will be carried out, timeframes, costings and responsibilities. Funding can currently be applied for through the following:

- Coastwest Grants Program (through the Department of Planning, Lands and Heritage)
- Coastal Management Plan Assistance Program (Department of Planning, Lands and Heritage)
- Coastal Adaptation and Protection (CAP) Grants (Department of Transport)
- State Natural Resource Management (Department of Primary Industries and Regional Development)
- Recreational Boating Facilities Scheme (RBFS) grants (Department of Transport)

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- Regional Grants Scheme (RGS) (Department of Primary Industries and Regional Development).

## 7.6 Actions

Actions associated with Implementation are provided in Table 12.1 below.

**Table 7.1 – Implementation actions**

ACTION #	DESCRIPTION	PRIORITY	RESPONSIBILITY
IA1	Prepare a Monitoring Plan which sets out a list of actions to review the outcomes of this Coastal Management Plan and their effectiveness. The Monitoring Plan should list timeframes/frequency of monitoring and responsibilities.	S	Shire of Broome
IA2	Continue the Beach Monitoring Plan to regularly monitor (site visits and photography) key coastal locations to identify triggers for management identified throughout the CMP.	S	Shire of Broome
IA3	Plan to undertake a review of this Foreshore Management Plan within 10 years of its final adoption date.	L	Shire of Broome



## **8** *References / bibliography*

Baird, (2017) Shire of Broome Coastal Hazard Risk Management and Adaptation Plan. Report for Shire of Broome

Brighthouse (2014) Roebuck Bay Caravan Park Redevelopment Plan. Report for Shire of Broome

Cardno (2015) Broome Coastal Vulnerability Study Final Report. Report for Shire of Broome

Coastal Reserves Master Plan

Draft Local Planning Scheme 7

Draft Local Planning Strategy

GALT Geotechnics (2020) Report on Geotechnical Study Coastal Erosion Assessment Town Beach

Local Planning Scheme 6

LPP – Coastal Planning Policy

LPP – Old Broome Development Strategy

Seashore Engineering (2020) Geotechnical Investigation and Coastal Adaptation Options Assessment. Report for Shire of Broome

Shire of Broome Local Planning Strategy

Western Australian Planning Commission. Statement of Planning Policy No. 2.6: State Coastal Planning Policy. Government of Western Australia, Perth;



## Policy review

### Commonwealth

#### Australian Coastal Public Safety Guidelines

The “Australian Coastal Public Safety Guidelines” were prepared in 2007 by Surf Lifesaving Australia. The purpose of the guidelines is to provide world-best practical advice to land managers with a responsibility for public safety on the Australian coast.

##### Application/Implication

These guidelines can be used by the Shire when considering coastal hazards and risks, coastal signage, beach cleaning, emergency management and coastal tourism safety.

#### Multiple Land Use Framework

Multiple landowners can exist over an area and can cause issues when it comes to access and land use across an area, especially where historic cadastre patterns have resulted in odd-shaped lots and patterns. The “Multiple Land Use Framework” (MLUF) was prepared by the Standing Council on Energy and Resources in 2013 in recognition of the conflict arising over land access and land use. The aim of the MLUF is to enable government, community and industry to meet land access and use challenges, expectations and opportunities effectively and efficiently. It was developed with the minerals and energy resources sectors in mind, however the underlying concepts can be applied to all sectors. The MLUF recognises that access to land is fundamentally important to the successful management of competing interests of mining, energy, agriculture, environment, community and other significant land users.

##### Application/Implication

This document has a focus on outlining the guiding principles and objectives of the project, rather than specific advice as to how land use conflicts and access can be resolved. Each situation should be considered on a case-to-case basis and terms negotiated between affected parties.

#### The Burra Charter

“The Burra Charter” (Australia ICOMOS Inc., 2013) provides guidance for the conservation and management of places of cultural significance (cultural heritage places). It sets a standard of practice for those who provide advice, make decisions about, or undertake works to places of cultural significance, including owners, managers and custodians. The Charter can be applied to all types of places of cultural significance including natural, Indigenous and historic places with cultural values. It provides guidance on conservation principles, conservation process and conservation practice.

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The steps in the Burra Charter process are:

- Understand the place
- Assess cultural significance
- Identify all factors and issues
- Develop policy
- Prepare a management plan
- Implement a management plan
- Monitor the results of the management plan.

*Application/Implication*

The principles and guidelines from The Burra Charter should be used by the Shire and coastal managers in the management and protection of cultural heritage sites.




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## State

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### Kimberley Regional Planning and Infrastructure Framework

The Kimberley Regional Planning and Infrastructure Framework was finalised by the WAPC in 2015. It provides a regional context for land use planning in the Kimberley, an overview of major regional economic, social, cultural and environmental issues, priority actions for planning and priority infrastructure projects.

Broome is identified as a “regional city” in the Framework. Key infrastructure requirements for Broome are listed as port upgrades and airport relocation. It is also noted as being an international tourism link. The Framework also states that Broome is “expected to accommodate the most significant amount of the region’s anticipated population growth over the next 25 years” and is already the region’s most populous urban place. It also supports significant regional infrastructure and it is expected that the tourism industry will also continue to grow. The Framework also recognises that growth of the tourism industry will need to develop “in a manner which does not damage and/or devalue the region’s natural attractions” and that “visitors should be managed appropriately”.

#### *Application/Implication*

As Broome is the regional city for the Kimberley region it has the most pressure for tourism and population growth. Protection and management of important and popular sites such as Town Beach are imperative.

### State Planning Policy 2 – Environmental and Natural Resources Policy

“State Planning Policy 2 – Environmental and Natural Resources Policy” (SPP) was prepared by the WAPC in 2003. The Policy objectives of SPP 2 are to integrate environmental management with broader land use planning, to protect, conserve and enhance the natural environment and to promote sustainable use of natural resources. Policy Measures in SPP 2 focus on water resources, air quality, soil and land quality, biodiversity, agricultural land, minerals, petroleum and basic raw materials, marine resources and aquaculture, landscape, greenhouse gas emissions and energy efficiency.

#### *Application/Implication*

The preparation of this FMP is a response to the objectives of SPP 2 and its main purpose is to protect, conserve and enhance environmental features within the study area, to promote sustainable use for future generations to enjoy and to provide practical and realistic actions that can be used by decision-makers.



#### **State Planning Policy 2.4 – Planning for Basic Raw Materials**

“State Planning Policy 2.4 – Planning for Basic Raw Materials” was prepared by the WAPC in 2021. The intent of the Policy is “to ensure basic raw materials (BRM) and extractive industries matters are considered during planning and development decision-making, to facilitate the responsible extraction and use of the State’s BRM resources”. The supporting documents are the “Planning for Basic Raw Materials Guidelines” which were prepared in 2021 to accompany the Policy.

##### *Application/Implication*

No basic raw materials are identified within the study area or along the Town Beach coastline.

#### **State Planning Policy 2.6 – State Coastal Planning Policy**

“SPP 2.6 – State Coastal Planning Policy” was prepared by the WAPC in 2013. This Policy provides guidance for decision-making within the coastal zone including managing development and land use change, establishment of foreshore reserves; and to protect, conserve and enhance coastal values. The Policy is to inform and guide decision-making by the WAPC and its Committees, and in integrating and coordinating the activities of state agencies that influence the use and development of land in the coastal zone. It also provides guidance for private landowners wishing to undertake development in the coastal zone.

##### *Application/Implication*

SPP 2.6 has been referred to as a guiding document during preparation of the FMP and the hazard assessments undertaken by Seashore Engineering.

#### **State Planning Policy 2.6 State Coastal Planning Policy Guidelines**

The “State Coastal Planning Policy Guidelines” were prepared by the WAPC in 2013. These guidelines were prepared to support the implementation of SPP 2.6 and to assist decision-makers to:

- Consider coastal hazards and evaluate their likelihood
- Identify realistic and effective management and adaptation responses to those risks
- Prioritise the management and adaptation responses.

The Guidelines provide detailed guidance for the application of the policy measures. It includes details on the following:

- Development and settlement
- Earthworks and soil
- Water resources and management
- Visual landscape

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- Coastal hazard risk management and adaption planning process
- Vulnerability assessment
- Assessing risk adaption options
- Ongoing risk management and adaption planning
- Communication and consultation
- Coastal adaption and protection grants scheme
- Infill development
- Coastal protection works
- Public interest
- Public access
- Coastal roads and car parks
- Coastal pedestrian access and dual use paths
- Coastal foreshore reserves
- Ecological values
- Landscape, seascape and visual landscape
- Heritage
- Coastal strategies and management plans.

A large focus of the guidelines is planning and adapting to setbacks and ensuring infrastructure and facilities are appropriate.

#### *Application/Implication*

The SPP 2.6 Guidelines have been referred to during preparation of the FMP and the hazard assessments undertaken by Seashore Engineering.

#### **State Planning Policy 2.9 – Water Resources**

State Planning Policy 2.9 (SPP 2.9) is a Western Australian government policy that provides guidance on the management of water resources, including the sustainable use, management, and allocation of water. The policy aims to ensure that water resources are managed in a way that protects the environment, supports economic development, and meets the needs of communities now and into the future. The policy applies to all planning and development decisions in Western Australia, including the preparation of Foreshore Management Plans.

The Foreshore Management Plan for Town Beach in Broome would need to consider SPP 2.9 when assessing the impacts of development on water resources. The policy requires that development does not cause adverse impacts on the quantity or quality of surface water and groundwater resources, including wetlands and rivers. The plan would need to consider the potential impacts of development on the beach and coastal areas, including erosion, sedimentation, and the potential for contamination of the water.

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The plan would also need to consider the potential impacts of climate change on water resources and coastal areas. SPP 2.9 requires that planning decisions consider the potential impacts of climate change, including sea level rise, changes in rainfall patterns, and increased frequency and intensity of extreme weather events. The Foreshore Management Plan would need to consider how these factors may impact water resources and the coastal environment at Town Beach in Broome and develop appropriate management **State Planning Policy 3.4 – Natural Hazards and Disasters**

“SPP 3.4 – Natural Hazards and Disasters” was prepared by the WAPC in 2006. The purpose of the Policy is to encourage local governments to adopt a systematic approach to the consideration of natural hazards and disasters when making planning decision. Natural hazards and disasters include flood risk, bushfire, landslides, cyclonic activity, severe storms and storm surge.

The Policy objectives are to:

- “Include planning for natural disasters as a fundamental element in the preparation of all statutory and non-statutory planning documents, specifically town planning schemes and amendments, and local planning strategies
- Through the use of these planning instruments, to minimise the adverse impacts of natural disasters on communities, the economy and the environment.”

#### *Application/Implication*

Natural hazards and disasters applicable to the coastal zone include flood risk (in low-lying areas such as waterways), bushfire, coastal erosion, storm surge, severe storms (including cyclones) and landslides (or limestone collapse). The hazards most applicable to the study area include bush fire (this is also addressed under SPP 3.7), coastal erosion and storms (this is addressed under SPP 2.6). There are no limestone outcrops or slopes of 15% or greater that will warrant too much concern about landslides. Natural hazards and disasters can be addressed through the Shire’s fire and emergency response plan for the coast. Any applications for development or building along the coast will need to take this policy into consideration.

#### **State Planning Policy 3.5 – Historic Heritage Conservation**

“SPP 3.5 – Historic Heritage Conservation” was prepared by the WAPC in 2007. This policy sets out the principles of sound and responsible planning for the conservation and protection of Western Australia’s historic heritage. It applies principally to historic cultural heritage including heritage areas, buildings and structures, historic cemeteries and gardens, man-made landscapes and historic or archaeological sites with or without built features.

The objectives of this policy are:

- “To conserve places and areas of historic heritage significance
- To ensure that development does not adversely affect the significance of heritage places and areas

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Town Beach Foreshore Management Plan (Rev 1b) | Prepared by: Land Insights & Seashore Engineering | November 2023

**DRAFT FOR PUBLIC REVIEW**





- To ensure that heritage significance at both the State and local levels is given due weight in planning decision-making
- To provide improved certainty to landowners and the community about the planning processes for heritage identification, conservation and protection.”

The policy measures include identification and assessment of places of state significance by the Heritage Council of WA, designation of heritage areas, establishment of heritage lists, consideration of heritage when undertaking planning and establishment of development control principles.

*Application/Implication*

There are minimal implications from SPP 3.5 as there are few heritage sites identified in the study area. However, should any development be proposed in the study area it will be necessary to follow the guidance in this policy as well as the relevant legislation.

**State Planning Policy 3.7 – Planning in Bushfire Prone Areas**

“SPP 3.7 – Planning for Bushfire Prone Areas” was prepared by the WAPC in 2015. It provides the foundation for land use planning to address bushfire risk management in Western Australia and to inform and guide decision-makers, referral agencies and landowners to help achieve acceptable bushfire protection outcomes. It applies to development in designated bushfire prone areas.

*Application/Implication*

The study area is not located within a mapped Bush Fire Prone Area. Nevertheless, it is still important for the Shire to consider fire and emergency services for tourist and recreation sites. The Shire should ensure that they have appropriate fire and emergency management plans in place and implemented as appropriate.

**WA Coastal Zone Strategy**

The Western Australian Coastal Zone Strategy (WACZS) is a government policy that provides guidance on the management of the state's coastal zone. The strategy aims to protect and enhance the ecological, social, and economic values of the coastal zone and ensure that it is managed in a sustainable way. The WACZS applies to all planning and development decisions in the coastal zone, including the preparation of Foreshore Management Plans.

The Foreshore Management Plan for Town Beach in Broome would need to be developed in accordance with the WACZS. The strategy requires that coastal management decisions consider the ecological values of the coastal zone, including biodiversity and the ecological processes that sustain it. The plan would need to consider the potential impacts of development on the ecological values of the beach and coastal areas and develop strategies to mitigate any adverse impacts.



The WACZS also requires that coastal management decisions consider the social and cultural values of the coastal zone. The plan would need to consider the social and cultural values of Town Beach in Broome, including its importance to the local community and any cultural heritage values. The plan would need to develop appropriate management strategies that balance the competing demands of different user groups, including recreation, tourism, and conservation.

#### *Application/Implication*

Overall, the Foreshore Management Plan for Town Beach in Broome would need to be developed in accordance with the WACZS to ensure that the beach and coastal areas are managed in a sustainable way that protects their ecological, social, and cultural values.

#### **Tourism Planning Guidelines**

The Western Australian Tourism Planning Guidelines (WATPG) provide guidance on the planning and development of tourism in Western Australia. The guidelines aim to ensure that tourism development is sustainable, respects the environment, and contributes to the economic and social well-being of local communities. The WATPG applies to all tourism planning and development decisions, including the preparation of Foreshore Management Plans.

The Foreshore Management Plan for Town Beach in Broome would need to consider the WATPG when assessing the potential impacts of tourism on the beach and coastal areas. The guidelines require that tourism development is planned in a way that respects the natural and cultural environment and is sensitive to the needs and aspirations of the local community. The plan would need to consider the potential impacts of tourism on the natural environment and develop strategies to mitigate any adverse impacts.

The WATPG also requires that tourism development is planned in a way that maximizes the economic benefits to the local community while minimizing any negative social impacts. The plan would need to consider the potential economic benefits of tourism to the local community and develop appropriate management strategies to ensure that these benefits are realized. The plan would also need to consider the potential social impacts of tourism on the local community, including issues such as overcrowding and noise, and develop strategies to minimize these impacts.

## Appendix A

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# Adaptation Options Assessment; Key Plans



### 5.3. OPTION 3 – ACCOMMODATION

The Accommodate Option was based on the following design elements:

- Remove building rubble and rework existing rock on the Western Beach
- Dune nourishment and stabilisation on the Western Beach
- Rework rock around toe of Pindan headland
- Rework existing walling east of Pindan Headland
- Maintain existing beach access stairs
- Develop Foreshore Management Plan for Town Beach (vegetation, nourishment following events)
- Develop Emergency Response Plan for Caravan Park
- Rebuild Café in similar location as piled structure and raised floor levels
- No camp sites or infrastructure seaward of the “Immediate Coastal Process Hazards Distances” in the Cardno CVS (2).
- Permanent Structures to be designed on piles

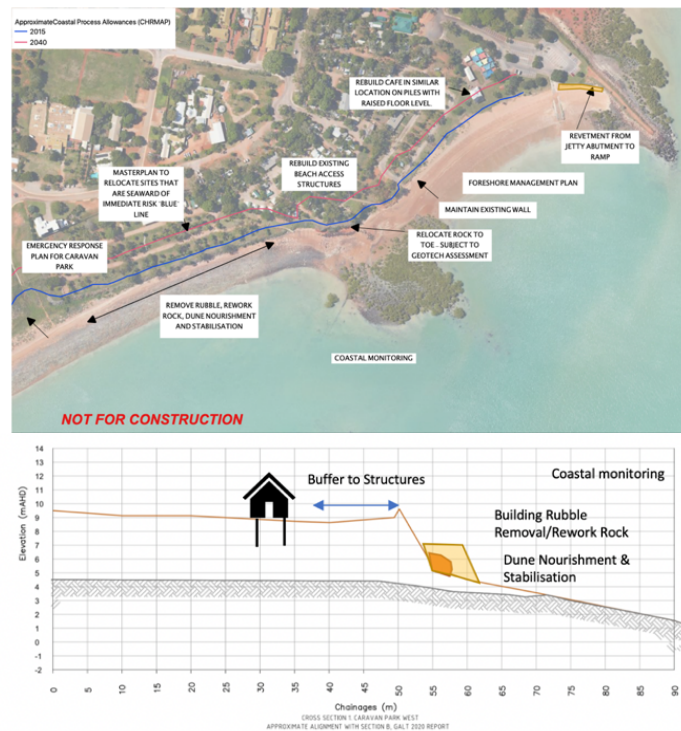


Figure 5.3 Schematic of Accommodate Option for MCA

## Appendix B

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# Policy Review





## Policy review

### Commonwealth

#### Australian Coastal Public Safety Guidelines

The “Australian Coastal Public Safety Guidelines” were prepared in 2007 by Surf Lifesaving Australia. The purpose of the guidelines is to provide world-best practical advice to land managers with a responsibility for public safety on the Australian coast.

##### Application/Implication

These guidelines can be used by the Shire when considering coastal hazards and risks, coastal signage, beach cleaning, emergency management and coastal tourism safety.

#### Multiple Land Use Framework

Multiple landowners can exist over an area and can cause issues when it comes to access and land use across an area, especially where historic cadastre patterns have resulted in odd-shaped lots and patterns. The “Multiple Land Use Framework” (MLUF) was prepared by the Standing Council on Energy and Resources in 2013 in recognition of the conflict arising over land access and land use. The aim of the MLUF is to enable government, community and industry to meet land access and use challenges, expectations and opportunities effectively and efficiently. It was developed with the minerals and energy resources sectors in mind, however the underlying concepts can be applied to all sectors. The MLUF recognises that access to land is fundamentally important to the successful management of competing interests of mining, energy, agriculture, environment, community and other significant land users.

##### Application/Implication

This document has a focus on outlining the guiding principles and objectives of the project, rather than specific advice as to how land use conflicts and access can be resolved. Each situation should be considered on a case-to-case basis and terms negotiated between affected parties.

#### The Burra Charter

“The Burra Charter” (Australia ICOMOS Inc., 2013) provides guidance for the conservation and management of places of cultural significance (cultural heritage places). It sets a standard of practice for those who provide advice, make decisions about, or undertake works to places of cultural significance, including owners, managers and custodians. The Charter can be applied to all types of places of cultural significance including natural, Indigenous and historic places with cultural values. It provides guidance on conservation principles, conservation process and conservation practice.

The steps in the Burra Charter process are:

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- Understand the place
- Assess cultural significance
- Identify all factors and issues
- Develop policy
- Prepare a management plan
- Implement a management plan
- Monitor the results of the management plan.

*Application/Implication*

The principles and guidelines from The Burra Charter should be used by the Shire and coastal managers in the management and protection of cultural heritage sites.




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## State

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### Kimberley Regional Planning and Infrastructure Framework

The Kimberley Regional Planning and Infrastructure Framework was finalised by the WAPC in 2015. It provides a regional context for land use planning in the Kimberley, an overview of major regional economic, social, cultural and environmental issues, priority actions for planning and priority infrastructure projects.

Broome is identified as a “regional city” in the Framework. Key infrastructure requirements for Broome are listed as port upgrades and airport relocation. It is also noted as being an international tourism link. The Framework also states that Broome is “expected to accommodate the most significant amount of the region’s anticipated population growth over the next 25 years” and is already the region’s most populous urban place. It also supports significant regional infrastructure and it is expected that the tourism industry will also continue to grow. The Framework also recognises that growth of the tourism industry will need to develop “in a manner which does not damage and/or devalue the region’s natural attractions” and that “visitors should be managed appropriately”.

#### *Application/Implication*

As Broome is the regional city for the Kimberley region it has the most pressure for tourism and population growth. Protection and management of important and popular sites such as Town Beach are imperative.

### State Planning Policy 2 – Environmental and Natural Resources Policy

“State Planning Policy 2 – Environmental and Natural Resources Policy” (SPP) was prepared by the WAPC in 2003. The Policy objectives of SPP 2 are to integrate environmental management with broader land use planning, to protect, conserve and enhance the natural environment and to promote sustainable use of natural resources. Policy Measures in SPP 2 focus on water resources, air quality, soil and land quality, biodiversity, agricultural land, minerals, petroleum and basic raw materials, marine resources and aquaculture, landscape, greenhouse gas emissions and energy efficiency.

#### *Application/Implication*

The preparation of this FMP is a response to the objectives of SPP 2 and its main purpose is to protect, conserve and enhance environmental features within the study area, to promote sustainable use for future generations to enjoy and to provide practical and realistic actions that can be used by decision-makers.

### State Planning Policy 2.4 – Planning for Basic Raw Materials

“State Planning Policy 2.4 – Planning for Basic Raw Materials” was prepared by the WAPC in 2021. The intent of the Policy is “to ensure basic raw materials (BRM) and extractive industries matters are



considered during planning and development decision-making, to facilitate the responsible extraction and use of the State's BRM resources". The supporting documents are the "Planning for Basic Raw Materials Guidelines" which were prepared in 2021 to accompany the Policy.

*Application/Implication*

No basic raw materials are identified within the study area or along the Town Beach coastline.

**State Planning Policy 2.6 – State Coastal Planning Policy**

"SPP 2.6 – State Coastal Planning Policy" was prepared by the WAPC in 2013. This Policy provides guidance for decision-making within the coastal zone including managing development and land use change, establishment of foreshore reserves; and to protect, conserve and enhance coastal values. The Policy is to inform and guide decision-making by the WAPC and its Committees, and in integrating and coordinating the activities of state agencies that influence the use and development of land in the coastal zone. It also provides guidance for private landowners wishing to undertake development in the coastal zone.

*Application/Implication*

SPP 2.6 has been referred to as a guiding document during preparation of the FMP and the hazard assessments undertaken by Seashore Engineering.

**State Planning Policy 2.6 State Coastal Planning Policy Guidelines**

The "State Coastal Planning Policy Guidelines" were prepared by the WAPC in 2013. These guidelines were prepared to support the implementation of SPP 2.6 and to assist decision-makers to:

- Consider coastal hazards and evaluate their likelihood
- Identify realistic and effective management and adaptation responses to those risks
- Prioritise the management and adaptation responses.

The Guidelines provide detailed guidance for the application of the policy measures. It includes details on the following:

- Development and settlement
- Earthworks and soil
- Water resources and management
- Visual landscape
- Coastal hazard risk management and adaption planning process
- Vulnerability assessment
- Assessing risk adaption options
- Ongoing risk management and adaption planning



- Communication and consultation
- Coastal adaption and protection grants scheme
- Infill development
- Coastal protection works
- Public interest
- Public access
- Coastal roads and car parks
- Coastal pedestrian access and dual use paths
- Coastal foreshore reserves
- Ecological values
- Landscape, seascape and visual landscape
- Heritage
- Coastal strategies and management plans.

A large focus of the guidelines is planning and adapting to setbacks and ensuring infrastructure and facilities are appropriate.

#### *Application/Implication*

The SPP 2.6 Guidelines have been referred to during preparation of the FMP and the hazard assessments undertaken by Seashore Engineering.

#### **State Planning Policy 2.9 – Water Resources**

State Planning Policy 2.9 (SPP 2.9) is a Western Australian government policy that provides guidance on the management of water resources, including the sustainable use, management, and allocation of water. The policy aims to ensure that water resources are managed in a way that protects the environment, supports economic development, and meets the needs of communities now and into the future. The policy applies to all planning and development decisions in Western Australia, including the preparation of Foreshore Management Plans.

The Foreshore Management Plan for Town Beach in Broome would need to consider SPP 2.9 when assessing the impacts of development on water resources. The policy requires that development does not cause adverse impacts on the quantity or quality of surface water and groundwater resources, including wetlands and rivers. The plan would need to consider the potential impacts of development on the beach and coastal areas, including erosion, sedimentation, and the potential for contamination of the water.

The plan would also need to consider the potential impacts of climate change on water resources and coastal areas. SPP 2.9 requires that planning decisions consider the potential impacts of climate change, including sea level rise, changes in rainfall patterns, and increased frequency and intensity of extreme weather events. The Foreshore Management Plan would need to consider how these factors may impact





water resources and the coastal environment at Town Beach in Broome and develop appropriate management **State Planning Policy 3.4 – Natural Hazards and Disasters**

“SPP 3.4 – Natural Hazards and Disasters” was prepared by the WAPC in 2006. The purpose of the Policy is to encourage local governments to adopt a systematic approach to the consideration of natural hazards and disasters when making planning decision. Natural hazards and disasters include flood risk, bushfire, landslides, cyclonic activity, severe storms and storm surge.

The Policy objectives are to:

- “Include planning for natural disasters as a fundamental element in the preparation of all statutory and non-statutory planning documents, specifically town planning schemes and amendments, and local planning strategies
- Through the use of these planning instruments, to minimise the adverse impacts of natural disasters on communities, the economy and the environment.”

#### *Application/Implication*

Natural hazards and disasters applicable to the coastal zone include flood risk (in low-lying areas such as waterways), bushfire, coastal erosion, storm surge, severe storms (including cyclones) and landslides (or limestone collapse). The hazards most applicable to the study area include bush fire (this is also addressed under SPP 3.7), coastal erosion and storms (this is addressed under SPP 2.6). There are no limestone outcrops or slopes of 15% or greater that will warrant too much concern about landslides. Natural hazards and disasters can be addressed through the Shire’s fire and emergency response plan for the coast. Any applications for development or building along the coast will need to take this policy into consideration.

#### **State Planning Policy 3.5 – Historic Heritage Conservation**

“SPP 3.5 – Historic Heritage Conservation” was prepared by the WAPC in 2007. This policy sets out the principles of sound and responsible planning for the conservation and protection of Western Australia’s historic heritage. It applies principally to historic cultural heritage including heritage areas, buildings and structures, historic cemeteries and gardens, man-made landscapes and historic or archaeological sites with or without built features.

The objectives of this policy are:

- “To conserve places and areas of historic heritage significance
- To ensure that development does not adversely affect the significance of heritage places and areas
- To ensure that heritage significance at both the State and local levels is given due weight in planning decision-making
- To provide improved certainty to landowners and the community about the planning processes for heritage identification, conservation and protection.”



The policy measures include identification and assessment of places of state significance by the Heritage Council of WA, designation of heritage areas, establishment of heritage lists, consideration of heritage when undertaking planning and establishment of development control principles.

*Application/Implication*

There are minimal implications from SPP 3.5 as there are few heritage sites identified in the study area. However, should any development be proposed in the study area it will be necessary to follow the guidance in this policy as well as the relevant legislation.

**State Planning Policy 3.7 – Planning in Bushfire Prone Areas**

“SPP 3.7 – Planning for Bushfire Prone Areas” was prepared by the WAPC in 2015. It provides the foundation for land use planning to address bushfire risk management in Western Australia and to inform and guide decision-makers, referral agencies and landowners to help achieve acceptable bushfire protection outcomes. It applies to development in designated bushfire prone areas.

*Application/Implication*

The study area is not located within a mapped Bush Fire Prone Area. Nevertheless, it is still important for the Shire to consider fire and emergency services for tourist and recreation sites. The Shire should ensure that they have appropriate fire and emergency management plans in place and implemented as appropriate.

**WA Coastal Zone Strategy**

The Western Australian Coastal Zone Strategy (WACZS) is a government policy that provides guidance on the management of the state's coastal zone. The strategy aims to protect and enhance the ecological, social, and economic values of the coastal zone and ensure that it is managed in a sustainable way. The WACZS applies to all planning and development decisions in the coastal zone, including the preparation of Foreshore Management Plans.

The Foreshore Management Plan for Town Beach in Broome would need to be developed in accordance with the WACZS. The strategy requires that coastal management decisions consider the ecological values of the coastal zone, including biodiversity and the ecological processes that sustain it. The plan would need to consider the potential impacts of development on the ecological values of the beach and coastal areas and develop strategies to mitigate any adverse impacts.

The WACZS also requires that coastal management decisions consider the social and cultural values of the coastal zone. The plan would need to consider the social and cultural values of Town Beach in Broome, including its importance to the local community and any cultural heritage values. The plan would need to develop appropriate management strategies that balance the competing demands of different user groups, including recreation, tourism, and conservation.

*Application/Implication*



Overall, the Foreshore Management Plan for Town Beach in Broome would need to be developed in accordance with the WACZS to ensure that the beach and coastal areas are managed in a sustainable way that protects their ecological, social, and cultural values.

### **Tourism Planning Guidelines**

The Western Australian Tourism Planning Guidelines (WATPG) provide guidance on the planning and development of tourism in Western Australia. The guidelines aim to ensure that tourism development is sustainable, respects the environment, and contributes to the economic and social well-being of local communities. The WATPG applies to all tourism planning and development decisions, including the preparation of Foreshore Management Plans.

The Foreshore Management Plan for Town Beach in Broome would need to consider the WATPG when assessing the potential impacts of tourism on the beach and coastal areas. The guidelines require that tourism development is planned in a way that respects the natural and cultural environment and is sensitive to the needs and aspirations of the local community. The plan would need to consider the potential impacts of tourism on the natural environment and develop strategies to mitigate any adverse impacts.

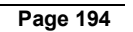
The WATPG also requires that tourism development is planned in a way that maximizes the economic benefits to the local community while minimizing any negative social impacts. The plan would need to consider the potential economic benefits of tourism to the local community and develop appropriate management strategies to ensure that these benefits are realized. The plan would also need to consider the potential social impacts of tourism on the local community, including issues such as overcrowding and noise, and develop strategies to minimize these impacts.

## Attachment C

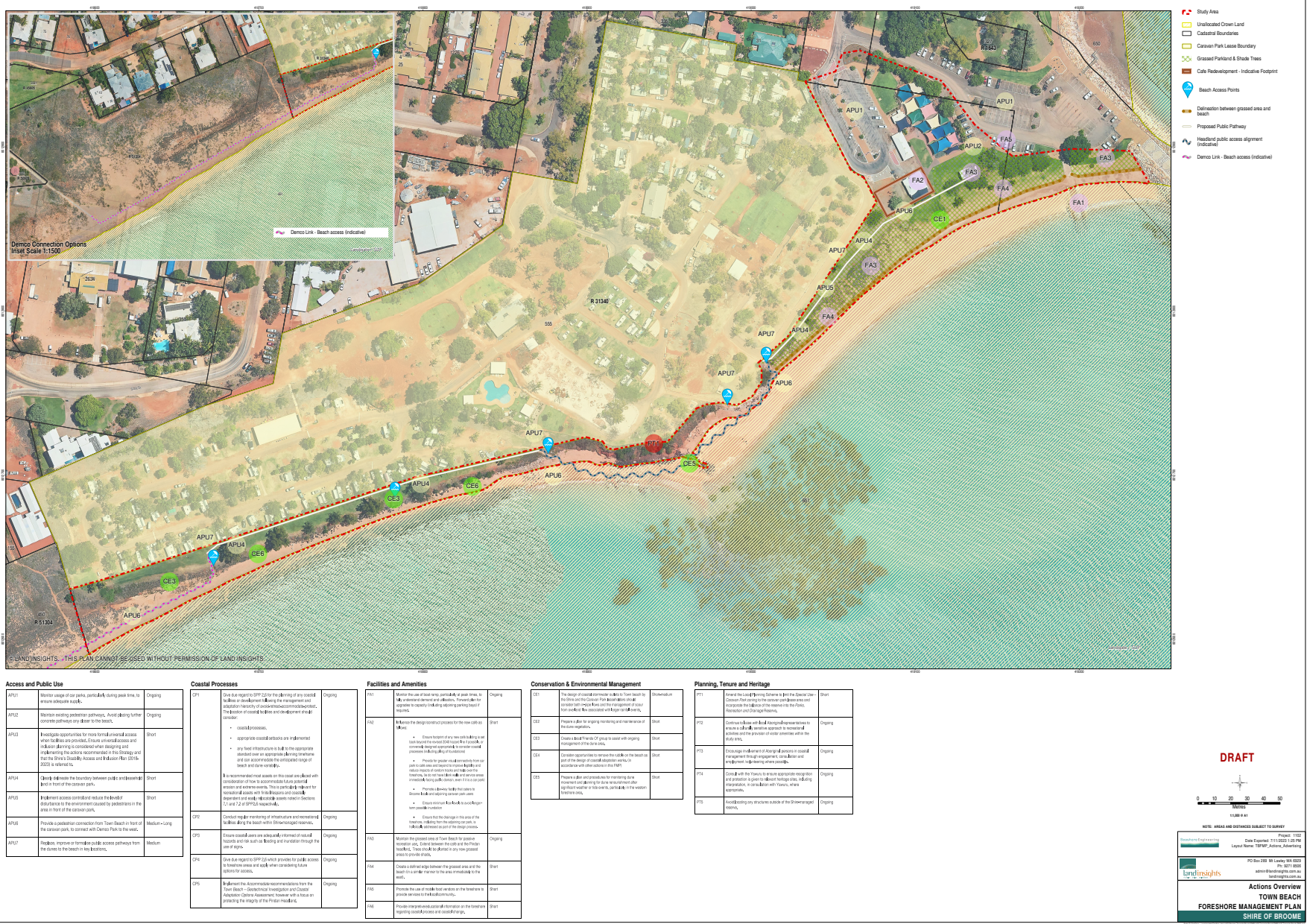
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# Foreshore Management Plan Actions and Overview









TOWN BEACH FORESHORE MANAGEMENT PLAN - SCHEDULE OF SUBMISSIONS

No	DATE	CORRESPONDENT	SUBMISSION SUMMARY	COMMENT	RECOMMENDATION
1	14-Nov-23	Nikki Sarginson	<b>Generally Supportive</b>		Note comments and include suggestions in development plans
			Provides pedestrian link to Demco Park	Potential future link provided if plan is implemented in full	
			Create a defined area between grassed area and beach	Included in recommendations in plan and report	
			Support extending grassed area - include trees and consider shelter/tables/benches	Consider tables and benches during design of extended grassed area	
			Provide interpretive signage	Included in recommendations in plan and report	
			Create a local 'friends of Town Beach' group	Shire maintains site - need for 'friends of' group not required	
			Strongly support low impact café redevelopment	Note for café redevelopment	
			<b>Other comments</b>		
			Upgrade kids playground and water play park - esp. flooring	Note for infrastructure team assessment	
			Toilet block needs improvement - art on walls?	Art could be considered as part of Café redevelopment	
			Boat ramp could be enhanced	Boat ramp recognised as needing more frequent maintenance	
			Signage could be improved	Signage and interpretation included in plan and report	
			Consider a Jordan Sprigg sculpture	Art could be considered as part of Café redevelopment	
2	27-Nov-23	Michelle Teoh for Dinosaur Coast Management Group	<b>Neutral</b>		Support changes in plan and report to acknowledge dinosaur trackways - investigation required for any recommendations within the intertidal zone
			Notes that Plan does not propose specific works	Noted	
			Notes that works in intertidal zone are conceptual only	Noted	
			Requests details of Foreshore Plan be explained to DCMG	Meeting to be held	
			Foreshore Plan should be amended based on DCMG advice	With the exception of the coastal pathway around the pindan headland, which is conceptual only, the study area does not impact on dinosaur trackways	
3	28-Nov-23	Dianne Bennett	<b>Not supportive of some elements</b>		Support changes in plan and report to acknowledge dinosaur trackways - investigation required for any recommendations within the intertidal zone
			Does not support coastal pathway around pindan headland - should be removed	Coastal pathway is indicative only, subject to future assessment, cultural heritage clearances and community engagement	
			No mention of dinosaur trackways - these should be included	With the exception of the coastal pathway around the pindan headland, which is conceptual only, the study area does not impact on dinosaur trackways	
4	29-Nov-23	Martin Johnston	<b>Supportive of some elements, unsupportive of other elements</b>		Note comments
			Redeveloped area is activated, vibrant and award winning while café is sad, underutilised and a liability	Café redevelopment is designed around activation. Low key nature of Town Beach is highly valued.	
			Better Parking and bus connections should be a priority	Noted, not part of scope	
			Consider culturally focussed interpretation including seasons, tides, marine and shorebird life at entry to jetty	Need for interpretation is recognised and is included in plan and report	
			Consider viewing and seating, pathways, shading green space, lighting	Included in recommendations in plan and report	
			Review coastal protection	Included in recommendations in plan and report	
			Café should be relocated to achieve activation and vibrancy	Café redevelopment has fixed location however is designed around activation	
			Support connecting Town Beach to Demco Park for pedestrians, prams, wheelchairs, bikes and e-scooters	Potential future link provided if plan is implemented in full	
			Define Town Beach suburb boundary	Outside scope	

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

## 9.4 PERFORMANCE

### 9.4.1 MONTHLY PAYMENT LISTING - DECEMBER 2023

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Coordinator Financial Operations
<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 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 December 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; and*
  - (b) *the amount of the payment; and*
  - (c) *the date of the payment; and*
  - (d) *sufficient information to identify the transaction.*
- (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.*



### 13A. Payments by employees via purchasing cards

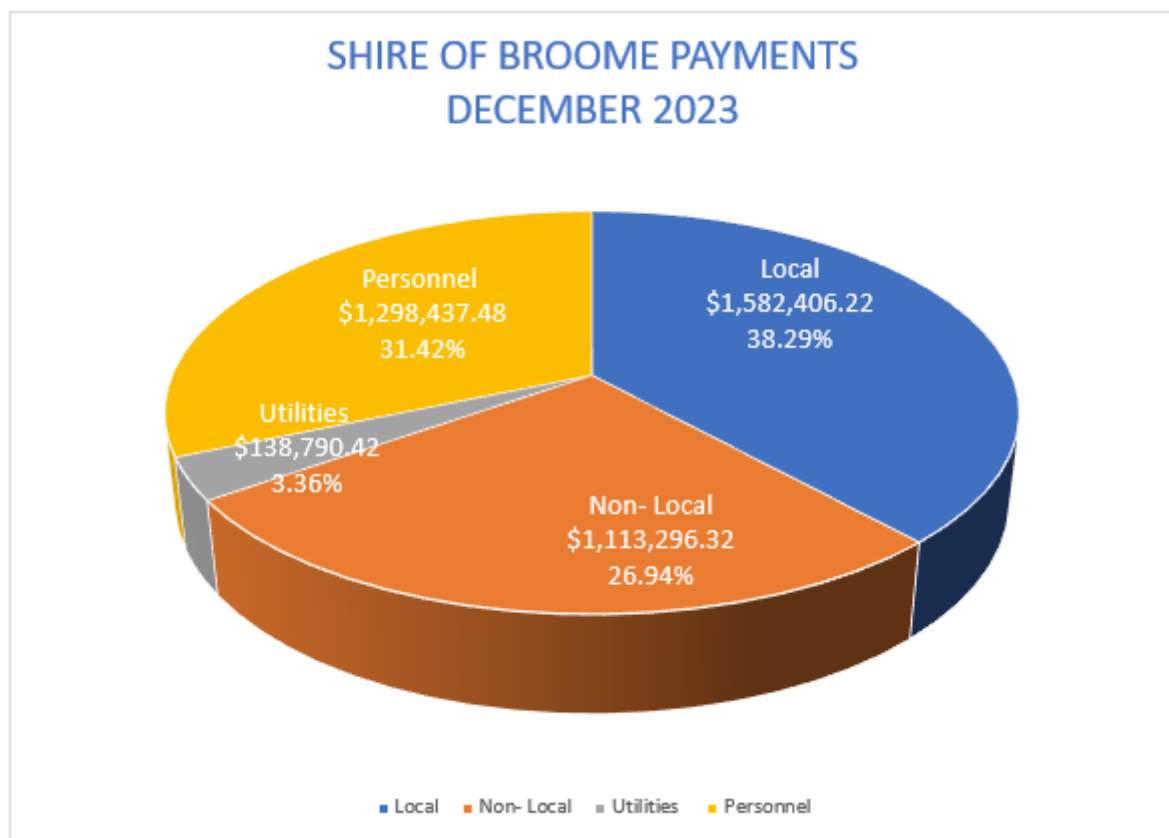
- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —
  - (a) the payee's name;
  - (b) the amount of the payment;
  - (c) the date of the payment;
  - (d) sufficient information to identify the payment.
- (2) A list prepared under sub regulation (1) must 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.

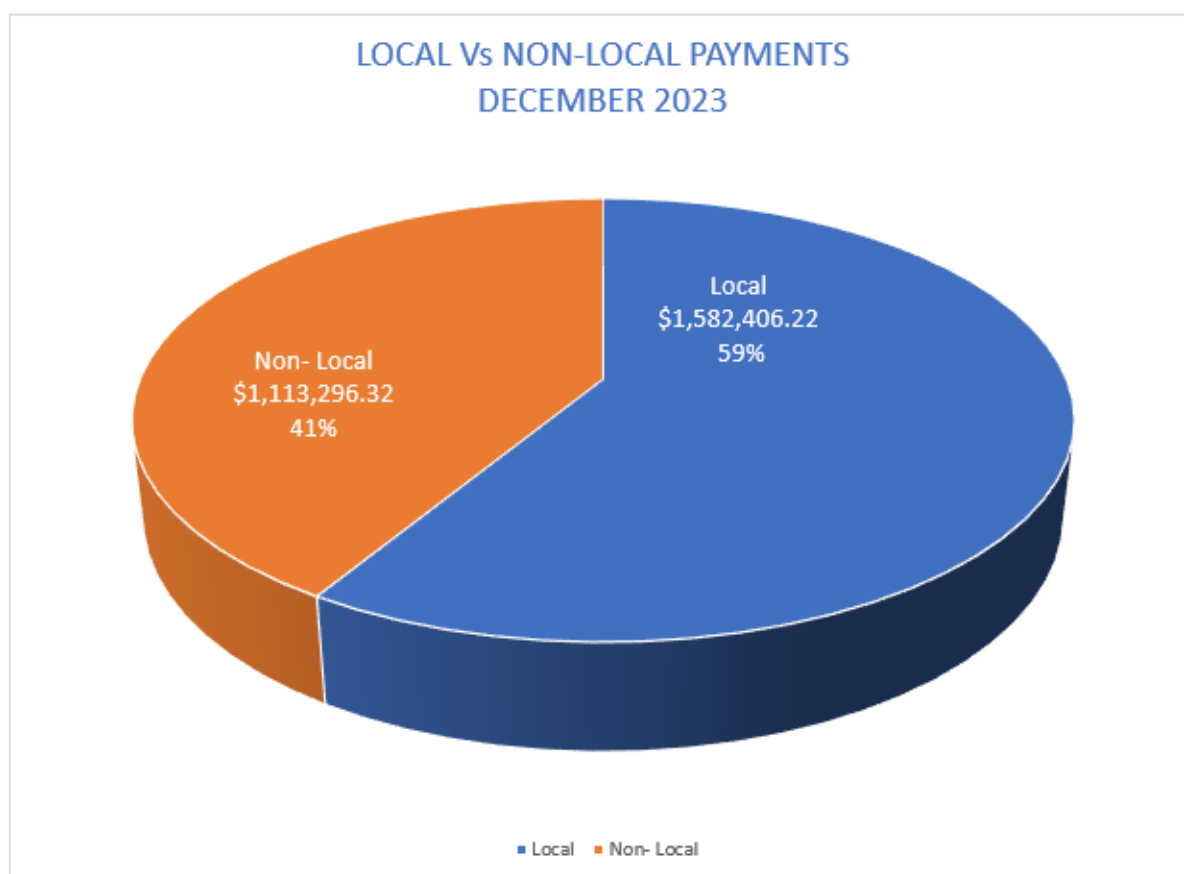
### FINANCIAL IMPLICATIONS

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



Note: Personnel payments in this analysis include payroll, superannuation (contained within Direct Debit type payments), payroll tax and other deductions (contained within the EFT Payments type payments).





The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for December 2023 after \$1,298,437.48 in personnel payments, \$138,790.42 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-23	\$ 1,441.39	\$ 2,026,138.15	\$ 157,064.40	\$ 31,160.48	\$ -	\$ 749,538.21	\$ 2,965,342.63
Aug-23	\$ -	\$ 3,636,229.61	\$ 458,162.41	\$ 36,953.74	\$ -	\$ 745,258.30	\$ 4,876,604.06
Sep-23	\$ 2,180.90	\$ 2,958,635.14	\$ 156,890.04	\$ 34,952.54	\$ -	\$ 728,212.05	\$ 3,880,870.67
Oct-23	\$ 2,500.00	\$ 3,614,698.05	\$ 243,802.39	\$ 33,365.63	\$ -	\$ 772,473.06	\$ 4,666,839.13
Nov-23	\$ 631.40	\$ 3,793,083.11	\$ 268,860.67	\$ 45,962.05	\$ -	\$1,164,818.38	\$ 5,273,355.61
Dec-23	\$ 50.00	\$ 3,002,660.80	\$ 324,868.44	\$ 39,840.31	\$ -	\$ 765,510.89	\$ 4,132,930.44
<b>TOTAL</b>	<b>\$ 6,803.69</b>	<b>\$ 19,031,444.86</b>	<b>\$ 1,609,648.35</b>	<b>\$ 222,234.75</b>	<b>\$ -</b>	<b>\$4,925,810.89</b>	<b>\$ 25,795,942.54</b>

### RISK

The risk of Council not adopting this report is extreme as this will result in non-compliance with Regulations 13 and 13A 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 12 - A well informed and engaged community**

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

## VOTING REQUIREMENTS

*Simple Majority*

### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0224/027**

**Moved: Cr M Virgo**

**Seconded: Cr P Taylor**

**That Council:**

1. **Receives the list of payments made from the Municipal and Trust Accounts in December 2023 totalling \$4,132,930.44 (Attachment 1) per the requirements of Regulation 13 of the Local Government (Financial Management) Regulations 1996 covering:**
  - a) **EFT Vouchers EFT72490 – EFT72800 totalling \$3,002,660.80;**
  - b) **Municipal Cheque Vouchers 57825 - 57825 totalling \$50.00;**
  - c) **Trust Cheque Vouchers 0000- 0000 totalling \$0.00; and**
  - d) **Municipal Direct Debits DD32908 – DD32931 including payroll totalling \$1,090,379.33.**
2. **Receives the list of payments made by credit cards in December 2023 totalling \$39,840.31 (contained within Attachment 1) per the requirements of Regulation 13A of the Local Government (Financial Management) Regulations 1996 covering EFT Vouchers EFT73106 – EFT73132.**
3. **Notes the local spend of \$1,582,406.22 included in the amount above, equating to 59% of total payments excluding personnel, utility and other external sole supplier costs.**

**For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith, Cr M Virgo**

**CARRIED UNANIMOUSLY 8/0**

## Attachments

1. Monthly Payment Listing - December 2023

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - DECEMBER 2023				
EFT #	Date	Name	Description	Amount
EFT72556	06/12/2023	A & M MEDICAL SERVICES PTY LTD	First Aid Equipment Servicing- BRAC	\$ 455.24
EFT72595	08/12/2023	A PLUS EVENTS & HIRE	Furniture Hire- Broome Christmas Carols Event	\$ 242.00
EFT72727	14/12/2023	ABLE ELECTRICAL (WA) PTY LTD	Park Maintenance- Lighting (RFQ23-17)	\$ 22,880.00
EFT72596	08/12/2023	ACURIX NETWORKS PTY LTD	Wi-Fi Services- Library	\$ 490.60
EFT72597	08/12/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Equipment Parts- P&G	\$ 2,804.68
EFT72728	14/12/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Consumables- Depot	\$ 2,228.35
EFT72726	14/12/2023	A-FLEX TECHNOLOGY	Inflatable- BRAC	\$ 18,320.50
EFT72598	08/12/2023	ALLPEST (BROOME PEST CONTROL)	Timber Pest Inspection- Administration Office	\$ 2,404.50
EFT72647	08/12/2023	ANTHONY CASSIDY	Rates refund	\$ 5,476.66
EFT72599	08/12/2023	ARDYALLOON INC.	Grant- Community Development	\$ 1,100.00
EFT72557	06/12/2023	AUSSIE BROADBAND LIMITED	NBN Charges- BRAC & Depot	\$ 877.80
EFT72681	12/12/2023	AUSSIE TELECOM	Software Subscriptions- IT	\$ 176.53
EFT72648	08/12/2023	AUSTRALIA POST	Monthly Postage Fees- Administration Office	\$ 2,419.40
EFT72490	01/12/2023	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll Deductions/Contributions	\$ 662.50
EFT72718	14/12/2023	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll Deductions/Contributions	\$ 636.00
EFT72792	21/12/2023	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll Deductions/Contributions	\$ 636.00
EFT72491	01/12/2023	AUSTRALIAN TAXATION OFFICE	Payroll Deductions/Contributions	\$ 132,186.00
EFT72719	14/12/2023	AUSTRALIAN TAXATION OFFICE	Payroll Deductions/Contributions	\$ 141,344.00
EFT72793	21/12/2023	AUSTRALIAN TAXATION OFFICE	Payroll Deductions/Contributions	\$ 134,224.00
EFT72558	06/12/2023	AUTOPRO BROOME (GAFF HOLDINGS PTY LTD)	Consumables- Depot	\$ 58.80
EFT72600	08/12/2023	AUTOPRO BROOME (GAFF HOLDINGS PTY LTD)	Roundabout Maintenance - P&G	\$ 65.97
EFT72601	08/12/2023	AVERY AIRCONDITIONING PTY LTD	Airconditioning Repairs Library (RFT20-13), Waste Facility fridge and airconditioner degassing (CON20-13), Airconditioner routine maintenance at multiple buildings (RFT21-13)	\$ 8,535.67
EFT72781	14/12/2023	AVERY AIRCONDITIONING PTY LTD	Airconditioner Repairs and Maintenance- Kimberley Regional Offices	\$ 2,745.20
EFT72559	06/12/2023	AVIAIR	Inter Regional Flight Network Sponsorship (invoiced monthly) - As per Ordinary Meeting of Council 30 March 2023 Confidential agenda item 14.2	\$ 17,678.10
EFT72729	14/12/2023	BEST IT & BUSINESS SOLUTIONS PTY LTD	Printer Costs- IT	\$ 210.10
EFT72498	04/12/2023	BIDFOOD	Kiosk Stock- BRAC	\$ 747.10
EFT72682	12/12/2023	BIDFOOD	Kiosk Stock- BRAC	\$ 1,097.82
EFT72730	14/12/2023	BIDFOOD	Kiosk Stock- BRAC	\$ 923.56
EFT72560	06/12/2023	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Engraved Plaques- Council Chambers	\$ 753.50
EFT72602	08/12/2023	BLACKWOODS	Personal Protective Equipment- Staff	\$ 1,048.07
EFT72683	12/12/2023	BLACKWOODS	Tools & Equipment- Works Maintenance	\$ 1,199.86
EFT72731	14/12/2023	BLACKWOODS	Uniforms- Staff	\$ 277.07
EFT72684	12/12/2023	BNBGUARD	BNBGUARD Software- Town Planning	\$ 13,530.00
EFT72499	04/12/2023	BOC LIMITED	First Aid Oxygen- BRAC	\$ 179.82
EFT72561	06/12/2023	BOC LIMITED	Oxygen Supply- Depot	\$ 83.97
EFT72603	08/12/2023	BOC LIMITED	Oxygen Supply- Waste Management Facility	\$ 21.86
EFT72604	08/12/2023	BP AUSTRALIA PTY LTD - FUEL	Diesel- Depot	\$ 14,620.28
EFT72782	14/12/2023	BP AUSTRALIA PTY LTD - FUEL	Diesel- Depot	\$ 6,286.71
EFT72733	14/12/2023	BRENDAN RENKIN	Refund Nomination Fee	\$ 300.00
EFT72605	08/12/2023	BRENNAN IT PTY LTD	UPS Replacement and server licensing- IT	\$ 21,735.44
EFT72685	12/12/2023	BRIGHTHOUSE STRATEGIC CONSULTANTS	Procurement Services- Sanctuary Caravan Park RFQ23-22	\$ 12,628.00
EFT72500	04/12/2023	BROOME BOLT SUPPLIES WA PTY LTD	Equipment Maintenance & Supplies- Depot	\$ 48.21
EFT72562	06/12/2023	BROOME BOULEVARD CAFE	Catering- Organisational Training	\$ 370.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
EFT72686	12/12/2023	BROOME BUILDERS PTY LTD	Crossover Subsidy- Infrastructure	\$ 1,000.00
EFT72501	04/12/2023	BROOME CAMPUS NORTH REGIONAL TAFE	Facilitator- Behaviour Management Workshop	\$ 947.00
EFT72606	08/12/2023	BROOME CAMPUS NORTH REGIONAL TAFE	Training- Staff	\$ 828.80
EFT72607	08/12/2023	BROOME CLEANAWAY	Regular Waste Collection Services- Kimberley Regional Office, Administration, Depot, Library (RFT14-01)	\$ 2,655.72
EFT72649	08/12/2023	BROOME CLEANAWAY	Regular Waste Collection Services- Kimberley Regional Office (RFT14-01)	\$ 1,596.24
EFT72734	14/12/2023	BROOME CLEANAWAY	Kerbside Recycling- Waste Management Facility Con 14/01	\$ 293,704.00
EFT72563	06/12/2023	BROOME PLUMBING & GAS	Consumables- Depot	\$ 594.00
EFT72608	08/12/2023	BROOME PLUMBING & GAS	Bathroom Repairs- Gantheaume Point Toilets	\$ 261.00
EFT72735	14/12/2023	BROOME PLUMBING & GAS	Bathroom Repairs- BRAC	\$ 357.00
EFT72564	06/12/2023	BROOME PROGRESSIVE SUPPLIES	Kiosk Stock- BRAC	\$ 1,047.14
EFT72609	08/12/2023	BROOME PROGRESSIVE SUPPLIES	Refreshments & Receptions- Depot	\$ 66.51
EFT72650	08/12/2023	BROOME PROGRESSIVE SUPPLIES	Refreshments & Receptions- Administration Office	\$ 110.58
EFT72687	12/12/2023	BROOME PROGRESSIVE SUPPLIES	Refreshments & Receptions- Administration Office	\$ 639.95
EFT72783	14/12/2023	BROOME PROGRESSIVE SUPPLIES	Refreshments & Receptions- Administration Office	\$ 56.17
EFT72492	01/12/2023	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 720.00
EFT72720	14/12/2023	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 700.00
EFT72794	21/12/2023	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 680.00
EFT72493	01/12/2023	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 1,020.00
EFT72721	14/12/2023	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 990.00
EFT72795	21/12/2023	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 990.00
EFT72688	12/12/2023	BROOME TOWING & SALVAGE	Towing- Vehicle Impounding	\$ 270.00
EFT72689	12/12/2023	BROOME TREE & PALM SERVICE	Equipment Hire- Waste Management Facility	\$ 8,279.00
EFT72789	19/12/2023	BROOME TV PTY LTD	Activities- A Sporting Chance	\$ 2,200.00
EFT72736	14/12/2023	BROOME VETERINARY HOSPITAL	Pound Fees and Animal Disposal	\$ 14,033.15
EFT72737	14/12/2023	BROOME CRETE	Equipment Hire- Cable Beach Redevelopment	\$ 5,018.76
EFT72784	14/12/2023	BROOME CRETE	Kerb Repair- Works Maintenance	\$ 514.80
EFT72502	04/12/2023	BUNNINGS BROOME	Plant Equipment & Tools- Works Maintenance	\$ 209.26
EFT72610	08/12/2023	BUSHY'S PIZZA	Catering- Staff Christmas Party	\$ 400.00
EFT72611	08/12/2023	CABLE BEACH ELECTRICAL SERVICE	Toilet Repairs- Depot	\$ 3,465.00
EFT72690	12/12/2023	CABLE BEACH ELECTRICAL SERVICE	Retic Maintenance- Town Beach	\$ 132.00
EFT72738	14/12/2023	CABLE BEACH ELECTRICAL SERVICE	Repairs & Maintenance- Depot	\$ 1,089.00
EFT72503	04/12/2023	CABLE BEACH TYRE SERVICE PTY LTD ( GOODYEAR AUTOCARE BROOME )	Tyre replacement- Truck, Utility- Depot	\$ 1,462.00
EFT72612	08/12/2023	CABLE BEACH TYRE SERVICE PTY LTD ( GOODYEAR AUTOCARE BROOME )	Tyre replacement- Grader, two loaders- Depot	\$ 9,235.00
EFT72785	14/12/2023	CALNAN PROPERTY PTY LTD	Property Inspection- Magabala Books	\$ 2,612.50
EFT72613	08/12/2023	CBRE PTY LTD	Consultancy Fees- Town Beach Cafe Redevelopment	\$ 3,809.65
EFT72739	14/12/2023	CBRE PTY LTD	Consultancy Fees- Town Beach Cafe Redevelopment	\$ 3,547.50
EFT72740	14/12/2023	CHASE PIGRAM	Performer- Broome Christmas Carols Event	\$ 300.00
EFT72494	01/12/2023	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	\$ 1,129.96
EFT72722	14/12/2023	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	\$ 1,129.96
EFT72796	21/12/2023	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	\$ 1,129.96
EFT72548	06/12/2023	CHRISTOPHER MITCHELL	Monthly Councillor Sitting Fee and Allowances- December 2023	\$ 8,493.75
EFT72651	08/12/2023	CITY OF FREMANTLE	Server Programme- Library	\$ 150.00
EFT72565	06/12/2023	CJD EQUIPMENT PTY LTD	Filters- Volvo L70F Wheel Loader	\$ 1,000.90
EFT72614	08/12/2023	CLARK EQUIPMENT SALES PTY LTD	Bobcat hydraulic parts- Depot	\$ 527.55
EFT72615	08/12/2023	CLARK POOLS & SPAS BROOME ( NEW)	Pool Service- Staff Housing	\$ 122.95

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
EFT72741	14/12/2023	CLARK POOLS & SPAS BROOME ( NEW)	Vehicle Parts & Maintenance- Depot	\$ 40.84
EFT72566	06/12/2023	COAST & COUNTRY ELECTRICS	Lighting Upgrades- BRAC Tennis Court	\$ 6,659.49
EFT72616	08/12/2023	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 1,598.27
EFT72617	08/12/2023	COLDTREK WA PTY LTD	Kiosk Stock- BRAC	\$ 2,023.50
EFT72618	08/12/2023	CONNECT CALL CENTRE SERVICES	Annual Software & Licencing Fees- IT	\$ 337.13
EFT72691	12/12/2023	CONNOLLY HOMES PTY LTD	Crossover Subsidy- Infrastructure	\$ 2,000.00
EFT72692	12/12/2023	CORPUS CONTRACTING	Pedestrian Fencing Installation- Broome Senior High School	\$ 6,600.00
EFT72567	06/12/2023	CORSIGN WA PTY LTD	Frederick Street Carpark Signage- Works	\$ 498.85
EFT72693	12/12/2023	CORSIGN WA PTY LTD	Replace Various Street Sign & Kerbside Street Numbers- Cable Beach	\$ 27,375.37
EFT72742	14/12/2023	CS LEGAL	Legal Fees- Debt Collection	\$ 506.00
EFT72743	14/12/2023	CUBIC PROMOTE	Promotional Sunscreens- Play The Broome Way & DLGSC	\$ 1,305.70
EFT72744	14/12/2023	DEAN TRAILERS AUSTRALIA	Tipping Trailer Replacement- Depot (RFQ23-02)	\$ 21,246.50
EFT72546	06/12/2023	DEPARTMENT OF MINES, INDUSTRY AND SAFETY - BUILDING & ENERGY	Building Services Levy- October 2023	\$ 9,649.47
EFT72593	07/12/2023	DEPARTMENT OF MINES, INDUSTRY AND SAFETY - BUILDING & ENERGY	Building Services Levy- November 2023	\$ 3,973.13
EFT72652	08/12/2023	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	Class III Landfill Development- Community Recycling Centre	\$ 32,000.00
EFT72549	06/12/2023	DESIREE MALE	Monthly Councillor Sitting Fee and Allowances- December 2023	\$ 3,687.40
EFT72745	14/12/2023	DIRECTCOMMS PTY LTD	Loan Reservation Service- Library	\$ 22.78
EFT72619	08/12/2023	DMK - THE KITCHEN	Catering- Shire Christmas Party	\$ 1,400.00
EFT72495	01/12/2023	EASISALARY PTY LTD T/A EASI	Payroll Deductions/Contributions	\$ 7,750.69
EFT72723	14/12/2023	EASISALARY PTY LTD T/A EASI	Payroll Deductions/Contributions	\$ 8,067.71
EFT72797	21/12/2023	EASISALARY PTY LTD T/A EASI	Payroll Deductions/Contributions	\$ 8,917.63
EFT72694	12/12/2023	ECOSCAPE AUSTRALIA PTY LTD	Public Consultation- Broome Playground Strategy	\$ 858.00
EFT72550	06/12/2023	ELLEN SMITH	Monthly Councillor Sitting Fee and Allowances- December 2023	\$ 2,314.17
EFT72620	08/12/2023	ENVIRONMENTAL HEALTH AUSTRALIA (WA) INCORPORATED	Renewals- Corporate Members	\$ 1,230.00
EFT72621	08/12/2023	FIRE & SAFETY SERVICES COMPANY	Fire Detection System Inspection- Kimberley Regional Office	\$ 1,280.40
EFT72622	08/12/2023	FIT2WORK	Police Clearance- Staff Recruiting	\$ 352.00
EFT72798	21/12/2023	FLEET NETWORK	Payroll Deductions/Contributions	\$ 631.63
EFT72623	08/12/2023	FOCUS NETWORKS (PROGRESSIVE CREATIVE SOLUTIONS)	Contract Consultants- IT	\$ 946.00
EFT72568	06/12/2023	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Ad-hoc Cleaning- BRAC and Housing	\$ 792.00
EFT72624	08/12/2023	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Ad-hoc Cleaning- Town Beach Toilets	\$ 462.00
EFT72695	12/12/2023	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Ad-hoc Cleaning- Staff Housing	\$ 264.00
EFT72746	14/12/2023	FORMS EXPRESS PTY LTD	Printing- Rates & Instalment Notices	\$ 1,831.34
EFT72790	19/12/2023	FUEL TRANS AUSTRALIA PTY LTD T/A RECHARGE PETROLEUM (BP BROOME CENTRAL)	Unleaded Petrol- Depot	\$ 1,412.40
EFT72569	06/12/2023	FULTON HOGAN INDUSTRIES PTY LTD / PIONEER ROAD SERVICES	Pot Hole Patching Materials- Works	\$ 1,795.20
EFT72625	08/12/2023	FUNERGY (DIX INITIATIVES PTY LTD)	Christmas Party Activities- Youth Development Programme	\$ 3,569.50
EFT72626	08/12/2023	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Waste Management Facility and Nursery	\$ 11,530.19
EFT72696	12/12/2023	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight Charges- Works Maintenance	\$ 763.09
EFT72747	14/12/2023	GINA HAILES	Group Fitness Instructor- BRAC	\$ 540.00
EFT72570	06/12/2023	GO GO MEDIA	FM Monthly Radio Service- BRAC	\$ 198.00
EFT72571	06/12/2023	GOOD EARTH GARDEN PRODUCTS PTY LTD	Potting Mix- Nursery	\$ 644.99
EFT72627	08/12/2023	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Maintenance Supplies- Shire Vehicles	\$ 825.00
EFT72748	14/12/2023	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Consumables- Depot	\$ 1,246.25
EFT72572	06/12/2023	GRANTS EMPIRE	Grant application- Growing Regions Program (RRRP)	\$ 2,310.00
EFT72573	06/12/2023	HAMES SHARLEY	Consultants & Engagement of Planning- Cable Beach/China Town (RFQ22-20)	\$ 28,286.50
EFT72628	08/12/2023	HAMES SHARLEY	Engagement of Planning- Cable Beach & Chinatown/Old Broome (RFQ22-20)	\$ 21,536.35



PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
EFT72786	14/12/2023	HANG ME U.P. BROOME	Macrame Workshop- BRAC	\$ 250.00
EFT72749	14/12/2023	HARMONY HORTICULTURE	Weed Spraying- P&G Maintenance	\$ 2,717.00
EFT72629	08/12/2023	HARVEY NORMAN AV/IT SUPERSTORE BROOME	Equipment Supplies- Library	\$ 956.85
EFT72630	08/12/2023	HERBERT SMITH FREEHILLS	Legal Fees- Water Supply Agreement	\$ 5,500.00
EFT72750	14/12/2023	HERBERT SMITH FREEHILLS	Legal Services- Surf Life Saving Club	\$ 961.29
EFT72504	04/12/2023	HIT PRODUCTIONS PTY LTD	Performance Production Expenses- Civic Centre	\$ 1,024.50
EFT72631	08/12/2023	HOCKING PLANNING & ARCHITECTURE P/L	Heritage Advice Services- Museum Precinct Master Plan	\$ 2,750.00
EFT72632	08/12/2023	HOLDFAST FLUID POWER NW PTY LTD	Equipment Parts & Maintenance- Depot	\$ 564.90
EFT72505	04/12/2023	HORIZON POWER (ELECTRICITY USAGE)	Electricity Usage- Depot	\$ 3,653.30
EFT72574	06/12/2023	HORIZON POWER (ELECTRICITY USAGE)	Electricity Usage- Administration Office, BRAC Aquatic	\$ 30,129.00
EFT72633	08/12/2023	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Various Street Lighting	\$ 61,871.21
EFT72697	12/12/2023	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Various Parks and Reserves	\$ 11,985.96
EFT72751	14/12/2023	HORIZON POWER (ELECTRICITY USAGE)	Electricity Usage- Kimberley Regional Offices, BRAC Oval, Haynes Oval	\$ 20,817.72
EFT72752	14/12/2023	IANNELLO DESIGN	Design & Layout- Shire of Broome Annual Report	\$ 2,904.00
EFT72634	08/12/2023	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA LTD	Annual Subscription Renewal- IT	\$ 1,237.50
EFT72753	14/12/2023	INTEGRALIS	Scoreboard Parts- BRAC	\$ 821.70
EFT72780	14/12/2023	ISUBSCRIBE	Subscriptions- Library	\$ 3,511.96
EFT72551	06/12/2023	JANET LEWIS	Monthly Councillor Sitting Fee and Allowances- December 2023	\$ 2,314.17
EFT72635	08/12/2023	JAPANESE TRUCK AND BUS SPARES PTY LTD	Vehicle Parts & Maintenance- Depot	\$ 542.65
EFT72506	04/12/2023	JAYE SMOKER ( UNBOUND SOUND )	Equipment Manuals & Labels Updating- Civic Centre	\$ 1,386.00
EFT72575	06/12/2023	JAYE SMOKER ( UNBOUND SOUND )	Miscellaneous AV Items/Equipment/Consumables- Civic Centre	\$ 726.00
EFT72636	08/12/2023	JAYE SMOKER ( UNBOUND SOUND )	Audio Visual Supplier- Broome Christmas Carols Event	\$ 15,950.00
EFT72754	14/12/2023	JENNA MCNEISH TAS BROOME FLORIST	Floral Arrangement- Civic Reception	\$ 150.00
EFT72552	06/12/2023	JOHANI MAMID	Monthly Councillor Sitting Fee and Allowances- December 2023	\$ 2,314.17
EFT72755	14/12/2023	KARRATHA ASPHALT (CORPS & MANNING PAVEMENT SERVICES PTY LTD )	Road Maintenance - Works	\$ 2,098.80
EFT72507	04/12/2023	KENNARDS HIRE	Equipment Hire- Works Maintenance	\$ 1,956.43
EFT72698	12/12/2023	KENNARDS HIRE	Machinery Hire- Works Maintenance	\$ 927.00
EFT72576	06/12/2023	KIMBERLEY ARTS NETWORK INC	Event Development- Broome Fringe Festival	\$ 8,276.25
EFT72637	08/12/2023	KIMBERLEY CONTRACTING	Landfill Cover- Waste Management Facility (RFT 23/07)	\$ 36,300.00
EFT72703	12/12/2023	KIMBERLEY CONTRACTING (MCKENO BLOCKS & PAVERS)	Construction Materials- Cable Beach Redevelopment	\$ 9,157.50
EFT72638	08/12/2023	KIMBERLEY FUEL & OIL SERVICES	Consumables- Depot	\$ 1,665.05
EFT72653	08/12/2023	KIMBERLEY PROPERTY SETTLEMENTS	Rates refund	\$ 5,016.17
EFT72699	12/12/2023	KIMBERLEY QUARRY PTY LTD	Broome North / Blue Haze - Works Maintenance	\$ 861.43
EFT72700	12/12/2023	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Personal Protective Equipment - Depot	\$ 724.25
EFT72577	06/12/2023	KIMBERLEY WASHROOM SERVICES	Cleaning Services- Shire Facilities	\$ 2,215.00
EFT72701	12/12/2023	KIMBERLEY WASHROOM SERVICES	Cleaning Services- Shire Facilities	\$ 1,096.00
EFT72702	12/12/2023	KO CONTRACTING PTY LTD	Kerbing Maintenance- Works	\$ 2,145.00
EFT72639	08/12/2023	KOLORS PTY LTD (PINDAN PRINTING)	Printing Services- Thank a Volunteer Day	\$ 787.82
EFT72654	08/12/2023	KOLORS PTY LTD (PINDAN PRINTING)	Promotional Expenses- Club Development Program	\$ 1,081.19
EFT72508	04/12/2023	KRUZE DESIGN GROUP T/A ( ADAGE FURNITURE )	Pigram Garden Theatre Furniture- Civic Centre	\$ 12,254.00
EFT72640	08/12/2023	LANDGATE	Caveat Search- Valuation Expense	\$ 30.50
EFT72756	14/12/2023	LED SIGNS PTY LTD	Freight- BRAC Outdoor Court Scoreboard	\$ 312.40
EFT72757	14/12/2023	LEISURE MANAGEMENT SERVICES (LINKS MODULAR SOLUTIONS)	Staff Training- Civic Centre	\$ 1,155.00
EFT72791	19/12/2023	LGIS INSURANCE BROKING	Renewal Second Instalment- Insurance Scheme Membership 23/24	\$ 555,314.41
EFT72496	01/12/2023	LGRCEU	Payroll Deductions/Contributions	\$ 88.00
EFT72724	14/12/2023	LGRCEU	Payroll Deductions/Contributions	\$ 88.00
EFT72799	21/12/2023	LGRCEU	Payroll Deductions/Contributions	\$ 88.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
EFT72578	06/12/2023	LO-GO APPOINTMENTS	Ranger Contracting Services- Relief Staff	\$ 5,786.55
EFT72758	14/12/2023	MAJOR MOTORS PTY LTD	Vehicle Supplies & Maintenance- Works Construction	\$ 262.16
EFT72641	08/12/2023	MARKETFORCE(OMNICON)	Advertising- Town Beach Cafe Redevelopment	\$ 1,392.16
EFT72642	08/12/2023	MBC PLUMBING	Bathroom Repairs- Civic Centre	\$ 511.50
EFT72655	08/12/2023	MCLEODS BARRISTERS & SOLICITORS	Legal Advice Expenses- Governance	\$ 2,457.95
EFT72643	08/12/2023	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Burial & Monument Plot Pegging- Cemetery	\$ 773.52
EFT72704	12/12/2023	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Cemetery Expenses- P&G	\$ 1,056.00
EFT72759	14/12/2023	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Geolink- Cable Beach	\$ 816.97
EFT72553	06/12/2023	MELANIE VIRGO	Monthly Councillor Sitting Fee and Allowances- December 2023	\$ 2,314.17
EFT72579	06/12/2023	MELBOURNE URBIS PTY LTD	Consultant Fee- Business Case Cable Beach Foreshore Redevelopment	\$ 13,420.00
EFT72705	12/12/2023	MOORE AUSTRALIA AUDIT (WA)	Review of Long Term Financial Plan- Corporate Services	\$ 18,594.49
EFT72706	12/12/2023	MOWTIVATED LAWNS & GARDENS	Removal of debris and green waste- Bushfire Mitigation	\$ 4,565.00
EFT72644	08/12/2023	NEIL MANSELL TRANSPORT PTY LTD	Tyre Haulage- Waste Management Facility	\$ 3,410.00
EFT72707	12/12/2023	NEIL MANSELL TRANSPORT PTY LTD	Green Waste Pick Up & Delivery Services- Waste Management Facility	\$ 2,640.00
EFT72509	04/12/2023	NORTH WEST COAST SECURITY	Security Services- Civic Centre	\$ 965.25
EFT72580	06/12/2023	NORTH WEST COAST SECURITY	Security Services- Medland Pavilion	\$ 154.00
EFT72645	08/12/2023	NORTH WEST COAST SECURITY	Security Services- Shire Venues	\$ 7,053.12
EFT72708	12/12/2023	NORTH WEST COAST SECURITY	Security Services- Shire Venues	\$ 5,023.62
EFT72760	14/12/2023	NORTH WEST COAST SECURITY	Security Services- Library	\$ 3,839.00
EFT72510	04/12/2023	NORTH WEST LOCKSMITHS	Weather Proof Pad Locks- Father McMahon Oval Lighting	\$ 1,500.00
EFT72709	12/12/2023	NORWEST ASSET RESOLUTIONS PTY LTD	Lighting repairs in the Pigram Garden Theatre- Civic Centre	\$ 21,395.00
EFT72656	08/12/2023	NUTRIEN AG SOLUTIONS	Consumables- Depot	\$ 355.30
EFT72657	08/12/2023	NVMS - NOISE & VIBRATION MEASUREMENT SYSTEMS PTY LTD	Local Government Course- Staff Training	\$ 1,265.00
EFT72581	06/12/2023	NYAMBA BURU YAWURU LTD	Community Christmas Party- Welcome to Country	\$ 687.50
EFT72761	14/12/2023	NYAMBA BURU YAWURU LTD	Cultural Monitoring- Cable Beach Redevelopment	\$ 40,247.60
EFT72511	04/12/2023	OFFICE NATIONAL BROOME	Stationary Supplies- BRAC	\$ 2,122.49
EFT72582	06/12/2023	OFFICE NATIONAL BROOME	Printer Copy Costs- IT	\$ 830.05
EFT72710	12/12/2023	OFFICE NATIONAL BROOME	Stationary Supplies- Administration Office	\$ 573.75
EFT72646	08/12/2023	OISHIFOOD (LIME LEAF CAFE)	Catering- Civic Centre	\$ 852.50
EFT72658	08/12/2023	OISHIFOOD (LIME LEAF CAFE)	Catering- Council Workshops	\$ 453.20
EFT72711	12/12/2023	OISHIFOOD (LIME LEAF CAFE)	Catering- Team Planning Day	\$ 412.50
EFT72712	12/12/2023	OLIVE + PICKLE	Catering- Staff Christmas Party	\$ 1,200.00
EFT72762	14/12/2023	OMA'S CATERING	Refund- Overpayment	\$ 9,000.00
EFT72763	14/12/2023	OPTIC SECURITY GROUP- NORWEST	Security & Technology Services- Depot	\$ 286.00
EFT72554	06/12/2023	PETER TAYLOR	Monthly Councillor Sitting Fee and Allowances- December 2023	\$ 2,314.17
EFT72555	06/12/2023	PHILLIP MATSUMOTO	Monthly Councillor Sitting Fee and Allowances- December 2023	\$ 2,314.17
EFT72659	08/12/2023	PMK WELDING & METAL FABRICATION	Consumables- Depot	\$ 60.09
EFT72512	04/12/2023	POOL WISDOM	Pool Chemicals- BRAC	\$ 11,355.67
EFT72764	14/12/2023	POOL WISDOM	Pool Supplies- BRAC	\$ 3,541.20
EFT72513	04/12/2023	PORT SMITH CARAVAN PARK	Port Smith Accommodation- Works Maintenance	\$ 150.00
EFT72660	08/12/2023	PRD NATIONWIDE	Rates refund	\$ 3,566.59
EFT72514	04/12/2023	PRD NATIONWIDE *STRATA PAYMENTS ONLY*	Strata Levies October 2023- Staff housing	\$ 1,897.60
EFT72661	08/12/2023	PRINTING IDEAS	Workshop Consumables- Depot	\$ 531.30
EFT72765	14/12/2023	PUBLIC LIBRARIES WESTERN AUSTRALIA INC.	Public Library Membership- Library	\$ 250.00
EFT72515	04/12/2023	RED DIRT AUTO ELECTRICAL PTY LTD	Vehicle Parts & Maintenance- Works	\$ 794.80
EFT72584	06/12/2023	RED DIRT AUTO ELECTRICAL PTY LTD	Equipment Parts & Maintenance- P&G	\$ 521.50
EFT72662	08/12/2023	RED DIRT AUTO ELECTRICAL PTY LTD	Vehicle Supplies- Depot	\$ 884.60
EFT72766	14/12/2023	RED DIRT AUTO ELECTRICAL PTY LTD	Equipment & Supplies- Depot	\$ 667.45

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
EFT72516	04/12/2023	RED SUN CAMELS PTY LTD	Activities- Youth Development Programme	\$ 520.00
EFT72517	04/12/2023	RIDER LEVETT BUCKNALL NT PTY LTD	Cost Management Services for Cable Beach Stages 2 & 3- Community Engagement &	\$ 4,675.00
EFT72518	04/12/2023	ROADLINE CIVIL CONTRACTORS	Fire Suppression- Waste Management Facility	\$ 8,508.50
EFT72767	14/12/2023	ROADLINE CIVIL CONTRACTORS	Redevelopment- Cable Beach Redevelopment Stage 1 (RFT23-06)	\$ 622,470.70
EFT72519	04/12/2023	ROEBUCK BAY HOTEL	Bar Stock- Civic Centre	\$ 645.13
EFT72585	06/12/2023	ROEBUCK BAY HOTEL	Bar Stock- Civic Centre	\$ 1,993.60
EFT72768	14/12/2023	ROEBUCK BAY HOTEL	Bar Stock- Civic Centre	\$ 631.60
EFT72663	08/12/2023	ROSMECH SALES & SERVICE PTY	Consumables- Depot	\$ 2,224.16
EFT72520	04/12/2023	ROYAL LIFE SAVING SOCIETY - WA	Watch Around Water Wristbands- BRAC	\$ 924.00
EFT72713	12/12/2023	SALVATORE MASTROLEMBO	Contract Reimbursements- Staff	\$ 3,782.07
EFT72521	04/12/2023	SEAT ADVISOR PTY LTD	Ticket Sales- Civic Centre	\$ 512.44
EFT72664	08/12/2023	SEAT ADVISOR PTY LTD	Ticketing Fees- Civic Centre	\$ 5.61
EFT72665	08/12/2023	SECUREPAY PTY LTD	Security for Ticket Sales- Civic Centre	\$ 2.31
EFT72522	04/12/2023	SECUREX SECURITY PTY LTD	Security System Repairs- Library	\$ 617.00
EFT72586	06/12/2023	SECUREX SECURITY PTY LTD	Security Swipe Cards Programming & Alarm Codes- Administration Office	\$ 385.00
EFT72769	14/12/2023	SECUREX SECURITY PTY LTD	Security Swipe Cards Programming & Alarm Codes- Administration Office	\$ 77.00
EFT72666	08/12/2023	SHANE HUGHES	Grant Program Expenses- Library	\$ 630.00
EFT72547	06/12/2023	SHIRE OF BROOME	Building Services Levy- October 2024	\$ 110.00
EFT72594	07/12/2023	SHIRE OF BROOME	Building Services Levy- November 2024	\$ 90.00
EFT72523	04/12/2023	SITE ENVIRONMENTAL & REMEDIATION SERVICES PTY LTD (SERS)	Ground Water Sampling & Monitoring- Waste Management Facility	\$ 7,700.00
EFT72714	12/12/2023	SOCIAL LAURA	Photographer- Broome Christmas Carols Event	\$ 1,220.00
EFT72667	08/12/2023	SOFTFALLGUYS NATIONAL PTY LTD	Playground Materials- Town Beach P&G	\$ 2,783.66
EFT72770	14/12/2023	SOUTH METROPOLITAN TAFE	Course fees- P&G	\$ 280.00
EFT72524	04/12/2023	SOUTHERN CROSS AUSTEROE (SCA)	Advertising- Council Newsletter & Community Info	\$ 2,227.50
EFT72545	04/12/2023	SPA SALARY PACKAGING AUSTRALIA	Payroll Deductions/Contributions	\$ 603.22
EFT72725	14/12/2023	SPA SALARY PACKAGING AUSTRALIA	Payroll Deductions/Contributions	\$ 603.22
EFT72800	21/12/2023	SPA SALARY PACKAGING AUSTRALIA	Payroll Deductions/Contributions	\$ 603.22
EFT72668	08/12/2023	SPACETOCO PTY LTD	Monthly PartnerPro Bundle- IT	\$ 165.00
EFT72525	04/12/2023	SPORTS STAR TROPHIES	Netball Program Medals- BRAC	\$ 433.15
EFT72669	08/12/2023	STEPHANIE POWER	Catering Reimbursement- A Volunteer Day	\$ 200.00
EFT72587	06/12/2023	STEVEN TWEEDIE	Induction Courses- New Council Members	\$ 2,475.00
EFT72771	14/12/2023	STRATAGREEN (FORMERLY GREENWAY ENTERPRISES)	Consumables- Nursery	\$ 720.10
EFT72526	04/12/2023	STREETER & MALE PTY MITRE 10	West Australian Newspaper Supply- Library	\$ 83.50
EFT72670	08/12/2023	STREETER & MALE PTY MITRE 10	Tools - Depot	\$ 3,658.71
EFT72772	14/12/2023	STREETER & MALE PTY MITRE 10	Consumables- Depot	\$ 203.60
EFT72715	12/12/2023	SUMMIT FENCING	Fencing Materials Frederick St Carparls- Works	\$ 40,216.05
EFT72527	04/12/2023	T - QUIP	Equipment Parts- P&G	\$ 2,348.25
EFT72671	08/12/2023	T - QUIP	Equipment Parts & Maintenance- Depot	\$ 839.05
EFT72773	14/12/2023	T - QUIP	Various TORO Grandmaster 360 Ride-On Mower Parts- P&G	\$ 2.45
EFT72528	04/12/2023	TALIS CONSULTANTS	Updated 3D Renders- Final RRRP Site Layout	\$ 1,819.46
EFT72529	04/12/2023	TAYLOR BARNETT	Master Plan Review- Broome Turf Club	\$ 2,145.00
EFT72774	14/12/2023	TELSTRA	Service & Equipment Rental- IT	\$ 3,232.59
EFT72672	08/12/2023	THE GREEN FAIRY CRAFT & ENTERTAINMENT	Face Painting & Glitter Tattoos- Broome Christmas Carols Event	\$ 780.00
EFT72588	06/12/2023	THEATRE KIMBERLEY INC (WORN ART)	Christmas Performances- Town Beach	\$ 1,584.00
EFT72530	04/12/2023	THINK WATER BROOME	Retic Supplies- P&G	\$ 7,379.83
EFT72589	06/12/2023	THINK WATER BROOME	Retic Parts- P&G	\$ 2,976.72
EFT72673	08/12/2023	TIALE FAMILY TRUST (BROOME ACADEMY OF MUSIC)	Carols- Broome Christmas Carols Event	\$ 9,995.00
EFT72531	04/12/2023	TNT AUSTRALIA PTY LTD	Freight- Health	\$ 486.04

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
EFT72590	06/12/2023	TNT AUSTRALIA PTY LTD	Freight- Health	\$ 774.86
EFT72775	14/12/2023	TNT AUSTRALIA PTY LTD	Freight- Health	\$ 1,108.37
EFT72532	04/12/2023	TOTALLY WORKWEAR	Uniforms- Staff	\$ 3,673.64
EFT72591	06/12/2023	TOTALLY WORKWEAR	Uniforms- Staff	\$ 630.55
EFT72787	14/12/2023	TOTALLY WORKWEAR	Embroidery Service- Library	\$ 29.70
EFT72533	04/12/2023	TYRECYCLE PTY LTD	Tyre Disposal (RFT 19/04) - Waste Management Facility	\$ 6,127.44
EFT72776	14/12/2023	TYREPOWER BROOME	Vehicle Parts & Maintenance- Depot	\$ 230.00
EFT72674	08/12/2023	VENDORPANEL PTY LTD	License Maintenance and Support - IT Subscriptions	\$ 17,848.24
EFT72592	06/12/2023	VESTONE CAPITAL PTY LIMITED	Equipment Replacement- IT	\$ 4,498.33
EFT72716	12/12/2023	VISUAL COMMUNICATION CONSULTANTS	Interpreter- Broome Christmas Carols Event	\$ 2,524.50
EFT72534	04/12/2023	VOCUS COMMUNICATIONS	Charges- Phone Provider	\$ 1,006.56
EFT72777	14/12/2023	VOCUS COMMUNICATIONS	Phone Provider Charges- IT	\$ 1,013.10
EFT72535	04/12/2023	VOYA GROUP	Website Redesign- Broome Boating Facility	\$ 1,650.00
EFT72675	08/12/2023	VOYA GROUP	Sub-site Design- Civic Centre Advertising	\$ 2,062.50
EFT72778	14/12/2023	WA STRUCTURAL CONSULTING ENGINEERS PTY LTD	Scoreboard- BRAC	\$ 990.00
EFT72717	12/12/2023	WATER CORPORATION	Water Usage- Staff Housing	\$ 427.46
EFT72676	08/12/2023	WATERCHOICE (AUST) PTY LTD	Osmosis Water Filtration Systems- Administration Office	\$ 2,307.60
EFT72536	04/12/2023	WATTLEUP TRACTORS	Equipment Parts & Maintenance- Depot	\$ 320.05
EFT72537	04/12/2023	WEAVING FUTURES	Artist In Residence Christmas Program- Weaving Futures	\$ 9,900.00
EFT72538	04/12/2023	WEI SU	Fitness Class Instructor- BRAC	\$ 450.00
EFT72677	08/12/2023	WEST AUSTRALIAN NEWSPAPERS	Advertising- Shire News	\$ 2,719.20
EFT72539	04/12/2023	WEST COAST ON HOLD (ON HOLD ONLINE)	Subscriptions- Monthly on hold messages	\$ 77.00
EFT72779	14/12/2023	WEST COAST ON HOLD (ON HOLD ONLINE)	Subscriptions - On Hold Messages	\$ 77.00
EFT72540	04/12/2023	WEST COAST WATER SAFETY	Lifeguard Services- BRAC	\$ 792.00
EFT72541	04/12/2023	WESTBOOKS	Book Supply- Library	\$ 422.11
EFT72678	08/12/2023	WESTBOOKS	Book Supply- Library	\$ 483.98
EFT72542	04/12/2023	WESTERN DIAGNOSTIC PATHOLOGY	Recruitment Expenses- Drug & Alcohol Testing	\$ 1,438.14
EFT72679	08/12/2023	WESTERN DIAGNOSTIC PATHOLOGY	Instant Drug & Alcohol Testing- Human Resources	\$ 279.84
EFT72543	04/12/2023	WURTH AUSTRALIA PTY LTD	Workshop Consumables- Depot	\$ 548.50
EFT72788	14/12/2023	YAMATJI MARLPA ABORIGINAL CORPORATION	Books- P&G	\$ 330.00
EFT72544	04/12/2023	ZIPFORM PTY LTD	Printing & Stationery- Administration Office	\$ 592.02
EFT72680	08/12/2023	ZOOM CAPITAL PTY LTD T/A BROOME AND AROUND BUS CHARTERS	Bus Service- Shire Staff Christmas Party	\$ 1,800.00
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				\$ 3,002,660.80

MUNICIPAL CHEQUES - DECEMBER 2023				
Cheque #	Date	Name	Description	Amount
57825	07/12/2023	SHIRE OF BROOME	Refund- Cash Register Float	\$ 50.00
MUNICIPAL CHEQUES TOTAL:				\$ 50.00

TRUST CHEQUES - DECEMBER 2023				
Cheque #	Date	Name	Description	Amount
TRUST CHEQUES TOTAL:				\$ -

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
PAYROLL - DECEMBER 2023				
DD #	Date	Name	Description	Amount
	14/12/2023	PAYROLL	Payroll 12/12/2023	\$ 389,969.09
	28/12/2023	PAYROLL	Payroll 26/12/2023	\$ 375,541.80
PAYROLL TOTAL:				\$ 765,510.89
MUNICIPAL CREDIT CARD PAYMENTS - DECEMBER 2023				
EFT #	Date	Card	Description	Amount
EFT73106	18/12/2023	Acting Senior Customer Service Officer	PAYMENT	\$ 857.77
X000000000000000003149	23/11/2023	DEPARTMENT OF TRANSPORT	Shire of Broome License Plates	\$ 600.00
X000000000000000003228	24/11/2023	COLES	Refreshments & Receptions- Administration Office	\$ 57.77
X000000000000000003150	14/12/2023	DEPARTMENT OF TRANSPORT	Shire of Broome License Plates	\$ 200.00
EFT73107	18/12/2023	BRAC Operations Supervisor	PAYMENT	\$ 273.82
X000000000000000002985	23/11/2023	BUNNINGS	Tough Storage Case- BRAC	\$ 20.00
X000000000000000002986	23/11/2023	WOOLWORTHS	Refreshments & Receptions- BRAC	\$ 7.25
X000000000000000002991	25/11/2023	INTNL TRANSACTION FEE	International Transaction Fee	\$ 6.01
X000000000000000002993	25/11/2023	ZOOMSHIFT SUBSCRIPTION	Zoomshift online rostering BRAC/Civic Centre	\$ 240.56
EFT73108	18/12/2023	Business Support Officer	PAYMENT	\$ 1,487.86
X000000000000000003159	29/11/2023	MISCELLANEOUS CREDIT	Fraudulent Charge- Depot Break in	-\$ 5.00
X000000000000000003152	01/12/2023	DUNNINGS BROOME	Diesel- Depot (Fuel pump not working)	\$ 611.48
X000000000000000003153	04/12/2023	CARPET PAINT AND TILE	Paint Handrails- Depot	\$ 168.00
X000000000000000003154	05/12/2023	TL ENGINEERING AUST PTY	Replace stolen Vice Mount- Depot	\$ 484.00
X000000000000000003155	05/12/2023	DOT - LICENSING	CEO- Plate Change	\$ 18.90
X000000000000000003156	13/12/2023	BROOME BOLT SUPPLIES	Thunderbolt- Workshop	\$ 77.00
X000000000000000003157	13/12/2023	BUNNINGS	Impact Driver Bits- Workshop	\$ 15.98
X000000000000000003158	13/12/2023	BROOME BOLT SUPPLIES	Hammer Drill- Workshop	\$ 62.70
X000000000000000003176	14/12/2023	BUNNINGS	Wire Brushes- Workshop	\$ 54.80
EFT73109	18/12/2023	Chief Executive Officer	PAYMENT	\$ 519.20
X000000000000000003104	25/11/2023	BP ROEBUCK ROADHOUSE	Diesel- CEO	\$ 275.13
X000000000000000003180	12/12/2023	Live Payments	Travel Expense- CEO/Shire Pres	\$ 42.86
X000000000000000003179	13/12/2023	SPOTTO WA	Meeting Perth- CEO	\$ 11.55
X000000000000000003181	13/12/2023	SWAN TAXIS PERTH	Meeting with Minister Perth- CEO	\$ 41.86
X000000000000000003182	13/12/2023	Mercure Perth Hotel	Meal Expense Perth- CEO	\$ 5.60
X000000000000000003183	13/12/2023	Live Payments	Travel Expense Perth- CEO	\$ 21.10
X000000000000000003184	13/12/2023	EINSTEINS COFFEE	Meal Expense Perth- CEO	\$ 16.50
X000000000000000003185	13/12/2023	CADDYCABBY	Travel Expense Perth- CEO	\$ 65.00
X000000000000000003186	13/12/2023	4 U GOURMET	Meal Expense Perth- CEO	\$ 34.90
X000000000000000003187	13/12/2023	4 U GOURMET	Meal Expense Perth- CEO	\$ 4.70
EFT73110	18/12/2023	Civic Centre Coordinator	PAYMENT	\$ 701.82
X000000000000000002928	18/11/2023	Spotify	Music streaming subscription- Civic Centre	\$ 12.99
X000000000000000002929	20/11/2023	FACEBOOK	Social media advertising- Civic Centre	\$ 100.00
X000000000000000002975	23/11/2023	KENNARDS HIRE	Hire Platform Ladder- Civic Centre	\$ 412.40
X000000000000000003046	27/11/2023	BROOME COURT	Function Hire Occasional Liquor Licence- Civic Centre	\$ 57.00
X000000000000000003266	08/12/2023	COLES	Kiosk Stock- Civic Centre	\$ 114.45
X000000000000000003267	09/12/2023	COLES	Supplies- Civic Centre	\$ 4.98



PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
EFT73111	18/12/2023	Director Corporate Services	PAYMENT	\$ 681.80
X0000000000000003042	28/11/2023	AMPOL BROOME	Light Vehicle Fuel Receipt- DCS	\$ 50.03
X0000000000000003084	05/12/2023	AMPOL BROOME	Light Vehicle Fuel Receipt- DCS	\$ 50.01
X0000000000000003162	09/12/2023	Microsoft	Microsoft Azure Usage Charges- Subscription	\$ 531.74
X0000000000000003160	10/12/2023	AMPOL BROOME	Light Vehicle Fuel Receipt- DCS	\$ 50.02
EFT73112	18/12/2023	Director Infrastructure	PAYMENT	\$ 73.80
X0000000000000003048	25/11/2023	AMPOL BROOME	Light Vehicle Fuel Receipt- DIS	\$ 73.80
EFT73113	18/12/2023	Executive Officer to the CEO	PAYMENT	\$ 15,360.29
X0000000000000002938	17/11/2023	CORPORATE TRAVEL MANAGEMENT	Accommodation Perth- Cr P Taylor	\$ 845.50
X0000000000000002952	17/11/2023	COLES	Refreshments & Receptions- CEO15	\$ 129.44
X0000000000000002934	18/11/2023	SEASHELLS RESORT BROOME	Accommodation Seashells- Youth Program	\$ 252.00
X0000000000000002943	18/11/2023	SEASHELLS RESORT BROOME	Accommodation Seashells- Youth Program	\$ 395.50
X0000000000000002950	18/11/2023	SEASHELLS RESORT BROOME	Accommodation Seashells- Youth Program	\$ 355.50
X0000000000000002935	20/11/2023	CORPORATE TRAVEL MANAGEMENT	Ctm Service Fee	\$ 5.46
X0000000000000002944	20/11/2023	CORPORATE TRAVEL MANAGEMENT	Staff Training- Ranger Services	\$ 825.00
X0000000000000002945	20/11/2023	CORPORATE TRAVEL MANAGEMENT	Ctm Service Fee	\$ 11.02
X0000000000000002946	20/11/2023	CORPORATE TRAVEL MANAGEMENT	Ctm Service Fee	\$ 10.53
X0000000000000002947	20/11/2023	CORPORATE TRAVEL MANAGEMENT	Accommodation Conference- DIS	\$ 645.00
X0000000000000002948	20/11/2023	CORPORATE TRAVEL MANAGEMENT	Ctm Service Fee	\$ 8.23
X0000000000000002949	20/11/2023	CORPORATE TRAVEL MANAGEMENT	Ctm Service Fee	\$ 11.02
X0000000000000002980	24/11/2023	CORPORATE TRAVEL MANAGEMENT	Staff training car hire- Ranger Services	\$ 402.57
X0000000000000002982	24/11/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 5.14
X0000000000000002983	24/11/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 11.02
X0000000000000003018	28/11/2023	COLES	Catering- Shire Christmas Party	\$ 83.39
X0000000000000003115	29/11/2023	QANTAS AIRWAYS LIMITED	Flights Perth- CR C Mitchell	\$ 1,257.20
X0000000000000003116	29/11/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 5.46
X0000000000000003125	29/11/2023	COLES	Catering- Shire Christmas Party	\$ 65.00
X0000000000000003015	29/11/2023	AP BROOME POST SHOP	Reward & Recognition Awards	\$ 4,933.30
X0000000000000003126	01/12/2023	COLES	Catering- Shire Christmas Party	\$ 247.55
X0000000000000003127	01/12/2023	COLES	Refreshments & Receptions- Office of CEO	\$ 47.96
X0000000000000003128	02/12/2023	COLES	Catering- Shire Christmas Party	\$ 70.50
X0000000000000003117	04/12/2023	CORPORATE TRAVEL MANAGEMENT	Accommodation Conference- Technical Officer	\$ 341.55
X0000000000000003118	04/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 4.36
X0000000000000003119	04/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 11.02
X0000000000000003120	04/12/2023	CORPORATE TRAVEL MANAGEMENT	Accommodation Conference- Coordinator Building Services	\$ 230.00
X0000000000000003121	04/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 11.02
X0000000000000003129	04/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 2.94
X0000000000000003130	04/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 11.02
X0000000000000003131	04/12/2023	CORPORATE TRAVEL MANAGEMENT	Accommodation Conference- Building	\$ 341.55
X0000000000000003132	04/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 11.02
X0000000000000003133	04/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 4.36
X0000000000000003173	04/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 2.94
X0000000000000003174	04/12/2023	CORPORATE TRAVEL MANAGEMENT	Accommodation Conference- Technical Officer	\$ 230.00
X0000000000000003134	08/12/2023	VIRGIN	Flights- Ranger Services	\$ 65.00
X0000000000000003135	08/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 5.46
X0000000000000003136	08/12/2023	VIRGIN	Flights- Ranger Services	\$ 528.73
X0000000000000003141	11/12/2023	QANTAS AIRWAYS LIMITED	Flights Perth- CR C Mitchell	\$ 1,233.02
X0000000000000003142	11/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM Service Fee	\$ 5.46

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PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
X00000000000000003080	06/12/2023	Office National Broome	Stationary- P&G	\$ 93.95
X00000000000000003085	07/12/2023	BUNNINGS	Starter Cord- pg.	\$ 22.00
X00000000000000003122	11/12/2023	NUTRIEN AG SOLUTIONS	Vigilant Herbicide- P&G	\$ 282.59
X00000000000000003211	12/12/2023	TYREPOWER BROOME	Fit new tyres to rims and dispose- P&G	\$ 150.00
EFT73124	18/12/2023	Place Activation & Engagement Officer	PAYMENT	\$ 459.84
X00000000000000003053	30/11/2023	KMART	Equipment- Broome Christmas Carols Event	\$ 102.50
X00000000000000003054	30/11/2023	WOOLWORTHS	Equipment- Broome Christmas Carols Event	\$ 55.09
X00000000000000003082	03/12/2023	DUNNINGS BROOME	Equipment- Broome Christmas Carols Event	\$ 16.00
X00000000000000003083	04/12/2023	WOOLWORTHS	Equipment- Broome Christmas Carols Event	\$ 11.25
X00000000000000003161	13/12/2023	AUSTRALIA DAY	Equipment- Australia Day Shire Event	\$ 275.00
EFT73125	18/12/2023	Place Activation And Engagement Officer - Youth	PAYMENT	\$ 1,139.31
X00000000000000002926	17/11/2023	DEWAS MOBILE KITCHEN	Catering- Youth Event	\$ 29.50
X00000000000000002927	17/11/2023	WOOLWORTHS	Catering- Youth Event	\$ 25.29
X00000000000000002907	17/11/2023	LAL CHAND PTY LTD	Dinner- Bidyadanga Young Leaders	\$ 523.10
X00000000000000002920	18/11/2023	BUNNINGS	Gas- Community BBQ Event	\$ 79.84
X00000000000000002921	18/11/2023	Office National Broome	Materials- Christmas workshop	\$ 17.50
X00000000000000003074	05/12/2023	Roadshow Films	Roadshow Public Performance Licence	\$ 390.78
X00000000000000003075	06/12/2023	Office National Broome	Materials- Christmas workshop	\$ 19.80
X00000000000000003076	06/12/2023	KMART	Materials- Christmas workshop	\$ 41.50
X00000000000000003077	06/12/2023	RED DOT STORES BROOME	Materials- Christmas workshop	\$ 12.00
EFT73126	18/12/2023	Program Coordinator - A Sporting Chance	PAYMENT	\$ 518.86
X00000000000000002962	16/11/2023	KMART	Tablecloth- A Sporting Chance	\$ 10.00
X00000000000000002964	16/11/2023	KMART	Tablecloth- A Sporting Chance	\$ 10.00
X00000000000000003059	24/11/2023	WOOLWORTHS	Catering- A Sporting Chance	\$ 191.27
X00000000000000003024	24/11/2023	UNITED BROOME	Catering- A Sporting Chance	\$ 23.19
X00000000000000003057	02/12/2023	WOOLWORTHS	Christmas Activities- A Sporting Chance	\$ 37.00
X00000000000000003058	02/12/2023	KMART	Christmas Activities- A Sporting Chance	\$ 67.40
X00000000000000003089	05/12/2023	DIARINGO	White Cardboard - A Sporting Chance	\$ 180.00
EFT73127	18/12/2023	Property Maintenance Officer	PAYMENT	\$ 2,738.89
X00000000000000003001	17/11/2023	ADVANCED ELECTRICAL EQUIPMENT	Globes- Function Room Administration Office	\$ 71.50
X00000000000000003002	17/11/2023	BUNNINGS	Paint graffiti removal- BRAC	\$ 46.49
X00000000000000003043	20/11/2023	BROOME PROGRESSIVE SUPPLIES	Computer Cleaning- Library	\$ 58.88
X00000000000000003105	21/11/2023	BUNNINGS	Maintenance & Repairs Common Area- Kimberley Regional Offices 2	\$ 79.39
X00000000000000003003	21/11/2023	BUNNINGS	Box Gutter Repairs- Library	\$ 51.04
X00000000000000003004	21/11/2023	NORTH WEST LOCKSMITH	Keys- Staff housing	\$ 20.00
X00000000000000003006	21/11/2023	KIMBERLEY WEST ENTERPRISES	Replace faulty oven- BOSCCA	\$ 699.00
X00000000000000003005	23/11/2023	STREETER & MALE HARDWARE	Supplies for internal paving repairs- Kimberley Regional Offices 2	\$ 226.35
X00000000000000003045	29/11/2023	STREETER & MALE HARDWARE	Repairs to door pad bolt- Male oval	\$ 71.50
X00000000000000003044	30/11/2023	BUNNINGS	Materials to remove seized padlocks	\$ 56.01
X00000000000000003106	01/12/2023	BUNNINGS	Replace soft door closer- Staff housing	\$ 22.45
X00000000000000003107	01/12/2023	STREETER & MALE HARDWARE	Materials to repair doors after break in- Depot	\$ 98.65
X00000000000000003108	01/12/2023	BUNNINGS	Handles for repaired doors- Depot	\$ 29.28
X00000000000000003109	01/12/2023	NORTH WEST LOCKSMITH	Deadbolt change over on shed workshop door- Depot	\$ 100.00
X00000000000000003110	04/12/2023	BUNNINGS	Paint roller for external doors- Depot	\$ 7.90
X00000000000000003111	05/12/2023	BUNNINGS	Hooks for doors- Depot	\$ 14.40
X00000000000000003112	07/12/2023	TRADELINK	Replace broken toilet seat- Library	\$ 73.61
X00000000000000003146	11/12/2023	BUNNINGS	Cable ties- Depot	\$ 24.13
X00000000000000003147	12/12/2023	BUNNINGS	Felt for tables- Civic Centre	\$ 9.28

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
X000000000000000003190	12/12/2023	SP FLEXI-FELT AUSTRALIA	Chair/table Protectors- Civic Centre	\$ 158.95
X000000000000000003148	13/12/2023	BUNNINGS	Mould killer for stores wall- Civic Centre	\$ 32.08
X000000000000000003191	14/12/2023	BUNNINGS	Mounting tape for people counters- Civic Centre	\$ 39.00
X000000000000000003201	14/12/2023	CLARK RUBBER BROOME	Replace Pool Cleaner- Staff Housing	\$ 749.00
EFT73128	18/12/2023	Senior Administration & Governance Officer	PAYMENT	\$ 546.29
X000000000000000003055	27/11/2023	WOOLWORTHS	Refreshments & Receptions - Council Workshops	\$ 256.39
X000000000000000003056	29/11/2023	OASIS EATERY PTY LTD	Refreshments & Receptions - Council Workshops	\$ 90.40
X000000000000000003086	05/12/2023	BP BROOME	Supplies for Civic Reception for E Foy	\$ 18.50
X000000000000000003087	05/12/2023	KMART	Supplies for Civic Reception for E Foy	\$ 15.00
X000000000000000003202	13/12/2023	BROOME POST SHOP	Corporate Licence Renewal- Rangers	\$ 166.00
EFT73129	18/12/2023	Sport & Recreation Facility Coordinator	PAYMENT	\$ 498.51
X000000000000000002902	16/11/2023	NORTH WEST LOCKSMITH	Keys- BRAC	\$ 10.00
X000000000000000002955	22/11/2023	J BLACKWOOD & SON P/L	Trolley- BRAC	\$ 177.61
X000000000000000003039	23/11/2023	ST JOHN AMBULANCE AUSTRALIA	First Aid Course- BRAC Staff Training	\$ 170.00
X000000000000000003041	27/11/2023	WOOLWORTHS	Refreshments & Receptions	\$ 6.20
X000000000000000003040	29/11/2023	BP SHINJU	Refreshments & Receptions	\$ 4.50
X000000000000000003113	01/12/2023	BUNNINGS	Door hooks- BRAC	\$ 73.60
X000000000000000003114	10/12/2023	WOOLWORTHS	Refreshments & Receptions	\$ 6.20
X000000000000000003151	13/12/2023	WOOLWORTHS	Refreshments & Receptions	\$ 50.40
EFT73130	18/12/2023	Waste Supervisor	PAYMENT	\$ 554.69
X000000000000000002956	17/11/2023	AMPOL BROOME	Gas- Oxy Set Waste Management Facility	\$ 32.00
X000000000000000003071	27/11/2023	KIMFOS BROOME	Grease Couplers- Waste Management Facility	\$ 67.87
X000000000000000003072	28/11/2023	ALLVOLTS POWR SOLUTIONS	Repairs & Maintenance- Hino Truck with Hook lift	\$ 179.00
X000000000000000003073	29/11/2023	BK SIGNS	Supply 1 x length of uni-strut 6.5m- Waste Management Facility	\$ 123.37
X000000000000000003167	06/12/2023	J BLACKWOOD & SON P/L	Refreshment & Receptions- Waste Management Facility	\$ 152.45
EFT73131	18/12/2023	Works Supervisor	PAYMENT	\$ 1,549.46
X000000000000000002925	17/11/2023	STRATCO BROOME	Steel polls- Sign maintenance	\$ 426.27
X000000000000000002906	17/11/2023	BROOME CRETE	Rapid set concrete- Sign maintenance	\$ 211.20
X000000000000000002916	18/11/2023	DJARINDJIN ABORIGINAL	Fuel purchase at Djarindjin Roadhouse- Works	\$ 40.00
X000000000000000002976	21/11/2023	BUNNINGS	Sand for road repairs- Works	\$ 28.00
X000000000000000002977	21/11/2023	BROOME BOLT SUPPLIES	Jackhammer attachment for pothole patching- Works	\$ 140.80
X000000000000000002978	22/11/2023	NORTHERN RURAL SUPPLIES	Fitting- Depot Gate	\$ 59.40
X000000000000000002979	22/11/2023	NORTRUSS BUILDING SUPPLIES	Air filters- Concrete Saw	\$ 131.80
X000000000000000002981	23/11/2023	BUNNINGS	Cutting disc- Grinder	\$ 87.60
X000000000000000003008	27/11/2023	NORTRUSS BUILDING SUPPLIES	Quick cut parts- Works	\$ 103.00
X000000000000000003050	29/11/2023	BUNNINGS	Premixed concrete bag- Works	\$ 46.02
X000000000000000003016	29/11/2023	BROOME BOLT SUPPLIES	Ratchet straps- Works	\$ 55.00
X000000000000000003017	29/11/2023	BUNNINGS	24x20kg bags of concrete- Kimberley Regional Offices Carpark Bollard	\$ 184.08
X000000000000000003019	29/11/2023	BROOME CRETE	25x20kg bags of concrete- Works	\$ 97.19
X000000000000000003049	30/11/2023	BUNNINGS	Refund for return of goods- Works	-\$ 161.07
X000000000000000003052	30/11/2023	GERALDINE NOMINEES PL	Air hose- Works	\$ 32.31
X000000000000000003088	07/12/2023	BUNNINGS	Items for CBR	\$ 67.86
EFT73132	18/12/2023	Youth & Community Development Officer	PAYMENT	\$ 873.37
X000000000000000002911	16/11/2023	COLES EXPRESS	Catering- Sporting Chance Program	\$ 12.00
X000000000000000002912	16/11/2023	COLES	Catering- Sporting Chance Program	\$ 265.14
X000000000000000002913	16/11/2023	WOOLWORTHS	Catering- Youth Exchange Program	\$ 16.51
X000000000000000002914	16/11/2023	WOOLWORTHS	Catering- Youth Exchange Program	\$ 78.25
X000000000000000003012	27/11/2023	BROOMECHAMBER.COM.AU	Staff Training- Empower Her Conference 2023	\$ 132.00



PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
X000000000000000003013	28/11/2023	COLES	Supplies- YAC Meeting	\$ 25.50
X000000000000000003011	29/11/2023	RED DOT STORES BROOME	Supplies- International day People with Disability	\$ 36.97
X000000000000000003029	29/11/2023	KMART	Supplies- International day People with Disability	\$ 215.25
X000000000000000003030	29/11/2023	KMART	Supplies- International day People with Disability	\$ 2.75
X000000000000000003051	01/12/2023	KMART	Supplies- Thank A Volunteer Day Event	\$ 10.50
X000000000000000003163	04/12/2023	KMART	Supplies- International day People with Disability	\$ 13.75
X000000000000000003166	04/12/2023	KIMBERLEY ARTS NETWORK	Easel Hire- Disability Event 2023	\$ 32.00
X000000000000000003164	05/12/2023	KMART	Supplies- Thank A Volunteer Day Event	\$ 5.00
X000000000000000003165	05/12/2023	WOOLWORTHS	Supplies- People With Disability Event	\$ 27.75
MUNICIPAL CREDIT CARD TOTAL:				\$ 39,840.31

MUNICIPAL DIRECT DEBIT - DECEMBER 2023				
DD #	Date	Name	Description	Amount
DD32931.1	15/12/2023	SUPER EMPLOYEE PAYMENT DEFINITIV	Superannuation Fortnight Ending 15.12.23	\$ 87,306.89
DD32908.1	19/12/2023	WATER CORPORATION	Water Use And Service Charge- Various	\$ 3,199.57
DD32908.2	11/12/2023	WATER CORPORATION	Water Use And Service Charge- Various	\$ 1,247.53
DD32908.3	20/12/2023	WATER CORPORATION	Water Use And Service Charge- Various	\$ 206.42
DD32910.1	20/12/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 196 Principal and Interest payment- Chinatown Revitalisation Project	\$ 93,685.18
DD32910.2	15/12/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 197 Principal and Interest payment- Town Beach Development	\$ 54,623.88
DD32910.5	21/12/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 201 Principal and Interest payment- Chinatown Revitalisation Stage 2	\$ 84,598.97
MUNICIPAL DIRECT DEBIT TOTAL:				\$ 324,868.44

MUNICIPAL ELECTRONIC TRANSFER TOTAL \$ 3,002,660.80

MUNICIPAL CHEQUES TOTAL \$ 50.00

PAYROLL TOTAL \$ 765,510.89

TRUST CHEQUE TOTAL \$ -

MUNICIPAL CREDIT CARD TOTAL \$ 39,840.31

MUNICIPAL DIRECT DEBIT TOTAL \$ 324,868.44

TOTAL PAYMENTS DECEMBER 2023 \$ 4,132,930.44

Key for Delegation of Authority:

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

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - DECEMBER 2023				
PAYMENT #	Date	Name	Description	Amount
Local Government (Financial Management) Regulations 13 & 13A. 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 Local Government (Administration) Regulations 19.				

**9.4.2 MONTHLY PAYMENT LISTING - JANUARY 2024**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Coordinator Financial Operations
<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 2024.

**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 2024.

**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; and*
  - (b) *the amount of the payment; and*
  - (c) *the date of the payment; and*
  - (d) *sufficient information to identify the transaction.*
- (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.*

### 13A. Payments by employees via purchasing cards

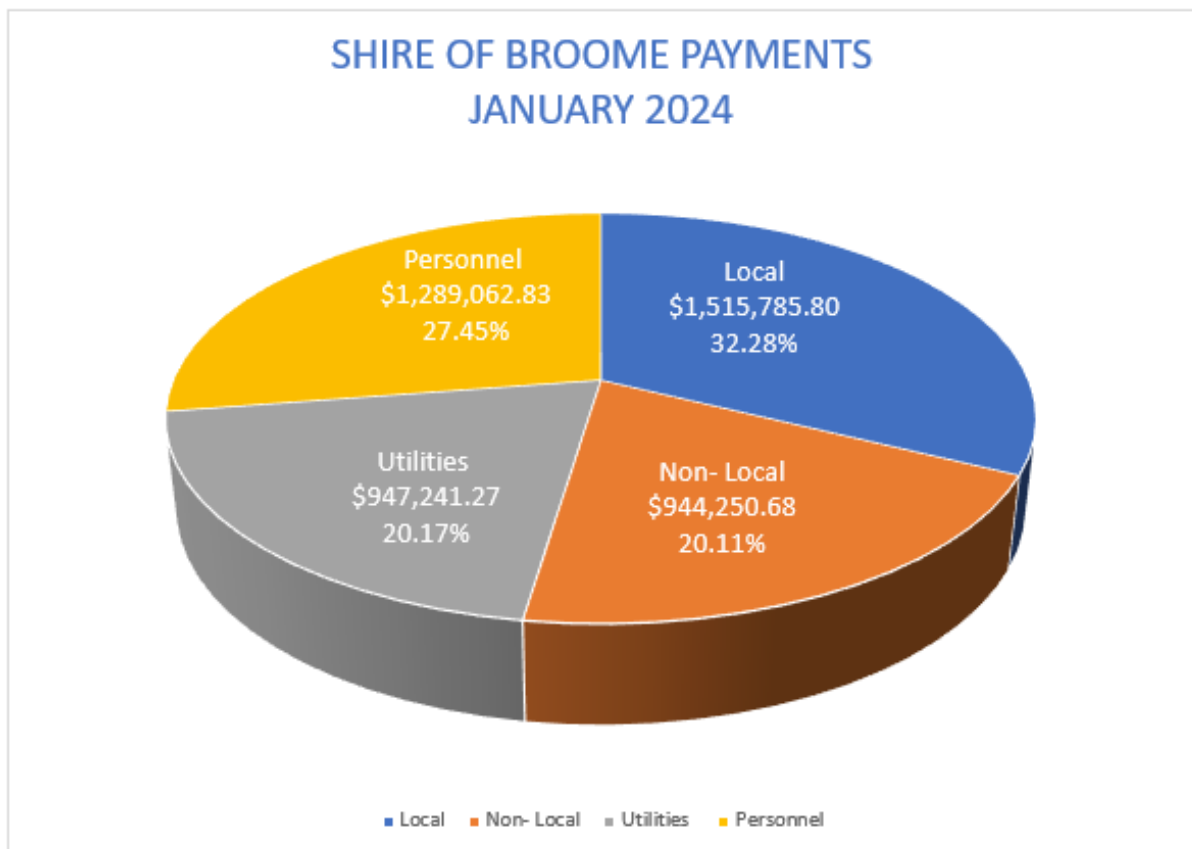
- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —
  - (a) the payee's name;
  - (b) the amount of the payment;
  - (c) the date of the payment;
  - (d) sufficient information to identify the payment.
- (2) A list prepared under sub regulation (1) must 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

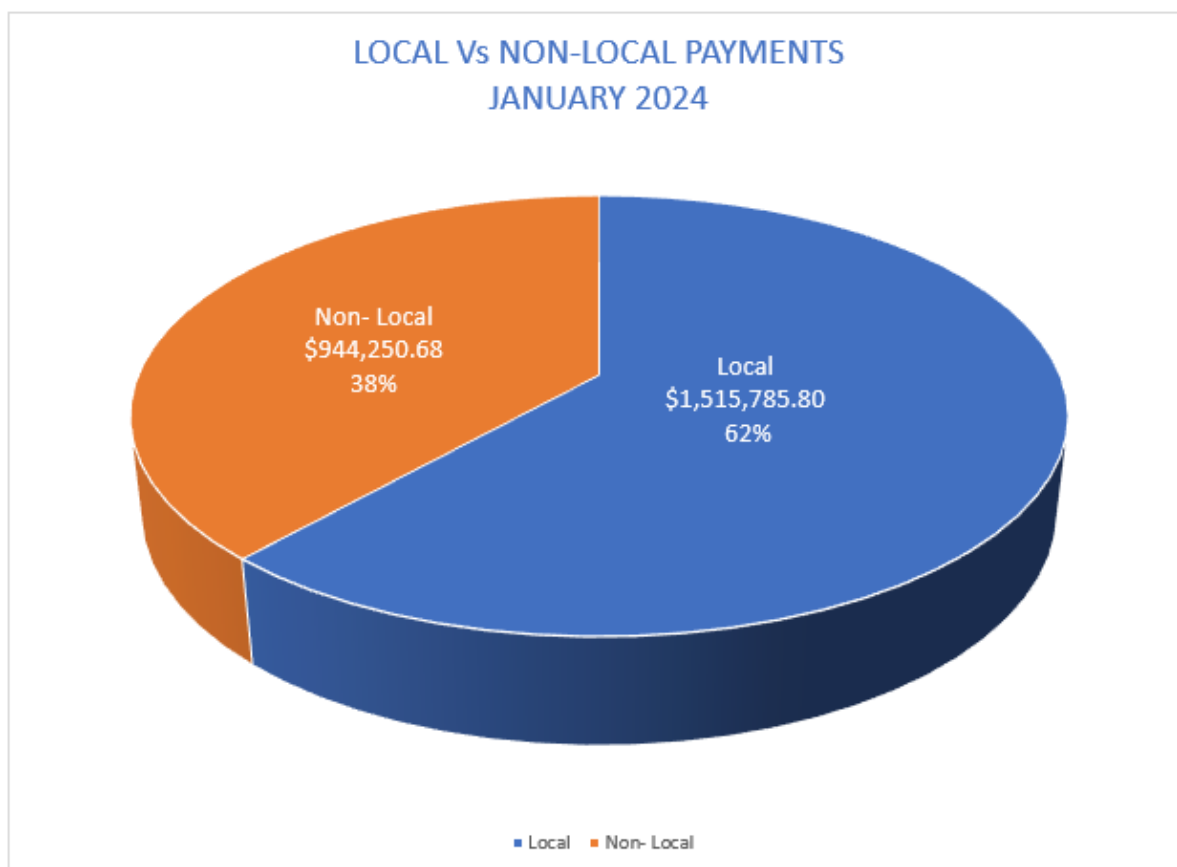
Nil.

### FINANCIAL IMPLICATIONS

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



Note: Personnel payments in this analysis include payroll, superannuation (contained within Direct Debit type payments), payroll tax and other deductions (contained within the EFT Payments type payments).



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for January 2024 after \$1,289,062.83 in personnel payments, \$947,241.27 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-23	\$ 1,441.39	\$ 2,026,138.15	\$ 157,064.40	\$ 31,160.48	\$ -	\$ 749,538.21	\$ 2,965,342.63
Aug-23	\$ -	\$ 3,636,229.61	\$ 458,162.41	\$ 36,953.74	\$ -	\$ 745,258.30	\$ 4,876,604.06
Sep-23	\$ 2,180.90	\$ 2,958,635.14	\$ 156,890.04	\$ 34,952.54	\$ -	\$ 728,212.05	\$ 3,880,870.67
Oct-23	\$ 2,500.00	\$ 3,614,698.05	\$ 243,802.39	\$ 33,365.63	\$ -	\$ 772,473.06	\$ 4,666,839.13
Nov-23	\$ 631.40	\$ 3,793,083.11	\$ 268,860.67	\$ 45,962.05	\$ -	\$1,164,818.38	\$ 5,273,355.61
Dec-23	\$ 50.00	\$ 3,002,660.80	\$ 324,868.44	\$ 39,840.31	\$ -	\$ 765,510.89	\$ 4,132,930.44
Jan-24	\$ -	\$ 3,563,736.38	\$ 352,800.17	\$ 23,895.33	\$ -	\$ 755,908.70	\$ 4,696,340.58
<b>TOTAL</b>	<b>\$ 6,803.69</b>	<b>\$ 22,595,181.24</b>	<b>\$ 1,962,448.52</b>	<b>\$ 246,130.08</b>	<b>\$ -</b>	<b>\$5,681,719.59</b>	<b>\$ 30,492,283.12</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 12 - A well informed and engaged community**

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

## VOTING REQUIREMENTS

*Simple Majority*

### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0224/028**

**Moved: Cr E Smith**

**Seconded: Cr P Matsumoto**

**That Council:**

1. **Receives the list of payments made from the Municipal and Trust Accounts in January 2024 totalling in \$4,696,340.58 (Attachment 1) per the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996 covering:**
  - a) **EFT Vouchers EFT72801 – EFT73356 totalling \$3,563,736.38;**
  - b) **Municipal Cheque Vouchers 00000 - 00000 totalling \$0.00;**
  - c) **Trust Cheque Vouchers 0000 - 0000 totalling \$0.00; and**
  - d) **Municipal Direct Debits DD32991 – DD33018 including payroll totalling \$1,108,708.87.**
2. **Receives the list of payments made by credit cards in January 2024 totalling \$23,895.33 (contained within Attachment 1) per the requirements of Regulation 13A of the Local Government (Financial Management) Regulations 1996 covering EFT Vouchers EFT73468 – EFT73490.**
3. **Notes the local spend of \$1,515,785.80 included in the amount above, equating to 62% of total payments excluding personnel, utility and other external sole supplier costs.**

**For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith, Cr M Virgo**

**CARRIED UNANIMOUSLY 8/0**

## Attachments

1. Monthly Payment Listing - January 2024

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - JANUARY 2024				
EFT #	Date	Name	Description	Amount
EFT73043	10/01/2024	12D SOLUTIONS PTY LTD	Software- IT	\$ 2,310.00
EFT72930	04/01/2024	4LOGIC PTY LTD (NEW ERA TECHNOLOGY AU-06)	CCTV & Wireless Network Maintenance- IT	\$ 575.23
EFT72981	05/01/2024	4LOGIC PTY LTD (NEW ERA TECHNOLOGY AU-06)	Staffing Support- IT	\$ 43,332.30
EFT73249	25/01/2024	A PLUS EVENTS & HIRE	Australia Day Event- Chair Hire	\$ 275.00
EFT73250	25/01/2024	ABLE ELECTRICAL (WA) PTY LTD	Lighting Repairs- Town Beach Greenspace	\$ 1,078.00
EFT73289	30/01/2024	ABORIGINAL FAMILY LEGAL SERVICES	Grants- Aboriginal Family Legal Services	\$ 1,100.00
EFT73094	12/01/2024	ACURIX NETWORKS PTY LTD	Wi-Fi Services- Library	\$ 490.60
EFT73181	19/01/2024	AD ENGINEERING INTERNATIONAL PTY LTD	Signage- Works	\$ 196.90
EFT72931	04/01/2024	ALICIA SCHIFFERLE	Umpire Services- BRAC	\$ 70.00
EFT72932	04/01/2024	ALLPEST (BROOME PEST CONTROL)	Pest Inspection- Town Beach Cafe	\$ 95.00
EFT72959	05/01/2024	ALLPEST (BROOME PEST CONTROL)	Pest Control- WMF	\$ 685.00
EFT72933	04/01/2024	AMANDA COLLINS	Umpire Services- BRAC	\$ 1,015.00
EFT72934	04/01/2024	AMBER RANN	Umpiring Services- BRAC	\$ 875.00
EFT73144	16/01/2024	AMCAP AUTOMOTIVE PARTS	Vehicle Parts- Depot	\$ 1,098.22
EFT73069	11/01/2024	ARTISTRALIA	Screening License Fee- Sporting A Chance	\$ 495.00
EFT72982	05/01/2024	AUSSIE BROADBAND LIMITED	NBN- Depot and BRAC	\$ 1,867.80
EFT72983	05/01/2024	AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA (INC)	Ambassador Flight- Australia Day	\$ 1,602.14
EFT73251	25/01/2024	AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA (INC)	Car Rental- Australia Day	\$ 355.53
EFT73210	23/01/2024	AUSTRALIA POST	Postage Services- Shire Administration Office	\$ 509.39
EFT73133	12/01/2024	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll Deductions/Contributions	\$ 636.00
EFT73280	25/01/2024	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll Deductions/Contributions	\$ 636.00
EFT73134	12/01/2024	AUSTRALIAN TAXATION OFFICE	Payroll Deductions/Contributions	\$ 134,323.00
EFT73281	25/01/2024	AUSTRALIAN TAXATION OFFICE	Payroll Deductions/Contributions	\$ 137,363.00
EFT72935	04/01/2024	AVERY AIRCONDITIONING PTY LTD	Air conditioner Maintenance- Library	\$ 1,197.53
EFT72984	05/01/2024	AVERY AIRCONDITIONING PTY LTD	Air Conditioner- Staff Housing	\$ 3,205.60
EFT73004	09/01/2024	AVERY AIRCONDITIONING PTY LTD	Air conditioner and Fridge Maintenance- WMF	\$ 698.50
EFT73095	12/01/2024	AVERY AIRCONDITIONING PTY LTD	Air conditioner Maintenance- Civic Centre	\$ 2,712.98
EFT73145	16/01/2024	AVERY AIRCONDITIONING PTY LTD	Air conditioner Maintenance- Kimberley Regional Office 2	\$ 132.00
EFT73252	25/01/2024	AVERY AIRCONDITIONING PTY LTD	Air conditioner Maintenance- BRAC (RFT21-13)	\$ 531.66
EFT73324	31/01/2024	AVERY AIRCONDITIONING PTY LTD	Fridge & Air conditioner Maintenance- WMF	\$ 1,919.50
EFT73005	09/01/2024	AVIAIR	Inter Regional Flight Network Sponsorship (invoiced monthly) - As per Ordinary Meeting of Council 30 March 2023 Confidential agenda item 14.2	\$ 17,678.10
EFT73211	23/01/2024	BAIRD AUSTRALIA PTY LTD	Engineering Services- Shoreline Monitoring	\$ 3,904.34
EFT73212	23/01/2024	BARRY GREEN	Rates Refund	\$ 683.00
EFT72943	04/01/2024	BENJAMIN MCNEIL	Entertainment- Christmas Party	\$ 550.00
EFT73146	16/01/2024	BEST IT & BUSINESS SOLUTIONS PTY LTD	Printer Charges- IT	\$ 210.10
EFT72944	04/01/2024	BIDFOOD	Kiosk Stock- BRAC	\$ 687.10
EFT73006	09/01/2024	BIDFOOD	Kiosk Stock- BRAC	\$ 1,536.06
EFT73044	10/01/2024	BIDFOOD	Kiosk Stock- BRAC	\$ 256.25
EFT73182	19/01/2024	BIDFOOD	Kiosk Stock- BRAC	\$ 1,009.22
EFT73213	23/01/2024	BIDFOOD	Kiosk Stock- BRAC	\$ 923.56

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
EFT72945	04/01/2024	BILINGURR TRANSIT	Bus Transport- Shire Christmas Party	\$ 550.00
EFT73290	30/01/2024	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Vehicle Supplies- Depot	\$ 139.70
EFT73007	09/01/2024	BLACKWOODS	Consumables- Depot	\$ 1,586.57
EFT73045	10/01/2024	BLACKWOODS	Consumables- Depot	\$ 1,542.87
EFT73147	16/01/2024	BLACKWOODS	Consumables- Health	\$ 343.92
EFT73183	19/01/2024	BLACKWOODS	Protective Clothing- Works	\$ 409.62
EFT73253	25/01/2024	BLACKWOODS	Consumables- Depot	\$ 2,286.55
EFT73325	31/01/2024	BLUE SEAS TACKLE CO	Safety Equipment- Depot	\$ 712.00
EFT73046	10/01/2024	BOC LIMITED	First Aid Oxygen- BRAC	\$ 185.81
EFT73070	11/01/2024	BOC LIMITED	Oxygen Supply- Depot	\$ 83.55
EFT73148	16/01/2024	BOC LIMITED	Oxygen Supply- Health	\$ 80.72
EFT73326	31/01/2024	BOC LIMITED	Oxygen Supply- Depot	\$ 83.53
EFT73071	11/01/2024	BP AUSTRALIA PTY LTD - FUEL	Diesel Supply- Depot	\$ 14,129.81
EFT73149	16/01/2024	BP AUSTRALIA PTY LTD - FUEL	Diesel- Depot	\$ 17,404.30
EFT73150	16/01/2024	BRENNAN IT PTY LTD	Microsoft Renewal 2023- IT (QKW150843)	\$ 114,389.13
EFT73072	11/01/2024	BRIGHTHOUSE STRATEGIC CONSULTANTS	Planning and Construction- Sanctuary Caravan Park (RFQ21-36)	\$ 26,763.00
EFT72936	04/01/2024	BRONTE BERENGER	Services- Sporting a Chance	\$ 250.00
EFT73184	19/01/2024	BRONTE BERENGER	Facilitators- A Sporting Chance	\$ 1,100.00
EFT73291	30/01/2024	BROOME ALI WORX	Equipment Parts- P&G	\$ 77.00
EFT73292	30/01/2024	BROOME AUTO ELECTRICS	Electrical Repairs & Maintenance- Depot	\$ 2,581.48
EFT72985	05/01/2024	BROOME BOLT SUPPLIES WA PTY LTD	Workshop Consumables- Depot	\$ 2,427.21
EFT73008	09/01/2024	BROOME BOLT SUPPLIES WA PTY LTD	House Numbers- Works Maintenance	\$ 1,705.00
EFT73327	31/01/2024	BROOME BOLT SUPPLIES WA PTY LTD	Consumables- Depot	\$ 254.10
EFT73254	25/01/2024	BROOME BUILDERS PTY LTD	Crossover Subsidy- Infrastructure	\$ 1,000.00
EFT72986	05/01/2024	BROOME CLEANAWAY	Waste Bins- Town Beach	\$ 231.52
EFT73009	09/01/2024	BROOME CLEANAWAY	Rubbish & Recycling Weekly Bin Lift- BRAC	\$ 488.24
EFT73073	11/01/2024	BROOME CLEANAWAY	Waste Collection Services- WMF	\$ 1,055.78
EFT73096	12/01/2024	BROOME CLEANAWAY	Waste Collection Services- Kimberley Regional Offices	\$ 3,371.81
EFT73185	19/01/2024	BROOME CLEANAWAY	Waste Collection Services- Works Maintenance	\$ 277.49
EFT73255	25/01/2024	BROOME CLEANAWAY	Waste Services- Kerbside Recycling Collection (CON14-01)	\$ 127,297.58
EFT72946	04/01/2024	BROOME FISHING CLUB	Catering- Staff Christmas Party	\$ 4,004.00
EFT73256	25/01/2024	BROOME PAINTING SERVICE	Repairs & Maintenance- Pedestrian Fencing	\$ 660.00
EFT72937	04/01/2024	BROOME PERFORMING ARTS CO. INC	Entertainment- Christmas Party	\$ 770.00
EFT72987	05/01/2024	BROOME PLUMBING & GAS	Maintenance- Visitor Centre	\$ 525.00
EFT73151	16/01/2024	BROOME PLUMBING & GAS	Toilet Replacement- Male Oval	\$ 8,300.00
EFT73328	31/01/2024	BROOME PLUMBING & GAS	Toilet Repairs- Library	\$ 285.00
EFT73010	09/01/2024	BROOME PROGRESSIVE SUPPLIES	Milk- Depot	\$ 54.42
EFT73152	16/01/2024	BROOME PROGRESSIVE SUPPLIES	Consumables- Depot	\$ 393.25
EFT73186	19/01/2024	BROOME PROGRESSIVE SUPPLIES	Milk- Depot	\$ 54.42
EFT73214	23/01/2024	BROOME PROGRESSIVE SUPPLIES	Refreshments- Shire Administration	\$ 192.69
EFT73257	25/01/2024	BROOME PROGRESSIVE SUPPLIES	Kiosk Stock- BRAC	\$ 1,030.81
EFT73329	31/01/2024	BROOME PROGRESSIVE SUPPLIES	Milk- Depot	\$ 18.14
EFT73153	16/01/2024	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS &	Consumables- P&G	\$ 440.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
EFT73135	12/01/2024	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 640.00
EFT73282	25/01/2024	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 660.00
EFT73136	12/01/2024	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 960.00
EFT73283	25/01/2024	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 930.00
EFT73258	25/01/2024	BROOME TOWING & SALVAGE	Expenses- Vehicle Impounds	\$ 720.00
EFT73047	10/01/2024	BROOME WINDSCREENS / NOVUS AUTO GLASS	Mower Rear Screen Repair- P&G	\$ 449.50
EFT73187	19/01/2024	BROOME YOUTH AND FAMILIES HUB INCORPORATED	Grants- Community Christmas Party	\$ 1,000.00
EFT72939	04/01/2024	BROOME CRETE	Concrete Blocks- WMF	\$ 8,580.00
EFT73011	09/01/2024	BROOME CRETE	Carpark Repairs- Works Maintenance	\$ 4,576.00
EFT73097	12/01/2024	BROOME CRETE	Construction Supplies- Cable Beach	\$ 638.00
EFT73259	25/01/2024	BROOME CRETE	Materials- WMF	\$ 1,966.80
EFT73048	10/01/2024	BT EQUIPMENT PTY LTD (TUTT BRYANT)	Machinery Parts- Depot	\$ 6,272.10
EFT73260	25/01/2024	BT EQUIPMENT PTY LTD (TUTT BRYANT)	Machinery Parts- Depot	\$ 1,926.96
EFT73012	09/01/2024	BUSHY'S PIZZA	School Holiday Program Catering- Youth Movie Events	\$ 1,155.00
EFT73154	16/01/2024	CABLE BEACH ELECTRICAL SERVICE	BRAC Ovals - P&G Maintenance	\$ 396.00
EFT73215	23/01/2024	CABLE BEACH ELECTRICAL SERVICE	Maintenance- BRAC	\$ 264.00
EFT72988	05/01/2024	CABLE BEACH TYRE SERVICE PTY LTD ( GOODYEAR AUTOCARE BROOME )	Vehicle Supplies- WMF	\$ 5,090.50
EFT73013	09/01/2024	CABLE BEACH TYRE SERVICE PTY LTD ( GOODYEAR AUTOCARE BROOME )	Vehicle Maintenance- P&G	\$ 170.00
EFT73216	23/01/2024	CABLE BEACH TYRE SERVICE PTY LTD ( GOODYEAR AUTOCARE BROOME )	Tyre Replacement & Disposal- Depot	\$ 2,220.00
EFT73261	25/01/2024	CABLE BEACH TYRE SERVICE PTY LTD ( GOODYEAR AUTOCARE BROOME )	Vehicle Repairs- Depot	\$ 127.50
EFT73330	31/01/2024	CABLE BEACH TYRE SERVICE PTY LTD ( GOODYEAR AUTOCARE BROOME )	Truck Tyre Fitting & Disposal- Depot	\$ 1,107.00
EFT73331	31/01/2024	CALNAN PROPERTY PTY LTD	Commercial Property Inspections- Residential	\$ 14,850.00
EFT73014	09/01/2024	CAPITAL DIVISON	Chemical Shed works- Depot	\$ 8,441.49
EFT73217	23/01/2024	CARE PROPERTY WA STRATA MANAGEMENT	Strata Levies- Residential	\$ 799.24
EFT73218	23/01/2024	CARPET PAINT & TILE CENTRE	Tools- Works	\$ 188.00
EFT73219	23/01/2024	CBRE PTY LTD	Town Beach Cafe Redevelopment- Travel Expenses	\$ 1,950.75
EFT73332	31/01/2024	CHAPPO'S TEST N TAG	Electrical Testing- Depot	\$ 157.30
EFT72922	04/01/2024	CHARTER PROPERTY GROUP PTY LTD	Staff Rent- December 2023	\$ 3,693.45
EFT73242	23/01/2024	CHARTER PROPERTY GROUP PTY LTD	Staff Rent- February 2024	\$ 3,693.45
EFT73137	12/01/2024	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	\$ 1,129.96
EFT73284	25/01/2024	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	\$ 1,129.96
EFT72801	03/01/2024	CHRISTOPHER MITCHELL	Monthly Councillor Sitting Fee and Allowances - January 2024	\$ 8,493.75
EFT73049	10/01/2024	CJD EQUIPMENT PTY LTD	Vehicle Supplies- Depot	\$ 1,747.85
EFT73156	16/01/2024	CJD EQUIPMENT PTY LTD	Vehicle Supplies- Works	\$ 2,603.08
EFT73188	19/01/2024	CLARK EQUIPMENT SALES PTY LTD	Machinery Parts- Depot	\$ 568.15
EFT72940	04/01/2024	CLARK POOLS & SPAS BROOME ( NEW)	Pool Services- Shire Housing	\$ 224.42
EFT73098	12/01/2024	CLARK POOLS & SPAS BROOME ( NEW)	Pool Services- Shire Housing	\$ 170.00
EFT72941	04/01/2024	COAST & COUNTRY ELECTRICS	Electrical Testing & Tagging- Civic Centre	\$ 3,957.06

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
EFT72989	05/01/2024	COAST & COUNTRY ELECTRICS	Electrical Maintenance- Shire Facilities	\$ 2,759.26
EFT73074	11/01/2024	COAST & COUNTRY ELECTRICS	Electrical Maintenance- BRAC	\$ 5,946.19
EFT73099	12/01/2024	COAST & COUNTRY ELECTRICS	Electrical Maintenance- Library	\$ 6,031.60
EFT73157	16/01/2024	COAST & COUNTRY ELECTRICS	Maintenance & Repairs- Town Beach Jetty	\$ 781.00
EFT73189	19/01/2024	COAST & COUNTRY ELECTRICS	Tennis Court Lighting Renewal- BRAC (RFQ22-28)	\$ 3,531.00
EFT73262	25/01/2024	COAST & COUNTRY ELECTRICS	Lighting Maintenance- Civic Centre	\$ 977.68
EFT73050	10/01/2024	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 862.35
EFT73220	23/01/2024	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 1,939.09
EFT73075	11/01/2024	COLDTREK WA PTY LTD	Kiosk Stock- BRAC	\$ 2,308.35
EFT73051	10/01/2024	CONNECT CALL CENTRE SERVICES	Call Centre Fees- IT	\$ 921.25
EFT73263	25/01/2024	CONNECT CALL CENTRE SERVICES	Call Centre Fees- IT	\$ 321.66
EFT73190	19/01/2024	CORSIGN WA PTY LTD	Signage- Crab Creek Road	\$ 805.20
EFT72947	04/01/2024	DEANNE HAYWARD	Umpiring Services- BRAC	\$ 385.00
EFT72948	04/01/2024	DECKNICIANS WA PTY LTD	Floor Renewal- Civic Centre (Q2590)	\$ 42,476.12
EFT73142	15/01/2024	DEPARTMENT OF MINES, INDUSTRY AND SAFETY - BUILDING & ENERGY (PREVIOUSLY BUILDING COMMISSION)	Building Services Levy - December 2023	\$ 5,815.60
EFT72949	04/01/2024	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	Licence & Operations Expense- WMF	\$ 680.00
EFT73076	11/01/2024	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	Government Fees- Infrastructure	\$ 680.00
EFT72802	03/01/2024	DESIREE MALE	Monthly Councillor Sitting Fee and Allowances - January 2024	\$ 3,687.40
EFT73015	09/01/2024	DIRECTCOMMS PTY LTD	Service Fee- Library	\$ 11.29
EFT72950	04/01/2024	DOMINIC RANN	Umpiring Services- BRAC	\$ 875.00
EFT73158	16/01/2024	DUNNINGS FUEL	Consumables- Depot	\$ 1,515.80
EFT73138	12/01/2024	EASISALARY PTY LTD T/A EASI	Payroll Deductions/Contributions	\$ 9,840.01
EFT73285	25/01/2024	EASISALARY PTY LTD T/A EASI	Payroll Deductions/Contributions	\$ 10,860.39
EFT73077	11/01/2024	ELIZABETH PENDLEBURY	Reimbursements- Shire Wellness Program	\$ 125.00
EFT72803	03/01/2024	ELLEN SMITH	Monthly Councillor Sitting Fee and Allowances - January 2024	\$ 2,314.17
EFT73333	31/01/2024	ELLEN SMITH	Refund Council Nomination Fee	\$ 100.00
EFT73221	23/01/2024	EVOLVEPLUS PTY LTD	Software Subscriptions- IT	\$ 2,035.00
EFT72990	05/01/2024	FE TECHNOLOGIES	LMS Migration- Library	\$ 352.00
EFT72951	04/01/2024	FIRE & SAFETY SERVICES COMPANY	Fire Equipment Servicing - Civic Centre	\$ 940.50
EFT72991	05/01/2024	FIRE & SAFETY SERVICES COMPANY	Fire Equipment Maintenance- Civic Centre	\$ 378.40
EFT72923	04/01/2024	FIRST NATIONAL REAL ESTATE BROOME	Staff Rent- December 2023	\$ 9,863.79
EFT72952	04/01/2024	FIRST NATIONAL REAL ESTATE BROOME	Gate Swipe Access - Residential	\$ 55.00
EFT73243	23/01/2024	FIRST NATIONAL REAL ESTATE BROOME	Staff Rent- February 2024	\$ 9,671.43
EFT72924	04/01/2024	FIRST NATIONAL REAL ESTATE BROOME - COMMERCIAL	Staff Rent- December 2023	\$ 300.00
EFT73244	23/01/2024	FIRST NATIONAL REAL ESTATE BROOME - COMMERCIAL	Staff Rent- February 2024	\$ 300.00
EFT73191	19/01/2024	FIT2WORK	Recruitment Expenses- Police Clearance Checks	\$ 528.00
EFT73139	12/01/2024	FLEET NETWORK	Payroll Deductions/Contributions	\$ 631.65
EFT73286	25/01/2024	FLEET NETWORK	Payroll Deductions/Contributions	\$ 631.65
EFT72953	04/01/2024	FOCUS NETWORKS (PROGRESSIVE CREATIVE SOLUTIONS)	Remote Support- IT	\$ 12,688.50
EFT73016	09/01/2024	FOCUS NETWORKS (PROGRESSIVE CREATIVE SOLUTIONS)	Remote Support- IT	\$ 907.50
EFT73159	16/01/2024	FOCUS NETWORKS (PROGRESSIVE CREATIVE SOLUTIONS)	Remote Support- IT	\$ 19,206.00
EFT73078	11/01/2024	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Removal & Disposal Waste- Civic Centre	\$ 1,123.23



PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
EFT73160	16/01/2024	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Cleaning Services- Christmas Party	\$ 880.00
EFT73192	19/01/2024	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Cleaning Services- Shire Housing	\$ 132.00
EFT73264	25/01/2024	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Pressure Clean Footpaths- Pearlers Carpark	\$ 165.00
EFT73293	30/01/2024	FUEL TRANS AUSTRALIA PTY LTD T/A RECHARGE PETROLEUM (BP BROOME CENTRAL)	Unleaded Petrol- Depot	\$ 1,311.20
EFT73161	16/01/2024	FULL BOAR PTY LTD	Crossover Subsidy- Infrastructure	\$ 1,000.00
EFT72954	04/01/2024	FUNERGY (DIX INITIATIVES PTY LTD)	Childrens Activities- Sporting a Chance	\$ 1,603.80
EFT73017	09/01/2024	FUNERGY (DIX INITIATIVES PTY LTD)	School Holiday Program- BRAC	\$ 385.00
EFT73079	11/01/2024	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Depot	\$ 383.29
EFT73294	30/01/2024	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Signage	\$ 145.27
EFT72925	04/01/2024	GARRY & JACQUELINE KING	Staff Rent- December 2023	\$ 3,764.33
EFT73245	23/01/2024	GARRY & JACQUELINE KING	Staff Rent- February 2024	\$ 3,764.33
EFT73080	11/01/2024	GENELITE PTY LTD	Mobile Plant Renewal- BRAC (RFQ23-23)	\$ 67,908.50
EFT72955	04/01/2024	GLENN KIMBERLEY BARWICK	Umpiring Services- BRAC	\$ 560.00
EFT73018	09/01/2024	GO GO MEDIA	Radio service- BRAC	\$ 198.00
EFT73334	31/01/2024	GOOD EARTH GARDEN PRODUCTS PTY LTD	Consumables- Nursery	\$ 644.99
EFT73335	31/01/2024	GRANTS EMPIRE	Development Consultants- Growing Regions Program	\$ 2,310.00
EFT73019	09/01/2024	GRESLEY ABAS PTY LTD	Concept Design- BRAC Gym & Fitness Development (RFT23-01)	\$ 13,750.00
EFT72956	04/01/2024	HERBERT SMITH FREEHILLS	Legal Expenses- Sunset Bar Lease	\$ 375.90
EFT73222	23/01/2024	HERBERT SMITH FREEHILLS	Legal Fees- Community Resource Centre	\$ 1,490.06
EFT73052	10/01/2024	HOLDFAST FLUID POWER NW PTY LTD	Machinery Parts- Depot	\$ 121.20
EFT73265	25/01/2024	HOLDFAST FLUID POWER NW PTY LTD	Machinery Repairs- WMF	\$ 1,544.84
EFT73336	31/01/2024	HOLDFAST FLUID POWER NW PTY LTD	Tool Replacements- Depot	\$ 1,928.05
EFT72957	04/01/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Male Oval Lighting	\$ 4,263.24
EFT73020	09/01/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- BRAC Oval	\$ 2,405.24
EFT73053	10/01/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Depot	\$ 3,801.21
EFT73081	11/01/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- BRAC	\$ 10,886.23
EFT73162	16/01/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Usage- WMF	\$ 1,307.46
EFT73193	19/01/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Street Lighting	\$ 11,490.39
EFT73223	23/01/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Street Lighting	\$ 104,964.99
EFT73266	25/01/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- BRAC Administration	\$ 4,093.83
EFT73295	30/01/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Usage- Residential	\$ 630.19
EFT73337	31/01/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Usage- Depot	\$ 4,437.51
EFT73082	11/01/2024	HORIZON POWER (SERVICE WORKS)	Broome Cape Leveque Powerline- Community Recycling Centre (OCM 14/12/2023 Item 9.2.3)	\$ 636,617.56
EFT72958	04/01/2024	HT CLEANING SERVICES PTY LTD	Regular Cleaning Services- Shire Facilities	\$ 68,482.32
EFT73100	12/01/2024	HT CLEANING SERVICES PTY LTD	Cleaning Services- Shire Facilities (CON23-04)	\$ 56,044.98
EFT73194	19/01/2024	HT CLEANING SERVICES PTY LTD	Cleaning- Town Beach	\$ 5,791.50
EFT73296	30/01/2024	HT CLEANING SERVICES PTY LTD	Cleaning Services- Civic Centre	\$ 7,950.79
EFT72926	04/01/2024	HUTCHINSON REAL ESTATE	Staff Rent- December 2023	\$ 6,158.92
EFT73246	23/01/2024	HUTCHINSON REAL ESTATE	Staff Rent- February 2024	\$ 5,837.49
EFT72992	05/01/2024	JACINDA PERKINS	Accommodation & Travel- Employee Training	\$ 767.44
EFT73021	09/01/2024	JAMES WATT	Reimbursements- Utilities	\$ 1,756.36

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
EFT72804	03/01/2024	JANET LEWIS	Monthly Councillor Sitting Fee and Allowances - January 2024	\$ 2,314.17
EFT73022	09/01/2024	JAPANESE TRUCK AND BUS SPARES PTY LTD	Consumables- Depot	\$ 174.75
EFT72993	05/01/2024	JAYDE CALDERA	Training- Rangers	\$ 257.17
EFT73023	09/01/2024	JAYE SMOKER ( UNBOUND SOUND )	AV Equipment- Town Beach Movie Night	\$ 1,265.00
EFT73297	30/01/2024	JENNA MCNEISH TAS BROOME FLORIST	Flowers- Australia Day Community Citizen Of The Year Awards	\$ 260.00
EFT73267	25/01/2024	JENNIFER BROWN	Catering & Support Activities- A Sporting Chance	\$ 300.00
EFT73338	31/01/2024	JENNIFER BROWN	Catering & Support Activities- A Sporting Chance	\$ 400.00
EFT72805	03/01/2024	JOHANI MAMID	Monthly Councillor Sitting Fee and Allowances - January 2024	\$ 2,314.17
EFT72994	05/01/2024	KABOOM TOONS PTY LTD	Entertainment- A Sporting Chance	\$ 1,320.00
EFT73224	23/01/2024	KATHARINE STEWART-ROBINSON	Refunds- Duplicate Payment	\$ 346.00
EFT73083	11/01/2024	KEITH WILLIAMS	Reimbursements- Travel	\$ 2,796.00
EFT72995	05/01/2024	KENNARDS HIRE	Consumables- Works	\$ 245.00
EFT73163	16/01/2024	KENNARDS HIRE	Tool Hire- Works Maintenance	\$ 167.20
EFT73225	23/01/2024	KENNARDS HIRE	Equipment Hire- Works	\$ 29.69
EFT73024	09/01/2024	KEVREK PTY LTD	Consumables- Depot	\$ 482.24
EFT73339	31/01/2024	KIMBERLEY ARTS NETWORK INC	Art Workshop- Youth Development Programme	\$ 815.00
EFT73340	31/01/2024	KIMBERLEY BOOKSHOP	Miscellaneous Book Titles- Library	\$ 134.93
EFT73268	25/01/2024	KIMBERLEY COMMUNITY LEGAL SERVICE INC	Grants- Kimberley Community Legal Services	\$ 1,000.00
EFT72996	05/01/2024	KIMBERLEY CONTRACTING	Landfill Cover- WMF (RFT23-07)	\$ 35,090.00
EFT73164	16/01/2024	KIMBERLEY FITNESS & SUPPORT SERVICES	Group Fitness Program Instructor- BRAC	\$ 660.00
EFT73025	09/01/2024	KIMBERLEY FUEL & OIL SERVICES	Consumables- WMF	\$ 1,582.38
EFT73165	16/01/2024	KIMBERLEY FUEL & OIL SERVICES	Consumables- Depot	\$ 226.57
EFT73195	19/01/2024	KIMBERLEY FUEL & OIL SERVICES	Oil & Lubricants- Works	\$ 2,735.55
EFT73226	23/01/2024	KIMBERLEY FUEL & OIL SERVICES	Equipment- WMF	\$ 3,838.54
EFT73269	25/01/2024	KIMBERLEY FUEL & OIL SERVICES	Lube, Fuel & Air Filters- Toro Ground master 360	\$ 580.24
EFT73298	30/01/2024	KIMBERLEY FUEL & OIL SERVICES	Consumables- Depot	\$ 464.43
EFT73026	09/01/2024	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Protective Equipment- Depot	\$ 234.72
EFT73299	30/01/2024	KISS REFRIGERATION	Coffee Machine Repairs- BRAC	\$ 379.50
EFT72997	05/01/2024	KOLORS PTY LTD (PINDAN PRINTING)	Promotional Brochure- Learn In Broome	\$ 2,006.00
EFT73341	31/01/2024	KOLORS PTY LTD (PINDAN PRINTING)	Signage- Willie Creek & Cygnet Bay	\$ 220.00
EFT72998	05/01/2024	KRISTY BECKINGHAM	Umpiring Services- BRAC	\$ 945.00
EFT73101	12/01/2024	LANDGATE	Interims- Valuation Expense	\$ 1,835.31
EFT73342	31/01/2024	LANDGATE	Search Fees- Certificates of Title	\$ 30.50
EFT73227	23/01/2024	LESLEY MORRIS	Rates Refund	\$ 871.21
EFT73140	12/01/2024	LGRCEU	Payroll Deductions/Contributions	\$ 88.00
EFT73287	25/01/2024	LGRCEU	Payroll Deductions/Contributions	\$ 88.00
EFT73027	09/01/2024	LHM FABRICATION & FENCING	Fencing Supply & Installation- Works	\$ 5,500.00
EFT73028	09/01/2024	LIFT 'N' RIG PTY LTD	Crane Hire- WMF	\$ 935.00
EFT73300	30/01/2024	LINMAC BEARING EQUIPMENT	Machinery Parts & Maintenance- Depot	\$ 3,120.53
EFT73167	16/01/2024	LOCALISE PTY LTD	Consulting Expenses- Workforce Plan	\$ 6,545.00
EFT72960	05/01/2024	LO-GO APPOINTMENTS	Ranger Contracting Services- Relief Staff	\$ 15,966.34
EFT73166	16/01/2024	LO-GO APPOINTMENTS	Ranger Contracting Services- Relief Staff	\$ 18,234.37
EFT73029	09/01/2024	MAGIQ SOFTWARE PTY LTD	Software Licence- IT	\$ 8,272.32

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
EFT72961	05/01/2024	MAJOR MOTORS PTY LTD	Vehicle Supplies - Works	\$ 226.72
EFT73030	09/01/2024	MAJOR MOTORS PTY LTD	Consumables- Depot	\$ 117.04
EFT73301	30/01/2024	MALATI ANGUS	Refunds- Bonds	\$ 817.27
EFT73054	10/01/2024	MAMMOTH SECURITY PTY LTD	Security Monitoring Services- Shire Facilities	\$ 1,202.76
EFT73270	25/01/2024	MANDALAY TECHNOLOGIES PTY LTD	Software Deployment/Configuration- WMF	\$ 3,300.00
EFT73302	30/01/2024	MARKETFORCE(OMNICOM)	Advertising- Broome Advertiser	\$ 426.93
EFT72962	05/01/2024	MATTHEW FRANCIS	Entertainment- Christmas Markets	\$ 500.00
EFT72999	05/01/2024	MCCORRY BROWN EARTHMOVING PTY LTD	Footpath Construction- Works	\$ 767.14
EFT73084	11/01/2024	MCCORRY BROWN EARTHMOVING PTY LTD	Footpath Construction- Works (RFT21-01)	\$ 11,809.95
EFT73343	31/01/2024	MCINTOSH & SON	Vehicle Parts- Depot	\$ 1,713.28
EFT73085	11/01/2024	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Green Waste- WMF	\$ 1,446.50
EFT73344	31/01/2024	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Road Closure- Oryx Road Broome	\$ 2,259.40
EFT72806	03/01/2024	MELANIE VIRGO	Monthly Councillor Sitting Fee and Allowances - January 2024	\$ 2,314.17
EFT73228	23/01/2024	MELISSA MARTIN	Recruitment- Relocation Expenses	\$ 5,000.00
EFT73031	09/01/2024	MG TYRES (BRIDGESTONE)	Consumables- Depot	\$ 2,992.00
EFT73032	09/01/2024	MINETRANS PTY LTD	Vehicle Supplies & Maintenance- Depot	\$ 607.20
EFT73168	16/01/2024	MINETRANS PTY LTD	Vehicle Parts- Works	\$ 618.20
EFT73271	25/01/2024	MINETRANS PTY LTD	Vehicles Supplies- Depot	\$ 618.20
EFT73272	25/01/2024	MINSHULL MECHANICAL REPAIRS	Vehicle Recover- Rangers	\$ 1,242.00
EFT73273	25/01/2024	MOORE AUSTRALIA AUDIT (WA)	Audit Fees- Chinatown Revitalisation Project	\$ 4,950.00
EFT73055	10/01/2024	MOQdigital Pty Ltd	Software License- IT	\$ 491.53
EFT73102	12/01/2024	MYSTIQUE DIA	Grant Program Expenses- Library	\$ 4,500.00
EFT73056	10/01/2024	NEARMAP PTY LTD	Software Renewal- IT	\$ 22,885.50
EFT73086	11/01/2024	NEIL MANSELL TRANSPORT PTY LTD	Tyre Haulage- WMF	\$ 5,021.79
EFT73033	09/01/2024	NETSTAR AUSTRALIA	Software Subscription- IT	\$ 14,296.92
EFT73034	09/01/2024	NORTH WEST COAST SECURITY	Security Services- Library	\$ 2,288.00
EFT73087	11/01/2024	NORTH WEST COAST SECURITY	Security Services- BRAC	\$ 198.00
EFT73103	12/01/2024	NORTH WEST COAST SECURITY	Security Services- Various Shire Facilities	\$ 15,395.36
EFT73274	25/01/2024	NORTH WEST COAST SECURITY	Security Services- Civic Centre	\$ 882.75
EFT73303	30/01/2024	NORTH WEST COAST SECURITY	Security Services- Various Shire Facilities	\$ 5,117.12
EFT73196	19/01/2024	NORTH WEST LOCKSMITHS	Maintenance & Repairs- BRAC	\$ 240.00
EFT72942	04/01/2024	NORTH WEST MOTOR GROUP PTY LTD - BROOME TOYOTA	Vehicle Purchase- Depot (RFQ22-27)	\$ 79,989.34
EFT73088	11/01/2024	NORTH WEST MOTOR GROUP PTY LTD - BROOME TOYOTA	Vehicle Purchase- Depot (RFQ22-34)	\$ 127,910.98
EFT73345	31/01/2024	NORTH WEST TRIM & SHADE (RED HILL MOTOR TRIMMING)	Shade Sail Repairs & Reinstallation- Town Beach	\$ 759.00
EFT72963	05/01/2024	NORTHERN RURAL SUPPLIES PTY LTD	Landscaping- BRAC	\$ 4,730.00
EFT73035	09/01/2024	NORWEST MONUMENTAL	Grave Restorations- Cemetery	\$ 21,010.00
EFT73036	09/01/2024	NUTRIEN AG SOLUTIONS	Consumables- Depot	\$ 113.54
EFT72964	05/01/2024	NYAMBA BURU YAWURU LTD	Shoreline Monitoring- Development Services	\$ 10,873.00
EFT73229	23/01/2024	NYAMBA BURU YAWURU LTD	Australia Day Event- Welcome to Country	\$ 687.50
EFT73000	05/01/2024	OFFICE NATIONAL BROOME	Office Furniture- Shire Administration	\$ 3,568.70
EFT73037	09/01/2024	OFFICE NATIONAL BROOME	Printer Copy Paper- Shire Administration	\$ 573.75
EFT73057	10/01/2024	OFFICE NATIONAL BROOME	Furniture- Depot	\$ 2,410.00
EFT73104	12/01/2024	OFFICE NATIONAL BROOME	Stationary Supplies- Library	\$ 75.20

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
EFT73169	16/01/2024	OFFICE NATIONAL BROOME	Printer Supplies- Library	\$ 314.88
EFT73230	23/01/2024	OFFICE NATIONAL BROOME	Paper- Shire Administration	\$ 640.45
EFT73170	16/01/2024	OFFICE OF THE AUDITOR GENERAL	Fees- Full Audit for Financial Year ended 2023	\$ 156,244.00
EFT73001	05/01/2024	OPTIC SECURITY GROUP- NORWEST	Security Maintenance- Library	\$ 1,067.00
EFT73058	10/01/2024	OPTIC SECURITY GROUP- NORWEST	Security System Upgrade- Depot	\$ 9,704.51
EFT73038	09/01/2024	PALFINGER AUSTRALIA PTY LTD	Vehicle Parts & Maintenance- Depot	\$ 720.06
EFT72965	05/01/2024	PALLET CAGE INDUSTRIES	Construction Supplies- Works	\$ 16,802.50
EFT73304	30/01/2024	PEARL SHED FRAMING STUDIO	Certificate Framing- Community Citizen of the Year Awards	\$ 294.00
EFT72807	03/01/2024	PETER TAYLOR	Monthly Councillor Sitting Fee and Allowances - January 2024	\$ 2,314.17
EFT72808	03/01/2024	PHILLIP MATSUMOTO	Monthly Councillor Sitting Fee and Allowances - January 2024	\$ 2,314.17
EFT73105	12/01/2024	PHRIENDLY PHISHING	License Maintenance and Support - IT	\$ 5,049.00
EFT72966	05/01/2024	PINE TIMBER PRODUCT PTY LTD	Consumables- Depot	\$ 821.17
EFT73305	30/01/2024	PMK WELDING & METAL FABRICATION	Vehicle Maintenance- Depot	\$ 132.00
EFT72967	05/01/2024	POOL WISDOM	Pool Chemicals- BRAC	\$ 5,255.99
EFT73059	10/01/2024	POOL WISDOM	Pool Chemicals- BRAC	\$ 1,855.04
EFT73089	11/01/2024	POOL WISDOM	Water Testing- Town Beach Water Park	\$ 1,028.50
EFT73171	16/01/2024	POOL WISDOM	Pool Chemicals- BRAC	\$ 1,753.40
EFT73231	23/01/2024	POOL WISDOM	Pool Chemicals- Town Beach Water Park	\$ 265.00
EFT73306	30/01/2024	POOL WISDOM	Pool Chemicals- BRAC	\$ 553.30
EFT73346	31/01/2024	POOL WISDOM	Water Testing- Town Beach Water Park	\$ 412.50
EFT72927	04/01/2024	PRD NATIONWIDE	Staff Rent- December 2023	\$ 8,551.43
EFT73247	23/01/2024	PRD NATIONWIDE	Staff Rent- February 2024	\$ 8,551.43
EFT73090	11/01/2024	PRD NATIONWIDE *STRATA PAYMENTS ONLY*	Strata Levies- Residential	\$ 1,875.00
EFT72968	05/01/2024	PRINTING IDEAS	Plan on Corflute- Town Beach Public Engagement	\$ 137.50
EFT73039	09/01/2024	PRINTING IDEAS	Replacement Signs- WMF	\$ 4,163.50
EFT72969	05/01/2024	PRITCHARD FRANCIS CONSULTING PTY LTD	Sea Container Footing Design- WMF	\$ 2,750.00
EFT73172	16/01/2024	PSL LEGAL	Consultancy- Employment Law & Industrial Relations	\$ 3,811.50
EFT73275	25/01/2024	QUEEN TIDE CREATIVE	Marketing Campaigns- A Place for Everyone	\$ 3,300.00
EFT73307	30/01/2024	QUEEN TIDE CREATIVE	Australia Day Event- Photography	\$ 660.00
EFT72928	04/01/2024	RAY WHITE BROOME (STAFF RENTAL PAYMENTS)	Staff Rent- December 2023	\$ 3,345.83
EFT73232	23/01/2024	RAY WHITE BROOME (STAFF RENTAL PAYMENTS)	Rates Refund	\$ 1,714.48
EFT73248	23/01/2024	RAY WHITE BROOME (STAFF RENTAL PAYMENTS)	Staff Rent- February 2024	\$ 3,582.86
EFT73060	10/01/2024	RED DIRT AUTO ELECTRICAL PTY LTD	Vehicle Supplies- WMF	\$ 478.60
EFT73197	19/01/2024	RED DIRT AUTO ELECTRICAL PTY LTD	Vehicle Repairs- Depot	\$ 176.80
EFT73276	25/01/2024	RED DIRT AUTO ELECTRICAL PTY LTD	Vehicle Supplies- Depot	\$ 268.50
EFT73308	30/01/2024	RED DIRT AUTO ELECTRICAL PTY LTD	Consumables- Depot	\$ 259.80
EFT72970	05/01/2024	ROADLINE CIVIL CONTRACTORS	Construction Round About- Port Drive & Guy Street (RFT21-10)	\$ 6,283.68
EFT73233	23/01/2024	ROADLINE CIVIL CONTRACTORS	Funding Component 2- Cable Beach Foreshore Redeployment (RFT23-10)	\$ 564,666.50
EFT73309	30/01/2024	ROADLINE CIVIL CONTRACTORS	Tri Axle Float- WMF (RFT20-10)	\$ 722.06
EFT73347	31/01/2024	ROEBUCK BAY CLEANING	Balcony Tiles Machine Scrub & Chemical Clean- Surf Club	\$ 1,100.00
EFT73234	23/01/2024	ROEBUCK TREE SERVICE	Tree Maintenance- P&G	\$ 495.00
EFT73235	23/01/2024	ROSLYN BUTCHER	Umpiring- BRAC	\$ 350.00
EFT73310	30/01/2024	ROSMECH SALES & SERVICE PTY	Gutter Broom Plate- Depot	\$ 1,156.69

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
EFT73091	11/01/2024	SAFIE MATTHEWS	Umpire Services- BRAC	\$ 105.00
EFT73061	10/01/2024	SAI GLOBAL LIMITED (SUBSCRIPTIONS)	Subscriptions- WMF	\$ 146.69
EFT73236	23/01/2024	SAMUEL GECI	Crossover Subsidy- Infrastructure	\$ 1,000.00
EFT73311	30/01/2024	SEAT ADVISOR PTY LTD	Ticket Sales- Civic Centre	\$ 12.16
EFT73198	19/01/2024	SECUREPAY PTY LTD	Security For Ticket Sales	\$ 2.70
EFT73199	19/01/2024	SECUREX SECURITY PTY LTD	Security Services- Shire Administration	\$ 77.00
EFT73173	16/01/2024	SEEK LIMITED	Recruitment Expenses- Advertising	\$ 2,739.00
EFT73200	19/01/2024	SEEK LIMITED	Recruitment Expenses- Advertising	\$ 1,798.50
EFT73062	10/01/2024	SERIOUS AIR	Consumables- Depot	\$ 2,518.00
EFT73348	31/01/2024	SHADY BY DESIGN	Shade Sail Repair- Town Beach	\$ 198.00
EFT73201	19/01/2024	SHANAYA ARYA	Facilitators- A Sporting Chance	\$ 825.00
EFT73312	30/01/2024	SHENTON ENTERPRISES PTY LTD T/A JOHN SHENTON PUMPS	Water Park Parts- Town Beach	\$ 20,908.80
EFT72971	05/01/2024	SHINJU MATSURI INC COMMITTEE	Grants- Event Development	\$ 26,812.50
EFT73092	11/01/2024	SHIRE OF ASHBURTON	Relief Staff- Rangers	\$ 16,780.00
EFT73143	15/01/2024	SHIRE OF BROOME	Building Services Levy Commission- December 2023	\$ 135.00
EFT73237	23/01/2024	SOUTHERN CROSS AUSTEREO (SCA)	Radio Advertising- Council Newsletter & Community Information	\$ 1,595.00
EFT73277	25/01/2024	SOUTHERN CROSS AUSTEREO (SCA)	Radio Advertising- Council Newsletter & Community Information	\$ 2,260.50
EFT72972	05/01/2024	SOUTHERN STAR MARINE	Condition Assessment- Sam Male Lugger	\$ 1,760.00
EFT73141	12/01/2024	SPA SALARY PACKAGING AUSTRALIA	Payroll Deductions/Contributions	\$ 603.22
EFT73288	25/01/2024	SPA SALARY PACKAGING AUSTRALIA	Payroll Deductions/Contributions	\$ 603.22
EFT73174	16/01/2024	SPORTSPOWER BROOME	Equipment- Sporting A Chance	\$ 298.50
EFT73175	16/01/2024	ST JOHN AMBULANCE AUSTRALIA (WA) INC	First Aid Kit Service- BRAC	\$ 345.34
EFT73203	19/01/2024	ST JOHN AMBULANCE AUSTRALIA (WA) INC	First Aid Course- Employee Training	\$ 1,610.00
EFT73349	31/01/2024	ST JOHN AMBULANCE AUSTRALIA (WA) INC	First Aid Course- Employee Training	\$ 288.00
EFT73278	25/01/2024	ST MARYS COLLEGE - SECONDARY	Cable Beach Camels- Taiji Exchange Program	\$ 1,610.00
EFT73350	31/01/2024	STOTT & HOARE BUSINESS COMPUTERS	Supplies- IT	\$ 1,056.00
EFT73351	31/01/2024	STRATAGREEN (FORMERLY GREENWAY ENTERPRISES)	Tools- P&G	\$ 2,317.12
EFT73063	10/01/2024	STREETER & MALE PTY MITRE 10	Newspaper- Library	\$ 83.50
EFT73238	23/01/2024	SUSAN MOLLOY	Rates Refund	\$ 900.00
EFT73040	09/01/2024	T - QUIP	Vehicle Supplies- Depot	\$ 252.50
EFT73313	30/01/2024	T - QUIP	Equipment- Works	\$ 805.15
EFT73204	19/01/2024	TALIS CONSULTANTS	Consultants- Cost Estimates & Benefit Analysis	\$ 5,461.50
EFT73041	09/01/2024	TEAM GLOBAL EXPRESS PTY LTD (TOLL PRIORITY)	Freight- Depot	\$ 88.90
EFT73176	16/01/2024	TEAM GLOBAL EXPRESS PTY LTD (TOLL PRIORITY)	Vehicle Parts & Maintenance - Depot	\$ 152.41
EFT73314	30/01/2024	TEAM GLOBAL EXPRESS PTY LTD (TOLL PRIORITY)	Freight Costs- Depot	\$ 61.94
EFT72973	05/01/2024	TELSTRA	Service & Equipment Rental- IT	\$ 2,021.54
EFT73205	19/01/2024	TELSTRA	Service & Equipment Rental- IT	\$ 5,146.69
EFT73239	23/01/2024	TELSTRA	Satellite Phones- Rangers	\$ 110.00
EFT73206	19/01/2024	TENDERSPOT MEAT COMPANY	Catering- Sporting a Chance	\$ 240.38
EFT73352	31/01/2024	TERRITORY NATIVE PLANTS	Landscaping- Cable Beach	\$ 1,508.26
EFT73002	05/01/2024	THE GREEN FAIRY CRAFT & ENTERTAINMENT	Face painting- A Sporting Chance	\$ 375.00
EFT73353	31/01/2024	THE GREEN FAIRY CRAFT & ENTERTAINMENT	Face Painting- Australia Day	\$ 300.00
EFT73003	05/01/2024	THINK WATER BROOME	Retic Parts - P&G Maintenance	\$ 1,211.03



PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
EFT73064	10/01/2024	THINK WATER BROOME	BRAC Retic Maintenance- P&G	\$ 1,631.20
EFT73093	11/01/2024	THINK WATER BROOME	Retic Parts- P&G Maintenance	\$ 5,566.03
EFT73177	16/01/2024	THINK WATER BROOME	Sprinkler System - P&G Maintenance	\$ 3,067.89
EFT73315	30/01/2024	THINK WATER BROOME	Town Beach Retic Maintenance- P&G	\$ 746.05
EFT73354	31/01/2024	THINK WATER BROOME	Irrigation Repair- P&G Maintenance	\$ 1,510.07
EFT73065	10/01/2024	THINKON AUSTRALIA	License Maintenance and Support - IT	\$ 3,988.24
EFT73316	30/01/2024	TIM HOLMES	Medal Engraving- Community Citizen of the Year Awards	\$ 75.00
EFT72974	05/01/2024	TNT AUSTRALIA PTY LTD	Freight- Health	\$ 546.17
EFT73178	16/01/2024	TNT AUSTRALIA PTY LTD	Freight- Health	\$ 487.25
EFT73317	30/01/2024	TOTAL PACKAGING (WA) PTY LTD	Rubbish Bins- P&G Maintenance	\$ 1,584.00
EFT72975	05/01/2024	TOTALLY WORKWEAR	Library Bag Embroidery- Library	\$ 19.80
EFT73318	30/01/2024	TOTALLY WORKWEAR	Uniforms- New Staff	\$ 1,564.63
EFT73042	09/01/2024	TYRECYCLE PTY LTD	Tyres- WMF (RFT 19/04)	\$ 5,831.83
EFT73355	31/01/2024	TYREPOWER BROOME	Vehicle Maintenance & Repairs- Depot	\$ 230.00
EFT73240	23/01/2024	VERDANT HOLDINGS PTY LTD (PRD REAL ESTATE)	Rates Refund- A305733	\$ 1,170.57
EFT73066	10/01/2024	VESTONE CAPITAL PTY LIMITED	Equipment Replacement (RFQ 23-04)- IT	\$ 40,442.56
EFT73356	31/01/2024	VIAJE STRATEGIC	Growing Regions Program- Community Recycling Centre	\$ 330.00
EFT73279	25/01/2024	VISIMAX	Consumables- Rangers	\$ 544.90
EFT73208	19/01/2024	VORGEE PTY LTD	Equipment Stock- BRAC	\$ 3,350.88
EFT73319	30/01/2024	VOYA GROUP	Designs- Civic Centre	\$ 1,650.00
EFT72976	05/01/2024	WALAJA CULTURAL EXPERIENCE	Culture Awareness Training- A Sporting Chance	\$ 1,250.00
EFT73179	16/01/2024	WATER CORPORATION	Water Usage- Kimberley Arts Network	\$ 239.91
EFT73180	16/01/2024	WEI SU	Instructor Group Fitness Classes- BRAC	\$ 250.00
EFT73320	30/01/2024	WEST AUSTRALIAN NEWSPAPERS	Shire Advertising- Broome Advertiser	\$ 2,719.20
EFT73321	30/01/2024	WEST COAST ON HOLD (ON HOLD ONLINE)	On Hold- Messages	\$ 77.00
EFT72977	05/01/2024	WESTBOOKS	Books- Library	\$ 115.25
EFT73322	30/01/2024	WESTBOOKS	Books- Library	\$ 718.88
EFT72978	05/01/2024	WESTCOAST SITEFAB PTY LTD	Footbridge Gard Rail- Works Maintenance	\$ 5,302.00
EFT73241	23/01/2024	WESTERN AUSTRALIAN ELECTORAL COMMISSION	Returning Officer & Election 2023 Expenses	\$ 36,740.72
EFT73067	10/01/2024	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA )	Training- Councillor Expenses	\$ 434.50
EFT73209	19/01/2024	WESTERN DIAGNOSTIC PATHOLOGY	Recruitment Expenses- Instant Drug And Alcohol Testing	\$ 1,091.20
EFT73323	30/01/2024	WESTRAC	Consumables- Depot	\$ 1,279.15
EFT72929	04/01/2024	WILLIAM KNIGHTON	Staff Rent- December 2023	\$ 2,125.71
EFT73068	10/01/2024	WORK METRICS PTY LTD	Subscription Fees- Shire Administration	\$ 1,320.00
EFT72979	05/01/2024	ZAPPED ELECTRICAL	Electrical Repairs- Residential	\$ 132.00
EFT72980	05/01/2024	ZIGGY DE BRUYN	Performances- Community Christmas Party	\$ 300.00
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				\$ 3,563,736.38

MUNICIPAL CHEQUES - JANUARY 2024				
Cheque #	Date	Name	Description	Amount
				\$ -

TRUST CHEQUES - JANUARY 2024				
Cheque #	Date	Name	Description	Amount
TRUST CHEQUES TOTAL:				\$

MUNICIPAL CREDIT CARD PAYMENTS - JANUARY 2024				
EFT #	Date	Card	Description	Amount
EFT73468	18/01/2024	BRAC Operations Supervisor	Payment	\$ 708.18
X000000000000000003212	25/12/2023	INTNL TRANSACTION FEE	International Transaction Fee	\$ 5.82
X0000000000000000003254	25/12/2023	ZOOMSHIFT SUBSCRIPTION	Online Rostering Software - BRAC Civic Centre	\$ 232.61
X000000000000000003330	10/01/2024	EZI*POINT HEALTH PTY	Aqualyte Hydration Powder BRAC	\$ 469.75
EFT73469	18/01/2024	Business Support Officer	Payment	\$ 1,022.01
X000000000000000003261	19/12/2023	Office National Broome	Diary & Printer Toner- Depot	\$ 208.45
X000000000000000003283	10/01/2024	STREETER & MALE HARD	Tube Vinyl Clear 19mm	\$ 18.09
X000000000000000003286	10/01/2024	J BLACKWOOD & SON P/L	Safety Glasses	\$ 267.41
X000000000000000003348	12/01/2024	REPCO	60A H/Duty Man Reset Circuit Breaker	\$ 137.76
X000000000000000003285	12/01/2024	RED DIRT AUTO ELECTRIC	Workshop Consumables- Depot	\$ 34.20
X000000000000000003349	15/01/2024	Office National Broome	Printer Toner- Depot	\$ 356.10
EFT73470	18/01/2024	Chief Executive Officer	Payment	\$ 1,408.20
X000000000000000003272	16/12/2023	BP SOUTH HEDLAND	CEO Vehicle Fuel Expense	\$ 153.49
X000000000000000003273	16/12/2023	SANDFIRE ROADHOUSE	CEO Vehicle Fuel Expense	\$ 174.15
X000000000000000003270	17/12/2023	Billabong Roadhouse	CEO Vehicle Fuel Expense	\$ 192.02
X000000000000000003271	17/12/2023	NANUTARRA ROADHOUSE	CEO Vehicle Fuel Expense	\$ 178.21
X000000000000000003269	24/12/2023	CALTEx NORTHAMPTON	CEO Vehicle Fuel Expense	\$ 240.00
X000000000000000003274	02/01/2024	AL & RP STEPHEN	CEO Vehicle Fuel Expense	\$ 212.95
X000000000000000003395	14/01/2024	COLES EXPRESS	CEO Vehicle Fuel Expense	\$ 257.38
EFT73471	18/01/2024	Civic Centre Coordinator	Payment	\$ 25.98
X000000000000000003298	15/12/2023	Spotify	Music streaming- Civic Centre	\$ 12.99
X000000000000000003297	15/01/2024	Spotify	Music streaming- Civic Centre	\$ 12.99

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
EFT73472	18/01/2024	Director Corporate Services	Payment	\$ 1,233.39
X0000000000000003288	22/12/2023	PUMA ENERGY SOUTH HEDLAND	DCS Vehicle Fuel Expense	\$ 195.40
X0000000000000003289	22/12/2023	BP NEWMAN SOUTH	DCS Vehicle Fuel Expense	\$ 140.30
X0000000000000003290	22/12/2023	COLES EXPRESS	DCS Vehicle Fuel Expense	\$ 116.21
X0000000000000003378	09/01/2024	MICROSOFT	Microsoft Azure Standard Licensing- Subscription	\$ 781.48
EFT73473	18/01/2024	Executive Officer to the CEO	Payment	\$ 7,772.27
X0000000000000003208	15/12/2023	OAKS BROOME	Catering- Councillor Dinner	\$ 1,186.03
X0000000000000003214	15/12/2023	COLES	Catering- CEO15	\$ 141.42
X0000000000000003218	19/12/2023	TREENDALE MEDICAL GROUP	Medical Report	\$ 175.00
X0000000000000003215	21/12/2023	CORPORATE TRAVEL MANAGEMENT	Accommodation- Cr Mitchell	\$ 194.00
X0000000000000003216	21/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE	\$ 11.02
X0000000000000003217	21/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE	\$ 2.48
X0000000000000003221	21/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE	\$ 11.02
X0000000000000003222	21/12/2023	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE	\$ 10.93
X0000000000000003229	21/12/2023	CORPORATE TRAVEL MANAGEMENT	Accommodation- Place Activation & Engagement Officer	\$ 1,232.00
X0000000000000003230	27/12/2023	CORPORATE TRAVEL MANAGEMENT	Accommodation- Cr Mitchell	\$ 438.10
X0000000000000003231	27/12/2023	CORPORATE TRAVEL MANAGEMENT	Car Hire Staff Training- Ranger Services	\$ 402.57
X0000000000000003259	05/01/2024	FLAGWORLD PTY LTD	Australian, Aboriginal & Torres Strait Islander Flags	\$ 353.52
X0000000000000003292	08/01/2024	FLAGWORLD PTY LTD	Display Flag Stands	\$ 770.30
X0000000000000003293	11/01/2024	CORPORATE TRAVEL MANAGEMENT	Accommodation- Cr Matsumoto	\$ 857.00
X0000000000000003310	17/01/2024	CORPORATE TRAVEL MANAGEMENT	Accommodation Staff Training- Ranger Services	\$ 900.00
X0000000000000003311	17/01/2024	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE	\$ 11.02
X0000000000000003312	17/01/2024	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE	\$ 11.48
X0000000000000003313	17/01/2024	QANTAS AIRWAYS LIMITED	Flights- Cr Mitchell	\$ 1,058.92
X0000000000000003314	17/01/2024	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE	\$ 5.46
EFT73474	18/01/2024	Fleet Administration Officer	Payment	\$ 438.51
X0000000000000003199	15/12/2023	REPCO	Application pad & polishing compound - Depot	\$ 44.67
X0000000000000003447	19/12/2023	NORTRUSS BUILDING SUPPLIES	Workshop Consumables- Depot	\$ 19.51
X0000000000000003428	20/12/2023	BUNNINGS	Workshop Consumables- Depot	\$ 4.95
X0000000000000003429	21/12/2023	J BLACKWOOD & SON P/L	Workshop Consumables- Depot	\$ 29.21
X0000000000000003430	15/01/2024	J BLACKWOOD & SON P/L	Workshop Consumables- Depot	\$ 340.17
EFT73475	18/01/2024	Library Coordinator	Payment	\$ 389.38
X0000000000000003209	14/12/2023	COLES	Anti-bacterial Wipes- Library	\$ 18.00
X0000000000000003210	15/12/2023	Booktopia Pty Ltd	Online Book Purchases- Library	\$ 277.09
X0000000000000003213	22/12/2023	My Post Business/POST	Postal Charge for Interlibrary Loan	\$ 10.60
X0000000000000003252	01/01/2024	Canva	Annual subscription- Library	\$ 33.71
X0000000000000003326	15/01/2024	AMAZON	DVD Player- Library	\$ 49.98
EFT73476	18/01/2024	Manager - Community Facilities	Payment	\$ 754.52
X0000000000000003203	18/12/2023	GOLDLINE DISTRIBUTORS	Kiosk Supplies- BRAC	\$ 256.25
X0000000000000003204	18/12/2023	NWH Solution Pty Ltd	Waterpark Solenoid- Town Beach	\$ 24.99
X0000000000000003205	18/12/2023	NWH Solution Pty Ltd	Waterpark Solenoids- Town Beach	\$ 198.71
X0000000000000003206	18/12/2023	WOOLWORTHS	Kiosk Supplies- BRAC	\$ 12.50
X0000000000000003253	04/01/2024	WOOLWORTHS	School holiday program supplies	\$ 76.41

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
X00000000000000003291	11/01/2024	WOOLWORTHS	School holiday program supplies	\$ 7.09
X00000000000000003306	12/01/2024	BP SHINJU 6738	Kiosk Supplies- BRAC	\$ 15.20
X00000000000000003307	16/01/2024	BUNNINGS	Pool stones for cleaning- BRAC	\$ 90.42
X00000000000000003308	16/01/2024	Office National Broome	Stationery- BRAC	\$ 31.95
X00000000000000003309	16/01/2024	COLES	Stock- BRAC Kiosk	\$ 41.00
EFT73477	18/01/2024	Manager Information Services	Payment	\$ 260.00
X00000000000000003264	05/01/2024	Serious Security	Network Hardware- POE Injector	\$ 260.00
EFT73478	18/01/2024	Manager People & Culture	Payment	\$ 990.00
X00000000000000003334	16/01/2024	LEGALWISE SEMINARS	Employment Law Webinar- Staff Training	\$ 990.00
EFT73479	18/01/2024	Marketing & Communications Coordinator	Payment	\$ 256.53
X00000000000000003234	22/12/2023	FACEBOOK	Facebook Advertising	\$ 14.64
X00000000000000003232	28/12/2023	CAMPAIGN MONITOR	Campaign Monitor- Subscription	\$ 152.90
X00000000000000003235	28/12/2023	WANEWSDTI	West Australian- Digital Subscription	\$ 28.00
X00000000000000003250	04/01/2024	Canva	CANVA- SUBSCRIPTION	\$ 20.99
X00000000000000003276	12/01/2024	NEWS PTY LIMITED	The Australian- Digital Subscription	\$ 40.00
EFT73480	18/01/2024	Operations Coordinator	Payment	\$ 1,314.73
X00000000000000003207	19/12/2023	NORTRUSS BUILDING SUPPLIES	Timber formwork- Cable Beach Geolink Concrete	\$ 577.52
X00000000000000003219	27/12/2023	BUNNINGS	Tools- Drainage	\$ 74.45
X00000000000000003220	28/12/2023	BUNNINGS	Replacement Tool & Equipment- Maintenance Trucks	\$ 509.75
X00000000000000003251	04/01/2024	BUNNINGS	Rivets/screws- Sweeper Truck Suction Foot	\$ 21.06
X00000000000000003303	05/01/2024	BUNNINGS	Cutting Disk- Workshop Consumables	\$ 73.97
X00000000000000003304	05/01/2024	CLARK RUBBER BROOME	Materials & Parts- Street Sweeper Service	\$ 29.88
X00000000000000003305	05/01/2024	STREETTER & MALE HARD	Drill bits- Workshop Consumables	\$ 28.10
EFT73481	18/01/2024	Parks Supervisor	Payment	\$ 493.00
X00000000000000003277	10/01/2024	BUNNINGS	Oscillating Fans- Workshop	\$ 354.60
X00000000000000003316	11/01/2024	HARVEY NORMAN	Kettle- Nursery Seed Propagation	\$ 54.00
X00000000000000003315	12/01/2024	STREETTER & MALE HARDWARE	Storage hooks- Nursey Consumables	\$ 84.40
EFT73482	18/01/2024	Place Activation & Engagement Coordinator	Payment	\$ 198.55
X00000000000000003287	11/01/2024	COLES	Refreshments & Receptions- Sporting Chance	\$ 198.55
EFT73483	18/01/2024	Place Activation & Engagement Officer	Payment	\$ 82.50
X00000000000000003275	10/01/2024	SP AUSTRALIA DAY	Australia Day Event Flags	\$ 82.50
EFT73484	18/01/2024	Place Activation And Engagement Officer - Youth	Payment	\$ 49.26
X00000000000000003227	20/12/2023	JB HI FI BOURKE STREET	DVDs- School Holiday Program	\$ 39.96
X00000000000000003265	09/01/2024	KMART	Catering- School Holiday Program	\$ 3.00
X00000000000000003317	15/01/2024	COLES	Catering- School Holiday Program	\$ 6.30
EFT73485	18/01/2024	Program Coordinator - A Sporting Chance	Payment	\$ 1,974.20
X00000000000000003223	22/12/2023	KMART	Tablecloths and Car Charger	\$ 35.00
X00000000000000003224	22/12/2023	Broome Cycles	Skateboards- Skate Park Activities	\$ 507.50
X00000000000000003225	22/12/2023	COLES	Catering Christmas Dinner & Snacks- A Sporting Chance Program	\$ 320.56
X00000000000000003226	28/12/2023	COLES	Catering Dinner & Snacks- A Sporting Chance Program	\$ 283.11
X00000000000000003244	29/12/2023	WOOLWORTHS	Catering- A Sporting Chance Program	\$ 13.00
X00000000000000003247	29/12/2023	EG GROUP	Catering- A Sporting Chance Program	\$ 5.00
X00000000000000003249	29/12/2023	KMART	Puzzles & Games- A Sporting Chance Program	\$ 135.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
X0000000000000003245	04/01/2024	RED DOT STORES BROOME	Swimming Toys & Games- A Sporting Chance Program	\$ 26.23
X0000000000000003246	04/01/2024	KMART	Tennis Equipment & Board Games- A Sporting Chance Program	\$ 117.00
X0000000000000003248	04/01/2024	COLES	Catering Lunch & Snacks- A Sporting Chance Program	\$ 318.01
X0000000000000003280	04/01/2024	BP SHINJU	Catering- A Sporting Chance Program	\$ 6.50
X0000000000000003279	11/01/2024	BUNNINGS	Gas- Catering Outdoor Cooking and Bucket	\$ 16.34
X0000000000000003282	11/01/2024	WOOLWORTHS	Pool Equipment & Catering- A Sporting Chance Program	\$ 96.00
X0000000000000003299	12/01/2024	COLES EXPRESS	Catering- A Sporting Chance Program	\$ 4.95
X0000000000000003300	15/01/2024	COLES	Catering- Youth Information Workshop	\$ 90.00
EFT73486	18/01/2024	Property Maintenance Officer	Payment	\$ 1,963.87
X0000000000000003189	18/12/2023	NORTRUSS BUILDING SUPPLIES	Replace Door- Water Damage	\$ 306.68
X0000000000000003236	18/12/2023	STREETER & MALE HARDWARE	Materials- Replace Kitchen Door	\$ 262.78
X0000000000000003237	19/12/2023	BUNNINGS	Materials- Door Replacement	\$ 79.98
X0000000000000003238	19/12/2023	NORTRUSS BUILDING SUPPLIES	New Door Hinges- Medland Pavilion	\$ 78.47
X0000000000000003239	21/12/2023	NORTRUSS BUILDING SUPPLIES	Kitchen Door Replacement- Library	\$ 306.77
X0000000000000003240	27/12/2023	BUNNINGS	Kitchen Renovation- Library	\$ 162.54
X0000000000000003241	29/12/2023	BUNNINGS	Kitchen Renovation- Library	\$ 20.85
X0000000000000003242	29/12/2023	HARVEY NORMAN	Air Purifier- CEO Office	\$ 599.00
X0000000000000003373	03/01/2024	BUNNINGS	Soft Closers- Depot Store Room	\$ 34.14
X0000000000000003374	03/01/2024	STREETER & MALE HARDWARE	Rear Court Store Room Roof Repairs- BRAC	\$ 37.40
X0000000000000003417	03/01/2024	TRADELINK	Downpipe Maintenance- BRAC	\$ 75.26
EFT73487	18/01/2024	Senior Administration & Governance Officer	Payment	\$ 446.19
X0000000000000003200	15/12/2023	SWAMP INDUSTRIES	Council Chambers- LECTERN Repairs	\$ 26.23
X0000000000000003296	11/01/2024	KMART	Kitchenware- Function & Meeting Room	\$ 365.75
X0000000000000003294	12/01/2024	WOOLWORTHS	Supplies & Refreshments- Council	\$ 24.21
X0000000000000003295	12/01/2024	KMART	Kitchenware- Function & Meeting Room	\$ 30.00
EFT73488	18/01/2024	Sport & Recreation Facility Coordinator	Payment	\$ 532.86
X0000000000000003363	01/01/2024	BUNNINGS	Black Plugs- Pool Deck BRAC	\$ 23.94
X0000000000000003257	01/01/2024	WOOLWORTHS	Refreshments & Receptions- BRAC	\$ 121.52
X0000000000000003361	02/01/2024	BUNNINGS	PVC Gloves & Buckets- BRAC	\$ 34.46
X0000000000000003255	02/01/2024	GERALDINE NOMINEES PL	Drum Pump Dowsing Hose- BRAC	\$ 147.74
X0000000000000003256	03/01/2024	KMART 1359	Stationary- Holiday Program BRAC	\$ 16.20
X0000000000000003258	03/01/2024	WOOLWORTHS	Baby Wipes- BRAC	\$ 57.10
X0000000000000003260	08/01/2024	WOOLWORTHS	Refreshments & Receptions- BRAC	\$ 16.60
X0000000000000003393	09/01/2024	Office National Broome	Stationary- BRAC	\$ 28.20
X0000000000000003360	10/01/2024	J BLACKWOOD & SON P/L	Aqualyte Hydration Powder- BRAC	\$ 82.50
X0000000000000003384	10/01/2024	WOOLWORTHS	Distilled Water- BRAC	\$ 4.60
EFT73489	18/01/2024	Waste Supervisor	Payment	\$ 735.87
X0000000000000003262	08/01/2024	BUNNINGS	Fork Tip Face- WMF	\$ 69.00
X0000000000000003263	08/01/2024	TOTALLY WORKWEAR BROOME	Protective Personal Equipment- WMF	\$ 219.60
X0000000000000003278	11/01/2024	BROOME BOLT SUPPLIES	Bolts, Tap & Dye- WMF	\$ 236.12
X0000000000000003332	15/01/2024	BUNNINGS	Sikaflex and tec screws for sign repairs	\$ 90.15
X0000000000000003333	16/01/2024	BROOME BOLT SUPPLIES	Tie downs for sea containers	\$ 121.00
EFT73490	18/01/2024	Works Supervisor	Payment	\$ 845.33



PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
X00000000000000003281	09/01/2024	BROOME CRETE	Sand- SES Sandbags	\$ 63.80
X00000000000000003268	10/01/2024	BUNNINGS	Tools- Workshop Consumables	\$ 679.82
X00000000000000003284	11/01/2024	BUNNINGS	Ratchet Tie Downs & Tarpaulin- Depot	\$ 20.98
X00000000000000003301	15/01/2024	J BLACKWOOD & SON P/L	Water Bottle- Depot	\$ 25.83
X00000000000000003302	16/01/2024	TOTALLY WORKWEAR BROOME	Protective Personal Equipment- Depot	\$ 54.90
<b>MUNICIPAL CREDIT CARD TOTAL:</b>				<b>\$ 23,895.33</b>

MUNICIPAL DIRECT DEBIT - JANUARY 2024				
DD #	Date	Name	Description	Amount
DD32996.1	29/01/2024	SUPER EMPLOYEE PAYMENT DEFINITIV	Superannuation Fortnight Ending 29 January 2024	86,299.42
DD33006.1	09/01/2024	SUPER EMPLOYEE PAYMENT DEFINITIV	Superannuation Fortnight Ending 9 January 2024	83,248.42
DD33006.2	16/01/2024	SUPER EMPLOYEE PAYMENT DEFINITIV	Superannuating Off Cyle 12 January 2024	1,000.42
DD32991.1	02/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	26,304.83
DD32991.10	17/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	17,752.48
DD32991.11	22/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	372.11
DD32991.2	03/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	12,944.50
DD32991.3	04/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	5,334.68
DD32991.4	05/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	11,791.97
DD32991.5	09/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	5,430.09
DD32991.6	08/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	364.20
DD32991.7	08/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	6,771.59
DD32991.8	11/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	11,364.80
DD32991.9	10/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	14,618.84
DD33008.1	24/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	17,357.35
DD33008.2	25/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	4,483.55
DD33008.3	29/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	18,002.11
DD33008.4	30/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	1,178.16
DD33018.1	31/01/2024	WATER CORPORATION	Water Use and Service Charge- Various	754.02
DD33009.1	23/01/2024	WESTERN AUSTRALIAN TREASURY CORPORATION	Broome Golf Club Loan 199 Principal & Interest Expense	27,426.63
<b>MUNICIPAL DIRECT DEBIT TOTAL:</b>				<b>\$ 352,800.17</b>

MUNICIPAL ELECTRONIC TRANSFER TOTAL \$ 3,563,736.38

MUNICIPAL CHEQUES TOTAL \$ -

PAYROLL TOTAL \$ 755,908.70

TRUST CHEQUE TOTAL \$ -

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - JANUARY 2024				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL CREDIT CARD TOTAL \$				23,895.33
MUNICIPAL DIRECT DEBIT TOTAL \$				352,800.17
TOTAL PAYMENTS JANUARY 2024 \$				4,696,340.58
Key for Delegation of Authority:			CEO- Chief Executive Officer DCS- Director Corporate Services MFS- Manager Financial Services	

Local Government (Financial Management) Regulations 13 & 13A.

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 Local Government (Administration) Regulations 19.

**9.4.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT - DECEMBER 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:**

Council is required under Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996 (FMR)* to consider and adopt the Monthly Statement of Financial Activity Report for the period ended 31 December 2023.

**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 Nature and Type.

Disclosure and supply of appropriate explanations for variances presented in the Statement of Financial Activity, is mandatory under FMR 34(2)(b).

FMR 34(5) requires a local government to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards (AAS) and Council's adopted risk management matrix thresholds, to be used in statements of financial activity for reporting material variances.

**COMMENT**

The 2023/24 Annual Budget was adopted at the Special Meeting of Council on 11 July 2023. The following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	50%
Total Rates Raised Revenue	100% (of which 82.06% has been collected)
Total Other Operating Revenue	51%
Total Operating Expenditure	46%
Total Capital Revenue	21%
Total Capital Expenditure	21%
Total Sale of Assets Revenue	36%

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 2023/24 Annual Budget presented at the Special Meeting of Council on 11 July 2023, Council adopted a balanced budget to 30 June 2024. The 2022/23 final end-of-year position was adopted by Council at the SMC on 21 December 2023, through the 2022/23 Annual Financial Statements.

It is worth noting that prior monthly statements have not reported Depreciation expense, as this function required the finalisation of the annual financial report and audit before it could be processed in the financial system. As the 2022/23 financial year is now complete, Depreciation expense is now up to date. While Depreciation is a non-cash expense, it did distort the total operating expenditure reported to Council, so previous monthly reports referred to an adjusted total operating expenditure, to account for the effect of Depreciation.

## **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

Reg 35. Financial position statement required each month

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

The Monthly Financial Report is a retrospective summary of the Shire's operations to the end of the preceding month, presenting the current budget adopted by Council and actual results. The financial implications associated with adopting the Monthly Financial Report are therefore nil.

All budget amendments are approved through Council by absolute majority, and the full list of adopted budget amendments for the financial year are contained within Note 5 of the Monthly Statement of Activity.

The audited opening position for the 2023/24 financial year is presented in the attachment as adopted by Council at the SMC on 21 December 2023.

## **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 & 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

**Objective** 13.2 Improve real and perceived value for money from rates.

### ***Outcome 14 - Excellence in organisational performance and service delivery***

**Objective** 14.3 Monitor and continuously improve performance levels.

## **VOTING REQUIREMENTS**

*Simple Majority*

### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0224/029**

**Moved: Cr M Virgo**

**Seconded: Cr P Taylor**

***That Council receives the Monthly Financial Activity Statement Report for the period ended 31 December 2023 as attached.***

***For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith, Cr M Virgo***



<b><i>CARRIED UNANIMOUSLY 8/0</i></b>
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**Attachments**

1. Monthly Statement of Activity December 2023

**SHIRE OF BROOME**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 December 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 December 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 December 2023 of \$22,950,344.

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*

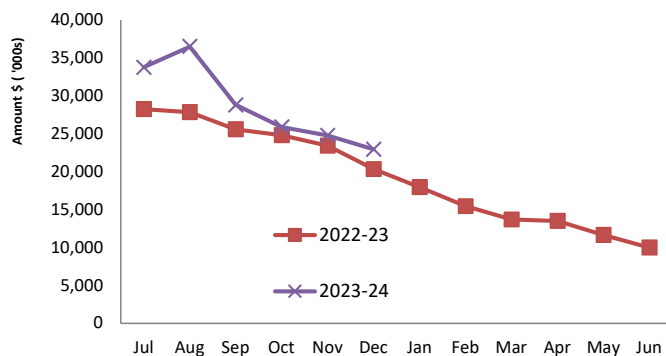
Date prepared: *20/02/2024*

### Summary by date

#### Monthly Summary Information

For the Period Ended 31 December 2023

Liquidity Over the Year (Refer Note 3)

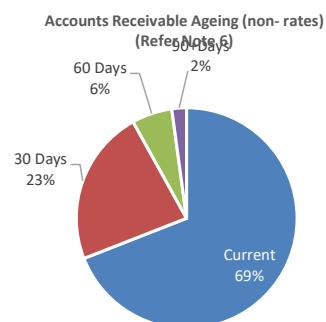
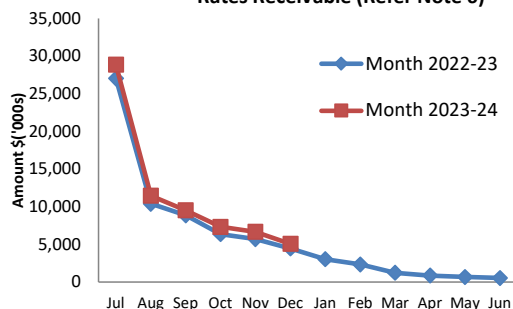
**Cash and Cash Equivalents****as at period end**

Unrestricted	\$ 26,511,432
Restricted	\$ 35,478,273
	<u>\$ 61,989,705</u>

**Receivables**

Rates	\$ 4,880,349
Other	\$ 851,059
	<u>\$ 5,731,407</u>

Rates Receivable (Refer Note 6)

**Comments**

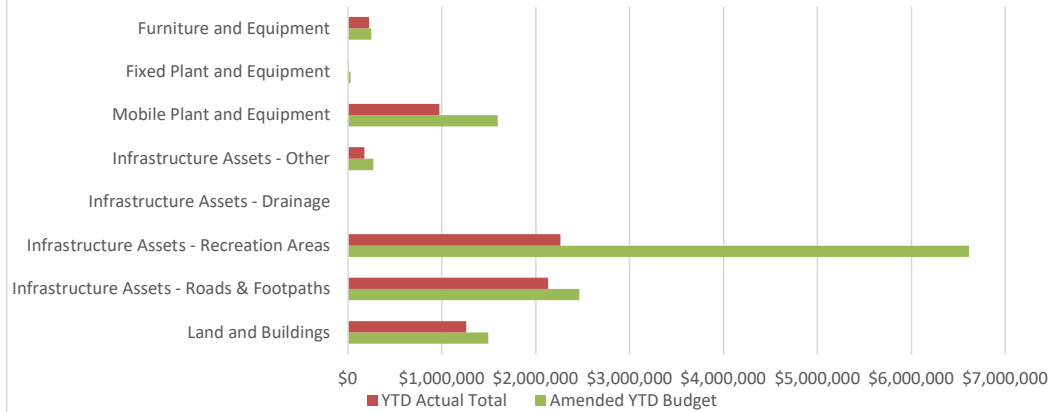
1. Liquidity refers to the Shire of Broome's ability to meet its financial obligations within the current year. Liquidity increased at the start of the financial year by \$23.785M due mainly to the issuance of rates. Liquidity is a combination of unrestricted cash, Current Debtors (including Rates), 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 \$26.55M with total outstanding rates YTD at \$4.88M.

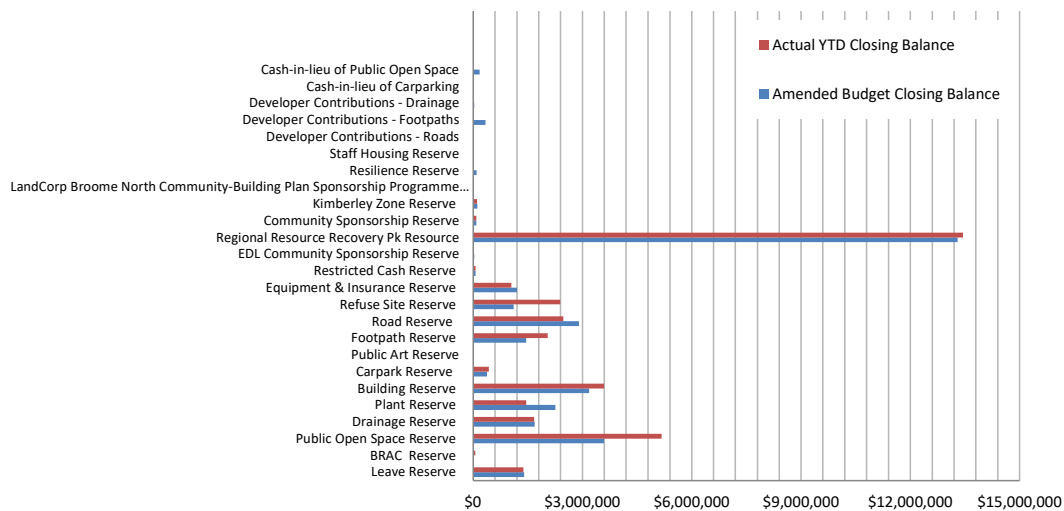
This information is to be read in conjunction with the accompanying Financial Statements and notes.

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

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



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



**Comments**

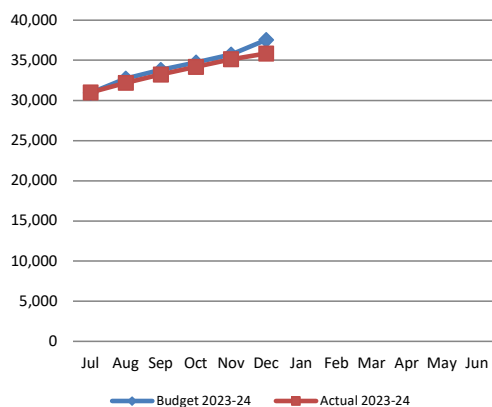
\*Amended Budget Closing balance is the forecast of the closing balance after all budgeted transfers to and from reserve have been performed. At this time there have been no transactions to or from reserve other than to recognise interest earned on reserve investments. All interest earned on Reserve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

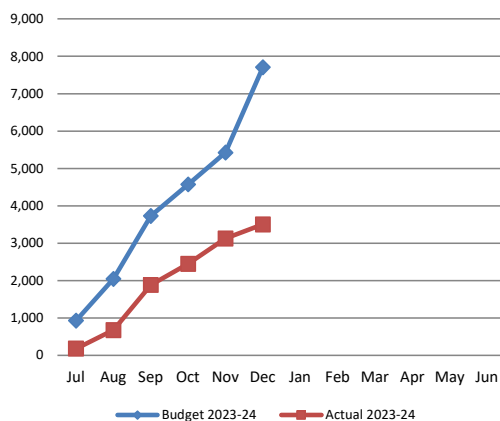


**Shire of Broome**  
**Monthly Summary Information**  
For the Period Ended 31 December 2023

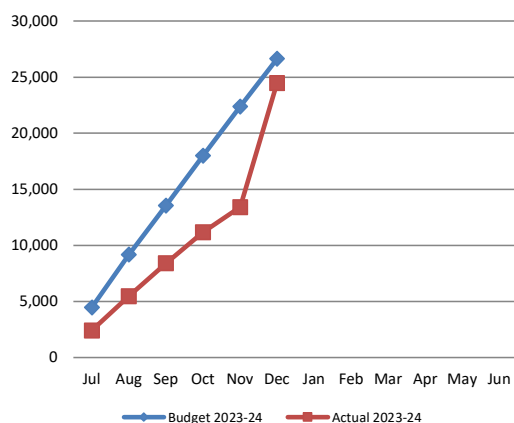
Budget Operating Revenues -v- Actual (Refer Note 2)



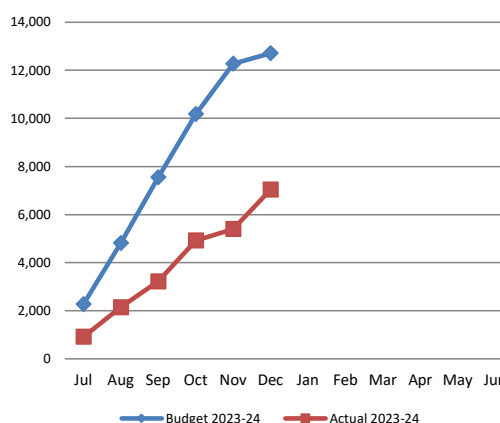
Budget Capital Revenue -v- Actual (Refer Note 2)



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 December 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		228,739	(85,608)	3,666		89,274	(104.28%)	
General Purpose Funding - Rates	9	26,999,750	26,765,368	26,878,724		113,356	0.42%	
General Purpose Funding - Other		1,859,543	929,772	41,488		(888,284)	(95.54%)	▼
Law, Order and Public Safety		196,873	98,381	45,490		(52,891)	(53.76%)	▼
Health		190,650	147,296	171,009		23,713	16.10%	▲
Education and Welfare		65,000	65,000	67,000		2,000	3.08%	
Housing		706,013	352,830	274,046		(78,784)	(22.33%)	▼
Community Amenities		6,710,467	5,121,986	5,104,688		(17,298)	(0.34%)	
Recreation and Culture		1,642,945	884,581	748,979		(135,602)	(15.33%)	▼
Transport		1,286,430	859,711	249,128		(610,583)	(71.02%)	▼
Economic Services		1,939,217	1,018,363	469,548		(548,815)	(53.89%)	▼
Other Property and Services		2,744,622	1,380,182	1,802,530		422,348	30.60%	▲
<b>Total Operating Revenue</b>		<b>44,570,249</b>	<b>37,537,862</b>	<b>35,856,296</b>	<b>51%</b>	<b>(1,681,566)</b>		
<b>Operating Expense</b>								
Governance		(2,756,267)	(1,361,248)	(1,033,972)		327,276	24.04%	▲
General Purpose Funding		(530,092)	(264,930)	(162,982)		101,948	38.48%	▲
Law, Order and Public Safety		(1,767,769)	(889,670)	(913,259)		(23,589)	(2.65%)	
Health		(672,714)	(340,073)	(381,433)		(41,360)	(12.16%)	▼
Education and Welfare		(860,522)	(430,062)	(422,160)		7,902	1.84%	
Housing		(816,762)	(408,198)	(436,544)		(28,346)	(6.94%)	
Community Amenities		(10,132,068)	(5,082,729)	(4,636,226)		446,503	8.78%	
Recreation and Culture		(15,673,554)	(7,839,620)	(7,348,058)		491,562	6.27%	
Transport		(11,011,698)	(5,503,050)	(4,794,981)		708,069	12.87%	▲
Economic Services		(3,169,931)	(1,587,125)	(1,385,714)		201,411	12.69%	▲
Other Property and Services		(5,315,949)	(2,929,797)	(2,964,808)		(35,011)	(1.19%)	
<b>Total Operating Expenditure</b>		<b>(52,707,326)</b>	<b>(26,636,502)</b>	<b>(24,480,136)</b>	<b>46%</b>	<b>2,156,365</b>		
Non-cash amounts excluded from operating activities		15,464,253	7,728,936	7,955,578				
Adjust Provisions and Accruals		33,708	33,708			(33,708)	100.00%	
<b>Net Cash from Operations</b>		<b>7,360,884</b>	<b>18,630,296</b>	<b>19,331,738</b>		<b>441,091</b>		
<b>Capital Revenues</b>								
<b>Grants, Subsidies and Contributions</b>								
Community Amenities		15,563,058	7,247,366	3,208,165		(4,039,201)	(55.73%)	▼
Recreation and Culture		0	0	96,664		96,664		▲
Transport		13,406,658	5,558,982	1,884,587		(3,674,395)	(66.10%)	▼
Economic Services		2,156,400	1,688,384	1,226,914		(461,470)	(27.33%)	▼
Other Property and Services		0	0	0		0		
Proceeds from Disposal of Assets	8	0	0	0		0		
<b>Total Capital Revenues</b>		<b>822,144</b>	<b>462,642</b>	<b>296,109</b>	<b>36%</b>	<b>(166,533)</b>	<b>(36.00%)</b>	<b>▼</b>
		<b>16,385,202</b>	<b>7,710,008</b>	<b>3,504,274</b>	<b>21%</b>	<b>(4,205,734)</b>		

**SHIRE OF BROOME**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 December 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 and Buildings	12	(6,607,488)	(1,494,270)	(1,259,458)		234,812	15.71%	▲
Infrastructure Assets - Roads & Footpaths	12	(4,004,483)	(2,463,756)	(2,132,043)		331,713	13.46%	▲
Infrastructure Assets - Recreation Areas	12	(19,475,591)	(6,615,645)	(2,262,094)		4,353,551	65.81%	▲
Infrastructure Assets - Drainage	12	(25,000)	0	0		0		
Infrastructure Assets - Other	12	(470,695)	(268,548)	(177,146)		91,402	34.04%	▲
Mobile Plant and Equipment	12	(3,361,194)	(1,595,197)	(975,767)		619,430	38.83%	▲
Fixed Plant and Equipment	12	(49,525)	(27,998)	(6,445)		21,553	76.98%	▲
Furniture and Equipment	12	(306,831)	(247,597)	(224,547)		23,050	9.31%	
Total Capital Expenditure		(34,300,807)	(12,713,011)	(7,037,500)	21%	5,675,511		
<b>Net Cash from Capital Activities</b>		(17,915,605)	(5,003,003)	(3,533,226)		1,469,777		
<b>Financing</b>								
Proceeds from New Borrowings		4,433,072	0	0		0		
Payments for financial assets at amortised cost - self supporting loans			0	0		0		
Self-Supporting Loan Principal		96,154	0	0		0		
Transfer from Reserves	7	6,755,855	3,749,264	0		(3,749,264)	100.00%	▲
Advances to Community Groups		0	0	0		0		
Repayment of Borrowings	10	(454,874)	(227,438)	(226,080)		1,358	0.60%	
Repayment of Self Supporting Loan		(96,154)	(48,054)	(48,077)		(23)	(0.05%)	
Transfer to Reserves	7	(5,113,424)	(2,248,325)	(359,119)		1,889,206	84.03%	▲
<b>Net Cash from Financing Activities</b>		5,620,629	1,225,447	(633,276)		(1,858,723)		
<b>Net Operations, Capital and Financing</b>		(4,934,092)	14,852,740	15,165,236		52,145		
<b>Opening Funding Surplus(Deficit)</b>	3	7,785,108	7,785,108	7,785,108		0		
<b>Closing Funding Surplus(Deficit)</b>	3	2,851,016	22,637,848	22,950,344		52,145		

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 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	26,561,200	26,486,169	26,546,826		60,657	0.23%	
Grants, Subsidies and Contributions		4,217,207	2,164,319	415,290		(1,749,029)	(80.81%)	▼
Fees and Charges		11,000,678	7,371,390	7,012,136		(359,254)	(4.87%)	
Service Charges		0	0	0		0		
Interest Earnings		1,394,768	757,157	924,334		167,177	22.08%	▲
Other Revenue		1,292,664	706,998	904,279		197,281	27.90%	▲
Profit on Disposal of Assets	8	103,734	51,828	53,427		1,599	3.09%	
<b>Total Operating Revenue</b>		<b>44,570,251</b>	<b>37,537,862</b>	<b>35,856,292</b>	<b>52%</b>	<b>(1,681,569)</b>		
<b>Operating Expense</b>								
Employee Costs		(17,692,363)	(8,954,434)	(8,472,096)		482,338	5.39%	
Materials and Contracts		(14,209,533)	(7,277,508)	(5,120,012)		2,157,496	29.65%	▲
Utility Charges		(2,243,536)	(1,120,974)	(998,550)		122,424	10.92%	
Depreciation on Non-Current Assets		(15,510,953)	(7,752,264)	(7,921,366)		(169,102)	(2.18%)	
Finance Costs		(279,008)	(139,508)	(131,153)		8,355	5.99%	
Insurance Expenses		(879,464)	(439,478)	(910,775)		(471,297)	(107.24%)	▼
Other Expenditure		(1,835,436)	(923,836)	(838,548)		85,288	9.23%	
Loss on Disposal of Assets	8	(57,034)	(28,500)	(87,639)		(59,139)	(207.51%)	▼
<b>Total Operating Expenditure</b>		<b>(52,707,327)</b>	<b>(26,636,502)</b>	<b>(24,480,139)</b>	<b>46%</b>	<b>2,156,363</b>		
Non-cash amounts excluded from operating activities		15,464,253	7,728,936	7,955,578			2.93%	
Adjust Provisions and Accruals		33,708	33,708			(33,708)	(100.00%)	▲
<b>Net Cash from Operations</b>		<b>7,360,885</b>	<b>18,630,296</b>	<b>19,331,731</b>		<b>441,086</b>		
<b>Capital Revenues</b>								
Grants, Subsidies and Contributions		15,563,058	7,247,366	3,208,165		(4,039,201)	(55.73%)	▼
Proceeds from Disposal of Assets		822,144	462,642	296,109	36%	(166,533)	(36.00%)	▼
<b>Total Capital Revenues</b>		<b>16,385,202</b>	<b>7,710,008</b>	<b>3,504,274</b>	<b>21%</b>	<b>(4,205,734)</b>		
<b>Capital Expenses</b>								
Land and Buildings	12	(6,607,488)	(1,494,270)	(1,259,458)		234,812	15.71%	▲
Infrastructure Assets - Roads & Footpaths	12	(4,004,483)	(2,463,756)	(2,132,043)		331,713	13.46%	▲
Infrastructure Assets - Recreation Areas	12	(19,475,591)	(6,615,645)	(2,262,094)		4,353,551	65.81%	▲
Infrastructure Assets - Drainage	12	(25,000)	0	0		0	100.00%	
Infrastructure Assets - Other	12	(470,695)	(268,548)	(177,146)		91,402	34.04%	▲
Mobile Plant and Equipment	12	(3,361,194)	(1,595,197)	(975,767)		619,430	38.83%	▲
Fixed Plant and Equipment	12	(49,525)	(27,998)	(6,445)		21,553	76.98%	▲
Furniture and Equipment	12	(306,831)	(247,597)	(224,547)		23,050	9.31%	
<b>Total Capital Expenditure</b>		<b>(34,300,807)</b>	<b>(12,713,011)</b>	<b>(7,037,500)</b>	<b>21%</b>	<b>5,675,511</b>		
<b>Net Cash from Capital Activities</b>		<b>(17,915,605)</b>	<b>(5,003,003)</b>	<b>(3,533,226)</b>		<b>1,469,777</b>		
<b>Financing</b>								
Proceeds from New Borrowings		4,433,072	0	0		0		
Self-Supporting Loan Principal		96,154	0	0		0		
Transfer from Reserves	7	6,755,855	3,749,264	0		(3,749,264)	(100.00%)	▼
Repayment of Borrowings	10	(454,874)	(227,438)	(226,080)		1,358	0.60%	
Repayment of Self Supporting Loan		(96,154)	(48,054)	(48,077)		(23)	(0.05%)	
Transfer to Reserves	7	(5,113,424)	(2,248,325)	(359,119)		1,889,206	(84.03%)	▼
<b>Net Cash from Financing Activities</b>		<b>5,620,629</b>	<b>1,225,447</b>	<b>(633,276)</b>		<b>(1,858,723)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(4,934,092)</b>	<b>14,852,740</b>	<b>15,165,236</b>		<b>52,140</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>7,785,108</b>	<b>7,785,108</b>	<b>7,785,108</b>		<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>2,851,016</b>	<b>22,637,848</b>	<b>22,950,344</b>		<b>52,140</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 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	1,161,704	97,754	1,259,458	1,494,270	6,607,488	(234,812)
Infrastructure Assets - Roads & Footpaths	12	2,117,368	14,675	2,132,043	2,463,756	4,004,483	(331,713)
Infrastructure Assets - Recreation Areas	12	2,222,344	39,750	2,262,094	6,615,645	19,475,591	(4,353,551)
Infrastructure Assets - Drainage	12	0	0	0	0	25,000	0
Infrastructure Assets - Other	12	90,450	86,696	177,146	268,548	470,695	(91,402)
Mobile Plant and Equipment	12	0	975,767	975,767	1,595,197	3,361,194	(619,430)
Fixed Plant and Equipment	12	6,445	0	6,445	27,998	49,525	(21,553)
Furniture and Equipment	12	224,547	0	224,547	247,597	306,831	(23,050)
Other Non Current Liabilities	12	0	0	0	0	0	0
Capital Expenditure Totals		5,822,858	1,214,642	7,037,500	12,713,011	34,300,807	(5,675,511)

**Funded By:**

Capital Grants and Contributions	3,208,165	7,247,366	15,563,058	(4,039,201)
Borrowings	0	0	4,433,072	0
Other (Disposals & C/Fwd)	296,109	462,642	822,144	(166,533)
Total Own Source Funding - Reserve Accounts	0	3,749,264	6,130,711	(3,749,264)
Own Source Funding - Operations	3,533,226	1,253,739	7,351,822	2,279,487
Capital Funding Total	7,037,500	12,713,011	34,300,807	(5,675,511)



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

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
<b>Operating Revenues</b>	\$	\$	\$
Governance	228,739	0	228,739
General Purpose Funding - Rates	26,999,750	0	26,999,750
General Purpose Funding - Other	1,859,543	0	1,859,543
Law, Order and Public Safety	154,693	42,180	196,873
Health	190,650	0	190,650
Education and Welfare	83,000	(18,000)	65,000
Housing	706,013	0	706,013
Community Amenities	6,710,466	0	6,710,466
Recreation and Culture	1,625,445	17,500	1,642,945
Transport	995,367	291,063	1,286,430
Economic Services	1,999,840	(60,622)	1,939,218
Other Property and Services	2,606,056	138,566	2,744,622
<b>Total Operating Revenue</b>	<b>44,159,562</b>	<b>410,687</b>	<b>44,570,249</b>
<b>Operating Expense</b>			
Governance	(2,864,553)	108,286	(2,756,267)
General Purpose Funding	(530,092)	0	(530,092)
Law, Order and Public Safety	(1,658,589)	(109,180)	(1,767,769)
Health	(672,714)	0	(672,714)
Education and Welfare	(860,522)	0	(860,522)
Housing	(816,762)	0	(816,762)
Community Amenities	(10,152,163)	20,095	(10,132,068)
Recreation and Culture	(15,475,832)	(197,722)	(15,673,554)
Transport	(11,011,698)	0	(11,011,698)
Economic Services	(3,329,155)	159,224	(3,169,931)
Other Property and Services	(5,234,355)	(81,594)	(5,315,949)
<b>Total Operating Expenditure</b>	<b>(52,606,435)</b>	<b>(100,891)</b>	<b>(52,707,326)</b>
<b>Funding Balance Adjustments</b>			
Non-cash amounts excluded from operating activities	15,464,253	0	15,464,253
Adjust Provisions and Accruals	33,708	0	33,708
<b>Net Cash from Operations</b>	<b>7,051,088</b>	<b>309,796</b>	<b>7,360,884</b>
<b>Capital Revenues</b>			
Grants, Subsidies and Contributions	10,650,596	4,912,462	15,563,058
Proceeds from Disposal of Assets	718,644	103,500	822,144
Proceeds from Sale of Investments	0		0
<b>Total Capital Revenues</b>	<b>11,369,240</b>	<b>5,015,962</b>	<b>16,385,202</b>

**SHIRE OF BROOME**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 December 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	(3,041,208)	(3,566,280)	(6,607,488)
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	(4,057,625)	53,142	(4,004,483)
Infrastructure Assets - Recreation Areas	(16,348,298)	(3,127,293)	(19,475,591)
Infrastructure Assets - Drainage	(25,000)	0	(25,000)
Infrastructure Assets - Other	(540,695)	70,000	(470,695)
Mobile Plant and Equipment	(3,318,921)	(42,273)	(3,361,194)
Fixed Plant and Equipment	(43,025)	(6,500)	(49,525)
Furniture and Equipment	(273,599)	(33,232)	(306,831)
<b>Total Capital Expenditure</b>	<b>(27,648,371)</b>	<b>(6,652,436)</b>	<b>(34,300,807)</b>
<b>Net Cash from Capital Activities</b>	<b>(16,279,131)</b>	<b>(1,636,474)</b>	<b>(17,915,605)</b>
<b>Financing</b>			
Proceeds from New Borrowings	2,350,507	2,082,565	4,433,072
Payments for financial assets at amortised cost - self supporting loans	0	0	0
Self-Supporting Loan Principal	96,154	0	96,154
Transfer from Reserves	6,130,711	625,144	6,755,855
Purchase of Investments	0	0	0
Advances to Community Groups	0	0	0
Repayment of Borrowings	(551,028)	0	(551,028)
Transfer to Reserves	(4,445,042)	(668,382)	(5,113,424)
<b>Net Cash from Financing Activities</b>	<b>3,581,302</b>	<b>2,039,327</b>	<b>5,620,629</b>
<b>Net Operations, Capital and Financing</b>	<b>(5,646,738)</b>	<b>712,646</b>	<b>(4,934,092)</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>5,646,738</b>	<b>2,138,370</b>	<b>7,785,108</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>2,851,016</b>	<b>2,851,016</b>

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

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting By Nature or Type	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Rates	60,657	0.23%			
Grants, Subsidies and Contributions	(1,749,029)	(80.81%)	▼	Permanent/ Timing	Financial Assistant Grants are less than budgeted, no grant received for the following Sanctuary Road detailed design McMahon Estate Business Case, DRFWA Natural Disaster & Cable Beach Waterpark Detailed Design
Fees and Charges	(359,254)	(4.87%)			
Interest Earnings	167,177	22.08%	▲	Permanent	Interest on Muni funds more than anticipated due to higher than expected interest rates
Other Revenue	197,281	27.90%	▲	Permanent	Income more than budgeted for waste management site, insurable claims and workers comp. Reimbursement for lightning storm damage not budgeted for
Profit on Disposal of Assets	1,599	3.09%		Timing	Disposals to be carried out throughout the year as per the asset replacement plan and will be recognised upon completion of the FY 22-23 audit
<b>Operating Expense</b>					
Employee Costs	482,338	5.39%			
Materials and Contracts	2,157,496	29.65%	▲	Timing	Contaminated site remediation, refuse and recycling, kerbside collection less than budgeted. Parks and reserves under spent compared to budget. Detailed design for Sanctuary Road Caravan Park is ongoing
Utility Charges	122,424	10.92%			
Depreciation on Non-Current Assets	(169,102)	(2.18%)		Timing	Depreciation not yet run, will be completed upon the completion of the audit FY 22-23
Finance Costs	8,355	5.99%			
Insurance Expenses	(471,297)	(107.24%)	▼	Timing	2nd Invoice yet to be distributed across GLs
Other Expenditure	85,288	9.23%			
Loss on Disposal of Assets	(59,139)	(207.51%)	▼	Timing	Disposals to be recognised once audit has been completed for FY 22-23
Non-cash amounts excluded from operating activities	0	2.93%			
Adjust Provisions and Accruals	(33,708)	(100.00%)	▲	Permanent	Contract liabilities
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(4,039,201)	(55.73%)	▼	Timing	Not all grant funding has been received for Cable Beach Stage 1. Contribution from Broome Senior High Schools not yet received
Proceeds from Disposal of Assets	(166,533)	(36.00%)	▼	Timing	Disposals to be carried out throughout the year as per the asset replacement plan
<b>Capital Expenses</b>					
Land and Buildings	234,812	15.71%	▲	Timing	Town Beach Café Redevelopment and Civic Centre building renewal are yet to commence. BRAC design works are continuing. Kimberley Regional Office 1, capital works have not yet commenced as per the asset management plan.
Infrastructure Assets - Roads & Footpaths	331,713	13.46%	▲	Timing	Roads and Footpaths to be completed throughout the financial year
Infrastructure Assets - Recreation Areas	4,353,551	65.81%	▲	Timing	Cable Beach Stage 1 works are continuing throughout the year
Infrastructure Assets - Drainage	0	100.00%			
Infrastructure Assets - Other	91,402	34.04%	▲	Timing	Works on Sam Male Lugger not yet started, tourist bay signage on Cape Leveque Road not complete. Under budget for mobile bin replacement
Mobile Plant and Equipment	619,430	38.83%	▲	Timing	Plant replacement occurs throughout the year
Fixed Plant and Equipment	21,553	76.98%	▲	Timing	Kimberley Regional Office 1 & 2 plant & equipment replacement and upgrades have not yet commenced
Furniture and Equipment	23,050	9.31%			
<b>Financing</b>					
Self-Supporting Loan Principal	0				
Transfer from Reserves	(3,749,264)	(100.00%)	▼	Timing	Transfer to be done at the end of the financial year
Advances to Community Groups	0				
Repayment of Borrowings	1,358	0.60%			

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

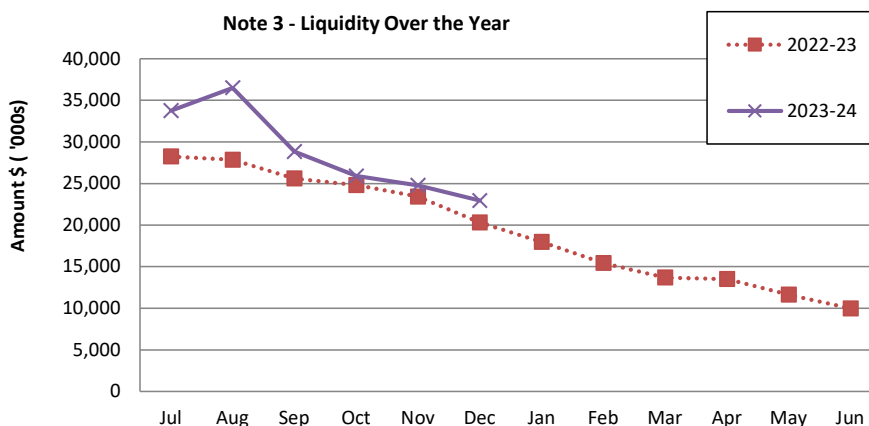
Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting By Nature or Type	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Repayment of Self Supporting Loan	(23)	(0.05%)			
Transfer to Reserves	1,889,206	(84.03%)	▼	Timing	Transfer to be done at the end of the financial year

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

**Note 3: NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)				
	Note	YTD 31 Dec 2023	30 Jun 2023	YTD 31 Dec 2022
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	26,511,432	15,340,088	6,839,875
Cash Restricted	4	35,478,273	35,137,161	32,939,060
Receivables - Rates	6	4,880,349	651,003	4,332,305
Receivables - Rates Other		173,649	(45,974)	125,854
Receivables - Debtors	6	565,234	567,983	931,660
Receivables - Other		222,121	502,696	(676,857)
Other Assets		9,469	248,304	184,192
Inventories		46,706	30,355	22,721
		67,887,233	52,431,615	44,698,810
<b>Less:</b>				
Current Liabilities		(3,854,322)	(3,872,030)	(4,863,708)
Borrowings		(324,952)	(551,033)	(223,518)
		(4,179,274)	(4,423,063)	(5,087,226)
Less: Reserve Accounts	7	(35,478,273)	(35,137,161)	(32,939,060)
Adjustments to net current assets		(5,279,342)	(1,046,185)	
<b>Net Current Funding Position</b>		<b>22,950,344</b>	<b>11,825,207</b>	<b>6,672,524</b>

**Comments - Net Current Funding Position**

The budget was adopted at the Special Meeting held on 11 July 2023. It was presented to Council with a predicted carried forward surplus of \$5,646,738.

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 2023**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date	Investment Terms (Days)
<b>(a) Cash Deposits</b>								
Municipal Bank Account	3.60%	2,924,279			2,924,279	CommBank	At Call	
Business Online Saver	4.35%	6,327,044			6,327,044	CommBank	At Call	
Reserve Bank Account	4.35%		5,104,925		5,104,925	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	5.19%	9,500,000			9,500,000	WBC	19-Jan-23	120
Term Deposit	5.25%	9,500,000			9,500,000	WBC	19-Mar-23	180
Term Deposit	5.25%		27,000,000		27,000,000	WBC	19-Sep-23	180
<b>Total</b>		<b>28,255,523</b>	<b>35,478,273*</b>	<b>206,771†</b>	<b>63,940,567</b>			
<b>Adjustments</b>								
Payment Timing Adjustments**		1,744,091						
<b>Total</b>		<b>26,511,432</b>	<b>35,478,273</b>					
<b>Comments/Notes - Investments</b>								

\*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.

\*\*\*Note - The total percentage exposure of the total portfolio is 100% in AAA, the Shire of Broome only invests in AAA rated institutions

Credit Rating	Maximum % in credit rating category	Maximum % in one authorised institute	Shire of Broome % allocation
Short term AAA	100%	100%	100%
Short term AA+	50%	50%	0%
Short term AA	25%	50%	0%
Long term - Government Guaranteed Bonds	100%	100%	0%

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 December 2023

**Note 5: BUDGET AMENDMENTS**

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

GL Account Code	Job Number	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
					\$	\$	\$
		<b>Budget Adoption</b>					0
111989		Transfer to P.O.S Reserve	SMC 21/12/23	Capital Expenses		(397,211)	(397,211)
1486562		Reduction in planned borrowing for Cable Beach Redevelopment	SMC 21/12/23	Capital Revenue		(883,435)	(1,280,646)
							(1,280,646)
		<b>Governance</b>					(1,280,646)
		Sister City Relations/Japanese Youth Ambassador - Op Exp - Other Governance					
022290			OMC - 14/12/23	Operating Expenditure		(5,000)	(1,285,646)
024040		Election Expenses Op Exp - Members	OMC - 14/12/23	Operating Expenditure		(31,909)	(1,317,555)
022171		Council Newsletter & Community Info Op Exp - Other Governance	OMC - 14/12/23 FACR 1	Operating Expenditure		(7,000)	(1,324,555)
023450		Consultants - Op Exp - Other Governance	OMC - 14/12/23 FACR 1	Operating Expenditure	95,000		(1,229,555)
023449	ME02	McMahon Estate Business Case Grant Expenditure	OMC - 14/12/23 FACR 1	Operating Expenditure		(50,000)	(1,279,555)
0023040		Youth Development Programme & Working Group - Op Exp - Other Governance	OMC - 14/12/23 FACR 1	Operating Expenditure		(5,000)	(1,284,555)
024010		Conferences Travel & Accom Op Exp - Members	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	(1,294,555)
23450		Consultants - Op Exp - Other Governance	SMC 21/12/23 - C/Fwd	Operating Expenditure	2,195		(1,292,360)
22200		Audit Fees Op Exp - Other Governance	SMC 21/12/23 - C/Fwd	Operating Expenditure	120,000		(1,172,360)
							(1,172,360)
		<b>Law, Order and Public Safety</b>					(1,172,360)
509215		Consultants - Op Exp - Animal Control	OMC - 14/12/23 FACR 1	Operating Expenditure		(45,000)	(1,217,360)
051010		Salaries - Op Exp - Fire Prevention	OMC - 14/12/23 FACR 1	Operating Expenditure	136,000		(1,081,360)
051010		Salaries - Op Exp - Fire Prevention	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		(1,066,360)
053015		Relief Staff Exp - Op Exp - Ranger Operations	OMC - 14/12/23 FACR 1	Operating Expenditure		(173,000)	(1,239,360)
052010		Salaries - Op Exp - Animal Control	OMC - 14/12/23 FACR 1	Operating Expenditure		(38,000)	(1,277,360)
052010		Salaries - Op Exp - Animal Control	OMC - 14/12/23 FACR 1	Operating Expenditure		(4,180)	(1,281,540)
053400		Sundry (ORV Etc) Fines & Penalties - Op Inc - Other Law Order & Public Safety	OMC - 14/12/23 FACR 1	Operating Income	42,180		(1,239,360)
53239		Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	SMC 21/12/23 - C/Fwd	Capital Expenditure	100,049		(1,139,311)
							(1,139,311)
		<b>Education and Welfare</b>					(1,139,311)
0082675		Grants For Community Programs - Op Inc - Community Services	OMC - 14/12/23 FACR 1	Operating Income	5,000		(1,134,311)
82670		Grant Income - Comm Services	SMC 21/12/23 - C/Fwd	Operating Income		(23,000)	(1,157,311)
							(1,157,311)
		<b>Housing</b>					(1,157,311)
95900		Loan Received - Cap Inc - Staff Housing	OMC 31/08/2023	Capital Income	2,966,000		1,808,689
95810	095812	Shire Key Worker Housing - Capex New 2023/24	OMC 31/08/2023	Capital Expenditure		(2,966,000)	(1,157,311)
							(1,157,311)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 December 2023

**Note 5: BUDGET AMENDMENTS**

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

GL Account Code	Job Number	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		<b>Community Amenities</b>					(1,157,311)
101896	101897	Community Recycling Centre - RRP - Cap Exp	OMC - 14/12/23	Capital Expenditure		(770,000)	(1,927,311)
101995		Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC - 14/12/23	Capital Income	770,000		(1,157,311)
101535	101536	Fixed Plant & Equip New Cap Exp - San Gen Refuse	OMC - 14/12/23 FACR 1	Capital Expenditure		(6,500)	(1,163,811)
107071	107071	Town Beach Ablutions (New) - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	8,000		(1,155,811)
107071	107071	Male Oval Ablutions - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		(1,140,811)
107071	107073	Cable Beach Ablutions - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	8,000		(1,132,811)
107071	107077	Gantheaume Point Ablutions - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(5,000)	(1,137,811)
107010	107011	Male Oval Ablutions - Reactive Maint - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(6,000)	(1,143,811)
107666	107765	Town Beach Toilet Block Renewal Inc Furn & Services - Build Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure		(8,000)	(1,151,811)
101034		Home composting / Waste Education - Op Exp	SMC 21/12/23 - C/Fwd	Operating Expenditure	95		(1,151,716)
104282		Transfer to Developer Contributions Drainage Reserve - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure		(41,820)	(1,193,536)
101896	101897	Community Recycling Centre - RRP - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure	10,816		(1,182,720)
							(1,182,720)
		<b>Recreation and Culture</b>					(1,182,720)
0117186	117186	Inflatable Expenses - AQUATIC	OMC 19/10/23	Operating Expenditure		(17,000)	(1,199,720)
117002	117002	Salary - Lifeguard - Op Exp - BRAC Aquatic	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		(1,184,720)
117003		Relieving Staff Exp - Op Exp - BRAC Aquatic	OMC - 14/12/23 FACR 1	Operating Expenditure		(15,000)	(1,199,720)
116119	116120	Bme Civic Centre Other Infrastructure Renewal - Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure	35,000		(1,164,720)
116495		Performance Production Expenses - Broome Civic - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	(1,174,720)
116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC - 14/12/23 FACR 1	Operating Income	10,000		(1,164,720)
115480		Grant Program Income - Op Inc - Library (Expense in 115280)	OMC - 14/12/23 FACR 1	Operating Income	7,500		(1,157,220)
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	OMC - 14/12/23 FACR 1	Operating Expenditure		(7,500)	(1,164,720)
113131	CB04	Cable Beach Stage 1 BBRF Grant Expenditure	OMC - 14/12/23 FACR 1	Capital Expenditure	333,496		(831,224)
113131	CB02	Cable Beach Stage 1 - Other	OMC - 14/12/23 FACR 1	Capital Expenditure		(300,000)	(1,131,224)
1181427		Cable Beach Redevelopment (Construction) - Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure		(33,496)	(1,164,720)
116175		Community Storage Shed Expenditure	OMC - 14/12/23 FACR 1	Operating Expenditure		(9,700)	(1,174,420)
113000	113052	Public BBQs Cleaning - OP Ex	OMC - 14/12/23 FACR 1	Operating Expenditure		(8,744)	(1,183,164)
113000	113053	Pressure washing of public Infrastructure - OP Ex	OMC - 14/12/23 FACR 1	Operating Expenditure		(35,361)	(1,218,525)
113000	113544	Water Park Cleaning - OP Ex	OMC - 14/12/23 FACR 1	Operating Expenditure		(15,404)	(1,233,929)
115281	115320	Library - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	10,000		(1,223,929)
116494		Broome Civic Centre - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	10,000		(1,213,929)
116489		Operational Expenses - Broome Civic Centre - Production/Events	OMC - 14/12/23 FACR 1	Operating Expenditure		(16,000)	(1,229,929)
117000	117052	BRAC - Operating Expense, Security & Insurance - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	5,000		(1,224,929)
113061		Townbeach Coastal Infrastructure Maint - Op Exp - Other Rec & Sport	OMC - 14/12/23 FACR 1	Operating Expenditure		(11,320)	(1,236,249)
117218	117219	Medland Pavilion - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(3,000)	(1,239,249)
117156		Program Annual Events - Op Exp - BRAC Dry	OMC - 14/12/23 FACR 1	Operating Expenditure	3,000		(1,236,249)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 December 2023

**Note 5: BUDGET AMENDMENTS**

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

GL Account Code	Job Number	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
113001	113003	Haynes Oval Pavilion - Planned Maint & Minor Works - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(5,000)	(1,241,249)
116480	116481	Equipment Renewal - Op Exp - Bme Civic Centre	OMC - 14/12/23 FACR 1	Operating Expenditure		(55,000)	(1,296,249)
117024	117025	BRAC Gym and Fitness Facility - Detailed Design / Tender Package- Cap Ex	SMC 21/12/23 - C/Fwd	Capital Expenditure	66,269		(1,229,980)
1181427		Cable Beach Redevelopment (Construction) - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure		(40,802)	(1,270,782)
116491		Minor Assets - Op Exp - Bme Civic Centre	SMC 21/12/23 - C/Fwd	Operating Expenditure	1,350		(1,269,432)
116491		Minor Assets - Op Exp - Bme Civic Centre	SMC 21/12/23 - C/Fwd	Operating Expenditure		(30,000)	(1,299,432)
116491		Minor Assets - Op Exp - Bme Civic Centre	SMC 21/12/23 - C/Fwd	Operating Expenditure		(12,500)	(1,311,932)
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	SMC 21/12/23 - C/Fwd	Operating Expenditure		(4,000)	(1,315,932)
0116120		Public Art Masterplan- Op Exp - Other Culture	SMC 21/12/23 - C/Fwd	Operating Expenditure		(9,043)	(1,324,975)
1181425	1181426	Cable Beach Foreshore Upgrade	SMC 21/12/23 - C/Fwd	Capital Expenditure	50,000		(1,274,975)
113027	113029	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	SMC 21/12/23 - C/Fwd	Capital Expenditure	10,000		(1,264,975)
113128		Cable Beach - Non Op Grant - Other Recreation & Sport - CAP INC	SMC 21/12/23 - C/Fwd	Capital Income	228,809		(1,036,166)
113128		Cable Beach - Non Op Grant - Other Recreation & Sport - CAP INC	SMC 21/12/23 - C/Fwd	Capital Income	316,412		(719,754)
113132	CB101	Cable Beach Stage 1 RTR/RPG Grant Income - Cable Beach Road West	SMC 21/12/23	Capital Income	80,000		(639,754)
113131	CB01	Cable Beach Stage 1 RTR/RPG Grant Expenditure - Cable Beach Road West	SMC 21/12/23	Capital Expenditure		(80,000)	(719,754)
113132	CB103	Cable Beach Stage 1 PACP Grant Income	SMC 21/12/23	Capital Income	2,100,000		1,380,246
113131	CB03	Cable Beach Stage 1 PACP Grant Expenditure	SMC 21/12/23	Capital Expenditure		(2,100,000)	(719,754)
113132	CB110	Cable Beach Stage 1 LRCI Grant Income Phase 4	SMC 21/12/23	Capital Income	966,491		246,737
113131	CB10	Cable Beach Stage 1 LRCI Grant Expenditure Phase 4	SMC 21/12/23	Capital Expenditure		(966,491)	(719,754)
116125	116132	Cape Leveque Tourist Bay and Signage	SMC 21/12/23 - C/Fwd	Capital Expenditure	35,000		(684,754)
113702		Club Development Officer Programs Exp - Rec Services	SMC 21/12/23 - C/Fwd	Operating Expenditure	22,500		(662,254)
		<b>Transport</b>					(662,254)
121100	121716	Port Drive – Guy Street Intersection Upgrade	OMC - 14/12/23 FACR 1	Capital Expenditure		(10,184)	(672,438)
129411		Capital Works Program Projects - Upgrade (Stewart St) Non Op Grant	OMC - 14/12/23 FACR 1	Capital Income	80,188		(592,250)
121950		Transfer to Road Reserve - Cap Exp - Cons Streets Roads Bridges Dep	OMC - 14/12/23 FACR 1	Capital Expenditure		(80,000)	(672,250)
121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd	OMC - 14/12/23 FACR 1	Operating Income		(18,834)	(691,084)
121782		Dev Contrib - Footpaths	OMC - 14/12/23 FACR 1	Capital Income	30,018		(661,066)
125141		Transfer to Developer Contributions Footpaths Reserve - Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure		(30,018)	(691,084)
125141		Transfer to Developer Contributions Footpaths Reserve - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure		(81,951)	(773,035)
125140	125277	Broome North Subdivision - New Footpath construction	SMC 21/12/23 - C/Fwd	Capital Expenditure	7,298		(765,737)
125140	125172	Footpaths - Various	SMC 21/12/23 - C/Fwd	Capital Expenditure	52,464		(713,273)
121100	121716	Port Drive – Guy Street Intersection Upgrade	SMC 21/12/23 - C/Fwd	Capital Expenditure	3,564		(709,709)
121771		Black Spot State Non Op Grant	SMC 21/12/23 - C/Fwd	Capital Income		(2,667)	(712,376)
129411		Capital Works Program Projects - Upgrade (Stewart St) Non Op Grant	SMC 21/12/23 - C/Fwd	Capital Income	219,211		(493,165)
121771		Black Spot State Non Op Grant	SMC 21/12/23 - C/Fwd	Capital Income	384,000		(109,165)
120306		DRFAWA Natural Disaster Grant - Op Grants	SMC 21/12/23 - C/Fwd	Operating Income	309,897		200,732
125253		Contribution Non Op - Broome SHS Carparking	SMC 21/12/23 - C/Fwd	Capital Income	510,000		710,732

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

**Note 5: BUDGET AMENDMENTS**  
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		<b>Economic Services</b>					710,732
1367301		A Sporting Chance Grants - Op Inc - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Income	29,378		710,732
1367301		A Sporting Chance Grants - Op Inc - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Income		(100,000)	740,110
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	88,004		640,110
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	17,458		728,114
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	1,920		745,572
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	622		747,492
1367998		Transfer to Restricted Cash Reserve - Cap Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure			748,114
1367457		Place Activation Plan	OMC - 14/12/23 FACR 1	Capital Expenditure		(37,382)	710,732
1367304	PA01	Place Activation Income	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	700,732
132060		Tourism Development - Op Exp - Tourism & Area Promotion	OMC - 14/12/23 FACR 1	Operating Income	10,000		710,732
1367210		Economic Development Program Expense - Op Exp - Other Economic Services	OMC - 14/12/23 FACR 1	Operating Expenditure	40,000		750,732
132050	132052	Broome Visitor Centre - Reactive Maint - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	740,732
132960		Transfer From Building Reserve - Tourism & Area Pro	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	730,732
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	SMC 21/12/23 - C/Fwd	Capital Income	10,000		740,732
1367457		Place Activation Plan	SMC 21/12/23 - C/Fwd	Operating Expenditure	28,495		769,227
				Operating Expenditure	12,726		781,953
		<b>Other Property and Services</b>					781,953
142212		Interest Rec on Muni Investment - Op Inc - General Administration O'Heads	OMC - 14/12/23 FACR 1	Operating Income	121,566		903,519
142231		Consultants Corp Serv - Op Exp - Corp Gov Support	OMC - 14/12/23 FACR 1	Operating Expenditure		(85,000)	818,519
142122		Statutory fees and taxes - Op Exp - General Administration O'Heads	OMC - 14/12/23 FACR 1	Operating Expenditure		(43,594)	774,925
146105		Salary - Op Exp - IT	OMC - 14/12/23 FACR 1	Operating Expenditure	195,072		969,997
146105		Salary - Op Exp - IT	OMC - 14/12/23 FACR 1	Operating Expenditure	44,928		1,014,925
146111		IT Contract Consultants - Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(240,000)	774,925
146120		Equip & H'Ware > \$5000 Cap Exp - IT	OMC - 14/12/23 FACR 1	Capital Expenditure		(15,500)	759,425
142796		Transfer From Equipment & Insurance Reserve	OMC - 14/12/23 FACR 1	Capital Income	15,500		774,925
147585		Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General	OMC - 14/12/23 FACR 1				
142000	142000	Haas St Office - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Income	17,000		791,925
147270	147270	KRO - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		806,925
148100	148296	Depot - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	5,000		811,925
0148611		Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	SMC 21/12/23 - C/Fwd	Operating Expenditure	22,500		834,425
147100	147100	Admin Building - Packaged Plant- Cap Ex	SMC 21/12/23 - C/Fwd	Capital Expenditure		(42,273)	792,152
0112054		Town Beach Café preliminary site investigation - Op Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure	586		792,738
146122		Software Cap Exp - IT (dont use)	SMC 21/12/23 - C/Fwd	Operating Expenditure	4,500		797,238
146555		Transfer From Building Reserve Leased Comm Facilities - Un Clas	SMC 21/12/23 - C/Fwd	Capital Expenditure		(17,732)	779,506
				Capital Income		(170,356)	609,150



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

**Note 5: BUDGET AMENDMENTS**

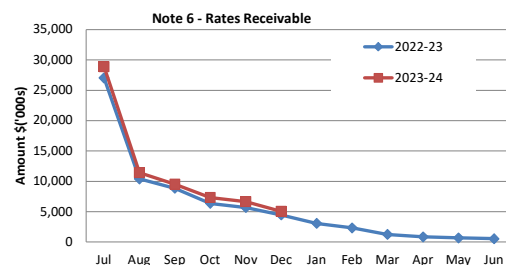
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
143601		Proceeds from Sale of Assets - Cap Inc - Parks & Gardens Operations	SMC 21/12/23 - C/Fwd	Capital Income	33,500		642,650
148600		Proceeds from Sale of Assets - Cap Inc - Works Operations	SMC 21/12/23 - C/Fwd	Capital Income	70,000		712,650
					<b>10,979,557</b>	<b>(10,266,907)</b>	<b>712,650</b>

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

**Note 6: RECEIVABLES**

Receivables - Rates Receivable	YTD 31 Dec 2023	30 Jun 2023
	\$	\$
Opening Arrears Previous Years	651,003	755,425
Levied this year	26,546,826	24,990,045
Less Collections to date	(22,317,480)	(25,094,468)
Equals Current Outstanding	4,880,349	651,003
<b>Net Rates Collectable</b>	<b>4,880,349</b>	<b>651,003</b>
% Collected	82.06%	97.47%



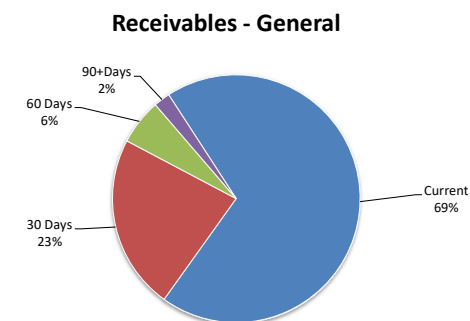
**Comments/Notes - Receivables Rates**

\* NOTE - Rates were raised on 18 July 2023 and are due on 24 August 2023.

\*\*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	(143,427)	667,763	220,810	57,427	20,743
<b>Total Receivables General Outstanding</b>					<b>823,317</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

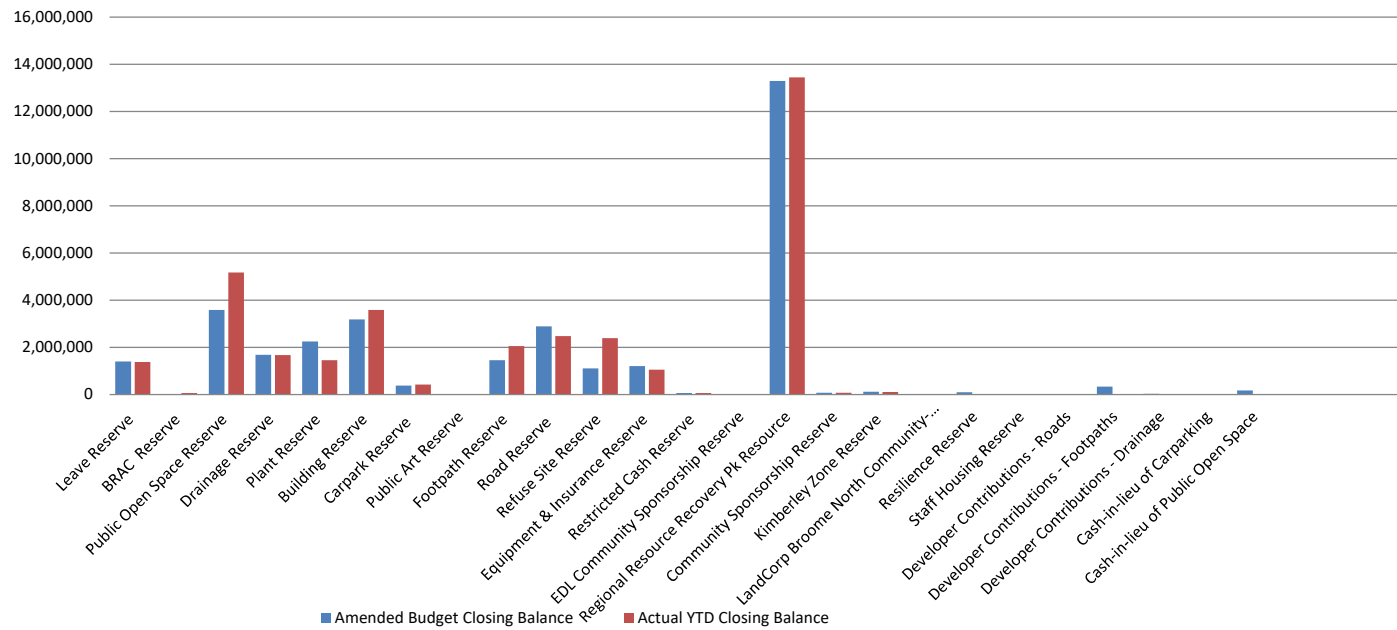
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2023-24									
		Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
Name	Opening Balance								
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	1,367,316	33,708	14,001	0	(702)	0	0	1,401,024	1,380,615
BRAC Reserve	60,541	1,494	620	0	(31)	41,114	0	20,921	61,130
Public Open Space Reserve	5,126,978	96,451	52,497	0	(2,632)	1,629,053	0	3,594,376	5,176,843
Drainage Reserve	1,659,384	41,411	16,991	22,692	(852)	34,423	0	1,689,064	1,675,523
Plant Reserve	1,446,090	36,730	14,807	1,123,338	(742)	353,284	0	2,252,874	1,460,155
Building Reserve	3,556,699	83,720	36,419	572,010	(1,827)	1,024,819	0	3,187,610	3,591,291
Carpark Reserve	424,719	9,960	4,349	56,187	(218)	105,188	0	385,678	428,850
Public Art Reserve	6,428	159	66	0	(3)	0	0	6,587	6,490
Footpath Reserve	2,032,606	47,184	20,813	135,294	(1,044)	760,528	0	1,454,556	2,052,375
Road Reserve	2,451,865	48,153	25,106	632,384	(1,259)	231,981	0	2,900,421	2,475,712
Refuse Site Reserve	2,367,508	65,521	24,242	0	(1,216)	1,321,141	0	1,111,888	2,390,534
Equipment & Insurance Reserve	1,039,887	23,834	10,648	139,000	(534)	0	0	1,202,721	1,050,001
Restricted Cash Reserve	65,000	0	0	0	0	0	0	65,000	65,000
EDL Community Sponsorship Reserve	28,133	1,584	288	0	(14)	0	0	29,717	28,407
Regional Resource Recovery Pk Resource	13,313,641	198,903	136,324	200,000	(6,835)	419,180	0	13,293,364	13,443,130
Community Sponsorship Reserve	84,289	2,080	863	0	(43)	0	0	86,369	85,109
Kimberley Zone Reserve	106,077	10,075	1,086	0	(54)	0	0	116,152	107,109
LandCorp Broome North Community-Building Plan Spon	0	0	0	0	0	0	0	0	0
Resilience Reserve	0	0	0	96,465	0	0	0	96,465	0
Staff Housing Reserve	0	0	0	0	0	0	0	0	0
Developer Contributions - Roads	0	0	0	0	0	0	0	0	0
Developer Contributions - Footpaths	0	0	0	551,696	0	210,000	0	341,696	0
Developer Contributions - Drainage	0	0	0	34,423	0	0	0	34,423	0
Cash-in-lieu of Carparking	0	0	0	0	0	0	0	0	0
Cash-in-lieu of Public Open Space	0	0	0	180,587	0	0	0	180,587	0
	35,137,161	700,967	359,119	3,744,075	(18,007)	6,130,711	0	33,451,492	35,478,273

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

Note 7: Reserve Accounts



**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 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 P4614 HINO 3 WAY SIDE TIPPER (1EUV239)	(25,707)	0	0
				0 P10518 John Deere Ride on Mower 1585 with Cab - 1GOK099	(8,409)	0	0
				0 P3818 Holden Colorado Parks Supervisor - 1GND051	(1,524)	0	0
				0 P2718 Holden Colorado - Depot - 1GNC990	(1,167)	0	0
				0 P13616 Hino 300 Series 921 XXlong Auto Truck Crew Cab Caged Tipper (CFC) (1GEU286) (Replaced	(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 (MPB5)	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
				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 P16108 Generator (standby) mega - gen DVAS 165E	15,000	0	0
				0 P11419 Isuzu DMax 4x4 SX Single Bed with Dog Pod - Rangers	6,566	0	0
				0 P7620 Prado GX Toyota - Director Infrastructure	50,000	0	0
				0 P8202 Scraper CAT 613B 8.4m3 (Purchased second hand (1992)) BM9112	7,061	0	0
				0 P83085 Trailer Howard Porter Supalift (refer 8812 for P-mover) 6RN827	0	0	0
				0 P81579 Trailer Bosich Low Loader (refer 8803 for P-mover) 6TP829	0	0	0
				0 P1719 Isuzu D-MAX 4x4 SX Crew Cab Utility	6,638	0	0
				0 P11418 Holden Colorado - Planning Coordinator	125	0	0
				0 P1917 UD Nissan 8T Tipper Truck	(13,989)	0	0
				0 P16713 Ransome MTD5 5 Gang Reel Mower (Tractor Mounted) (P&Gs)	10,000	0	0
				0 P88518 Trimax Stealth 340 Series 3 Mower	(4,475)	0	0
				0 P7901 Aerator Tractor Mounted	3,000	0	0



SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 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)				
\$	\$	\$	\$		\$	\$	\$
			0	P1016 Hardi NK600 Spray Unit	(157)	0	0
			0	P218 Holden Colorado Retic 3 1GLT640	5,343	0	0
			0	P12616 Hino 2630 500 series Truck with OHR IT20 Hooklift	(38,413)	0	0
0	0	0	0		(19,684)	0	0

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

Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Total Revenue \$
RATE TYPE										
<b>Differential General Rate</b>										
<b>Gross Rental Valuations</b>										
GRV - Residential		8.7268	5,095	165,274,307	14,423,585	150,000	14,573,585	14,573,585		14,573,585
GRV - Residential - Vacant		18.4795	161	2,895,550	535,082		535,082	535,082		535,082
GRV - Commercial/Industrial		11.8501	558	59,709,080	7,075,589		7,075,589	7,075,589		7,075,589
GRV - Tourism		14.1405	577	21,759,799	3,076,935		3,076,935	3,076,935		3,076,935
<b>Unimproved Value Valuations</b>										
UV - Rural		0.8510	54	17,809,000	151,563		151,563	151,563		151,563
UV - Mining		14.3945	39	1,400,067	201,532		201,532	201,532		201,532
UV - Commercial Rural		3.5580	22	10,810,860	384,653		384,653	384,653		384,653
<b>Sub-Totals</b>			6,506	279,658,663	25,848,939	150,000	25,998,938	25,998,939	0	25,998,939
<b>Minimum Payment</b>		<b>Minimum \$</b>								
<b>Gross Rental Valuations</b>										
GRV - Residential		1,268	45	588,460	57,060		57,060	57,060		57,060
GRV - Residential - Vacant		1,268	154	701,738	195,272		195,272	195,272		195,272
GRV - Commercial/Industrial		1,268	22	153,862	27,896		27,896	27,896		27,896
GRV - Tourism		1,268	247	782,931	313,196		313,196	313,196		313,196
<b>Unimproved Value Valuations</b>										
UV - Rural		1,268	4	191,300	5,072		5,072	5,072		5,072
UV - Mining		520	20	37,669	10,400		10,400	10,400		10,400
UV - Commercial Rural		1,268	1	3,300	1,268		1,268	1,268		1,268
<b>Sub-Totals</b>			493	2,459,260	610,164	0	610,164	610,164	0	610,164
<b>Charitable Concessions</b>							26,609,103			26,609,103
<b>Totals</b>							(47,903)			(47,903)
							<b>26,561,200</b>			<b>26,561,200</b>

**Comments - Rating Information**

NOTE - This note represents the budgeted rating and back rating revenue expected for the 2023/24 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 2023**

**10. INFORMATION ON BORROWINGS**

## (a) Borrowing Repayments

Particulars	Principal 01-Jul-23	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		45,027	90,419	1,231,264	1,185,872	8,757	18,829
Loan 196 - Chinatown Revitalisation Loan	1,223,136		83,686	168,163	1,139,450	1,054,973	9,398	19,207
Loan 198 - Chinatown Revitalisation Stage 2	1,681,479		53,548	107,618	1,627,931	1,573,861	15,113	30,209
Loan 201- China Town Contingency	1,800,000		43,819	88,674	1,756,181	1,711,326	38,552	80,524
Loan 200 - Cable Beach Stage 1	0	2,350,507	0	0	0	0	0	0
<b>Self Supporting Loans</b>								
Loan 199 - Broome Golf Club	1,250,000		48,077	96,154	1,201,923	1,153,846	12,012	23,955
Broome Surf Life Saving Club	1,000,000		0	0	1,000,000	1,000,000	22,876	47,843
	8,230,907	2,350,507	274,157	551,028	7,956,750	7,679,879	106,709	220,567

All borrowing repayments were financed by general purpose revenue.

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 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 23	Amount Received	Amount Paid	Closing Balance 31-Dec-23
	\$	\$	\$	\$
Town Planning Related Bond Deposits	106,562	0	0	106,562
Cash In Lieu Of Public Open Space	100,209	0	0	100,209
	206,771	0	0	206,771

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

**Note 12: CAPITAL ACQUISITIONS**

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Dec 2023				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
		<b>Governance</b>							
121%	●	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Other Gov	0023571		60,000	29,988	0	(12,817)	72,817
121%	●	<b>Governance Total</b>			<b>60,000</b>	<b>29,988</b>	<b>0</b>	<b>(12,817)</b>	<b>72,817</b>
		<b>Law, Order And Public Safety</b>							
102%	●	Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	53239		155,720	155,720	158,785	(3,065)	0
102%	●	<b>Law, Order And Public Safety Total</b>			<b>155,720</b>	<b>155,720</b>	<b>158,785</b>	<b>(3,065)</b>	<b>0</b>
		<b>Housing</b>							
22%	○	Staff housing 8 & 11/ 6 Ibis Way - fit out- Cap Ex	0095810	095810	22,919	11,460	4,990	17,929	0
48%	●	Staff housing - 96 Robinson Street - Cap Ex	0095810	095811	4,400	2,200	2,115	2,285	0
0%	○	Shire Key Worker Housing - Capex New 2023/24	0095810	<b>095812</b>	2,966,000	0	0	2,966,000	0
0%	○	<b>Housing</b>			<b>2,993,319</b>	<b>13,660</b>	<b>7,105</b>	<b>2,986,214</b>	<b>0</b>
		<b>Community Amenities</b>							
99%	●	Fixed Plant & Equip New Cap Exp - San Gen Refuse	101535	101536	6,500	6,500	6,445	55	0
24%	○	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	101550	101552	207,011	103,458	0	156,922	50,089
0%	○	WMF - Sea Container & Dome Work Area Shade	101555	101559	33,968	16,974	0	33,968	0
77%	●	Community Recycling Centre - RRP - Cap Exp	101896	101897	897,738	58,430	687,558	210,180	0
No Budget	☒	RRRP Waste Facility - Yr 1 CRC	101896	101898	0	0	38,025	(38,025)	0
129%	●	Furniture & Equip New Cap Exp - San Gen Refuse	102556		97,500	97,500	125,500	(28,000)	0
0%	○	Drainage Grate Improvements	104600	104796	25,000	0	0	25,000	0
0%	○	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Dev Services	106184		242,698	121,290	0	242,698	0
40%	●	Japanese Cemetery New Infra by P & G - Cap Exp	107550	107550	49,768	24,870	20,060	29,708	0
0%	○	Town Beach Toilet Block Renewal Inc Furn & Services - Build Cap Exp	107666	107765	8,000	0	0	8,000	0
0%	○	Mobile Plant & Equipment Renewal (Replacement) - Cap Exp - Sanitation Other	1042510		448,000	223,908	0	448,000	0
No Budget	☒	Building New Const - Cap Exp - Sanitation Gen Refuse	101516		0	0	65,335	(65,335)	0
49%	●	<b>Community Amenities Total</b>			<b>2,016,183</b>	<b>652,930</b>	<b>942,924</b>	<b>1,023,170</b>	<b>50,089</b>

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

**Note 12: CAPITAL ACQUISITIONS**

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Dec 2023				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
		<b>Recreation And Culture</b>							
22%	○	BRAC Gym and Fitness Facility - Detailed Design / Tender Package- Cap Ex	0117024	117025	852,438	426,222	185,459	666,979	0
0%	○	BRAC Building Renewal - Cap Exp - BRAC Dry	0117315	117316	104,400	52,176	0	104,400	0
48%	●	Civic Centre Building Renewal (Inc Plant & Furn) - Cap Exp - Public Halls	0113755		155,000	77,466	0	81,235	73,765
18%	○	Museum Building Renewal- Cap Exp - Other Cult	0116201		92,600	37,040	0	75,518	17,082
0%	○	Town Beach Redevelopment - Catalina Boat Ramp - Cap Exp	1181403		182,500	91,212	278	182,222	0
44%	●	Cable Beach Stage 1 - Other	0113131	CB02	1,112,270	406,134	492,602	619,668	0
		Bme Civic Centre Other Infrastructure Renewal - Cap Exp	0116119	116120	0	0	0	0	0
4%	○	Tennis Court Surface Renewal Expenditure	0117397	TC01	298,221	149,046	0	286,989	11,232
9%	○	Parks & Gardens Works Renewal Infra - Cap Exp	0113551	113795	261,065	130,476	0	237,640	23,425
0%	○	Haynes Oval Infra Upgrade Const by P&G - Cap Exp - Pks & Ovl	0113552	113617	15,000	7,494	0	15,000	0
0%	○	BRAC Oval Upgrade of Infra - Cap Exp	0117450	117452	339,565	169,710	0	339,565	0
0%	○	RUBBERISED MATS - Cap Exp	0113551	133796	117,300	58,626	0	117,300	0
		Cable Beach Stage 1 RTR/RPG Grant Expenditure - Cable Beach Road West	0113131	CB01	1,356,000	410,500	412,866	943,134	0
30%	○								
26%	○	Cable Beach Foreshore Upgrade	1181425	1181426	228,809	103,995	59,868	168,941	0
0%	○	MOLA Mapping	1181425	1181428	50,000	24,990	0	50,000	0
0%	○	Cable Beach Waterpark Detailed Design 23-24 Expenditure	1181425	WD02	300,000	150,000	0	300,000	0
136%	●	BRAC Outdoor Court Scoreboard - Cap Ex	117399	117422	41,114	41,114	55,934	(14,820)	0
11%	○	Tennis Court Lighting Renewal- Cap Ex	114105	114105	44,659	22,320	0	39,566	5,093
6%	○	Cape Leveque Tourist Bay and Signage	116125	116132	35,000	17,502	2,243	32,757	0
100%	●	Cable Beach Redevelopment (Construction) - Cap Exp	1181427		349,908	349,908	349,908	0	0
-40%	🚧	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	113027	113029	5,894	5,894	(2,370)	8,264	0
33%	○	BRAC Grid Solar Connection	117399	117420	25,226	12,606	8,303	16,923	0
97%	●	Broome Public Library - Kitchen Fit Out- Cap Ex	115460	115460	20,000	9,996	19,436	564	0
0%	○	Cable Beach Stage 1 PACP Grant Expenditure	113131	CB03	3,100,000	0	0	3,100,000	0
24%	○	Cable Beach Stage 1 BBRF Grant Expenditure	113131	CB04	3,849,307	1,086,000	909,469	2,939,838	0
0%	○	Cable Beach Stage 1 LRCI Grant Expenditure Phase 3	113131	CB05	1,225,872	612,936	0	1,225,872	0
0%	○	Cable Beach Stage 1 Lotterywest Grant Expenditure	113131	CB06	1,000,000	499,998	0	1,000,000	0
0%	○	Cable Beach Stage 1 "TBC" Grant Expenditure	113131	CB07	750,000	375,000	0	750,000	0



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

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Dec 2023				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
0%	<input type="radio"/>	Cable Beach Stage 1 Loan Expenditure	113131	CB08	2,350,507	1,175,256	0	2,350,507	0
0%	<input type="radio"/>	Cable Beach Stage 1 Reserve Expenditure	113131	CB09	1,754,722	877,362	0	1,754,722	0
No Budget	<input checked="" type="checkbox"/>	Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- BRAC General	117398		0	0	0	(61,735)	61,735
0%	<input type="radio"/>	Cable Beach Stage 1 LRCI Grant Expenditure Phase 4	113131	CB10	966,491	0	0		
13%	<input type="radio"/>	<b>Recreation And Culture Total</b>			<b>20,983,869</b>	<b>7,380,979</b>	<b>2,493,997</b>	<b>17,331,049</b>	<b>192,332</b>
		<b>Transport</b>							
109%	<input checked="" type="radio"/>	Port Drive – Guy Street Intersection Upgrade	121100	121716	925,350	925,350	1,011,805	(86,455)	0
1%	<input type="radio"/>	De Marchi Road Black Spot - Cap Exp	121100	RU229	339,765	169,812	2,076	337,689	0
1%	<input type="radio"/>	Urban Maint Reseals Renewal Works Cap Exp	121101	121549	834,414	417,036	0	829,205	5,209
No Budget	<input checked="" type="checkbox"/>	Capital Works Program Projects - Upgrade (stewart St)- Cap Ex	121101	121562	0	0	0	(9,465)	9,465
No Budget	<input checked="" type="checkbox"/>	Lawrence Road Upgrade	121501	121587	0	0	2,867	(2,867)	0
76%	<input checked="" type="radio"/>	State Blackspot - Frederick Street off-street carpark Cap (Broome SHS) Exp	125000	125045	1,284,915	642,198	977,662	307,253	0
-160%	<input checked="" type="radio"/>	Footpaths - Various	125140	125172	6,236	6,236	(9,969)	16,205	0
54%	<input checked="" type="radio"/>	Broome North Subdivision - New Footpath construction	125140	125277	244,576	118,588	132,648	111,928	0
61%	<input checked="" type="radio"/>	Street Lighting at Various Locations - Renewal	125225	125232	57,140	28,554	0	22,133	35,007
0%	<input type="radio"/>	Various Footpath Renewals - Cap Exp .	125300	VARPATH	186,727	93,324	0	186,727	0
No Budget	<input checked="" type="checkbox"/>	Broome Streets General Purpose Street Lighting Upgrades-CapE	125215	125033	0	0	1,571	(1,571)	0
56%	<input checked="" type="radio"/>	<b>Transport Total</b>			<b>3,879,123</b>	<b>2,401,098</b>	<b>2,118,660</b>	<b>1,710,782</b>	<b>49,681</b>
		<b>Economic Services</b>							
0%	<input type="radio"/>	Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	0132129		110,000	54,978	0	110,000	0
3%	<input type="radio"/>	Sam Male Lugger Restoration- Cap EX	0132142	132143	55,200	27,588	0	53,600	1,600
100%	<input checked="" type="radio"/>	Broome Visitor Centre - Packaged Plant Cap Ex	132029	132040	66,576	66,576	66,576	(0)	0
29%	<input type="radio"/>	<b>Economic Services Total</b>			<b>231,776</b>	<b>149,142</b>	<b>66,576</b>	<b>163,600</b>	<b>1,600</b>

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

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Dec 2023				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
		<b>Other Property &amp; Services</b>							
0%	○	Town Beach Cafe Redevelopment - Cap Exp	0147057		590,163	294,960	0	590,163	0
63%	◐	BOSCCA Building Renewal (Inc Plant & Furn) - Cap Exp - Com Fac Leased	0146662		4,400	2,196	0	1,648	2,752
0%	○	KRO1 Building Renewal - Cap Exp - Office Prop Leased	0147374		98,600	49,278	0	98,600	0
9%	○	Depot Building Const Renewal - Cap Exp - Depot Operations	0148003	148007	42,000	20,988	0	38,059	3,941
		KRO2 Fixed Plant & Equip Upgrade - Cap Exp - Office Properties Leased	0147376		40,000	19,992	0	40,000	0
0%	○	Mobile Plant & Equipment New - Eng Office - Cap Exp	0148108		16,500	8,244	0	16,500	0
46%	◐	Equip & H'Ware > \$5000 Cap Exp - IT	0146120		33,500	15,000	15,469	18,031	0
0%	○	Town Beach Kiosk Cap Build New Const-Cap Exp-Other Build Lea	112057	112057	100,000	49,980	0	100,000	0
-17%	◑	Software Cap Exp - IT (dont use)	0146122		73,926	45,812	(12,832)	86,758	0
0%	○	Vehicle & Mobile Plant New -Cap Exp- Corp Gov	0142550		122,642	61,290	0	122,642	0
0%	○	Vehicle & Mobile Plant New - Cap Exp - Depot Ops	0148021		220,000	109,956	0	220,000	0
38%	○	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	0143610		961,985	480,798	0	592,477	369,508
29%	○	Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office	0148004		235,000	117,450	0	167,838	67,162
38%	○	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	0148611		1,054,369	442,273	0	649,825	404,544
0%	○	Admin Building - Packaged Plant- Cap Ex	147100	147100	349,141	174,206	0	348,927	214
90%	◐	KRO 1 & 2 Security Screens- Cap Exp	147354		35,565	35,565	32,172	3,393	0
0%	○	KRO 2 - air-conditioning units- Cap Ex	147350	1482447	3,025	1,506	0	3,025	0
22%	○	<b>Other Property &amp; Services Total</b>			<b>3,980,816</b>	<b>1,929,494</b>	<b>34,810</b>	<b>3,097,885</b>	<b>848,121</b>
21%	○	<b>GRAND TOTAL</b>			<b>34,300,806</b>	<b>12,713,011</b>	<b>5,822,858</b>	<b>26,296,817</b>	<b>1,214,640</b>

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

## Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Dec 2023				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
20%	○	Land & Buildings - New			4,843,495	548,292	983,484	3,860,012	0
85%	●	Land & Buildings - Upgrade			209,688	182,690	178,221	31,467	0
6%	○	Land & Buildings - Renewal			1,554,304	763,288	0	1,456,550	97,754
		Works in Progress Land & Buildings			0	0	0	0	0
<b>19%</b>	<b>○</b>	<b>Land &amp; Buildings - Total</b>			<b>6,607,487</b>	<b>1,494,270</b>	<b>1,161,704</b>	<b>5,348,029</b>	<b>97,754</b>
12%	○	Recreation Areas Infrastructure - New			18,739,346	6,247,683	2,222,344	15,550,511	0
0%	○	Recreation Areas Infrastructure - Upgrade			15,000	7,494	0	15,000	0
6%	○	Recreation Areas Infrastructure - Renewal			721,245	360,468	0	681,495	39,750
		Works In Progress Recreation Areas Infrastructure			0	0	0	0	0
<b>12%</b>	<b>○</b>	<b>Recreation Areas Infrastructure - Total</b>			<b>19,475,591</b>	<b>6,615,645</b>	<b>2,222,344</b>	<b>16,247,006</b>	<b>39,750</b>
64%	⊙	Roads, F/Paths & Bridges Infrastructure - New			1,718,227	858,234	1,100,620	617,607	0
80%	●	Roads, F/Paths & Bridges Infrastructure - Upgrade			1,265,115	1,095,162	1,016,748	248,367	0
1%	○	Roads, F/Paths & Bridges Infrastructure - Renewal			1,021,141	510,360	0	1,006,467	14,674
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0	0
<b>53%</b>	<b>●</b>	<b>Roads, F/Paths &amp; Bridges Infrastructure - Total</b>			<b>4,004,483</b>	<b>2,463,756</b>	<b>2,117,368</b>	<b>1,872,441</b>	<b>14,674</b>
		Drainage Infrastructure - New			0	0	0	0	0
0%	○	Drainage Infrastructure - Upgrade			25,000	0	0	25,000	0
		Drainage Infrastructure - Renewal			0	0	0	0	0
		Works in Progress Drainage Infrastructure			0	0	0	0	0
<b>0%</b>	<b>○</b>	<b>Drainage Infrastructure - Total</b>			<b>25,000</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>0</b>
59%	●	Other Infrastructure - New			151,344	108,948	88,879	62,465	0
No Budget	☒	Other Infrastructure - Upgrade			0	0	1,571	(1,571)	0
27%	○	Other Infrastructure - Renewal			319,351	159,600	0	232,655	86,696
		Works In Progress Other Infrastructure			0	0	0	0	0
<b>38%</b>	<b>○</b>	<b>Other Infrastructure - Total</b>			<b>470,695</b>	<b>268,548</b>	<b>90,450</b>	<b>293,549</b>	<b>86,696</b>
0%	○	Mobile Plant & Equip New			359,142	179,490	0	359,142	0
		Mobile Plant & Equip Upgrade			0	0	0	0	0
33%	○	Mobile Plant & Equipment Renewal (Replacement)			3,002,052	1,415,707	0	2,026,286	975,766
<b>29%</b>	<b>○</b>	<b>Mobile Plant &amp; Equip - Total</b>			<b>3,361,194</b>	<b>1,595,197</b>	<b>0</b>	<b>2,385,428</b>	<b>975,766</b>
99%	●	Fixed Plant & Equipment - New			6,500	6,500	6,445	55	0

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

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

**NOTES TO THIS MONTH'S REPORT**

**OVERVIEW**

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

Budget Year elapsed	50.27%
Total Rates Raised Revenue	100% (of which 82.06% were collected)
Total Other Operating Revenue	51%
Total Operating Expenditure	46%
Total Capital Revenue	21%
Total Capital Expenditure	21%
Total Sale of Assets Revenue	36%

The budget was adopted at the Special Meeting on 11 August 2023. Council adopted a balanced annual budget, which included net carried over projects totalling \$8.38M and are funded by \$2.73M from various funding sources, plus \$2,643,234 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 November 2023, the current position stands at \$22.9M

**Cash**

Total Cash Assets are now \$61.9M being \$1.2M decrease from prior month.

The major collections this month include receipt of:

- \$1.5M Various rates
- \$558K Main Roads WA
- \$126K Education Department of Western Australia

The major expenditure items this month include payments of:

- \$630K Cable Beach Foreshore Redevelopment (RFT23-06) – Roadline Civil Contractors
- \$555K 50% Insurance – LGIS Insurance Broking
- \$297K Waste Removal – Broome Cleanaway

#### **Receivables**

Sundry debtors including GST refundable stand at \$787K

Rates and rubbish debtors stand at \$5.0M. Annual rates were raised on 18th August 2023 with due date of 24 August 2023. 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 \$56K having a \$119K decrease since the previous month.

#### **Cash Liabilities**

These stand at \$276K. This represents our obligation on our outstanding loans in 23/24.

#### **Creditors and Payables**

Sundry Creditors are \$1.7M, 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 \$1.5M.

#### **Employee Provisions and Accruals**

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

Current leave provisions are \$0.00 (non-current leave provisions are \$278K). Accruals to reflect the year end position will be completed in the coming months for the 2023-2024 year.

**9.4.4 MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT - JANUARY 2024**

<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:**

Council is required under Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996 (FMR)* to consider and adopt the Monthly Statement of Financial Activity Report for the period ended 31 January 2024.

**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 Nature and Type.

Disclosure and supply of appropriate explanations for variances presented in the Statement of Financial Activity, is mandatory under FMR 34(2)(b).

FMR 34(5) requires a local government to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards (AAS) and Council's adopted risk management matrix thresholds, to be used in statements of financial activity for reporting material variances.

**COMMENT**

The 2023/24 Annual Budget was adopted at the Special Meeting of Council on 11 July 2023. The following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	58.74%
Total Rates Raised Revenue	100% (of which 87.66% has been collected)
Total Other Operating Revenue	57%
Total Operating Expenditure	53%
Total Capital Revenue	20%
Total Capital Expenditure	24%
Total Sale of Assets Revenue	36%



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 2023/24 Annual Budget presented at the Special Meeting of Council on 11 July 2023, Council adopted a balanced budget to 30 June 2024. The 2022/23 final end-of-year position was adopted by Council at the SMC on 21 December 2023, through the 2022/23 Annual Financial Statements.

## **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

Reg 35. Financial position statement required each month

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

The Monthly Financial Report is a retrospective summary of the Shire's operations to the end of the preceding month, presenting the current budget adopted by Council and actual results. The financial implications associated with adopting the Monthly Financial Report are therefore nil.

All budget amendments are approved through Council by absolute majority, and the full list of adopted budget amendments for the financial year are contained within Note 5 of the Monthly Statement of Activity.

The audited opening position for the 2023/24 financial year is presented in the attachment as adopted by Council at the SMC on 21 December 2023.

## **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 & 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

**Objective** 13.2 Improve real and perceived value for money from rates.

### ***Outcome 14 - Excellence in organisational performance and service delivery***

**Objective** 14.3 Monitor and continuously improve performance levels.

## **VOTING REQUIREMENTS**

*Simple Majority*

### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0224/030**

**Moved: Cr J Lewis**

**Seconded: Cr P Matsumoto**

***That Council receives the Monthly Financial Activity Statement Report for the period ended 31 January 2024 as attached.***

***For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith, Cr M Virgo***

**CARRIED UNANIMOUSLY 8/0**

## **Attachments**

1. Monthly Statement of Activity January 2024

**SHIRE OF BROOME**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 January 2024**

**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 2024

### 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 2024 of \$20,405,803.

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*

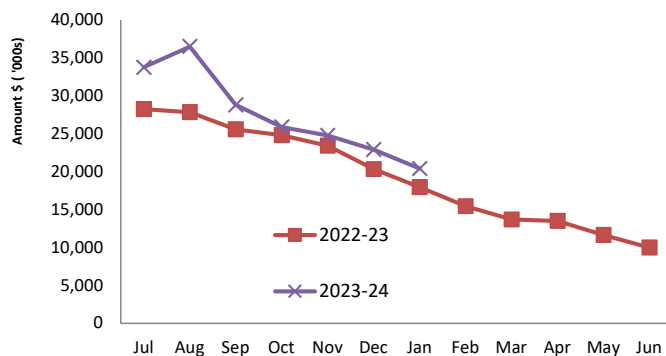
Date prepared: 21/02/2024

### Summary by date

#### Monthly Summary Information

For the Period Ended 31 January 2024

Liquidity Over the Year (Refer Note 3)

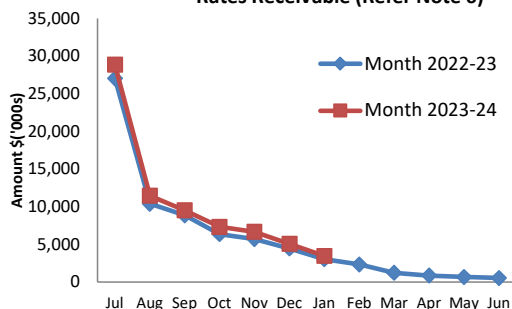
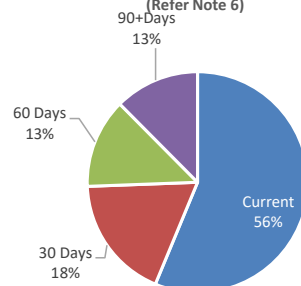
**Cash and Cash Equivalents****as at period end**

Unrestricted	\$ 24,721,310
Restricted	\$ 35,719,705
	<u>\$ 60,441,015</u>

**Receivables**

Rates	\$ 3,358,180
Other	\$ 583,862
	<u>\$ 3,942,042</u>

Rates Receivable (Refer Note 6)

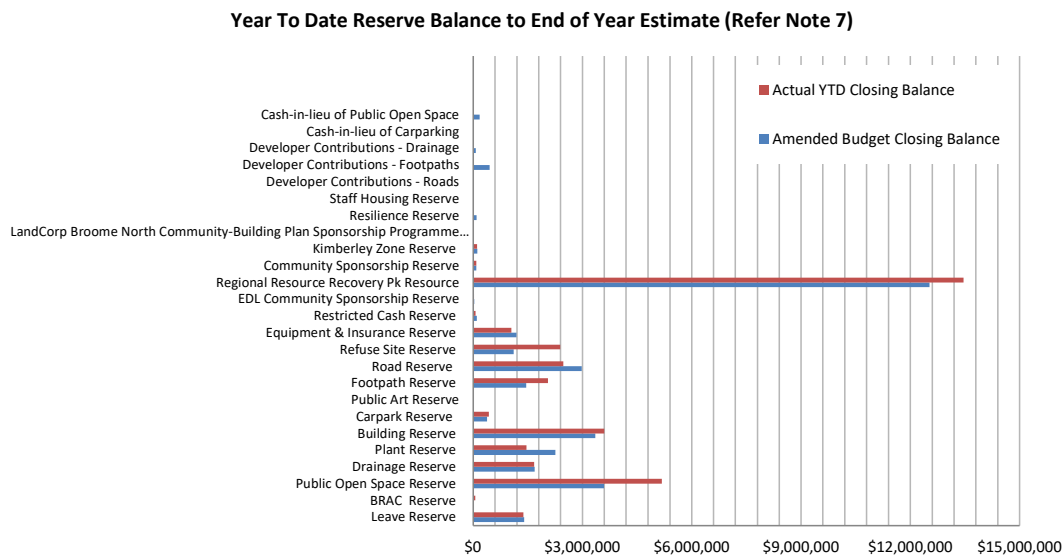
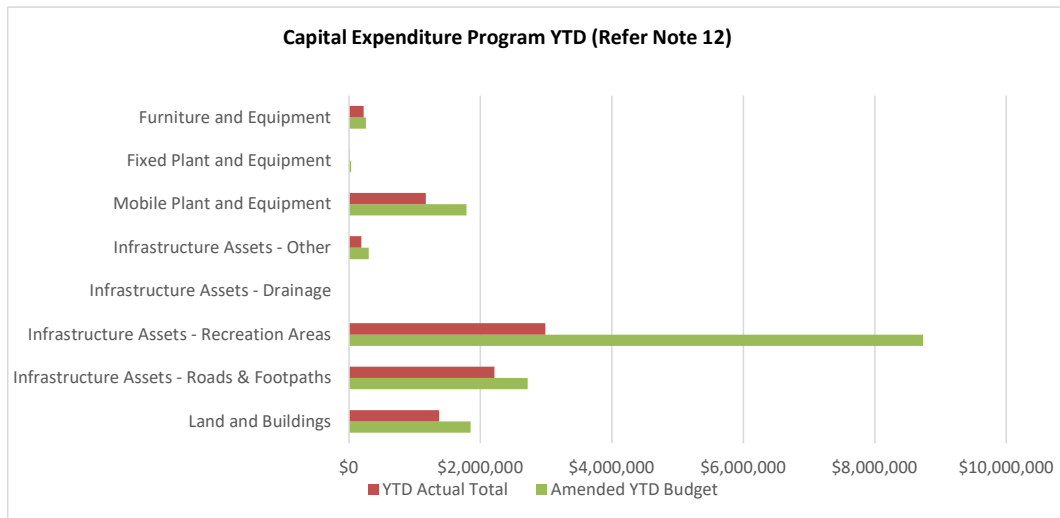
Accounts Receivable Ageing (non-rates)  
(Refer Note 6)**Comments**

1. Liquidity refers to the Shire of Broome's ability to meet its financial obligations within the current year. Liquidity increased at the start of the financial year by \$23.785M 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 \$26.56M with total outstanding rates YTD at \$3.36M.

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 2024



**Comments**

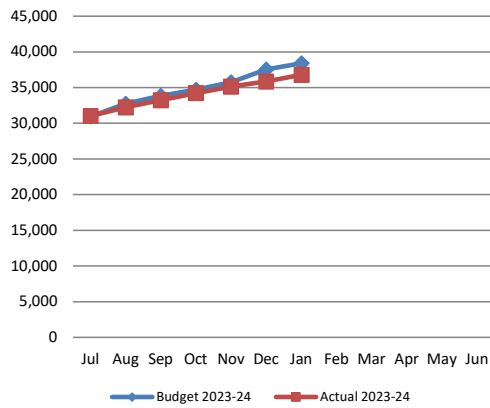
\*Amended Budget Closing balance is the forecast of the closing balance after all budgeted transfers to and from reserve have been performed. At this time there have been no transactions to or from reserve other than to recognise interest earned on reserve investments. All interest earned on Reserve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

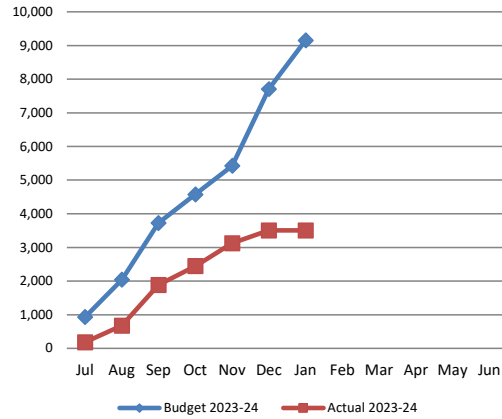


**Shire of Broome**  
**Monthly Summary Information**  
For the Period Ended 31 January 2024

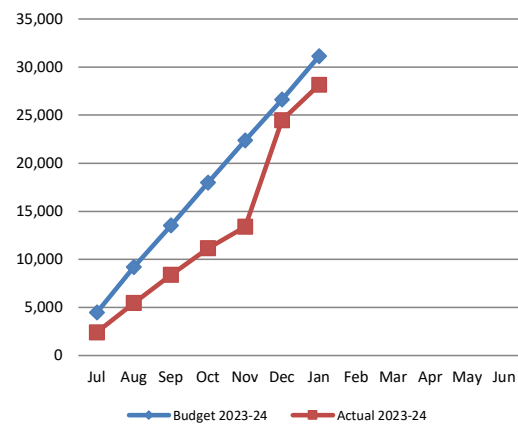
Budget Operating Revenues -v- Actual (Refer Note 2)



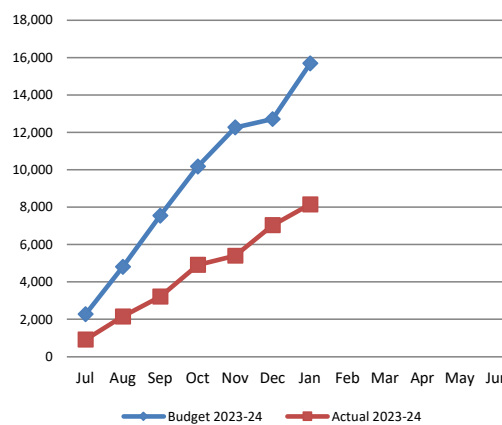
Budget Capital Revenue -v- Actual (Refer Note 2)



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 2024

	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		228,739	(99,876)	9,140		109,016	(109.15%)	
General Purpose Funding - Rates	9	26,999,750	26,804,396	26,906,777		102,381	0.38%	
General Purpose Funding - Other		1,859,543	929,772	41,488		(888,284)	(95.54%)	▼
Law, Order and Public Safety		196,873	110,791	66,044		(44,747)	(40.39%)	▼
Health		190,650	154,512	181,202		26,690	17.27%	▲
Education and Welfare		65,000	65,000	67,000		2,000	3.08%	
Housing		706,013	411,635	316,102		(95,533)	(23.21%)	▼
Community Amenities		6,710,467	5,386,503	5,317,871		(68,632)	(1.27%)	
Recreation and Culture		1,532,159	1,015,429	986,355		(29,074)	(2.86%)	
Transport		1,286,430	870,563	252,902		(617,661)	(70.95%)	▼
Economic Services		1,939,217	1,162,148	574,974		(587,174)	(50.52%)	▼
Other Property and Services		2,744,622	1,607,379	2,068,917		461,538	28.71%	▲
<b>Total Operating Revenue</b>		<b>44,459,463</b>	<b>38,418,252</b>	<b>36,788,772</b>	<b>57%</b>	<b>(1,629,480)</b>		
<b>Operating Expense</b>								
Governance		(2,756,267)	(1,684,970)	(1,318,056)		366,914	21.78%	▲
General Purpose Funding		(530,092)	(309,085)	(194,671)		114,414	37.02%	▲
Law, Order and Public Safety		(1,767,769)	(1,031,219)	(1,061,319)		(30,100)	(2.92%)	
Health		(672,714)	(392,660)	(445,902)		(53,242)	(13.56%)	▼
Education and Welfare		(860,522)	(501,739)	(511,530)		(9,791)	(1.95%)	
Housing		(816,762)	(476,231)	(557,074)		(80,843)	(16.98%)	▼
Community Amenities		(10,132,068)	(5,911,708)	(5,398,698)		513,010	8.68%	
Recreation and Culture		(15,673,554)	(9,148,684)	(8,666,378)		482,306	5.27%	
Transport		(11,011,698)	(6,420,225)	(5,559,112)		861,113	13.41%	▲
Economic Services		(3,169,931)	(1,847,961)	(1,551,704)		296,257	16.03%	▲
Other Property and Services		(5,315,949)	(3,412,432)	(2,893,164)		519,268	15.22%	▲
<b>Total Operating Expenditure</b>		<b>(52,707,326)</b>	<b>(31,136,914)</b>	<b>(28,157,607)</b>	<b>53%</b>	<b>2,979,306</b>		
Non-cash amounts excluded from operating activities		15,464,253	9,017,092	9,293,131				
Adjust Provisions and Accruals		33,708	33,708			(33,708)	100.00%	
<b>Net Cash from Operations</b>		<b>7,250,098</b>	<b>16,298,430</b>	<b>17,924,296</b>		<b>1,316,118</b>		
<b>Capital Revenues</b>								
<b>Grants, Subsidies and Contributions</b>								
Community Amenities		15,673,844	8,632,977	3,208,165		(5,424,812)	(62.84%)	▼
Recreation and Culture		0	0	96,664		96,664		▲
Transport		13,517,444	6,866,654	1,884,587		(4,982,067)	(72.55%)	▼
Economic Services		2,156,400	1,766,323	1,226,914		(539,409)	(30.54%)	▼
Other Property and Services		0	0	0		0		
Proceeds from Disposal of Assets	8	0	0	0		0		
<b>Total Capital Revenues</b>		<b>822,144</b>	<b>522,499</b>	<b>296,109</b>	<b>36%</b>	<b>(226,390)</b>	<b>(43.33%)</b>	<b>▼</b>
		<b>16,495,988</b>	<b>9,155,476</b>	<b>3,504,274</b>	<b>20%</b>	<b>(5,651,202)</b>		

SHIRE OF BROOME  
STATEMENT OF FINANCIAL ACTIVITY  
(Statutory Reporting Program)  
For the Period Ended 31 January 2024

	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 and Buildings	12	(6,607,488)	(1,851,659)	(1,373,033)		478,626	25.85%	▲
Infrastructure Assets - Roads & Footpaths	12	(4,004,483)	(2,720,334)	(2,211,169)		509,165	18.72%	▲
Infrastructure Assets - Recreation Areas	12	(19,475,591)	(8,733,613)	(2,985,480)		5,748,133	65.82%	▲
Infrastructure Assets - Drainage	12	(25,000)	0	0		0		
Infrastructure Assets - Other	12	(470,695)	(302,210)	(187,794)		114,416	37.86%	▲
Mobile Plant and Equipment	12	(3,361,194)	(1,787,351)	(1,167,205)		620,146	34.70%	▲
Fixed Plant and Equipment	12	(49,525)	(31,581)	(6,445)		25,136	79.59%	▲
Furniture and Equipment	12	(306,831)	(257,461)	(224,547)		32,914	12.78%	▲
Total Capital Expenditure		(34,300,807)	(15,684,209)	(8,155,673)	24%	7,528,536		
<b>Net Cash from Capital Activities</b>		(17,804,819)	(6,528,733)	(4,651,399)		1,877,334		
<b>Financing</b>								
Proceeds from New Borrowings		4,433,072	0	0		0		
Payments for financial assets at amortised cost - self supporting loans			0	0		0		
Self-Supporting Loan Principal		96,154	0	0		0		
Transfer from Reserves	7	6,755,855	4,245,808	0		(4,245,808)	100.00%	▲
Advances to Community Groups		0	0	0		0		
Repayment of Borrowings	10	(454,874)	(227,438)	(226,080)		1,358	0.60%	
Repayment of Self Supporting Loan		(96,154)	(48,054)	(48,077)		(23)	(0.05%)	
Transfer to Reserves	7	(5,113,424)	(2,589,084)	(378,046)		2,211,038	85.40%	▲
<b>Net Cash from Financing Activities</b>		5,620,629	1,381,232	(652,203)		(2,033,435)		
<b>Net Operations, Capital and Financing</b>		(4,934,092)	11,150,929	12,620,694		1,160,017		
<b>Opening Funding Surplus(Deficit)</b>	3	7,785,108	7,785,108	7,785,108		0		
<b>Closing Funding Surplus(Deficit)</b>	3	2,851,016	18,936,037	20,405,803		1,160,017		

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 2024**

	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	26,561,200	26,498,664	26,555,221		56,557	0.21%	
Grants, Subsidies and Contributions		4,217,207	2,221,226	494,699		(1,726,527)	(77.73%)	▼
Fees and Charges		11,000,678	7,975,701	7,569,166		(406,535)	(5.10%)	
Service Charges		0	0	0		0		
Interest Earnings		1,394,768	859,363	1,152,506		293,143	34.11%	▲
Other Revenue		1,292,664	802,831	963,750		160,919	20.04%	▲
Profit on Disposal of Assets	8	103,734	60,466	53,427		(7,039)	(11.64%)	
<b>Total Operating Revenue</b>		<b>44,570,251</b>	<b>38,418,252</b>	<b>36,788,769</b>	<b>57%</b>	<b>(1,629,482)</b>		
<b>Operating Expense</b>								
Employee Costs		(17,692,363)	(10,331,731)	(10,077,295)		254,436	2.46%	
Materials and Contracts		(14,209,533)	(8,541,463)	(5,589,809)		2,951,654	34.56%	▲
Utility Charges		(2,243,536)	(1,307,803)	(1,310,378)		(2,575)	(0.20%)	
Depreciation on Non-Current Assets		(15,510,953)	(9,044,308)	(9,258,919)		(214,611)	(2.37%)	
Finance Costs		(279,008)	(168,727)	(158,580)		10,147	6.01%	
Insurance Expenses		(879,464)	(634,091)	(807,532)		(173,441)	(27.35%)	▼
Other Expenditure		(1,835,436)	(1,075,541)	(867,458)		208,083	19.35%	▲
Loss on Disposal of Assets	8	(57,034)	(33,250)	(87,639)		(54,389)	(163.58%)	▼
<b>Total Operating Expenditure</b>		<b>(52,707,327)</b>	<b>(31,136,914)</b>	<b>(28,157,610)</b>	<b>53%</b>	<b>2,979,304</b>		
Non-cash amounts excluded from operating activities		15,464,253	9,017,092	9,293,131			3.06%	
Adjust Provisions and Accruals		33,708	33,708			(33,708)	(100.00%)	▲
<b>Net Cash from Operations</b>		<b>7,360,885</b>	<b>16,298,430</b>	<b>17,924,290</b>		<b>1,316,114</b>		
<b>Capital Revenues</b>								
Grants, Subsidies and Contributions		15,563,058	8,632,977	3,208,165		(5,424,812)	(62.84%)	▼
Proceeds from Disposal of Assets		822,144	522,499	296,109		(226,390)	(43.33%)	▼
<b>Total Capital Revenues</b>		<b>16,385,202</b>	<b>9,155,476</b>	<b>3,504,274</b>	<b>21%</b>	<b>(5,651,202)</b>		
<b>Capital Expenses</b>								
Land and Buildings	12	(6,607,488)	(1,851,659)	(1,373,033)		478,626	25.85%	▲
Infrastructure Assets - Roads & Footpaths	12	(4,004,483)	(2,720,334)	(2,211,169)		509,165	18.72%	▲
Infrastructure Assets - Recreation Areas	12	(19,475,591)	(8,733,613)	(2,985,480)		5,748,133	65.82%	▲
Infrastructure Assets - Drainage	12	(25,000)	0	0		0	100.00%	
Infrastructure Assets - Other	12	(470,695)	(302,210)	(187,794)		114,416	37.86%	▲
Mobile Plant and Equipment	12	(3,361,194)	(1,787,351)	(1,167,205)		620,146	34.70%	▲
Fixed Plant and Equipment	12	(49,525)	(31,581)	(6,445)		25,136	79.59%	▲
Furniture and Equipment	12	(306,831)	(257,461)	(224,547)		32,914	12.78%	▲
<b>Total Capital Expenditure</b>		<b>(34,300,807)</b>	<b>(15,684,209)</b>	<b>(8,155,673)</b>	<b>24%</b>	<b>7,528,536</b>		
<b>Net Cash from Capital Activities</b>		<b>(17,915,605)</b>	<b>(6,528,733)</b>	<b>(4,651,399)</b>		<b>1,877,334</b>		
<b>Financing</b>								
Proceeds from New Borrowings		4,433,072	0	0		0		
Self-Supporting Loan Principal		96,154	0	0		0		
Transfer from Reserves	7	6,755,855	4,245,808	0		(4,245,808)	(100.00%)	▼
Repayment of Borrowings	10	(454,874)	(227,438)	(226,080)		1,358	0.60%	
Repayment of Self Supporting Loan		(96,154)	(48,054)	(48,077)		(23)	(0.05%)	
Transfer to Reserves	7	(5,113,424)	(2,589,084)	(378,046)		2,211,038	(85.40%)	▼
<b>Net Cash from Financing Activities</b>		<b>5,620,629</b>	<b>1,381,232</b>	<b>(652,203)</b>		<b>(2,033,435)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(4,934,092)</b>	<b>11,150,929</b>	<b>12,620,695</b>		<b>1,160,013</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>7,785,108</b>	<b>7,785,108</b>	<b>7,785,108</b>		<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>2,851,016</b>	<b>18,936,037</b>	<b>20,405,803</b>		<b>1,160,013</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 2024

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	1,266,150	106,883	1,373,033	1,851,659	6,607,488	(478,626)
Infrastructure Assets - Roads & Footpaths	12	2,197,336	13,833	2,211,169	2,720,334	4,004,483	(509,165)
Infrastructure Assets - Recreation Areas	12	2,933,895	51,585	2,985,480	8,733,613	19,475,591	(5,748,133)
Infrastructure Assets - Drainage	12	0	0	0	0	25,000	0
Infrastructure Assets - Other	12	90,450	97,344	187,794	302,210	470,695	(114,416)
Mobile Plant and Equipment	12	68,310	1,098,895	1,167,205	1,787,351	3,361,194	(620,146)
Fixed Plant and Equipment	12	6,445	0	6,445	31,581	49,525	(25,136)
Furniture and Equipment	12	224,547	0	224,547	257,461	306,831	(32,914)
Other Non Current Liabilities	12	0	0	0	0	0	0
Capital Expenditure Totals		6,787,133	1,368,540	8,155,673	15,684,209	34,300,807	(7,528,536)

**Funded By:**

Capital Grants and Contributions	3,208,165	8,632,977	15,563,058	(5,424,812)
Borrowings	0	0	4,433,072	0
Other (Disposals & C/Fwd)	296,109	522,499	822,144	(226,390)
Total Own Source Funding - Reserve Accounts	0	4,245,808	6,755,855	(4,245,808)
Own Source Funding - Operations	4,651,399	2,282,925	6,726,678	2,368,474
Capital Funding Total	8,155,673	15,684,209	34,300,807	(7,528,536)

**SHIRE OF BROOME**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2024**

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
<b>Operating Revenues</b>	\$	\$	\$
Governance	228,739	0	228,739
General Purpose Funding - Rates	26,999,750	0	26,999,750
General Purpose Funding - Other	1,859,543	0	1,859,543
Law, Order and Public Safety	154,693	42,180	196,873
Health	190,650	0	190,650
Education and Welfare	83,000	(18,000)	65,000
Housing	706,013	0	706,013
Community Amenities	6,710,466	0	6,710,466
Recreation and Culture	1,625,445	17,500	1,642,945
Transport	995,367	291,063	1,286,430
Economic Services	1,999,840	(60,622)	1,939,218
Other Property and Services	2,606,056	138,566	2,744,622
<b>Total Operating Revenue</b>	<b>44,159,562</b>	<b>410,687</b>	<b>44,570,249</b>
<b>Operating Expense</b>			
Governance	(2,864,553)	108,286	(2,756,267)
General Purpose Funding	(530,092)	0	(530,092)
Law, Order and Public Safety	(1,658,589)	(109,180)	(1,767,769)
Health	(672,714)	0	(672,714)
Education and Welfare	(860,522)	0	(860,522)
Housing	(816,762)	0	(816,762)
Community Amenities	(10,152,163)	20,095	(10,132,068)
Recreation and Culture	(15,475,832)	(197,722)	(15,673,554)
Transport	(11,011,698)	0	(11,011,698)
Economic Services	(3,329,155)	159,224	(3,169,931)
Other Property and Services	(5,234,355)	(81,594)	(5,315,949)
<b>Total Operating Expenditure</b>	<b>(52,606,435)</b>	<b>(100,891)</b>	<b>(52,707,326)</b>
<b>Funding Balance Adjustments</b>			
Non-cash amounts excluded from operating activities	15,464,253	0	15,464,253
Adjust Provisions and Accruals	33,708	0	33,708
<b>Net Cash from Operations</b>	<b>7,051,088</b>	<b>309,796</b>	<b>7,360,884</b>
<b>Capital Revenues</b>			
Grants, Subsidies and Contributions	10,650,596	4,912,462	15,563,058
Proceeds from Disposal of Assets	718,644	103,500	822,144
Proceeds from Sale of Investments	0		0
<b>Total Capital Revenues</b>	<b>11,369,240</b>	<b>5,015,962</b>	<b>16,385,202</b>



**SHIRE OF BROOME**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2024**

	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	(3,041,208)	(3,566,280)	(6,607,488)
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	(4,057,625)	53,142	(4,004,483)
Infrastructure Assets - Recreation Areas	(16,348,298)	(3,127,293)	(19,475,591)
Infrastructure Assets - Drainage	(25,000)	0	(25,000)
Infrastructure Assets - Other	(540,695)	70,000	(470,695)
Mobile Plant and Equipment	(3,318,921)	(42,273)	(3,361,194)
Fixed Plant and Equipment	(43,025)	(6,500)	(49,525)
Furniture and Equipment	(273,599)	(33,232)	(306,831)
<b>Total Capital Expenditure</b>	<b>(27,648,371)</b>	<b>(6,652,436)</b>	<b>(34,300,807)</b>
<b>Net Cash from Capital Activities</b>	<b>(16,279,131)</b>	<b>(1,636,474)</b>	<b>(17,915,605)</b>
<b>Financing</b>			
Proceeds from New Borrowings	2,350,507	2,082,565	4,433,072
Payments for financial assets at amortised cost - self supporting loans	0	0	0
Self-Supporting Loan Principal	96,154	0	96,154
Transfer from Reserves	6,130,711	625,144	6,755,855
Purchase of Investments	0	0	0
Advances to Community Groups	0	0	0
Repayment of Borrowings	(551,028)	0	(551,028)
Transfer to Reserves	(4,445,042)	(668,382)	(5,113,424)
<b>Net Cash from Financing Activities</b>	<b>3,581,302</b>	<b>2,039,327</b>	<b>5,620,629</b>
<b>Net Operations, Capital and Financing</b>	<b>(5,646,738)</b>	<b>712,646</b>	<b>(4,934,092)</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>5,646,738</b>	<b>2,138,370</b>	<b>7,785,108</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>2,851,016</b>	<b>2,851,016</b>

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 January 2024

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting By Nature or Type	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Rates	56,557	0.21%			
	(1,726,527)	(77.73%)	▼	Permanent/ Timing	Financial Assistant Grants are less than budgeted, no grant received for the following Sanctuary Road detailed design, DRFWA Natural Disaster & Cable Beach Waterpark Detailed Design. McMahon Estate Business Case was received previous financial year
Grants, Subsidies and Contributions					
Fees and Charges	(406,535)	(5.10%)			
Interest Earnings	293,143	34.11%	▲	Permanent	Interest on Muni funds more than anticipated due to higher than expected interest rates
Other Revenue	160,919	20.04%	▲	Permanent	Income more than budgeted for waste management site, insurable claims and workers comp. Reimbursement for lightning storm damage not budget for
Profit on Disposal of Assets	(7,039)	(11.64%)			
<b>Operating Expense</b>					
Employee Costs	254,436	2.46%			
Materials and Contracts	2,951,654	34.56%	▲	Timing	Contaminated site remediation, refuse and recycling, kerbside collection less than budgeted. Parks and reserves under spent compared to budget. Detailed design for Sanctuary Road Caravan Park is ongoing, road maintenance is ongoing, no works have started for the McMahon Estate business case
Utility Charges	(2,575)	(0.20%)			
Depreciation on Non-Current Assets	(214,611)	(2.37%)			
Finance Costs	10,147	6.01%			
Insurance Expenses	(173,441)	(27.35%)	▼	Timing	Miss alignment of phasing for LGIS invoices
Other Expenditure	208,083	19.35%	▲	Permanent	Broome Visitor Centre in kind donations
Loss on Disposal of Assets	(54,389)	(163.58%)	▼	Permanent	More assets disposed than budgeted
Non-cash amounts excluded from operating activities	0	3.06%			
Adjust Provisions and Accruals	(33,708)	(100.00%)	▲	Permanent	Contract liabilities
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(5,424,812)	(62.84%)	▼	Timing	Not all grant funding has been received for Cable Beach Stage 1. Contribution from Broome Senior High Schools not yet received
Proceeds from Disposal of Assets	(226,390)	(43.33%)	▼	Timing	Disposals to be carried out throughout the year as per the asset replacement plan
<b>Capital Expenses</b>					
Land and Buildings	478,626	25.85%	▲	Timing	Town Beach Café Redevelopment has only utilised a small portion of the budget to date. BRAC design works are continuing. Kimberley Regional Office 1, capital works have not yet commenced as per the asset management plan.
Infrastructure Assets - Roads & Footpaths	509,165	18.72%	▲	Timing	Roads and Footpaths to be completed throughout the financial year
Infrastructure Assets - Recreation Areas	5,748,133	65.82%	▲	Timing	Cable Beach Stage 1 works are continuing throughout the year
Infrastructure Assets - Drainage	0	100.00%			
Infrastructure Assets - Other	114,416	37.86%	▲	Timing	Works on Sam Male Lugger not yet started, tourist bay signage on Cape Leveque Road not complete. Under budget for mobile bin replacement
Mobile Plant and Equipment	620,146	34.70%	▲	Timing	Plant replacement occurs throughout the year
Fixed Plant and Equipment	25,136	79.59%	▲	Timing	Kimberley Regional Office 1 & 2 plant & equipment replacement and upgrades have not yet commenced
Furniture and Equipment	32,914	12.78%	▲	Timing	Reviewing the finalisation of implementation for the Altus payroll system and final payment.
<b>Financing</b>					
Self-Supporting Loan Principal	0				
Transfer from Reserves	(4,245,808)	(100.00%)	▼	Timing	Transfer to be done at the end of the financial year
Advances to Community Groups	0				
Repayment of Borrowings	1,358	0.60%			

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2024

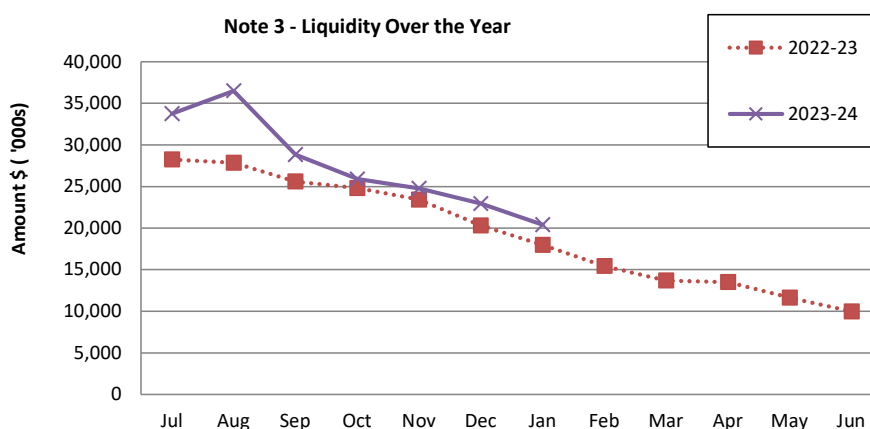
**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting By Nature or Type	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Repayment of Self Supporting Loan	(23)	(0.05%)			
Transfer to Reserves	2,211,038	(85.40%)	▼	Timing	Transfer to be done at the end of the financial year

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2024**

**Note 3: NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)				
	Note	YTD 31 Jan 2024	30 Jun 2023	YTD 31 Jan 2023
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	24,721,310	15,340,088	13,685,961
Cash Restricted	4	35,719,705	35,137,161	33,313,105
Receivables - Rates	6	3,358,180	651,003	3,000,241
Receivables - Rates Other		107,313	(45,974)	49,985
Receivables - Debtors	6	429,528	567,983	973,058
Receivables - Other		130,891	502,696	(856,364)
Other Assets		9,469	248,304	184,192
Inventories		17,327	30,355	36,449
		64,493,723	52,431,615	50,386,626
<b>Less:</b>				
Current Liabilities		(2,753,482)	(3,872,030)	(4,174,086)
Borrowings		(324,952)	(551,033)	(223,518)
		(3,078,434)	(4,423,063)	(4,397,604)
Less: Reserve Accounts	7	(35,515,207)	(35,137,161)	(33,313,105)
Adjustments to net current assets		(5,494,279)	(1,046,185)	
<b>Net Current Funding Position</b>		<b>20,405,804</b>	<b>11,825,207</b>	<b>12,675,918</b>

**Comments - Net Current Funding Position**

The budget was adopted at the Special Meeting held on 11 July 2023. It was presented to Council with a predicted carried forward surplus of \$5,646,738.

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 2024**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date	Investment Terms (Days)
(a) <b>Cash Deposits</b>								
Municipal Bank Account	3.85%	4,510,765			4,510,765	CommBank	At Call	
Business Online Saver	4.35%	5,365,669			5,365,669	CommBank	At Call	
Reserve Bank Account	4.35%		5,141,859		5,141,859	CommBank	At Call	
Trust Bank Account	0.00%			206,771	206,771	CommBank	At Call	
Grants Bank Account	4.35%		204,498			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	5.25%	9,500,000			9,500,000	WBC	19-Mar-23	180
Term Deposit	5.25%		27,000,000		27,000,000	WBC	19-Mar-23	180
Term Deposit	5.13%	5,000,000			5,000,000	WBC	24-Apr-24	90
<b>Total</b>		24,380,634	35,719,705*	206,771±	60,102,612			
<b>Adjustments</b>								
Payment Timing Adjustments**		(340,676)						
<b>Total</b>		24,721,310	35,515,207					

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2024**

**Note 4: CASH AND INVESTMENTS**

**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.

\*\*\*Note - The total percentage exposure of the total portfolio is 100% in AAA, the Shire of Broome only invests in AAA rated institutions

Credit Rating	Maximum % in credit rating category	Maximum % in one authorised institute	Shire of Broome % allocation
Short term AAA	100%	100%	100%
Short term AA+	50%	50%	0%
Short term AA	25%	50%	0%
Long term - Government Guaranteed Bonds	100%	100%	0%



SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2024

**Note 5: BUDGET AMENDMENTS**  
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
					\$	\$	\$
		<b>Budget Adoption</b>					0
111989		Transfer to P.O.S Reserve	SMC 21/12/23	Capital Expenses		(397,211)	(397,211)
1486562		Reduction in planned borrowing for Cable Beach Redevelopment	SMC 21/12/23	Capital Revenue		(883,435)	(1,280,646)
							(1,280,646)
		<b>Governance</b>					(1,280,646)
		Sister City Relations/Japanese Youth Ambassador - Op Exp - Other Governance					
022290			OMC - 14/12/23	Operating Expenditure		(5,000)	(1,285,646)
024040		Election Expenses Op Exp - Members	OMC - 14/12/23	Operating Expenditure		(31,909)	(1,317,555)
022171		Council Newsletter & Community Info Op Exp - Other Governance	OMC - 14/12/23 FACR 1	Operating Expenditure		(7,000)	(1,324,555)
023450		Consultants - Op Exp - Other Governance	OMC - 14/12/23 FACR 1	Operating Expenditure	95,000		(1,229,555)
023449	ME02	McMahon Estate Business Case Grant Expenditure	OMC - 14/12/23 FACR 1	Operating Expenditure		(50,000)	(1,279,555)
0023040		Youth Development Programme & Working Group - Op Exp - Other Governance	OMC - 14/12/23 FACR 1	Operating Expenditure		(5,000)	(1,284,555)
024010		Conferences Travel & Accom Op Exp - Members	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	(1,294,555)
23450		Consultants - Op Exp - Other Governance	SMC 21/12/23 - C/Fwd	Operating Expenditure	2,195		(1,292,360)
22200		Audit Fees Op Exp - Other Governance	SMC 21/12/23 - C/Fwd	Operating Expenditure	120,000		(1,172,360)
							(1,172,360)
		<b>Law, Order and Public Safety</b>					(1,172,360)
509215		Consultants - Op Exp - Animal Control	OMC - 14/12/23 FACR 1	Operating Expenditure		(45,000)	(1,217,360)
051010		Salaries - Op Exp - Fire Prevention	OMC - 14/12/23 FACR 1	Operating Expenditure	136,000		(1,081,360)
051010		Salaries - Op Exp - Fire Prevention	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		(1,066,360)
053015		Relief Staff Exp - Op Exp - Ranger Operations	OMC - 14/12/23 FACR 1	Operating Expenditure		(173,000)	(1,239,360)
052010		Salaries - Op Exp - Animal Control	OMC - 14/12/23 FACR 1	Operating Expenditure		(38,000)	(1,277,360)
052010		Salaries - Op Exp - Animal Control	OMC - 14/12/23 FACR 1	Operating Expenditure		(4,180)	(1,281,540)
053400		Sundry (ORV Etc) Fines & Penalties - Op Inc - Other Law Order & Public Safety	OMC - 14/12/23 FACR 1	Operating Income	42,180		(1,239,360)
53239		Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	SMC 21/12/23 - C/Fwd	Capital Expenditure	100,049		(1,139,311)
							(1,139,311)
		<b>Education and Welfare</b>					(1,139,311)
0082675		Grants For Community Programs - Op Inc - Community Services	OMC - 14/12/23 FACR 1	Operating Income	5,000		(1,134,311)
82670		Grant Income - Comm Services	SMC 21/12/23 - C/Fwd	Operating Income		(23,000)	(1,157,311)
							(1,157,311)
		<b>Housing</b>					(1,157,311)
95900		Loan Received - Cap Inc - Staff Housing	OMC 31/08/2023	Capital Income	2,966,000		1,808,689
95810	095812	Shire Key Worker Housing - Capex New 2023/24	OMC 31/08/2023	Capital Expenditure		(2,966,000)	(1,157,311)
							(1,157,311)

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2024

**Note 5: BUDGET AMENDMENTS**  
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		<b>Community Amenities</b>					(1,157,311)
101896	101897	Community Recycling Centre - RRP - Cap Exp	OMC - 14/12/23	Capital Expenditure		(770,000)	(1,927,311)
101995		Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC - 14/12/23	Capital Income	770,000		(1,157,311)
101535	101536	Fixed Plant & Equip New Cap Exp - San Gen Refuse	OMC - 14/12/23 FACR 1	Capital Expenditure		(6,500)	(1,163,811)
107071	107024	Town Beach Ablutions (New) - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	8,000		(1,155,811)
107071	107071	Male Oval Ablutions - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		(1,140,811)
107071	107073	Cable Beach Ablutions - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	8,000		(1,132,811)
107071	107077	Gantheaume Point Ablutions - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(5,000)	(1,137,811)
107010	107011	Male Oval Ablutions - Reactive Maint - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(6,000)	(1,143,811)
107666	107765	Town Beach Toilet Block Renewal Inc Furn & Services - Build Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure		(8,000)	(1,151,811)
101034		Home composting / Waste Education - Op Exp	SMC 21/12/23 - C/Fwd	Operating Expenditure	95		(1,151,716)
104282		Transfer to Developer Contributions Drainage Reserve - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure		(41,820)	(1,193,536)
101896	101897	Community Recycling Centre - RRP - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure	10,816		(1,182,720)
							(1,182,720)
		<b>Recreation and Culture</b>					(1,182,720)
0117186	117186	Inflatable Expenses - AQUATIC	OMC 19/10/23	Operating Expenditure		(17,000)	(1,199,720)
117002	117002	Salary - Lifeguard - Op Exp - BRAC Aquatic	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		(1,184,720)
117003		Relieving Staff Exp - Op Ex - BRAC Aquatic	OMC - 14/12/23 FACR 1	Operating Expenditure		(15,000)	(1,199,720)
116119	116120	Bme Civic Centre Other Infrastructure Renewal - Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure	35,000		(1,164,720)
116495		Performance Production Expenses - Broome Civic - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	(1,174,720)
116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC - 14/12/23 FACR 1	Operating Income	10,000		(1,164,720)
115480		Grant Program Income - Op Inc - Library (Expense in 115280)	OMC - 14/12/23 FACR 1	Operating Income	7,500		(1,157,220)
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	OMC - 14/12/23 FACR 1	Operating Expenditure		(7,500)	(1,164,720)
113131	CB04	Cable Beach Stage 1 BBRF Grant Expenditure	OMC - 14/12/23 FACR 1	Capital Expenditure	333,496		(831,224)
113131	CB02	Cable Beach Stage 1 - Other	OMC - 14/12/23 FACR 1	Capital Expenditure		(300,000)	(1,131,224)
1181427		Cable Beach Redevelopment (Construction) - Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure		(33,496)	(1,164,720)
116175		Community Storage Shed Expenditure	OMC - 14/12/23 FACR 1	Operating Expenditure		(9,700)	(1,174,420)
113000	113052	Public BBQs Cleaning - OP Ex	OMC - 14/12/23 FACR 1	Operating Expenditure		(8,744)	(1,183,164)
113000	113053	Pressure washing of public Infrastructure - OP Ex	OMC - 14/12/23 FACR 1	Operating Expenditure		(35,361)	(1,218,525)
113000	113544	Water Park Cleaning - OP Ex	OMC - 14/12/23 FACR 1	Operating Expenditure		(15,404)	(1,233,929)
115281	115320	Library - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	10,000		(1,223,929)
116494		Broome Civic Centre - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	10,000		(1,213,929)
116489		Operational Expenses - Broome Civic Centre - Production/Events	OMC - 14/12/23 FACR 1	Operating Expenditure		(16,000)	(1,229,929)
117000	117052	BRAC - Operating Expense, Security & Insurance - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	5,000		(1,224,929)
113061		Townbeach Coastal Infrastructure Maint - Op Exp - Other Rec & Sport	OMC - 14/12/23 FACR 1	Operating Expenditure		(11,320)	(1,236,249)
117218	117219	Medland Pavilion - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(3,000)	(1,239,249)
117156		Program Annual Events - Op Exp - BRAC Dry	OMC - 14/12/23 FACR 1	Operating Expenditure	3,000		(1,236,249)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 January 2024

**Note 5: BUDGET AMENDMENTS**

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

GL Account Code	Job Number	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
113001	113003	Haynes Oval Pavilion - Planned Maint & Minor Works - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(5,000)	(1,241,249)
116480	116481	Equipment Renewal - Op Exp - Bme Civic Centre	OMC - 14/12/23 FACR 1	Operating Expenditure		(55,000)	(1,296,249)
117024	117025	BRAC Gym and Fitness Facility - Detailed Design / Tender Package- Cap Ex	SMC 21/12/23 - C/Fwd	Capital Expenditure	66,269		(1,229,980)
1181427		Cable Beach Redevelopment (Construction) - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure		(40,802)	(1,270,782)
116491		Minor Assets - Op Exp - Bme Civic Centre	SMC 21/12/23 - C/Fwd	Operating Expenditure	1,350		(1,269,432)
116491		Minor Assets - Op Exp - Bme Civic Centre	SMC 21/12/23 - C/Fwd	Operating Expenditure		(30,000)	(1,299,432)
116491		Minor Assets - Op Exp - Bme Civic Centre	SMC 21/12/23 - C/Fwd	Operating Expenditure		(12,500)	(1,311,932)
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	SMC 21/12/23 - C/Fwd	Operating Expenditure		(4,000)	(1,315,932)
0116120		Public Art Masterplan- Op Exp - Other Culture	SMC 21/12/23 - C/Fwd	Operating Expenditure		(9,043)	(1,324,975)
1181425	1181426	Cable Beach Foreshore Upgrade	SMC 21/12/23 - C/Fwd	Capital Expenditure	50,000		(1,274,975)
113027	113029	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	SMC 21/12/23 - C/Fwd	Capital Expenditure	10,000		(1,264,975)
113128		Cable Beach - Non Op Grant - Other Recreation & Sport - CAP INC	SMC 21/12/23 - C/Fwd	Capital Income	228,809		(1,036,166)
113128		Cable Beach - Non Op Grant - Other Recreation & Sport - CAP INC	SMC 21/12/23 - C/Fwd	Capital Income	316,412		(719,754)
113132	CB101	Cable Beach Stage 1 RTR/RPG Grant Income - Cable Beach Road West	SMC 21/12/23	Capital Income	80,000		(639,754)
113131	CB01	Cable Beach Stage 1 RTR/RPG Grant Expenditure - Cable Beach Road West	SMC 21/12/23	Capital Expenditure		(80,000)	(719,754)
113132	CB103	Cable Beach Stage 1 PACP Grant Income	SMC 21/12/23	Capital Income	2,100,000		1,380,246
113131	CB03	Cable Beach Stage 1 PACP Grant Expenditure	SMC 21/12/23	Capital Expenditure		(2,100,000)	(719,754)
113132	CB110	Cable Beach Stage 1 LRCI Grant Income Phase 4	SMC 21/12/23	Capital Income	966,491		246,737
113131	CB10	Cable Beach Stage 1 LRCI Grant Expenditure Phase 4	SMC 21/12/23	Capital Expenditure		(966,491)	(719,754)
116125	116132	Cape Leveque Tourist Bay and Signage	SMC 21/12/23 - C/Fwd	Capital Expenditure	35,000		(684,754)
113702		Club Development Officer Programs Exp - Rec Services	SMC 21/12/23 - C/Fwd	Operating Expenditure	22,500		(662,254)
		<b>Transport</b>					(662,254)
121100	121716	Port Drive – Guy Street Intersection Upgrade	OMC - 14/12/23 FACR 1	Capital Expenditure		(10,184)	(672,438)
129411		Capital Works Program Projects - Upgrade (Stewart St) Non Op Grant	OMC - 14/12/23 FACR 1	Capital Income	80,188		(592,250)
121950		Transfer to Road Reserve - Cap Exp - Cons Streets Roads Bridges Dep	OMC - 14/12/23 FACR 1	Capital Expenditure		(80,000)	(672,250)
121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd	OMC - 14/12/23 FACR 1	Operating Income		(18,834)	(691,084)
121782		Dev Contrib - Footpaths	OMC - 14/12/23 FACR 1	Capital Income	30,018		(661,066)
125141		Transfer to Developer Contributions Footpaths Reserve - Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure		(30,018)	(691,084)
125141		Transfer to Developer Contributions Footpaths Reserve - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure		(81,951)	(773,035)
125140	125277	Broome North Subdivision - New Footpath construction	SMC 21/12/23 - C/Fwd	Capital Expenditure	7,298		(765,737)
125140	125172	Footpaths - Various	SMC 21/12/23 - C/Fwd	Capital Expenditure	52,464		(713,273)
121100	121716	Port Drive – Guy Street Intersection Upgrade	SMC 21/12/23 - C/Fwd	Capital Expenditure	3,564		(709,709)
121771		Black Spot State Non Op Grant	SMC 21/12/23 - C/Fwd	Capital Income		(2,667)	(712,376)
129411		Capital Works Program Projects - Upgrade (Stewart St) Non Op Grant	SMC 21/12/23 - C/Fwd	Capital Income	219,211		(493,165)
121771		Black Spot State Non Op Grant	SMC 21/12/23 - C/Fwd	Capital Income	384,000		(109,165)
120306		DRFAWA Natural Disaster Grant - Op Grants	SMC 21/12/23 - C/Fwd	Operating Income	309,897		200,732
125253		Contribution Non Op - Broome SHS Carparking	SMC 21/12/23 - C/Fwd	Capital Income	510,000		710,732

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2024

**Note 5: BUDGET AMENDMENTS**  
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		<b>Economic Services</b>					710,732
1367301		A Sporting Chance Grants - Op Inc - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Income	29,378		710,732
1367301		A Sporting Chance Grants - Op Inc - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Income		(100,000)	740,110
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	88,004		640,110
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	17,458		728,114
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	1,920		745,572
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	622		747,492
1367998		Transfer to Restricted Cash Reserve - Cap Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure			748,114
1367457		Place Activation Plan	OMC - 14/12/23 FACR 1	Capital Expenditure		(37,382)	710,732
1367304	PA01	Place Activation Income	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	700,732
132060		Tourism Development - Op Exp - Tourism & Area Promotion	OMC - 14/12/23 FACR 1	Operating Income	10,000		710,732
1367210		Economic Development Program Expense - Op Exp - Other Economic Services	OMC - 14/12/23 FACR 1	Operating Expenditure	40,000		750,732
132050	132052	Broome Visitor Centre - Reactive Maint - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	740,732
132960		Transfer From Building Reserve - Tourism & Area Pro	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	730,732
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	SMC 21/12/23 - C/Fwd	Capital Income	10,000		740,732
1367457		Place Activation Plan	SMC 21/12/23 - C/Fwd	Operating Expenditure	28,495		769,227
				Operating Expenditure	12,726		781,953
		<b>Other Property and Services</b>					781,953
142212		Interest Rec on Muni Investment - Op Inc - General Administration O'Heads	OMC - 14/12/23 FACR 1	Operating Income	121,566		903,519
142231		Consultants Corp Serv - Op Exp - Corp Gov Support	OMC - 14/12/23 FACR 1	Operating Expenditure		(85,000)	818,519
142122		Statutory fees and taxes - Op Exp - General Administration O'Heads	OMC - 14/12/23 FACR 1	Operating Expenditure		(43,594)	774,925
146105		Salary - Op Exp - IT	OMC - 14/12/23 FACR 1	Operating Expenditure	195,072		969,997
146105		Salary - Op Exp - IT	OMC - 14/12/23 FACR 1	Operating Expenditure	44,928		1,014,925
146111		IT Contract Consultants - Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(240,000)	774,925
146120		Equip & H'Ware > \$5000 Cap Exp - IT	OMC - 14/12/23 FACR 1	Capital Expenditure		(15,500)	759,425
142796		Transfer From Equipment & Insurance Reserve	OMC - 14/12/23 FACR 1	Capital Income	15,500		774,925
147585		Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General	OMC - 14/12/23 FACR 1				
142000	142000	Haas St Office - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Income	17,000		791,925
147270	147270	KRO - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		806,925
148100	148296	Depot - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	5,000		811,925
0148611		Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	SMC 21/12/23 - C/Fwd	Operating Expenditure	22,500		834,425
147100	147100	Admin Building - Packaged Plant- Cap Ex	SMC 21/12/23 - C/Fwd	Capital Expenditure		(42,273)	792,152
0112054		Town Beach Café preliminary site investigation - Op Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure	586		792,738
146122		Software Cap Exp - IT (dont use)	SMC 21/12/23 - C/Fwd	Operating Expenditure	4,500		797,238
146555		Transfer From Building Reserve Leased Comm Facilities - Un Clas	SMC 21/12/23 - C/Fwd	Capital Expenditure		(17,732)	779,506
				Capital Income		(170,356)	609,150

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2024

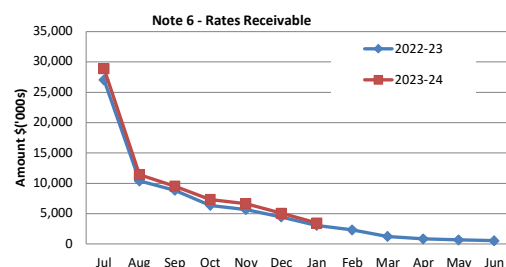
Note 5: BUDGET AMENDMENTS  
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
143601		Proceeds from Sale of Assets - Cap Inc - Parks & Gardens Operations	SMC 21/12/23 - C/Fwd	Capital Income	33,500		642,650
148600		Proceeds from Sale of Assets - Cap Inc - Works Operations	SMC 21/12/23 - C/Fwd	Capital Income	70,000		712,650
					10,979,557	(10,266,907)	712,650

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2024

**Note 6: RECEIVABLES**

Receivables - Rates Receivable	YTD 31 Jan 2024	30 Jun 2023
	\$	\$
Opening Arrears Previous Years	651,003	755,425
Levied this year	26,555,221	24,990,045
Less Collections to date	(23,848,044)	(25,094,468)
Equals Current Outstanding	3,358,180	651,003
<b>Net Rates Collectable</b>	<b>3,358,180</b>	<b>651,003</b>
% Collected	87.66%	97.47%



**Comments/Notes - Receivables Rates**

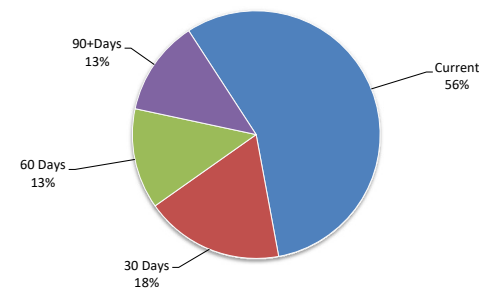
\* NOTE - Rates were raised on 18 July 2023 and are due on 24 August 2023.

\*\*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	(191,411)	357,857	115,312	83,414	79,357
<b>Total Receivables General Outstanding</b>					<b>444,530</b>

Amounts shown above include GST (where applicable)

**Receivables - General**



**Comments/Notes - Receivables General**

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



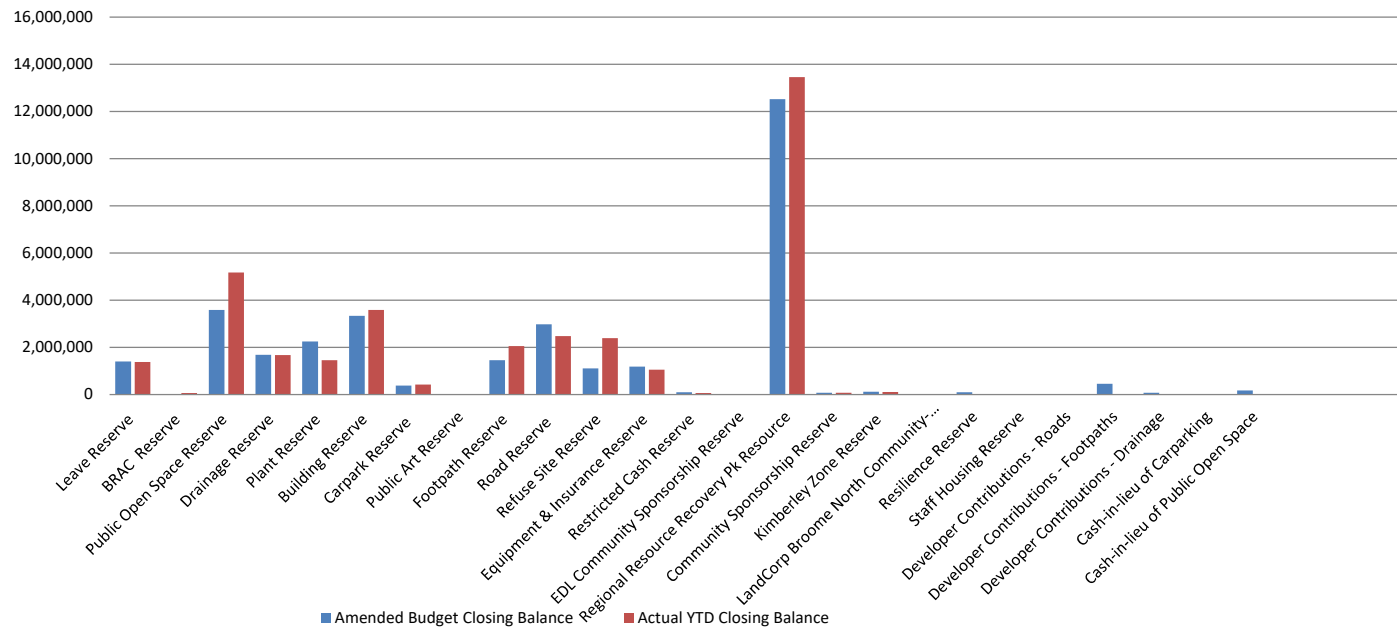
SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2024

**Note 7: Reserve Accounts**

2023-24		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
Name	Opening Balance								
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	1,367,316	33,708	14,738	0	0	0	0	1,401,024	1,382,055
BRAC Reserve	60,541	1,494	653	0	(0)	41,114	0	20,921	61,193
Public Open Space Reserve	5,126,978	96,451	55,264	0	0	1,629,053	0	3,594,376	5,182,242
Drainage Reserve	1,659,384	41,411	17,887	22,692	(0)	34,423	0	1,689,064	1,677,270
Plant Reserve	1,446,090	36,730	15,588	1,123,338	(0)	353,284	0	2,252,874	1,461,678
Building Reserve	3,556,699	83,720	38,338	572,010	(0)	864,463	0	3,347,966	3,595,037
Carpark Reserve	424,719	9,960	4,578	56,187	0	105,188	0	385,678	429,297
Public Art Reserve	6,428	159	69	0	0	0	0	6,587	6,497
Footpath Reserve	2,032,606	47,184	21,910	135,294	(0)	760,528	0	1,454,556	2,054,516
Road Reserve	2,451,865	48,153	26,429	712,384	0	231,981	0	2,980,421	2,478,294
Refuse Site Reserve	2,367,508	65,521	25,520	0	(0)	1,321,141	0	1,111,888	2,393,027
Equipment & Insurance Reserve	1,039,887	23,834	11,209	139,000	0	15,500	0	1,187,221	1,051,096
Restricted Cash Reserve	65,000	0	0	37,382	0	0	0	102,382	65,000
EDL Community Sponsorship Reserve	28,133	1,584	303	0	0	0	0	29,717	28,436
Regional Resource Recovery Pk Resource	13,313,641	198,903	143,509	200,000	(0)	1,189,180	0	12,523,364	13,457,150
Community Sponsorship Reserve	84,289	2,080	909	0	(0)	0	0	86,369	85,198
Kimberley Zone Reserve	106,077	10,075	1,143	0	1	0	0	116,152	107,221
LandCorp Broome North Community-Building Plan Spon	0	0	0	0	0	0	0	0	0
Resilience Reserve	0	0	0	96,465	0	0	0	96,465	0
Staff Housing Reserve	0	0	0	0	0	0	0	0	0
Developer Contributions - Roads	0	0	0	0	0	0	0	0	0
Developer Contributions - Footpaths	0	0	0	663,665	0	210,000	0	453,665	0
Developer Contributions - Drainage	0	0	0	76,243	0	0	0	76,243	0
Cash-in-lieu of Carparking	0	0	0	0	0	0	0	0	0
Cash-in-lieu of Public Open Space	0	0	0	180,587	0	0	0	180,587	0
	35,137,161	700,967	378,046	4,015,246	0	6,755,855	0	33,097,519	35,515,207

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2024

Note 7: Reserve Accounts



**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2024**

**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
32,257	(23,327)	11,818	2,888	P11116 Mitsubishi Triton - Health (BM29322)	0	2,888	2,888
58,996	(35,398)	10,364	(13,234)	P118 Holden Colorado Rangers- (1GND061)	(11,786)	(13,234)	(1,448)
				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
147,000	(65,000)	123,182	41,182	P4614 HINO 3 WAY SIDE TIPPER (1EUV239)	(25,707)	41,182	66,889
				0 P10518 John Deere Ride on Mower 1585 with Cab - 1GOK099	(8,409)	0	0
				0 P3818 Holden Colorado Parks Supervisor - 1GND051	(1,524)	0	0
				0 P2718 Holden Colorado - Depot - 1GNC990	(1,167)	0	0
				0 P13616 Hino 300 Series 921 XXlong Auto Truck Crew Cab Caged Tipper (CFC) (1GEU286) (Replaced	(14,184)	0	0
				0 P7419 Toyota Prado T/D 5 Door WGN A/T GXL	(8,856)	0	0
50,872	(15,684)	36,364	1,175	P16319 Toyota Prado GX 2019	12,559	1,175	(11,384)
33,717	(19,932)	5,364	(8,421)	P12118 Holden Colorado (MC&ED) 1GNC999	6,279	(8,421)	(14,700)
				0 P4418 Holden Colorado 4x4 Crew Cab Ute (MPB5)	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
92,625	(26,408)	37,500	(28,717)	P7216 Skidsteer Loader Bobcat T650	(38,119)	(28,717)	9,402
12,000	(12,000)	3,182	3,182	P15511 Bobcat Planer (Profiler) Attachment40inch (Refer to Bobcat P7216)	5,991	3,182	(2,809)
				0 P2301 Trailer Polmac 8x4 Single Axle white cage - Signs 1TDC203	1,000	0	0
				0 P1416 Isuzu D-Max Dual Cab (with Fuel Pod)	(38)	0	0
				0 P1616 Isuzu D-Max SX Ute Crew Cab 4WD (with Fuel Pod)	7,693	0	0
				0 New Vacuum Excavation Mobile Plant	0	0	0
0	0	5,000	5,000	P14410 Forklift 2.5T 2WD 4.3mtr 3 stage mast. Toyota model 42-7FG25	4,000	5,000	1,000
				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
6,227	(2,724)	232	(3,271)	P11615 900LT Silvan Tractor Mounted Fertilizer Spreader	(698)	(3,271)	(2,573)
				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 P16108 Generator (standby) mega - gen DVAS 165E	15,000	0	0
				0 P11419 Isuzu DMax 4x4 SX Single Bed with Dog Pod - Rangers	6,566	0	0
				0 P7620 Prado GX Toyota - Director Infrastructure	50,000	0	0
114,834	(80,383)	34,091	(360)	P8202 Scraper CAT 613B 8.4m3 (Purchased second hand (1992)) BM9112	7,061	(360)	(7,421)
				0 P83085 Trailer Howard Porter Supalift (refer 8812 for P-mover) 6RN827	0	0	0
				0 P81579 Trailer Bosich Low Loader (refer 8803 for P-mover) 6TP829	0	0	0
				0 P1719 Isuzu D-MAX 4x4 SX Crew Cab Utility	6,638	0	0
				0 P11418 Holden Colorado - Planning Coordinator	125	0	0
				0 P1917 UD Nissan 8T Tipper Truck	(13,989)	0	0
				0 P16713 Ransome MTD5 5 Gang Reel Mower (Tractor Mounted) (P&Gs)	10,000	0	0
				0 P88518 Trimax Stealth 340 Series 3 Mower	(4,475)	0	0
				0 P7901 Aerator Tractor Mounted	3,000	0	0

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2024

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)				
\$	\$	\$	\$		\$	\$	\$
			0	P1016 Hardi NK600 Spray Unit	(157)	0	0
			0	P218 Holden Colorado Retic 3 1GLT640	5,343	0	0
			0	P12616 Hino 2630 500 series Truck with OHR IT20 Hooklift	(38,413)	0	0
124,500	(74,500)	16,364	(33,636)	P8412 Water Truck Hino 500 Series 1628 Auto (P&Gs) 1EAR805 (see P4712 for tank)	0	(33,636)	(33,636)
						0	0
673,028	(355,356)	283,459	(34,213)		(19,684)	(34,213)	6,208

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2024**

Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Total Revenue \$
RATE TYPE										
<b>Differential General Rate</b>										
<b>Gross Rental Valuations</b>										
GRV - Residential		8.7268	5,095	165,274,307	14,423,585	150,000	14,573,585	14,573,585		14,573,585
GRV - Residential - Vacant		18.4795	161	2,895,550	535,082		535,082	535,082		535,082
GRV - Commercial/Industrial		11.8501	558	59,709,080	7,075,589		7,075,589	7,075,589		7,075,589
GRV - Tourism		14.1405	577	21,759,799	3,076,935		3,076,935	3,076,935		3,076,935
<b>Unimproved Value Valuations</b>										
UV - Rural		0.8510	54	17,809,000	151,563		151,563	151,563		151,563
UV - Mining		14.3945	39	1,400,067	201,532		201,532	201,532		201,532
UV - Commercial Rural		3.5580	22	10,810,860	384,653		384,653	384,653		384,653
<b>Sub-Totals</b>			6,506	279,658,663	25,848,939	150,000	25,998,938	25,998,939	0	25,998,939
<b>Minimum Payment</b>		<b>Minimum \$</b>								
<b>Gross Rental Valuations</b>										
GRV - Residential		1,268	45	588,460	57,060		57,060	57,060		57,060
GRV - Residential - Vacant		1,268	154	701,738	195,272		195,272	195,272		195,272
GRV - Commercial/Industrial		1,268	22	153,862	27,896		27,896	27,896		27,896
GRV - Tourism		1,268	247	782,931	313,196		313,196	313,196		313,196
<b>Unimproved Value Valuations</b>										
UV - Rural		1,268	4	191,300	5,072		5,072	5,072		5,072
UV - Mining		520	20	37,669	10,400		10,400	10,400		10,400
UV - Commercial Rural		1,268	1	3,300	1,268		1,268	1,268		1,268
<b>Sub-Totals</b>			493	2,459,260	610,164	0	610,164	610,164	0	610,164
<b>Charitable Concessions</b>							26,609,103			26,609,103
<b>Totals</b>							(47,903)			(47,903)
							<b>26,561,200</b>			<b>26,561,200</b>

**Comments - Rating Information**

NOTE - This note represents the budgeted rating and back rating revenue expected for the 2023/24 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 2024**

**10. INFORMATION ON BORROWINGS**

(a) Borrowing Repayments

Particulars	Principal 01-Jul-23	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		45,027	90,419	1,231,264	1,185,872	8,757	18,829
Loan 196 - Chinatown Revitalisation Loan	1,223,136		83,686	168,163	1,139,450	1,054,973	9,398	19,207
Loan 198 - Chinatown Revitalisation Stage 2	1,681,479		53,548	107,618	1,627,931	1,573,861	15,113	30,209
Loan 201- China Town Contingency	1,800,000		43,819	88,674	1,756,181	1,711,326	38,552	80,524
Loan 200 - Cable Beach Stage 1	0	2,350,507	0	0	0	0	0	0
<b>Self Supporting Loans</b>								
Loan 199 - Broome Golf Club	1,250,000		48,077	96,154	1,201,923	1,153,846	12,012	23,955
Broome Surf Life Saving Club	1,000,000		0	0	1,000,000	1,000,000	22,876	47,843
	8,230,907	2,350,507	274,157	551,028	7,956,750	7,679,879	106,709	220,567

All borrowing repayments were financed by general purpose revenue.



**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2024**

**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 23	Amount Received	Amount Paid	Closing Balance 31-Jan-24
	\$	\$	\$	\$
Town Planning Related Bond Deposits	106,562	0	0	106,562
Cash In Lieu Of Public Open Space	100,209	0	0	100,209
	206,771	0	0	206,771

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 January 2024

**Note 12: CAPITAL ACQUISITIONS**

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Jan 2024				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
		<b>Governance</b>							
121%	●	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Other Gov	0023571		60,000	34,986	0	(12,817)	72,817
121%	●	<b>Governance Total</b>			<b>60,000</b>	<b>34,986</b>	<b>0</b>	<b>(12,817)</b>	<b>72,817</b>
		<b>Law, Order And Public Safety</b>							
103%	●	Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	53239		155,720	155,720	160,623	(4,903)	0
103%	●	<b>Law, Order And Public Safety Total</b>			<b>155,720</b>	<b>155,720</b>	<b>160,623</b>	<b>(4,903)</b>	<b>0</b>
		<b>Housing</b>							
22%	○	Staff housing 8 & 11/ 6 Ibis Way - fit out- Cap Ex	0095810	095810	22,919	13,370	4,990	17,929	0
48%	●	Staff housing - 96 Robinson Street - Cap Ex	0095810	095811	4,400	2,200	2,115	2,285	0
0%	○	Shire Key Worker Housing - Capex New 2023/24	0095810	<b>095812</b>	2,966,000	0	0	2,966,000	0
0%	○	<b>Housing</b>			<b>2,993,319</b>	<b>15,570</b>	<b>7,105</b>	<b>2,986,214</b>	<b>0</b>
		<b>Community Amenities</b>							
99%	●	Fixed Plant & Equip New Cap Exp - San Gen Refuse	101535	101536	6,500	6,500	6,445	55	0
29%	○	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	101550	101552	207,011	120,701	0	146,274	60,737
0%	○	WMF - Sea Container & Dome Work Area Shade	101555	101559	33,968	19,803	0	33,968	0
76%	●	Community Recycling Centre - RRP - Cap Exp	101896	101897	897,738	198,314	685,678	212,060	0
No Budget	☒	RRRP Waste Facility - Yr 1 CRC	101896	101898	0	0	91,018	(91,018)	0
129%	●	Furniture & Equip New Cap Exp - San Gen Refuse	102556		97,500	97,500	125,500	(28,000)	0
0%	○	Drainage Grate Improvements	104600	104796	25,000	0	0	25,000	0
0%	○	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Dev Services	106184		242,698	141,505	0	242,698	0
40%	●	Japanese Cemetery New Infra by P & G - Cap Exp	107550	107550	49,768	29,015	20,060	29,708	0
0%	○	Town Beach Toilet Block Renewal Inc Furn & Services - Build Cap Exp	107666	107765	8,000	1,333	0	8,000	0
0%	○	Mobile Plant & Equipment Renewal (Replacement) - Cap Exp - Sanitation Other	1042510		448,000	261,226	0	448,000	0
No Budget	☒	Building New Const - Cap Exp - Sanitation Gen Refuse	101516		0	0	65,335	(65,335)	0
52%	●	<b>Community Amenities Total</b>			<b>2,016,183</b>	<b>875,897</b>	<b>994,037</b>	<b>961,409</b>	<b>60,737</b>

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2024**

**Note 12: CAPITAL ACQUISITIONS**

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Jan 2024				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
		<b>Recreation And Culture</b>							
26%	○	BRAC Gym and Fitness Facility - Detailed Design / Tender Package- Cap Ex	0117024	117025	852,438	497,259	220,530	631,908	0
0%	○	BRAC Building Renewal - Cap Exp - BRAC Dry	0117315	117316	104,400	60,872	0	104,400	0
48%	●	Civic Centre Building Renewal (Inc Plant & Furn) - Cap Exp - Public Halls	0113755		155,000	90,377	0	81,235	73,765
18%	○	Museum Building Renewal- Cap Exp - Other Cult	0116201		92,600	46,300	0	75,518	17,082
1%	○	Town Beach Redevelopment - Catalina Boat Ramp - Cap Exp	1181403		182,500	106,414	2,023	180,477	0
61%	●	Cable Beach Stage 1 - Other	0113131	CB02	1,112,270	523,823	681,797	430,473	0
		Bme Civic Centre Other Infrastructure Renewal - Cap Exp	0116119	116120	0	0	0	0	0
5%	○	Tennis Court Surface Renewal Expenditure	0117397	TC01	298,221	173,887	0	282,988	15,233
9%	○	Parks & Gardens Works Renewal Infra - Cap Exp	0113551	113795	261,065	152,222	0	237,640	23,425
0%	○	Haynes Oval Infra Upgrade Const by P&G - Cap Exp - Pks & Ovl	0113552	113617	15,000	8,743	0	15,000	0
0%	○	BRAC Oval Upgrade of Infra - Cap Exp	0117450	117452	339,565	197,995	0	339,565	0
0%	○	RUBBERISED MATS - Cap Exp	0113551	133796	117,300	68,397	0	117,300	0
		Cable Beach Stage 1 RTR/RPG Grant Expenditure - Cable Beach Road West	0113131	CB01	1,356,000	568,083	928,415	427,585	0
68%	●								
26%	○	Cable Beach Foreshore Upgrade	1181425	1181426	228,809	124,794	59,868	168,941	0
0%	○	MOLA Mapping	1181425	1181428	50,000	29,155	0	50,000	0
0%	○	Cable Beach Waterpark Detailed Design 23-24 Expenditure	1181425	WD02	300,000	150,000	0	300,000	0
136%	●	BRAC Outdoor Court Scoreboard - Cap Ex	117399	117422	41,114	41,114	55,934	(14,820)	0
29%	○	Tennis Court Lighting Renewal- Cap Ex	114105	114105	44,659	26,040	0	31,732	12,927
6%	○	Cape Leveque Tourist Bay and Signage	116125	116132	35,000	20,419	2,243	32,757	0
100%	●	Cable Beach Redevelopment (Construction) - Cap Exp	1181427		349,908	349,908	349,908	0	0
-40%	🚧	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	113027	113029	5,894	5,894	(2,370)	8,264	0
33%	○	BRAC Grid Solar Connection	117399	117420	25,226	14,707	8,303	16,923	0
105%	●	Broome Public Library - Kitchen Fit Out- Cap Ex	115460	115460	20,000	11,662	21,064	(1,064)	0
0%	○	Cable Beach Stage 1 PACP Grant Expenditure	113131	CB03	3,100,000	516,460	0	3,100,000	0
24%	○	Cable Beach Stage 1 BBRF Grant Expenditure	113131	CB04	3,849,307	1,546,551	916,278	2,933,029	0
0%	○	Cable Beach Stage 1 LRCI Grant Expenditure Phase 3	113131	CB05	1,225,872	715,092	0	1,225,872	0
0%	○	Cable Beach Stage 1 Lotterywest Grant Expenditure	113131	CB06	1,000,000	583,331	0	1,000,000	0
0%	○	Cable Beach Stage 1 "TBC" Grant Expenditure	113131	CB07	750,000	437,500	0	750,000	0

**SHIRE OF BROOME**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2024**

**Note 12: CAPITAL ACQUISITIONS**

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Jan 2024				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
0%	<input type="radio"/>	Cable Beach Stage 1 Loan Expenditure	113131	CB08	2,350,507	1,371,132	0	2,350,507	0
0%	<input type="radio"/>	Cable Beach Stage 1 Reserve Expenditure	113131	CB09	1,754,722	1,023,589	0	1,754,722	0
No Budget	<input checked="" type="checkbox"/>	Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- BRAC General	117398		0	0	0	(61,735)	61,735
0%	<input type="radio"/>	Cable Beach Stage 1 LRCI Grant Expenditure Phase 4	113131	CB10	966,491	161,017	0		
16%	<input type="radio"/>	<b>Recreation And Culture Total</b>			<b>20,983,869</b>	<b>9,622,737</b>	<b>3,243,992</b>	<b>16,569,219</b>	<b>204,167</b>
		<b>Transport</b>							
109%	<input checked="" type="radio"/>	Port Drive – Guy Street Intersection Upgrade	121100	121716	925,350	925,350	1,012,218	(86,868)	0
6%	<input type="radio"/>	De Marchi Road Black Spot - Cap Exp	121100	RU229	339,765	198,114	21,295	318,470	0
1%	<input type="radio"/>	Urban Maint Reseals Renewal Works Cap Exp	121101	121549	834,414	486,542	0	829,205	5,209
No Budget	<input checked="" type="checkbox"/>	Capital Works Program Projects - Upgrade (stewart St)- Cap Ex	121101	121562	0	0	0	(8,624)	8,624
No Budget	<input checked="" type="checkbox"/>	Lawrence Road Upgrade	121501	121587	0	0	2,867	(2,867)	0
81%	<input checked="" type="radio"/>	State Blackspot - Frederick Street off-street carpark Cap (Broome SHS) Exp	125000	125045	1,284,915	749,231	1,039,759	245,156	0
-160%	<input checked="" type="checkbox"/>	Footpaths - Various	125140	125172	6,236	6,236	(9,969)	16,205	0
53%	<input checked="" type="radio"/>	Broome North Subdivision - New Footpath construction	125140	125277	244,576	139,569	129,144	115,432	0
61%	<input checked="" type="radio"/>	Street Lighting at Various Locations - Renewal	125225	125232	57,140	33,313	0	22,133	35,007
0%	<input type="radio"/>	Various Footpath Renewals - Cap Exp .	125300	VARPATH	186,727	108,878	0	186,727	0
No Budget	<input checked="" type="checkbox"/>	Broome Streets General Purpose Street Lighting Upgrades-CapE	125215	125033	0	0	1,571	(1,571)	0
58%	<input checked="" type="radio"/>	<b>Transport Total</b>			<b>3,879,123</b>	<b>2,647,233</b>	<b>2,196,885</b>	<b>1,633,398</b>	<b>48,840</b>
		<b>Economic Services</b>							
0%	<input type="radio"/>	Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	0132129		110,000	64,141	0	110,000	0
3%	<input type="radio"/>	Sam Male Luggier Restoration- Cap EX	0132142	132143	55,200	32,186	0	53,600	1,600
100%	<input checked="" type="radio"/>	Broome Visitor Centre - Packaged Plant Cap Ex	132029	132040	66,576	66,576	66,576	(0)	0
29%	<input type="radio"/>	<b>Economic Services Total</b>			<b>231,776</b>	<b>162,903</b>	<b>66,576</b>	<b>163,600</b>	<b>1,600</b>

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2024

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Jan 2024				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
		<b>Other Property &amp; Services</b>							
0%	○	Town Beach Cafe Redevelopment - Cap Exp	0147057		590,163	344,120	0	590,163	0
63%	●	BOSCCA Building Renewal (Inc Plant & Furn) - Cap Exp - Com Fac Leased	0146662		4,400	2,562	0	1,648	2,752
0%	○	KRO1 Building Renewal - Cap Exp - Office Prop Leased	0147374		98,600	57,491	0	98,600	0
28%	○	Depot Building Const Renewal - Cap Exp - Depot Operations	0148003	148007	42,000	24,486	0	30,385	11,615
		KRO2 Fixed Plant & Equip Upgrade - Cap Exp - Office Properties Leased	0147376		40,000	23,324	0	40,000	0
0%	○	Mobile Plant & Equipment New - Eng Office - Cap Exp	0148108		16,500	9,618	0	16,500	0
46%	●	Equip & H'Ware > \$5000 Cap Exp - IT	0146120		33,500	18,083	15,469	18,031	0
15%	○	Town Beach Kiosk Cap Build New Const-Cap Exp-Other Build Lea	112057	112057	100,000	58,310	14,795	85,205	0
-17%	🔧🔧🔧	Software Cap Exp - IT (dont use)	0146122		73,926	50,492	(12,832)	86,758	0
56%	●	Vehicle & Mobile Plant New -Cap Exp- Corp Gov	0142550		122,642	71,505	68,310	54,332	0
0%	○	Vehicle & Mobile Plant New - Cap Exp - Depot Ops	0148021		220,000	128,282	0	220,000	0
39%	○	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	0143610		961,985	560,931	0	585,727	376,258
29%	○	Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office	0148004		235,000	137,025	0	167,838	67,162
49%	●	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	0148611		1,054,369	442,273	0	533,446	520,923
0%	○	Admin Building - Packaged Plant- Cap Ex	147100	147100	349,141	203,338	0	347,472	1,669
90%	●	KRO 1 & 2 Security Screens- Cap Exp	147354		35,565	35,565	32,172	3,393	0
0%	○	KRO 2 - air-conditioning units- Cap Ex	147350	1482447	3,025	1,757	0	3,025	0
28%	○	<b>Other Property &amp; Services Total</b>			<b>3,980,816</b>	<b>2,169,162</b>	<b>117,915</b>	<b>2,882,522</b>	<b>980,379</b>
24%	○	<b>GRAND TOTAL</b>			<b>34,300,806</b>	<b>15,684,208</b>	<b>6,787,133</b>	<b>25,178,642</b>	<b>1,368,540</b>

SHIRE OF BROOME  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2024

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Jan 2024				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
22%	○	Land & Buildings - New			4,843,495	769,453	1,084,462	3,759,033	0
87%	●	Land & Buildings - Upgrade			209,688	187,185	181,687	28,001	0
7%	○	Land & Buildings - Renewal			1,554,304	895,020	0	1,447,421	106,883
		Works in Progress Land & Buildings			0	0	0	0	0
<b>21%</b>	<b>○</b>	<b>Land &amp; Buildings - Total</b>			<b>6,607,487</b>	<b>1,851,658</b>	<b>1,266,150</b>	<b>5,234,454</b>	<b>106,883</b>
16%	○	Recreation Areas Infrastructure - New			18,739,346	8,304,324	2,933,895	14,838,960	0
0%	○	Recreation Areas Infrastructure - Upgrade			15,000	8,743	0	15,000	0
7%	○	Recreation Areas Infrastructure - Renewal			721,245	420,546	0	669,660	51,585
		Works In Progress Recreation Areas Infrastructure			0	0	0	0	0
<b>15%</b>	<b>○</b>	<b>Recreation Areas Infrastructure - Total</b>			<b>19,475,591</b>	<b>8,733,613</b>	<b>2,933,895</b>	<b>15,523,620</b>	<b>51,585</b>
68%	●	Roads, F/Paths & Bridges Infrastructure - New			1,718,227	1,001,450	1,160,956	557,271	0
82%	●	Roads, F/Paths & Bridges Infrastructure - Upgrade			1,265,115	1,123,464	1,036,380	228,735	0
1%	○	Roads, F/Paths & Bridges Infrastructure - Renewal			1,021,141	595,420	0	1,007,308	13,833
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0	0
<b>55%</b>	<b>●</b>	<b>Roads, F/Paths &amp; Bridges Infrastructure - Total</b>			<b>4,004,483</b>	<b>2,720,334</b>	<b>2,197,336</b>	<b>1,793,314</b>	<b>13,833</b>
		Drainage Infrastructure - New			0	0	0	0	0
0%	○	Drainage Infrastructure - Upgrade			25,000	0	0	25,000	0
		Drainage Infrastructure - Renewal			0	0	0	0	0
		Works in Progress Drainage Infrastructure			0	0	0	0	0
<b>0%</b>	<b>○</b>	<b>Drainage Infrastructure - Total</b>			<b>25,000</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>0</b>
59%	●	Other Infrastructure - New			151,344	116,010	88,879	62,465	0
No Budget	☒	Other Infrastructure - Upgrade			0	0	1,571	(1,571)	0
30%	○	Other Infrastructure - Renewal			319,351	186,200	0	222,007	97,344
		Works In Progress Other Infrastructure			0	0	0	0	0
<b>40%</b>	<b>○</b>	<b>Other Infrastructure - Total</b>			<b>470,695</b>	<b>302,210</b>	<b>90,450</b>	<b>282,901</b>	<b>97,344</b>
19%	○	Mobile Plant & Equip New			359,142	209,405	68,310	290,832	0
		Mobile Plant & Equip Upgrade			0	0	0	0	0
37%	○	Mobile Plant & Equipment Renewal (Replacement)			3,002,052	1,577,946	0	1,903,157	1,098,895
<b>35%</b>	<b>○</b>	<b>Mobile Plant &amp; Equip - Total</b>			<b>3,361,194</b>	<b>1,787,351</b>	<b>68,310</b>	<b>2,193,989</b>	<b>1,098,895</b>
99%	●	Fixed Plant & Equipment - New			6,500	6,500	6,445	55	0



**SHIRE OF BROOME**  
**Monthly Statement of Financial Activity**  
**For the Period Ending 31 January 2024**

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

**NOTES TO THIS MONTH'S REPORT**

**OVERVIEW**

For the period ended 31 January 2024, the following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	58.74%
Total Rates Raised Revenue	100% (of which 87.66% were collected)
Total Other Operating Revenue	57%
Total Operating Expenditure	53%
Total Capital Revenue	20%
Total Capital Expenditure	24%
Total Sale of Assets Revenue	36%

The budget was adopted at the Special Meeting on 11 August 2023. Council adopted a balanced annual budget, which included net carried over projects totalling \$8.38M and are funded by \$2.73M from various funding sources, plus \$2,643,234 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 2024, the current position stands at \$18.3M

**Cash**

Total Cash Assets are now \$60.4M being \$1.5M decrease from prior month.

The major collections this month include receipt of:

- \$1.6M Various rates
- \$84K Tip fees
- \$76K Rent payment

The major expenditure items this month include payments of:

- \$207K Vehicle replacement – Northwest Motor Group Pty Ltd
- \$138K Cleaning – HT Cleaning Services Pty Ltd
- \$35K Landfill cover (RFT 23-07) – Kimberley Contracting

### **Receivables**

Sundry debtors including GST refundable stand at \$560K

Rates and rubbish debtors stand at \$3.4M. Annual rates were raised on 18th August 2023 with due date of 24 August 2023. 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 \$26K having a \$30K increase since the previous month.

### **Cash Liabilities**

These stand at \$276K. This represents our obligation on our outstanding loans in 23/24.

### **Creditors and Payables**

Sundry Creditors are \$1.7M, 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 \$420K.

### **Employee Provisions and Accruals**

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

Current leave provisions are \$0.00 (non-current leave provisions are \$278K). Accruals to reflect the year end position will be completed in the coming months for the 2023-2024 year.

**Cr M Virgo declared a Financial Interest in item 9.4.5, the reason being “ I am a direct employee of the BVC who receives funding from the Shire of Broome”.**

**Cr M Virgo left the Chambers at 5:16 pm.**

#### **9.4.5 MINUTES AND RECOMMENDATIONS FROM AUDIT AND RISK COMMITTEE MEETING HELD ON 20 FEBRUARY 2024**

<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:**

Council is requested to consider the recommendations of the Audit and Risk Committee to adopt the 2023 Compliance Audit Return (CAR), and adopt the budget amendments proposed through the 2<sup>nd</sup> Quarter Finance and Costing Review (FACR) of the Shire's budget for the period ended 31 December 2023.

### **BACKGROUND**

#### **Item 5.1 Compliance Audit Return 2023**

##### Previous Considerations

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 2024.

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 2nd Quarter Finance And Costing Review 2023-24**

Previous Considerations

SMC 11 July 2023	Item 5.4.1
ARC November 2023	Item 5.1

1<sup>st</sup> Quarter Finance and Costing Review

The 1<sup>st</sup> Quarter Finance and Costing Review was approved by Council at the OMC 14 December 2023. The Review contained a comprehensive list of budget amendments; of note, the 1<sup>st</sup> Quarter Review included the following proposed amendments:

- an \$85,000 increase in corporate services consultant expenditure during recruitment for key staff, to deliver the annual financial report, long term financial plan and 2024/25 annual budget, tied to statutory and organisation timeframes;
- a \$20,000 increase in expenditure to continue the Civic Centre Audio Visual renewal. The 5 year project brief was approved in a prior budget but the ongoing renewal was not captured within the current budget;
- a \$121,566 increase in budgeted interest on municipal investments, recognising favourable interest rates received on cash currently held;
- a \$43,594 increase in statutory fees and taxes following a statutory review of superannuation.
- a \$40,000 reduction in Tourism development funding expenditure as the budgeted applicant did not request funding this financial year;
- a net \$22,000 increase in expenditure, after reassigning employee savings though vacancies to relief ranger services in order to maintain service levels during staff recruitment;

The net result of the Quarter 1 FACR forecast a budget deficit position of \$129,196.

The net result of budget amendments previously endorsed by Council was a budget deficit position of \$17,000 to 30 June 2024. This resulted in a total forecast budget deficit position of \$146,196 to 30 June 2024.

This net result excluded an organisational saving (surplus) of \$52,809.

The overall result indicated a total deficit position to 30 June 2024 of \$93,387, which included the budget amendments already adopted through Council in 2023/24.

Quarter 2 Finance and Costing Review

The Shire of Broome has carried out its 2<sup>nd</sup> Quarter Finance and Costing Review (FACR) for the 2023/24 financial year. This review of the 2023/24 adopted Annual Budget is based on actuals and commitments for the first six months of the year from 1 July 2023 to 31 December 2023, 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 2023/24 Annual Budget was adopted at the Special Meeting of Council (SMC) on 11 July 2023 as a balanced budget.

## COMMENT

### **Item 5.1 Compliance Audit Return 2023**

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 2023 comprises a total of 94 questions. The questions are the same as the previous year.

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

<b>Focus Area</b>	<b>2022 Q's</b>	<b>2023 Q's</b>	<b>Comments</b>
Commercial Enterprises by Local Governments	5	5	No change.
Delegation of Power/Duty	13	13	No change.
Disclosure of Interest	25	25	No change.
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	5	5	No change.
Official Conduct	4	4	No change.
Optional Questions	9	9	No change.
Tenders for Providing Goods and Services	22	22	No change.
<b>Total</b>	<b>94</b>	<b>94</b>	

During 2023, 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 98% has been achieved for 2023 with one minor non-compliance identified below.

<b>Focus Area</b>	<b>Question</b>	<b>Comments</b>
Tenders for Providing Goods and Services	Did the local government's procedure for receiving and opening tenders comply with the requirements of	Reg 15 - For the following publicly invited tenders, RFT23/03, RFT23/04, RFT23/05, Statewide Notice was provided in Vendor Panel, The West Australian, Broome Advertiser and Public Noticeboards. However, notice

	Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?	on the Shire Website was overlooked. Non compliance with F&Gr15 (1)(a) Reg 16 - compliant
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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 2023 provided the ability to continually improve the monitoring and assurance of other significant pieces of legislation on a prioritised basis.

### ***Item 5.2 2nd Quarter Finance and Costing Review 2023-24***

#### **Council Approved budget amendments**

The 1<sup>st</sup> Quarter FACR was reviewed and approved by the Audit and Risk Committee and Council in November 2023, and also noted the budget amendments approved by Council since the adoption of the 2023/24 annual budget.

In instances where it is not practical to wait for the next quarterly FACR to seek Council approval, including time constraints, awarding contracts and new projects, budget amendments may be presented as stand-alone items to Council. For transparency, the following budget amendments have been approved by Council since the 1<sup>st</sup> Quarter FACR:

#### **OMC 14 December 2023 Item 9.1.1 – Sister City Relationship and Taiji Delegation 2023**

The Council resolution from the 14 December 2023 Ordinary Meeting of Council (OMC) is captured below. The resolution resulted in a \$5,000 deficit.

#### **COUNCIL RESOLUTION: (REPORT RECOMMENDATION)**

***Minute No. C/1223/001***

***Moved: Cr D Male***

***Seconded: Cr P Taylor***

***That Council:***

- 1. Approves a Council delegation to travel to Broome's Sister City of Taiji, Japan in April 2024 for the purposes of cultural, historical, social and educational exchange.***
- 2. Nominates the following Councillors to undertake the trip on behalf of Council:***
  - a. Councillor Male***
  - b. Councillor Virgo***
  - c. Councillor P Matsumoto***
- 3. Requests the Chief Executive Officer advise the Town of Taiji that a Broome Shire Council delegation will visit to coincide with the visit by St Mary's College, Broome, in April 2024.***



- 4. Approves a budget amendment to increase GL 100222900 Sister City Relations from \$17,800 to \$22,800, noting this will have a \$5,000 deficit impact on the annual budget.**

**For: Shire President C Mitchell, Cr D Male, Cr P Matsumoto, Cr P Taylor and Cr M Virgo.**

**Against: Cr E Smith, Cr J Mamid and Cr J Lewis.**

**CARRIED BY ABSOLUTE MAJORITY 5/3**

#### **OMC 14 December 2023 Item 9.4.4 – 2024 Extraordinary Election**

The Council resolution from the 14 December 2023 Ordinary Meeting of Council (OMC) is captured below. The resolution resulted in a \$31,909 deficit (excluding GST).

##### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/1223/002**

**Moved: Shire President C Mitchell**

**Seconded: Cr D Male**

**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 23 March 2024 extraordinary election;**
- 2. Decide, in accordance with section 4.61(2) of the Local Government Act 1995, that the method of conducting the 23 March 2024 extraordinary election will be as an in-person election; and**
- 3. Approve a budget amendment of \$35,100 including GST to expense account 100240400 Election Expenses Op Exp – Members, noting this will result in a deficit position given the 2023/24 Annual Budget was adopted as a balanced budget.**

**For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr M Virgo, Cr P Taylor**

**CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0**

#### **OMC 14 December 2023 Item 9.2.3 – Regional Resource Recovery Park (RRRP) - Service Arrangements**

The net impact on municipal funds in 2023/24 is \$0, as the budget amendments offset each other (\$770,000 income and \$770,000 expenditure). An agenda item was presented to full Council, outside of the FACR process, to permit officers to commence procurement and works, as the project transitions from the Design Phase to Project Delivery Phase. Council resolved the following:

##### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/1223/003**

**Moved: Cr M Virgo**

**Seconded: Cr E Smith**

**That Council:**

- 1. Authorises the Chief Executive Officer to undertake tender exempt procurement of power infrastructure for connection of the Regional Resource Recovery Park to Horizon Powers electrical network up to a maximum value of \$670,000.**
- 2. Approves a budget amendment of \$770,000 to expense account 101897, funded through a transfer from the RRRP Reserve account 100010020 of \$770,000.**

**For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr M Virgo, Cr P Taylor**

**CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0**

**SMC 21 December 2023 Item 5.4.1 – Audit And Risk Committee Minutes - 19 December 2023**

The 2022/23 audited Annual Financial Report presented the audited opening position for the 2023/24 annual budget, allocation of untied funds as specified in the resolution, and budget adjustments necessary to carry forward the remainder of funds required to support ongoing projects. Due to the timing of receiving the audited Annual Financial Report, an SMC was held. The Council resolution from the 21 December SMC is referenced below:

**COUNCIL RESOLUTION:****(REPORT RECOMMENDATION)****Minute No. C/1223/004****Moved: Cr D Male****Seconded: Cr P Taylor****That Council:**

- 1. Receive the Chief Executive Officer's report relating to the audit.**
- 2. Receive the:**
  - (a) Audited Annual Financial Report as per Attachment 1 of the Audit and Risk Committee minutes from the 19 December 2023 meeting;**
  - (b) Audit Opinion Letter as per Attachment 2 of the Audit and Risk Committee minutes from the 19 December 2023 meeting;**
  - (c) Audit Management Report as per Confidential Attachment 3 of the Confidential Audit and Risk Committee minutes from the 19 December 2023 meeting; and**
  - (d) Management Representation Letter as per Attachment 4 of the Audit and Risk Committee minutes from the 19 December 2023 meeting.**
- 3. Adopt the Audited Annual Financial Report dated 14 December 2023 and the Audit Management Report for the year ended 30 June 2023 as per Attachment 1 and 4 of the Audit and Risk Committee minutes from the 19 December 2023 meeting.**
- 4. Confirms the allocation of the net surplus from the 2022/23 financial year as per Attachment 1 – Carry Over Projects to 2023/24, with the balance of \$1,280,646.**
- 5. Approves an allocation of \$397,211 of net 2022/23 surplus to the Public Open Space Reserve, allocated to the Cable Beach Foreshore Redevelopment project, to offset reductions arising from 2022 Annual Financial Report closing position Public Open Space Reserve adjustments.**
- 6. Approves the allocation of the remaining \$883,435 of net 2022/23 surplus to reduce planned 2023/24 borrowings required for the Cable Beach Foreshore Redevelopment project.**

**For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr M Virgo, Cr P Taylor**

**CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0****SMC 21 December 2023 Item 6.1 – RFT 23/12 Cable Beach Foreshore Redevelopment Stage B1 and 1A**

The net impact on municipal funds in 2023/24 is \$0, as the budget amendments offset each other (\$3,146,491 income and \$3,146,491 expenditure). An agenda item was presented to full Council, outside of the FACR process, to accept the tender. Council resolved the following:

**COUNCIL RESOLUTION:****(REPORT RECOMMENDATION)****Minute No. C/1223/005****Moved: Cr P Taylor****Seconded: Cr D Male****That Council:**

- 1. Note the recommendation in the Evaluation Report for RFT 23/12 Cable Beach Foreshore Redevelopment Stage B1 as presented in Attachment 1;**
- 2. Accepts the Tender provided by CMA Contracting Pty Ltd as the most advantageous Respondent from which to form a Contract for both Stage B1 and 1A, after final contract negotiations for RFT23/12 Cable Beach Foreshore Redevelopment.**
- 3. Authorises the Chief Executive Officer to negotiate and sign the contract documentation for Stage B1 and 1A, following final contract negotiations and the appropriate financial due diligence, and to negotiate minor contract variations required during the contract period, if necessary;**
- 4. If a Contract cannot be executed or grant funding reallocations are not authorised for Stage B1 and 1A, authorises the Chief Executive Officer to negotiate and sign the contract documentation for Stage B1, following final contract negotiations and the appropriate financial due diligence, and negotiate minor contract variations required during the contract period, if necessary;**
- 5. Approve a budget amendment of \$80,000 Ex GST to Income Account CB101 to reflect the Road Project Grant increase for 2023/24;**
- 6. Approve a budget amendment of \$80,000 Ex GST to Expense Account CB01 to reflect the Road Project Grant increase for 2023/24;**
- 7. Approve a budget amendment of \$2,100,000 Ex GST to Income Account CB103 to reflect the additional Preparing Australian Communities Grant drawn down;**
- 8. Approve a budget amendment of \$2,100,000 Ex GST to Expense Account CB03 to reflect the additional Preparing Australian Communities Grant drawn down;**
- 9. Approve a budget amendment of \$966,491 Ex GST to Income Account CB110 to reflect the Phase 4 Local Roads and Community Infrastructure Grant allocation;**
- 10. Approve a budget amendment of \$966,491 Ex GST to Expense Account CB10 to reflect the Phase 4 Local Roads and Community Infrastructure Grant allocation.**

**For: Shire President C Mitchell, Cr D Male, Cr P Matsumoto, Cr P Taylor, Cr M Virgo, Cr E Smith and Cr J Mamid.**

**Against the Motion: Cr J Lewis.**

**CARRIED BY ABSOLUTE MAJORITY 7/1**

### **1 July 2023 Opening Position and FAG's Overpayment**

The Shire receives a significant allocation of untied funds each year through an annual Financial Assistance Grant (FAG). FAG's is untied grant funding, meaning it can be used for any purpose that supports the operations of the Shire of Broome. FAG's is split into allocations for general purpose and roads rather than a specific project or purpose.

The budgeted allocations for each financial year, and any advance payments received, are estimates based on prior years. Historically 50% of FAG's is paid in advance by the Commonwealth, and subsequently the State through the WA Grants Commission. The remaining 50% is typically received in the following financial year.

The announcement of the Federal Budget in May 2023 highlighted that there would be no advance payments of the 2023/24 grant allocation. Based on this announcement, the Shire's 2023/24 annual budget accounted for receipt of the full grant allocation within the 2023/24 financial year.

Advice on the final FAG's allocation for each local government is provided in August each year, and requires a budget amendment to reflect the actual amount to be received that financial year. Advance payments are typically captured within the closing position of the

prior year, and it is the responsibility of each individual local government to manage the cashflow implications of the grant at the time it is received.

Despite previously advising that no advance payment of FAG's would occur, the Commonwealth made a late decision to allocate advance payments following pressure from lobbying organisations nationwide (Attachments 5 and 6). Consequently the Shire received a significant advance FAG's payment of \$2,643,234 of the 2023/24 allocation (\$2,781,315) on 30 June 2023. This has resulted in a surplus within the 2023/24 opening position.

It should be noted that the budget for 2023/24 was based on the prior year's allocation of \$2,496,613.

Despite paying \$2,643,234 in advance the Commission advised that the Shire of Broome's 2023/24 FAG's allocation has been overpaid by \$341,946 (Attachment 7).

Budget adjustments are therefore necessary to balance out the variances in both the value of the allocation, the timing of receipt of the funding and the overpayment of the 2023/24 allocation. These amendments are summarised in the tables below. It is noted that this is purely to capture the budget impact of receipting this income source.

	General	Roads	Total allocation
<b>Advance payment in 2022/23</b>	1,967,904	675,330	2,643,234
<b>Remaining grant to receive in 2023/24 (A)</b>	82,975	55,106	138,081
<b>Total 2023/24 Grant Allocation</b>	<b>2,050,879</b>	<b>730,436</b>	<b>2,781,315</b>
<b>2023/24 Budget (B)</b>	1,859,543	637,070	2,496,613
<b>Budget amendment required (A-B)</b>	- 1,776,568	- 581,964	- 2,358,532

The 2023/24 FAG's allocations were based on the grant recommendations for the 2022/23 financial year with indexation in line with the increase in overall grant allocation to the State of Western Australia. This was an unexpected and unprecedented upfront payment amount. The Grants Commission is legislatively obligated to pay the full advance to local governments.

As the Commonwealth Government's allocations vary to that of the WA Grants Commission this created over and under payments to local governments. The Grants Commission is required to follow legislative requirements to distribute the Financial Assistance Grant and does not have legislative authority to recoup from the subsequent quarterly payments throughout 2023/24. Nor would there have been enough in the pool to allow for this.

To effect a recoup, local governments that were overpaid in 2023/24 will have their 2024/25 Financial Assistance Grant reduced by the 2023/24 overpayment amount. Conversely, local governments that were underpaid will have their 2024/25 Financial Assistance Grant increased by the underpayment amount.

As the Shire has received an overpayment in 2023/24 the Commission has advised that the 2024/25 FAG's allocation will be reduced by the overpayment amount (\$341,946).

Historic allocations of FAG's (smoothing out the effects of advance payments) show the Shire of Broome receives a smaller allocation every financial year, despite advice that the funding pool is increasing through indexation, and against the rising costs of all expenses required to maintain operations. Excluding the effect of the overpayment, the 2023/24

allocation was \$57,244 less than the 2022/23 allocation, and the 2024/25 allocation is expected to follow a similar trend.

Considering the declining value of annual FAG's allocations officers suggest the overpayment of 2023/24 be quarantined in the Restricted Cash Reserve to support the 2024/25 operating budget as intended. The alternative is to offset current budget requirements, which will adversely impact the capacity for service delivery in the 2024/25 budget.

An unintentional effect in the closing position for 2022/23 was the \$138,081 overstatement of the FAG's advance payment; the advanced funding was stated as \$2,781,315 in the closing position however this figure represents the entire 2023/24 FAG allocation. The advance payment was \$2,643,234 with \$138,081 to be received in 2023/24. The remaining \$138,081 to be received in 2023/24 offsets the \$57,244 decrease to the budgeted FAG allocation. This is due to the estimate of FAG's to be received in 2023/24 being less than the amount received in 2022/23. The \$80,837 variance can be considered "untied" surplus. Officers recommend that this surplus is used to offset the current deficit.

<b>"Tied" surplus (FAG's)</b>	2,781,315
<b>Advance Payment 30 June 2023</b>	-2,643,234
<b>"Untied" portion of opening surplus 1 July 2023</b>	138,081
<b>FAG's grant allocation less than budgeted 2023/24</b>	-57,244
<b>Remaining surplus available for redistribution</b>	<b>80,837</b>

Grant funding received from the Department of Planning Lands and Heritage (DPLH) for the McMahon Estate project (\$200,000) was budgeted for 2023/24, but received in 2022/23. The advance payment of this grant was accounted for in the final closing position for 2022/23, and a budget amendment is now required, as we no longer anticipate receipt of this grant within 2023/24.

The impact of these budget adjustments against the current budget surplus, is presented in the table below. Noting that the current surplus is the result of the advance payment of FAG's and the McMahon Estate Grant. Officers recommend that the untied surplus mentioned in the previous table is used to offset the current budget deficit of \$398,632.

<b>Audited Opening Position at 1 July 2023 (increase)</b>	<b>2,138,370</b>
Adjustments to Carry Over budgets	2,123,591
Net surplus available - transfer to POS Reserve	(397,211)
Net surplus available - reduction of Cable Beach proposed borrowings	(883,435)
<b>Surplus remaining, including \$200,000 McMahon Estate grant received in advance and \$2,781,315 FAG's received in advance</b>	<b>2,981,315</b>
<b>Council approved budget amendments total \$130,296 deficit</b>	
Net effect of FACR Quarter 1 budget amendments	(76,387)
BRAC Inflatable	(17,000)
Sister City Relationship and Taiji Delegation 2023	(5,000)
2024 Extraordinary Election	(31,909)
<b>Council approved budget amendments reduced the closing position to:</b>	<b>2,851,019</b>
<b>Proposed budget amendments</b>	
FAG's budget amendment (\$80,837 less than captured in closing position)	(2,358,532)
Transfer of FAG's overpayment to Restricted Cash Reserve	(341,946)
McMahon Estate - Grant received in advance	(200,000)
<b>Total</b>	<b>\$2,900,478</b>
<b>Current closing position \$2,851,019 after accounting for grants, the deficit of \$130,296 is reduced to:</b>	<b>(49,459)</b>
Net effect of FACR Quarter 2 budget amendments	(268,336)

<b>Forecast closing position 30 June 2024</b>	<b>(317,795)</b>
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### **Quarter 2 Finance and Costing Review**

Responsible officers completed their individual reviews with Director consultation on 2 February 2024. FACR workshops were conducted the following week with Responsible officers and the Executive Management Group discussing the proposed budget amendments. The results from this process were reviewed through the Executive Management Group, and indicate a deficit forecast financial position of **\$268,336** should Council approve the Quarter 2 proposed budget amendments. The overall result, including the proposed amendments in the above table and amendments already endorsed through Council, indicates a net deficit position to 30 June 2024 of **\$317,795**. This figure represents a budget forecast should all expenditure and income occur as expected.

While officers make every effort to ensure the net impact of each FACR is minimal, and offset savings and expenditure within their assigned budgets and directorates, this is not always achievable. The second quarter review has balanced the impact of the proposed variances within the full budget, including the following proposed amendments:

- a new fully-funded grant program - the Remote Chance Project has received \$70,000 from the Kimberley Development Commission;
- a \$43,000 increase in expenditure to finalise the Playground Strategy; timing of a change in the responsible officer for the project, a budget carry over was not requested, and the original budget estimate from 2021 was not adequate to cover the scope of the project;
- savings within the Community Sponsorship program, including \$40,000 budgeted for Magabala Books (agreement has ended), and realignment of the Community Development Fund so that the timing of Stream 1 and 2 payments will be made from July 2024 (\$62,100 saving);
- a \$16,460 increase in statutory fees and taxes following a statutory review of superannuation;
- a \$50,000 increase in budgeted interest on municipal investments, recognising favourable interest rates received on cash currently held;
- a \$25,098 increase in insurance reimbursements (not offset by expenditure associated with claims) as credit for the finalisation of the 2022/23 wages declaration;
- a \$65,000 increase in network expenditure, including CCTV repairs, bringing forward a 2024/25 project to investigate the future strategy and design for the management and maintenance of the CCTV network, and installation of security access control to the Shire's server room;
- a net \$237,303 decrease in commercial and residential property income resulting from commercial actuals tracking less than estimated, key staff vacancies and supplying housing for short-term contractor engagements.

A comprehensive list of accounts (refer to Attachment 4) has been included for perusal by the committee, presented by Directorate.

A summary of the results is as follows:

<b>SHIRE OF BROOME SUMMARY REPORT</b>
<b>BUDGET IMPACT</b>



	2023/24 Adopted Budget (Income)/ Expense	YTD Adopted Budget Amendments (Income)/ Expense	Grants received in advance (required Budget Amendments)	FACR Q2 Overall (Inc) / Exp	YTD Overall Position
Office of the CEO	\$0	\$7,000	\$0	\$27,226	\$34,226
Corporate Services	\$0	\$37,028	\$0	\$13,688	\$50,716
Development Services	\$0	-\$8,000	\$0	\$8,883	\$883
Infrastructure Services	\$0	\$40,359	\$0	\$218,539	\$258,898
Council approved budget amendments	\$0	\$53,909	\$0	\$0	\$53,909
<b>Budget Amendments Sub-total</b>	<b>\$0</b>	<b>\$130,296</b>	<b>\$0</b>	<b>\$268,336</b>	<b>\$398,632</b>
FAG's Grant received in advance	\$0	-\$2,781,315	\$2,700,478	\$0	-\$80,837
McMahon Estate Grant received in advance	\$0	-\$200,000	\$200,000	\$0	\$0
	<b>0,000*</b>	<b>-\$2,851,019</b>	<b>\$2,900,478</b>	<b>\$268,336</b>	<b>\$317,795</b>

\*Council adopted the annual budget with a predicted end-of-year balanced budget, which included previous year carried forward surplus.

## CONSULTATION

### Item 5.1 Compliance Audit Return 2023

Department of Local Government, Sport and Cultural Industries.

### Item 5.2 2nd Quarter Finance And Costing Review 2023-24

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

## STATUTORY ENVIRONMENT

### Item 5.1 Compliance Audit Return 2023

#### 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.

## **Item 5.2 2nd Quarter Finance And Costing Review 2023-24**

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

#### **r33A. Review of Budget**

- (1) Between 1 January and the last day of February 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
  - (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; and
  - (d) include the following —
    - (i) the annual budget adopted by the local government;
    - (ii) an update of each of the estimates included in the annual budget;
    - (iii) the actual amounts of expenditure, revenue and income as at the date of the review;
    - (iv) adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end-of-year amount for the item.
- (2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.
- (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 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

[Regulation 33A inserted: Gazette 31 Mar 2005 p. 1048-9; amended: Gazette 20 Jun 2008 p. 2723-4; SL 2023/106 r. 18.]

### **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**

### ***Item 5.1 Compliance Audit Return 2023***

Nil.

### ***Item 5.2 2nd Quarter Finance And Costing Review 2023-24***

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 (\$441,595) the Shire must formulate an action plan to remedy the over expenditure.

## **FINANCIAL IMPLICATIONS**

### ***Item 5.1 Compliance Audit Return 2023***

Nil.

### ***Item 5.2 2nd Quarter Finance And Costing Review 2023-24***

The result of the Quarter 2 FACR estimates is a budget deficit of **\$268,336**.

The **net result** of budget amendments previously endorsed by Council (including Quarter 1 FACR and carry over adjustments) is a budget deficit position of **\$130,296**. Council’s approval of the Quarter 2 FACR will have an overall closing position deficit of **\$398,632** to 30 June 2024.

After budget adjustments to recognise the early receipt of the FAG’s and McMahon Estate Grants, and transferring the FAG’s overpayment to Restricted Cash Reserve to support the 2024/25 annual budget, there is a saving of \$80,837.

Applying the saving of \$80,837, the overall result indicates a total deficit position to 30 June 2024 of **\$317,795**. This figure represents a budget forecast should all expenditure and income occur as expected.

## **RISK**

### ***Item 5.1 Compliance Audit Return 2023***

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 2nd Quarter Finance And Costing Review 2023-24***

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 2024. 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*

### **COUNCIL RESOLUTION:**

**(RECOMMENDATION)**

**Minute No. C/0224/031**

**Moved: Cr D Male**

**Seconded: Cr J Mamid**

### **COMPLIANCE AUDIT RETURN 2023 (5.1)**

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

- 1. Adopt the attached 2023 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 2024.***

***For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith***

**CARRIED UNANIMOUSLY 7/0**

**VOTING REQUIREMENTS***Absolute Majority***COUNCIL RESOLUTION:****(RECOMMENDATION)****Minute No. C/0224/032****Moved: Cr D Male****Seconded: Shire President C Mitchell****2ND QUARTER FINANCE AND COSTING REVIEW 2023-24 (5.2)****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 2023;**
- 2. Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2024 as attached (Item 5.2 / Attachment 4 of the Audit and Risk Committee Minutes);**
- 3. Approve the following budget amendments:**
  - (a) Decrease Account 100222180 McMahon Estate Grant Income by \$200,000, noting that the funding was received in June 2023 and is contained within the 1 July 2023 opening position;**
  - (b) Decrease Account 100303010 Financial Assistance Grant (general) by \$1,776,568 and Account 101203050 Financial Assistance Grant (roads) by \$581,964 (total \$2,358,532 reduction), noting that the funding was received June 2023 and is contained within the 1 July 2023 opening position;**
- 4. Recognise the overpayment of Financial Assistance Grant allocations in 2023/24 and transfer \$341,946 to Account 100236960 Transfer to Restricted Cash Reserve.**
- 5. Note that Financial Assistance Grant allocations in 2024/25 will be reduced by \$341,946. \$341,946 will be drawn from the Restricted Cash reserve in the 2024/25 annual budget.**
- 6. Notes a forecast net end-of-year deficit position to 30 June 2024 of \$317,795 including previously adopted budget amendments and the budget amendments in recommendation 3;**
- 7. Endorses the Report as the 2023/24 statutory mid-year budget review.**

**For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith**

**CARRIED UNANIMOUSLY 7/0****Attachments**

- 1. Minutes and Recommendations from Audit and Risk Committee Meeting held on 20 February 2024**

**Cr M Virgo returned to the Chambers at 5:17 pm.**



# UNCONFIRMED MINUTES

OF THE

AUDIT AND RISK COMMITTEE MEETING

## 20 FEBRUARY 2024

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 20 FEBRUARY 2024**  
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**MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING OF THE SHIRE OF BROOME,  
HELD IN THE COMMITTEE MEETING ROOM, CORNER WELD AND HAAS STREETS,  
BROOME, ON TUESDAY 20 FEBRUARY 2024, COMMENCING AT 9.08AM.**

**1. OFFICIAL OPENING**

The Chair welcomed Councillors and officers and declared the meeting open at 9:08AM.

**2. ATTENDANCE AND APOLOGIES**

**ATTENDANCE**

<b>Members:</b>	Cr D Male Cr C Mitchell Cr M Virgo	Chair Shire President
<b>Apologies:</b>	Nil	
<b>Leave of Absence:</b>	Nil	
<b>Officers:</b>	Mr S Mastrolembo Mr J Watt Mr J Hall Mr K Williams Ms L French	Chief Executive Officer Director Corporate Services Director Infrastructure Director Development Manager Finance

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

Committee Member	Item No	Item	Nature of Interest
Cr M Virgo	5.2	2 <sup>nd</sup> Quarter Finance and Costing Review 2023-24	Financial Interest – I am employed by the Broome Visitor Centre and one of the proposed budget amendments concerns the BVC.

**4. CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION:**

**Minute No. AR/0224/001**

**Moved: Shire President C Mitchell**

**Seconded: Cr M Virgo**

***That the Minutes of the Audit and Risk Committee held on 19 December 2023, as published and circulated, be confirmed as a true and accurate record of that meeting.***

**CARRIED UNANIMOUSLY 3/0**

## 5. REPORTS OF OFFICERS

### 5.1 COMPLIANCE AUDIT RETURN 2023

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	LCR02
AUTHOR:	Senior Administration & Governance Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

#### SUMMARY:

The purpose of this report is to present to the Audit and Risk Committee (ARC) the 2023 Compliance Audit Return (CAR) for review, and to request that the ARC recommend that Council adopt the 2023 CAR for submission to the Department of Local Government, Sport and Cultural Industries (DLGSC) by 31 March 2024.

#### 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 2024.

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 2023 comprises a total of 94 questions. The questions are the same as the previous year.

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

Focus Area	2022 Q's	2023 Q's	Comments
Commercial Enterprises by Local Governments	5	5	No change.
Delegation of Power/Duty	13	13	No change.
Disclosure of Interest	25	25	No change.
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	5	5	No change.
Official Conduct	4	4	No change.
Optional Questions	9	9	No change..
Tenders for Providing Goods and Services	22	22	No changes.
<b>Total</b>	<b>94</b>	<b>94</b>	

During 2023, 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 98% has been achieved for 2023 with one minor non compliance identified below.

Focus Area	Question	Comments
Tenders for Providing Goods and Services	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?	Reg 15 - For the following publicly invited tenders, RFT23/03, RFT23/04, RFT23/05, Statewide Notice was provided in Vendor Panel, The West Australian, Broome Advertiser and Public Noticeboards. However, notice on the Shire Website was overlooked. Non compliance with F&Gr15 (1)(a) Reg 16 - compliant

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 2023 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/0224/002**

**Moved: Shire President C Mitchell**

**Seconded: Cr M Virgo**

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

- 1. Adopt the attached 2023 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 2024.**

**CARRIED UNANIMOUSLY 3/0**

## Attachments

1. Compliance Audit Return 2023



Item 5.1 - COMPLIANCE AUDIT RETURN 2023

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Broome



Broome – Compliance Audit Return

Commercial Enterprises by Local Governments				
No	Reference	Question	Response	Comments
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 2023?	N/A	No major trading undertaking considered by Council during 2023. DCS on behalf of Manager Governance, Strategy and Risk (MGSR).
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 2023?	Yes	Business Plan for the Town Beach Cafe Redevelopment endorsed by Council in November 2023 and subsequently advertised for public submissions through to 2 February 2024
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 2023?	Yes	Business Plan for the Town Beach Cafe Redevelopment endorsed by Council in November 2023 and subsequently advertised for public submissions through to 2 February 2024
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 2023?	Yes	Business Plan for the Town Beach Cafe Redevelopment advertised in the West 18/11/2023, Broome Advertiser 22/11/2023, Shire website and administration center.
5	s3.59(5)	During 2022, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	Yes	Council did not resolve to proceed with any major land transaction or undertaking in 2023.

Delegation of Power/Duty				
No	Reference	Question	Response	Comments
1	s5.16 (1)	Were all delegations to committees resolved by absolute majority?	Yes	The Behavioural Complaints Committee established in 2021 is the only Committee

Item 5.1 - COMPLIANCE AUDIT RETURN 2023

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Broome



				with delegated authority. This was initially provided by Absolute Majority (Council resolution C/0422/017) and subsequently by Absolute Majority following the 2023 Ordinary Elections at the 16 November 2023 Ordinary Council Meeting (Council resolution C/1123/019).
2	s5.16 (2)	Were all delegations to committees in writing?	Yes	Provided at OMC 16 April 2023 - C/1123/019.
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 through delegation 1.1.1 to, under Clause 12 and 13 of the Code of Conduct, deal with and / or dismiss a complaint. SAGO on behalf of MGSR.
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 online Attain system. No exercise of delegation in 2023.
5	s5.18	Has council reviewed delegations to its committees in the 2022/2023 financial year?	Yes	Reviewed and approved by Council at the 30 March 2023 OMC - Minute No. C/0323/028 and OMC 16 April 2023 - Minute No. C/1123/019. SAGO on behalf of MGSR.
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.
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	Reviewed and approved by Council at the 30 March 2023 OMC - Minute No. C/0323/028. SAGO on behalf of MGSR.
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.

Item 5.1 - COMPLIANCE AUDIT RETURN 2023

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Broome



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.
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	30 March 2023 OMC - Minute No. C/0323/028 Annual Review. 28 Sept 2023 OMC Minute No. C/0923/005 amendments to various planning regulations following gazettal of Local Planning Scheme No 7. SAGO on behalf of MGSR.
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.
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2022/2023 financial year?	Yes	Reviewed and approved by Council at the 30 March 2023 OMC - Minute No. C/0323/028. SAGO on behalf of MGSR.
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.

Disclosure of Interest				
No	Reference	Question	Response	Comments
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.
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 by 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.

Item 5.1 - COMPLIANCE AUDIT RETURN 2023

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Broome



3	s5.73	Were disclosures under 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.
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.
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.
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.
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.
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.
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.
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.
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 2023. One election gift donated and register published to website.
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	No gifts disclosed in 2023. One election gift donated and register published to website.
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.

Item 5.1 - COMPLIANCE AUDIT RETURN 2023

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Broome



14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) of the 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.
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	Yes. One disclosure made and disclosed in published agenda item.
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 section 5.71A(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.
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under section 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.
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 candidates that incorporates the model code of conduct?	Yes	Adopted OMC 29 April 2021. Resolution C/0421/009. Review adopted 16 November 2023 OMC Min C/1123/041
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.
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 and again 17 November 2023 following Council review.
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? If yes, 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.

Item 5.1 - COMPLIANCE AUDIT RETURN 2023

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Broome



Disposal of Property				
No	Reference	Question	Response	Comments
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	Yes
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), in the required local public notice for each disposal of property?	Yes	Yes

Elections				
No	Reference	Question	Response	Comments
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?	Yes	Published 14 September 2023 - one gift disclosed.
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?	No	The only gift disclosed was from a successful candidate in 2023.
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?	Yes	Published 14 September 2023 - one gift disclosed.



Item 5.1 - COMPLIANCE AUDIT RETURN 2023

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Broome



Finance				
No	Reference	Question	Response	Comments
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	Follow Local Government Elections in October 2023, new Committee members were appointed at the 16 November 2023 OCM - Min C/1123/018
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Local Government Act 1995, did it do so by absolute majority?	N/A	The Audit and Risk Committee have no delegated authority.
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2023 received by the local government by 31 December 2023?	No	Was adopted by Council at the 21 December 2023 SCM - Min C/1223/003
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 Local Government Act 1995 required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	There were no significant matters raised in the auditor's report requiring action.
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	There were no significant matters raised in the auditor's report requiring action. The Shire of Broome did not prepare a report for the Minister.
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 Local Government Act 1995, did the CEO publish a copy of the report on the local government's official website?	N/A	A report was not required.
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2023 received by the local government within 30 days of completion of the audit?	No	The audit report was received from the Office of the Auditor General 15/12/2023 and was adopted by Council at the 21 December 2023 SCM - Min C/1223/003

Local Government Employees				
No	Reference	Question	Response	Comments

Item 5.1 - COMPLIANCE AUDIT RETURN 2023

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Broome



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 2023.
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	No CEO recruitment in 2023.
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 Local Government Act 1995?	N/A	No CEO recruitment in 2023.
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A	No senior employees recruited in 2023.
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 recruited in 2023.

Official Conduct				
No	Reference	Question	Response	Comments
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.
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.
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.
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.

Tenders for Providing Goods and Services				
No	Reference	Question	Response	Comments

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1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) 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)
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 F7G Reg 11(2.) SAGO on behalf of SPRO.
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.
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.
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 - all tenders are managed through Vendor panel. SAGO on behalf of SPRO.
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?	No	Reg 15 - For the following publicly invited tenders, RFT23/03, RFT23/04, RFT23/05, Statewide Notice was provided in Vendor Panel, The West Australian, Broome Advertiser and Public Noticeboards. However, notice on the Shire Website was overlooked. Non compliance with F&Gr15 (1)(a) Reg 16 - compliant
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	Yes	Identified that the local government must include an amount of the consideration, or as a minimum, a summary of the amount of consideration as per F&G.r.17(3)

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		register available for public inspection and publish it on the local government's official website?		
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 Vendor Panel for Tender publishing, potential respondents are unable to submit a response following the deadline. SAGO on behalf of SPRO
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.
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.
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?	Yes	Compliant. One (1) EOI undertaken. Second, EOI to be commenced in November 2023 and closing in 2024.
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	One (1) EOI undertaken, no expressions of interest received.
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	One (1) EOI undertaken, no expressions of interest received.
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	One (1) EOI undertaken, no expressions of interest received.
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 & General) Regulations 1996 regulations 24AD(4) and 24AE?	N/A	No panel of pre-qualified suppliers invited in the past 12 months.
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?	N/A	No panel of pre-qualified suppliers invited in the past 12 months.

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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?	N/A	No panel of pre-qualified suppliers invited in the past 12 months.
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?	N/A	No panel of pre-qualified suppliers invited in the past 12 months.
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	No panel of pre-qualified suppliers invited in the past 12 months.
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?	N/A	No panel of pre-qualified suppliers invited in the past 12 months.
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A	No panel of pre-qualified suppliers invited in the past 12 months.
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.

Integrated Planning and Reporting				
No	Reference	Question	Response	Comments
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	15/12/2022  Council completed 2 year desktop review of SCP at the 15 December 2022 Ordinary Meeting of Council. SCP document was updated and reprinted July 2023.
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan?	Yes	14/12/2023

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		If Yes, please provide the adoption date or the date of the most recent review in the Comments section?		Council completed annual review of CBP at the 14 December 2023 Ordinary Meeting of Council. CBP document to be updated and reprinted prior to 30 June 2024.
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).

Optional Questions				
No	Reference	Question	Response	Comments
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 financial years prior to 31 December 2023? If yes, please provide the date of council's resolution to accept the report.	Yes	15/12/2022 FMR completed by Stantons during 2022. Council resolution 15 December 2022 OMC - Min C/1222/20
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 2023? If yes, please provide date of council's resolution to accept the report.	Yes	16/12/2021 Internal review completed December 2021. Council resolution 16 December 2021 OMC - Min C/1221/033. Not due again until December 2024.
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B 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 2023.
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. Reviewed 31 August 2023 OMC - Min C/0823/028



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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.
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 election 16 Nov 2023 - Min No C/1123/042
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2023?	Yes	Compliant. Website updated in July 2023.
8	s6.4(3)	By 30 September 2023, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2023?	Yes	Yes, submitted 2 October 2023. Submission of the 2022/23 Annual Financial Statements in accordance with s6.4 of the Local Government Act 1995 and s61 of the Interpretation Act 1984 is Monday 2 October 2023 as the 30 September falls on a Saturday.
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 2023/24 Annual Budget included consideration of the impact of carryovers from the prior year. SCM 11 July 2023 Item 5.4.1.

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor/President

\_\_\_\_\_  
Date

*Item 5.1 - COMPLIANCE AUDIT RETURN 2023*

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**Cr M Virgo declared a financial interest in item 5.2 2<sup>nd</sup> Quarter Finance and Costing Review 2023-24 being, “I am employed by the Broome Visitor Centre and one of the proposed budget amendments concerns the BVC”. Cr M Virgo left the meeting at 10:22 AM while the item was being considered and did not return.**

## **5.2 2ND QUARTER FINANCE AND COSTING REVIEW 2023-24**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	FRE02
<b>AUTHOR:</b>	Manager Financial Services
<b>CONTRIBUTOR/S:</b>	Senior Finance Officer
<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 2023, including forecast estimates and budget recommendations to 30 June 2024.

### **BACKGROUND**

#### Previous Considerations

SMC 11 July 2023	Item 5.4.1
ARC November 2023	Item 5.1

#### 1<sup>st</sup> Quarter Finance and Costing Review

The 1<sup>st</sup> Quarter Finance and Costing Review was approved by Council at the OMC 14 December 2023. The Review contained a comprehensive list of budget amendments; of note, the 1<sup>st</sup> Quarter Review included the following proposed amendments:

- an \$85,000 increase in corporate services consultant expenditure during recruitment for key staff, to deliver the annual financial report, long term financial plan and 2024/25 annual budget, tied to statutory and organisation timeframes;
- a \$20,000 increase in expenditure to continue the Civic Centre Audio Visual renewal. The 5 year project brief was approved in a prior budget but the ongoing renewal was not captured within the current budget;
- a \$121,566 increase in budgeted interest on municipal investments, recognising favourable interest rates received on cash currently held;
- a \$43,594 increase in statutory fees and taxes following a statutory review of superannuation.
- a \$40,000 reduction in Tourism development funding expenditure as the budgeted applicant did not request funding this financial year;
- a net \$22,000 increase in expenditure, after reassigning employee savings through vacancies to relief ranger services in order to maintain service levels during staff recruitment;

The net result of the Quarter 1 FACR estimates was a budget deficit position of \$129,196.

The net result of budget amendments previously endorsed by Council was a budget deficit position of \$17,000 to 30 June 2024. This resulted in a total forecast budget deficit position of \$146,196 to 30 June 2024.

This net result excluded an organisational saving (surplus) of \$52,809.

The overall result indicated a total deficit position to 30 June 2024 of \$93,387, which included the budget amendments already adopted through Council in 2023/24.

#### Quarter 2 Finance and Costing Review

The Shire of Broome has carried out its 2<sup>nd</sup> Quarter Finance and Costing Review (FACR) for the 2023/24 financial year. This review of the 2023/24 adopted Annual Budget is based on actuals and commitments for the first six months of the year from 1 July 2023 to 31 December 2023, 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 2023/24 Annual Budget was adopted at the Special Meeting of Council (SMC) on 11 July 2023 as a balanced budget.

#### **COMMENT**

##### **Council Approved budget amendments**

The 1<sup>st</sup> Quarter FACR was reviewed and approved by the Audit and Risk Committee, and Council in November 2023, and also noted the budget amendments approved by Council since the adoption of the 2023/24 annual budget.

In instances where it is not practical to wait for the next quarterly FACR to seek Council approval, including time constraints, awarding contracts and new projects, budget amendments may be presented as stand-alone items to Council. For transparency, the following budget amendments have been approved by Council since the 1<sup>st</sup> Quarter FACR:

##### **OMC 14 December 2023 Item 9.1.1 – Sister City Relationship and Taiji Delegation 2023**

The Council resolution from the 14 December 2023 Ordinary Meeting of Council (OMC) is captured below. The resolution resulted in a \$5,000 deficit.

#### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/1223/001**

**Moved: Cr D Male**

**Seconded: Cr P Taylor**

**That Council:**

- 1. Approves a Council delegation to travel to Broome's Sister City of Taiji, Japan in April 2024 for the purposes of cultural, historical, social and educational exchange.**
- 2. Nominates the following Councillors to undertake the trip on behalf of Council:**

<b>a. Councillor Male</b>
<b>b. Councillor Virgo</b>
<b>c. Councillor P Matsumoto</b>
<b>3. Requests the Chief Executive Officer advise the Town of Taiji that a Broome Shire Council delegation will visit to coincide with the visit by St Mary's College, Broome, in April 2024.</b>
<b>4. Approves a budget amendment to increase GL 100222900 Sister City Relations from \$17,800 to \$22,800, noting this will have a \$5,000 deficit impact on the annual budget.</b>
<b>For: Shire President C Mitchell, Cr D Male, Cr P Matsumoto, Cr P Taylor and Cr M Virgo.</b>
<b>Against: Cr E Smith, Cr J Mamid and Cr J Lewis.</b>
<b>CARRIED BY ABSOLUTE MAJORITY 5/3</b>

**OMC 14 December 2023 Item 9.4.4 – 2024 Extraordinary Election**

The Council resolution from the 14 December 2023 Ordinary Meeting of Council (OMC) is captured below. The resolution resulted in a \$31,909 deficit (excluding GST).

<b><u>COUNCIL RESOLUTION:</u></b>	
<b>(REPORT RECOMMENDATION)</b>	<b>Minute No. C/1223/002</b>
<b>Moved: Shire President C Mitchell</b>	<b>Seconded: Cr D Male</b>
<b>That Council:</b>	
<b>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 23 March 2024 extraordinary election;</b>	
<b>2. Decide, in accordance with section 4.61(2) of the Local Government Act 1995, that the method of conducting the 23 March 2024 extraordinary election will be as an in-person election; and</b>	
<b>3. Approve a budget amendment of \$35,100 including GST to expense account 100240400 Election Expenses Op Exp – Members, noting this will result in a deficit position given the 2023/24 Annual Budget was adopted as a balanced budget.</b>	
<b>For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr M Virgo, Cr P Taylor</b>	
<b>CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0</b>	

**OMC 14 December 2023 Item 9.2.3 – Regional Resource Recovery Park (RRRP) - Service Arrangements**

The net impact on municipal funds in 2023/24 is \$0, as the budget amendments offset each other (\$770,000 income and \$770,000 expenditure). An agenda item was presented to full Council, outside of the FACR process, to permit officers to commence procurement and works, as the project transitions from the Design Phase to Project Delivery Phase. Council resolved the following:

<b><u>COUNCIL RESOLUTION:</u></b>	
<b>(REPORT RECOMMENDATION)</b>	<b>Minute No. C/1223/003</b>
<b>Moved: Cr M Virgo</b>	<b>Seconded: Cr E Smith</b>
<b>That Council:</b>	

1. Authorises the Chief Executive Officer to undertake tender exempt procurement of power infrastructure for connection of the Regional Resource Recovery Park to Horizon Powers electrical network up to a maximum value of \$670,000.
  2. Approves a budget amendment of \$770,000 to expense account 101897, funded through a transfer from the RRRP Reserve account 100010020 of \$770,000.
- For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr M Virgo, Cr P Taylor
- CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0**

**SMC 21 December 2023 Item 5.4.1 – Audit And Risk Committee Minutes - 19 December 2023**

The 2022/23 audited Annual Financial Report presented the audited opening position for the 2023/24 annual budget, allocation of untied funds as specified in the resolution, and budget adjustments necessary to carry forward the remainder of funds required to support ongoing projects. Due to the timing of receiving the audited Annual Financial Report, an SMC was held. The Council resolution from the 21 December SMC is referenced below:

- COUNCIL RESOLUTION:**  
**(REPORT RECOMMENDATION)** Minute No. C/1223/004  
 Moved: Cr D Male Seconded: Cr P Taylor  
 That Council:
1. Receive the Chief Executive Officer's report relating to the audit.
  2. Receive the:
    - (a) Audited Annual Financial Report as per Attachment 1 of the Audit and Risk Committee minutes from the 19 December 2023 meeting;
    - (b) Audit Opinion Letter as per Attachment 2 of the Audit and Risk Committee minutes from the 19 December 2023 meeting;
    - (c) Audit Management Report as per Confidential Attachment 3 of the Confidential Audit and Risk Committee minutes from the 19 December 2023 meeting; and
    - (d) Management Representation Letter as per Attachment 4 of the Audit and Risk Committee minutes from the 19 December 2023 meeting.
  3. Adopt the Audited Annual Financial Report dated 14 December 2023 and the Audit Management Report for the year ended 30 June 2023 as per Attachment 1 and 4 of the Audit and Risk Committee minutes from the 19 December 2023 meeting.
  4. Confirms the allocation of the net surplus from the 2022/23 financial year as per Attachment 1 – Carry Over Projects to 2023/24, with the balance of \$1,280,646.
  5. Approves an allocation of \$397,211 of net 2022/23 surplus to the Public Open Space Reserve, allocated to the Cable Beach Foreshore Redevelopment project, to offset reductions arising from 2022 Annual Financial Report closing position Public Open Space Reserve adjustments.
  6. Approves the allocation of the remaining \$883,435 of net 2022/23 surplus to reduce planned 2023/24 borrowings required for the Cable Beach Foreshore Redevelopment project.
- For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr M Virgo, Cr P Taylor
- CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0**



**SMC 21 December 2023 Item 6.1 – RFT 23/12 Cable Beach Foreshore Redevelopment Stage B1 and 1A**

The net impact on municipal funds in 2023/24 is \$0, as the budget amendments offset each other (\$3,146,491 income and \$3,146,491 expenditure). An agenda item was presented to full Council, outside of the FACR process, to accept the tender. Council resolved the following:

<b><u>COUNCIL RESOLUTION:</u></b>	
<b>(REPORT RECOMMENDATION)</b>	<b>Minute No. C/1223/005</b>
<b>Moved: Cr P Taylor</b>	<b>Seconded: Cr D Male</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Note the recommendation in the Evaluation Report for RFT 23/12 Cable Beach Foreshore Redevelopment Stage B1 as presented in Attachment 1;</li> <li>2. Accepts the Tender provided by CMA Contracting Pty Ltd as the most advantageous Respondent from which to form a Contract for both Stage B1 and 1A, after final contract negotiations for RFT23/12 Cable Beach Foreshore Redevelopment.</li> <li>3. Authorises the Chief Executive Officer to negotiate and sign the contract documentation for Stage B1 and 1A, following final contract negotiations and the appropriate financial due diligence, and to negotiate minor contract variations required during the contract period, if necessary;</li> <li>4. If a Contract cannot be executed or grant funding reallocations are not authorised for Stage B1 and 1A, authorises the Chief Executive Officer to negotiate and sign the contract documentation for Stage B1, following final contract negotiations and the appropriate financial due diligence, and negotiate minor contract variations required during the contract period, if necessary;</li> <li>5. Approve a budget amendment of \$80,000 Ex GST to Income Account CB101 to reflect the Road Project Grant increase for 2023/24;</li> <li>6. Approve a budget amendment of \$80,000 Ex GST to Expense Account CB01 to reflect the Road Project Grant increase for 2023/24;</li> <li>7. Approve a budget amendment of \$2,100,000 Ex GST to Income Account CB103 to reflect the additional Preparing Australian Communities Grant drawn down;</li> <li>8. Approve a budget amendment of \$2,100,000 Ex GST to Expense Account CB03 to reflect the additional Preparing Australian Communities Grant drawn down;</li> <li>9. Approve a budget amendment of \$966,491 Ex GST to Income Account CB110 to reflect the Phase 4 Local Roads and Community Infrastructure Grant allocation;</li> <li>10. Approve a budget amendment of \$966,491 Ex GST to Expense Account CB10 to reflect the Phase 4 Local Roads and Community Infrastructure Grant allocation.</li> </ol>	
<b>For: Shire President C Mitchell, Cr D Male, Cr P Matsumoto, Cr P Taylor, Cr M Virgo, Cr E Smith and Cr J Mamid.</b>	
<b>Against the Motion: Cr J Lewis.</b>	
<b>CARRIED BY ABSOLUTE MAJORITY 7/1</b>	

**1 July 2023 Opening Position & FAG's Overpayment**

The Shire receives a significant allocation of untied funds each year through an annual Financial Assistance Grant (FAG). FAG's is untied grant funding, meaning it can be used for any purpose that supports the operations of the Shire of Broome. FAG's is split into allocations for general purpose and roads rather than a specific project or purpose.

The budgeted allocations for each financial year, and any advance payments received, are estimates based on prior years. Historically 50% of FAG's is paid in advance by the

Commonwealth, and subsequently the State through the WA Grants Commission. The remaining 50% is typically received in the following financial year.

The announcement of the Federal Budget in May 2023 highlighted that there would be no advance payments of the 2023/24 grant allocation. Based on this announcement, the Shire's 2023/24 annual budget accounted for receipt of the full grant allocation within the 2023/24 financial year.

Advice on the final FAG's allocation for each local government is provided in August each year, and requires a budget amendment to reflect the actual amount to be received that financial year. Advance payments are typically captured within the closing position of the prior year, and it is the responsibility of each individual local government to manage the cashflow implications of the grant at the time it is received.

Despite previously advising that no advance payment of FAG's would occur, the Commonwealth made a late decision to allocate advance payments following pressure from lobbying organisations nationwide (Attachments 3 and 4). Consequently the Shire received a significant advance FAG's payment of \$2,643,234 of the 2023/24 allocation (\$2,781,315) on 30 June 2023. This has resulted in a surplus within the 2023/24 opening position.

It should be noted that the budget for 2023/24 was based on the prior year's allocation of \$2,496,613.

Despite paying \$2,643,234 in advance the Commission advised that the Shire of Broome's 2023/24 FAG's allocation has been overpaid by \$341,946 (Attachment 5).

Budget adjustments are therefore necessary to balance out the variances in both the value of the allocation, the timing of receipt of the funding and the overpayment of the 2023/24 allocation. These amendments are summarised in the tables below. It is noted that this is purely to capture the budget impact of receipting this income source.

	General	Roads	Total allocation
<b>Advance payment in 2022/23</b>	1,967,904	675,330	2,643,234
<b>Remaining grant to receive in 2023/24 (A)</b>	82,975	55,106	138,081
<b>Total 2023/24 Grant Allocation</b>	<b>2,050,879</b>	<b>730,436</b>	<b>2,781,315</b>
<b>2023/24 Budget (B)</b>	1,859,543	637,070	2,496,613
<b>Budget amendment required (A-B)</b>	- 1,776,568	- 581,964	- 2,358,532

The 2023/24 FAG's allocations were based on the grant recommendations for the 2022/23 financial year with indexation in line with the increase in overall grant allocation to the State of Western Australia. This was an unexpected and unprecedented upfront payment amount. The Grants Commission is legislatively obligated to pay the full advance to local governments.

As the Commonwealth Government's allocations vary to that of the WA Grants Commission this created over and under payments to local governments. The Grants Commission is required to follow legislative requirements to distribute the Financial Assistance Grant and does not have legislative authority to recoup from the subsequent quarterly payments throughout 2023/24. Nor would there have been enough in the pool to allow for this.

To effect a recoup, local governments that were overpaid in 2023/24 will have their 2024/25 Financial Assistance Grant reduced by the 2023/24 overpayment amount. Conversely, local

governments that were underpaid will have their 2024/25 Financial Assistance Grant increased by the underpayment amount.

As the Shire has received an overpayment in 2023/24 the Commission has advised that the 2024/25 FAG's allocation will be reduced by the overpayment amount (\$341,946).

Historic allocations of FAG's (smoothing out the effects of advance payments) show the Shire of Broome receives a smaller allocation every financial year, despite advice that the funding pool is increasing through indexation, and against the rising costs of all expenses required to maintain operations. Excluding the effect of the overpayment, the 2023/24 allocation was \$57,244 less than the 2022/23 allocation, and the 2024/25 allocation is expected to follow a similar trend.

Considering the declining value of annual FAG's allocations officers suggest the overpayment of 2023/24 be quarantined in the Restricted Cash Reserve to support the 2024/25 operating budget as intended. The alternative is to offset current budget requirements, which will adversely impact the capacity for service delivery in the 2024/25 budget.

An unintentional effect in the closing position for 2022/23 was the \$138,081 overstatement of the FAG's advance payment; the advanced funding was stated as \$2,781,315 in the closing position however this figure represents the entire 2023/24 FAG allocation. The advance payment was \$2,643,234 with \$138,081 to be received in 2023/24. The remaining \$138,081 to be received in 2023/24 offsets the \$57,244 decrease to the budgeted FAG allocation. This is due to the estimate of FAG's to be received in 2023/24 being less than the amount received in 2022/23. The \$80,837 variance can be considered "untied" surplus. Officers recommend that this surplus is used to offset the current deficit.

"Tied" surplus (FAG's)	2,781,315
Advance Payment 30 June 2023	-2,643,234
"Untied" portion of opening surplus 1 July 2023	138,081
FAG's grant allocation less than budgeted 2023/24	-57,244
<b>Remaining surplus available for redistribution</b>	<b>80,837</b>

Grant funding received from the Department of Planning Lands and Heritage (DPLH) for the McMahon Estate project (\$200,000) was budgeted for 2023/24, but received in 2022/23. The advance payment of this grant was accounted for in the final closing position for 2022/23, and a budget amendment is now required, as we no longer anticipate receipt of this grant within 2023/24.

The impact of these budget adjustments against the current budget surplus, is presented in the table below. Noting that the current surplus is the result of the advance payment of FAG's and the McMahon Estate Grant. Officers recommend that the untied surplus mentioned in the previous table is used to offset the current budget deficit of \$398,632.

<b>Audited Opening Position at 1 July 2023 (increase)</b>	<b>2,138,370</b>
Adjustments to Carry Over budgets	2,123,591
Net surplus available - transfer to POS Reserve	(397,211)
Net surplus available - reduction of Cable Beach proposed borrowings	(883,435)
<b>Surplus remaining, including \$200,000 McMahon Estate grant received in advance and \$2,781,315 FAG's received in advance</b>	<b>2,981,315</b>
<b>Council approved budget amendments total \$130,296 deficit</b>	
Net effect of FACR Quarter 1 budget amendments	(76,387)
BRAC Inflatable	(17,000)
Sister City Relationship and Taiji Delegation 2023	(5,000)

2024 Extraordinary Election	(31,909)
Council approved budget amendments reduced the closing position to:	<b>2,851,019</b>
<b>Proposed budget amendments</b>	
FAG's budget amendment (\$80,837 less than captured in closing position)	(2,358,532)
Transfer of FAG's overpayment to Restricted Cash Reserve	(341,946)
McMahon Estate - Grant received in advance	(200,000)
<b>Total</b>	<b>\$2,900,478</b>
Current closing position \$2,851,019 after accounting for grants, the deficit of \$130,296 is reduced to:	<b>(49,459)</b>
Net effect of FACR Quarter 2 budget amendments	(268,336)
<b>Forecast closing position 30 June 2024</b>	<b>(317,795)</b>

### **Quarter 2 Finance and Costing Review**

Responsible officers completed their individual reviews with Director consultation on 2 February 2024. FACR workshops were conducted the following week with Responsible officers and the Executive Management Group discussing the proposed budget amendments. The results from this process were reviewed through the Executive Management Group, and indicate a deficit forecast financial position of **\$268,336** should Council approve the Quarter 2 proposed budget amendments. The overall result, including the proposed amendments in the above table and amendments already endorsed through Council, indicates a net deficit position to 30 June 2024 of **\$317,795**. This figure represents a budget forecast should all expenditure and income occur as expected.

While officers make every effort to ensure the net impact of each FACR is minimal, and offset savings and expenditure within their assigned budgets and directorates, this is not always achievable. The second quarter review has balanced the impact of the proposed variances within the full budget, including the following proposed amendments:

- a new fully-funded grant program - the Remote Chance Project has received \$70,000 from the Kimberley Development Commission;
- a \$43,000 increase in expenditure to finalise the Playground Strategy; timing of a change in the responsible officer for the project, a budget carry over was not requested, and the original budget estimate from 2021 was not adequate to cover the scope of the project;
- savings within the Community Sponsorship program, including \$40,000 budgeted for Magabala Books (agreement has ended), and realignment of the Community Development Fund so that the timing of Stream 1 and 2 payments will be made from July 2024 (\$62,100 saving);
- a \$16,460 increase in statutory fees and taxes following a statutory review of superannuation;
- a \$50,000 increase in budgeted interest on municipal investments, recognising favourable interest rates received on cash currently held;
- a \$25,098 increase in insurance reimbursements (not offset by expenditure associated with claims) as credit for the finalisation of the 2022/23 wages declaration;
- a \$65,000 increase in network expenditure, including CCTV repairs, bringing forward a 2024/25 project to investigate the future strategy and design for the management and maintenance of the CCTV network, and installation of security access control to the Shire's server room;
- a net \$237,303 decrease in commercial and residential property income resulting from commercial actuals tracking less than estimated, key staff vacancies and supplying housing for short-term contractor engagements.

A comprehensive list of accounts (refer to Attachment 2) has been included for perusal by the committee, presented by Directorate.

A summary of the results is as follows:

SHIRE OF BROOME SUMMARY REPORT					
	BUDGET IMPACT				
	2023/24 Adopted Budget (Income)/ Expense	YTD Adopted Budget Amendments (Income)/ Expense	Grants received in advance (required Budget Amendments)	FACR Q2 Overall (Inc) / Exp	YTD Overall Position
Office of the CEO	\$0	\$7,000	\$0	\$27,226	\$34,226
Corporate Services	\$0	\$37,028	\$0	\$13,688	\$50,716
Development Services	\$0	-\$8,000	\$0	\$8,883	\$883
Infrastructure Services	\$0	\$40,359	\$0	\$218,539	\$258,898
Council approved budget amendments	\$0	\$53,909	\$0	\$0	\$53,909
<b>Budget Amendments Sub-total</b>	<b>\$0</b>	<b>\$130,296</b>	<b>\$0</b>	<b>\$268,336</b>	<b>\$398,632</b>
FAG's Grant received in advance	\$0	-\$2,781,315	\$2,700,478	\$0	-\$80,837
McMahon Estate Grant received in advance	\$0	-\$200,000	\$200,000	\$0	\$0
	<b>0,000*</b>	<b>-\$2,851,019</b>	<b>\$2,900,478</b>	<b>\$268,336</b>	<b>\$317,795</b>

\*Council adopted the annual budget with a predicted end-of-year balanced budget, which included previous year carried forward surplus.

## 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 the last day of February 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

- (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; and
  - (d) include the following —
    - (i) the annual budget adopted by the local government;
    - (ii) an update of each of the estimates included in the annual budget;
    - (iii) the actual amounts of expenditure, revenue and income as at the date of the review;
    - (iv) adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end-of-year amount for the item.
- (2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.
- (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 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

[Regulation 33A inserted: Gazette 31 Mar 2005 p. 1048-9; amended: Gazette 20 Jun 2008 p. 2723-4; SL 2023/106 r. 18.]

#### **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 (\$441,595) the Shire must formulate an action plan to remedy the over expenditure.

#### **FINANCIAL IMPLICATIONS**



The result of the Quarter 2 FACR estimates is a budget deficit of **\$268,336**.

The **net result** of budget amendments previously endorsed by Council (including Quarter 1 FACR and carry over adjustments) is a budget deficit position of **\$130,296**. Council's approval of the Quarter 2 FACR will have an overall closing position deficit of **\$398,632** to 30 June 2024.

After budget adjustments to recognise the early receipt of the FAG's and McMahon Estate Grants, and transferring the FAG's overpayment to Restricted Cash Reserve to support the 2024/25 annual budget, there is a saving of \$80,837.

Applying the saving of \$80,837, the overall result indicates a total deficit position to 30 June 2024 of **\$317,795**. This figure represents a budget forecast should all expenditure and income occur as expected.

## **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 2024. 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 and value, for everyone.**

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

11.2 Deliver best practice governance and risk management.

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

13.1 Plan effectively for short and long term financial sustainability.

## **VOTING REQUIREMENTS**

*Absolute Majority*

**COMMITTEE RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. AR/0224/003**

**Moved: Cr D Male**

**Seconded: Shire President 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 2023;**
- 2. Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2024 as attached (Attachment 2);**
- 3. Approve the following budget amendments:**
  - (a) Decrease Account 100222180 McMahon Estate Grant Income by \$200,000, noting that the funding was received in June 2023 and is contained within the 1 July 2023 opening position;**
  - (b) Decrease Account 100303010 Financial Assistance Grant (general) by \$1,776,568 and Account 101203050 Financial Assistance Grant (roads) by \$581,964 (total \$2,358,532 reduction), noting that the funding was received June 2023 and is contained within the 1 July 2023 opening position;**
- 4. Recognise the overpayment of Financial Assistance Grant allocations in 2023/24 and transfer \$341,946 to Account 100236960 Transfer to Restricted Cash Reserve.**
- 5. Note that Financial Assistance Grant allocations in 2024/25 will be reduced by \$341,946. \$341,946 will be drawn from the Restricted Cash reserve in the 2024/25 annual budget.**
- 6. Notes a forecast net end-of-year deficit position to 30 June 2024 of \$317,795 including previously adopted budget amendments and the budget amendments in recommendation 3;**
- 7. Endorses the Report as the 2023/24 statutory mid-year budget review.**

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

**Attachments**

1. 2023-24 Statutory Budget Review
2. Quarter 2 Finance and Costing Review
3. Letter - lobbying for FAGs prepayment
4. Advice of FAGs Prepayment
5. Letter - Confirmation of 23-24 FAGs allocation and overpayment

**SHIRE OF BROOME**  
**BUDGET REVIEW REPORT**  
**FOR THE PERIOD ENDED 31 DECEMBER 2023**

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

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Item 5.2 - 2ND QUARTER FINANCE AND COSTING REVIEW 2023-24

SHIRE OF BROOME  
STATEMENT OF BUDGET REVIEW  
FOR THE PERIOD ENDED 31 DECEMBER 2023

	Budget v Actual			Estimated Year at End Amount (b)	Predicted Variance (a) - (b)	
	Adopted Budget	Updated Budget Estimates (a)	Year to Date Actual			
	\$	\$	\$	\$	\$	
<b>OPERATING ACTIVITIES</b>						
<b>Revenue from operating activities</b>						
Rates	26,561,200	26,561,200	26,546,826	26,563,238	2,038	▲
Grants, subsidies and contributions	3,997,267	4,217,207	415,290	1,661,805	(2,555,402)	▼
Fees and charges	10,948,496	11,000,678	7,012,136	10,830,809	(169,869)	▼
Interest revenue	1,273,202	1,394,768	924,334	1,444,768	50,000	▲
Other revenue	1,275,664	1,292,664	904,280	1,539,276	246,612	▲
Profit on asset disposals	103,734	103,734	53,427	103,734	0	
	44,159,563	44,570,251	35,856,293	42,143,630	(2,426,621)	
<b>Expenditure from operating activities</b>						
Employee costs	(18,520,106)	(17,692,363)	(8,472,096)	(17,482,921)	209,442	▲
Materials and contracts	(14,726,176)	(14,209,531)	(5,120,351)	(14,750,467)	(540,936)	▼
Utility charges	(2,243,536)	(2,243,536)	(998,550)	(2,231,419)	12,117	▲
Depreciation	(15,510,953)	(15,510,953)	(7,921,366)	(15,510,953)	0	
Finance costs	(279,008)	(279,008)	(131,153)	(279,008)	0	
Insurance	(879,464)	(879,464)	(910,775)	(879,464)	0	
Other expenditure	(1,763,771)	(1,835,436)	(838,548)	(1,779,961)	55,475	▲
Loss on asset disposals	(57,034)	(57,034)	(87,639)	(57,034)	0	
	(53,980,048)	(52,707,325)	(24,480,478)	(52,971,227)	(263,902)	
Non-cash amounts excluded from operating activities	15,497,961	15,497,961	7,969,584	15,497,961		
<b>Amount attributable to operating activities</b>	5,677,476	7,360,887	19,345,399	4,670,364	(2,690,523)	
<b>INVESTING ACTIVITIES</b>						
<b>Inflows from investing activities</b>						
Capital grants, subsidies and contributions	10,650,596	15,563,058	3,208,165	15,839,003	275,945	▲
Proceeds from disposal of assets	718,644	822,144	296,109	822,144	0	
Proceeds from self supporting loans	96,154			0	0	
	11,465,394	16,385,202	3,504,274	16,661,147	275,945	
<b>Outflows from investing activities</b>						
Buildings - non-specialised	(2,294,292)	(6,607,488)	(1,259,458)	(6,956,152)	(348,664)	▼
Plant and equipment	(3,318,921)	(3,361,194)	(975,767)	(3,361,194)	0	
Furniture and Equipment	(155,500)	(356,356)	(230,992)	(402,676)	(46,320)	▼
Infrastructure Assets - Roads & Footpaths	(4,057,625)	(4,004,483)	(2,132,043)	(4,004,483)	0	
Infrastructure Assets - Recreation Areas	(15,341,069)	(19,475,591)	(2,262,094)	(19,611,381)	(135,790)	▼
Infrastructure Assets - Drainage	(25,000)	(25,000)	0	(25,000)	0	
Infrastructure Assets - Other	(1,082,350)	(470,695)	(177,146)	(470,695)	0	
	(26,274,757)	(34,300,807)	(7,037,500)	(34,831,581)	(530,774)	
<b>Amount attributable to investing activities</b>	(14,809,363)	(17,915,605)	(3,533,226)	(18,170,434)	(254,829)	
<b>FINANCING ACTIVITIES</b>						
<b>Cash inflows from financing activities</b>						
Self-Supporting Loan Principal	0	96,154	0	96,154	0	
Proceeds from new borrowings	2,350,507	4,433,072	0	4,433,072	0	
Transfers from reserve accounts	6,130,711	6,755,855	0	7,042,855	287,000	▲
	8,481,218	11,285,081	0	11,572,081	287,000	
<b>Cash outflows from financing activities</b>						
Repayment of Self Supporting Loan	0	(96,154)	(48,077)	(96,154)	0	
Repayment of borrowings	(551,027)	(454,874)	(226,080)	(454,874)	0	
Transfers to reserve accounts	(4,445,042)	(5,113,424)	(359,119)	(5,623,886)	(510,462)	▼
	(4,996,069)	(5,664,452)	(633,276)	(6,174,914)	(510,462)	
<b>Amount attributable to financing activities</b>	3,485,149	5,620,629	(633,276)	5,397,167	(223,462)	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>						
<b>Surplus or deficit at the start of the financial year</b>	5,646,738	7,785,108	7,785,108	7,785,108	0	
Amount attributable to operating activities	5,677,476	7,360,887	19,345,399	4,670,364	(2,690,523)	
Amount attributable to investing activities	(14,809,363)	(17,915,605)	(3,533,226)	(18,170,434)	(254,829)	
Amount attributable to financing activities	3,485,149	5,620,629	(633,276)	5,397,167	(223,462)	
<b>Surplus or deficit after imposition of general rates</b>	(0)	2,851,019	22,964,005	(317,795)	(3,168,814)	▼

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Item 5.2 - 2ND QUARTER FINANCE AND COSTING REVIEW 2023-24

SHIRE OF BROOME  
NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 31 DECEMBER 2023

1. BASIS OF PREPARATION

This budget review has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**Local Government Act 1995 requirements**

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the budget review be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 Leases which would have required the Shire of Broome to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996*, regulation 33A prescribes contents of the budget review.

Accounting policies which have been adopted in the preparation of this budget review have been consistently applied unless stated otherwise. Except for cash flow and statement of financial activity, the budget review has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire of Broome controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

**Judgements and estimates**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimation of fair values of provisions

**SIGNIFICANT ACCOUNTING POLICES**

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

Item 5.2 - 2ND QUARTER FINANCE AND COSTING REVIEW 2023-24

SHIRE OF BROOME  
NOTES TO THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 31 DECEMBER 2023

2 NET CURRENT FUNDING POSITION  
EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

	Audited Actual 30 June 2023	Adopted Budget 30 June 2024	Updated Budget Estimates 30 June 2024	Year to Date Actual 31 December 2023	Estimated Year at End Amount 30 June 2024
<b>(a) Composition of estimated net current assets</b>	\$	\$	\$	\$	\$
<b>Current assets</b>					
Cash and cash equivalents	50,477,249	39,870,339	42,174,948	62,011,913	38,183,621
Other Financial assets	96,154	96,154	96,154	96,154	96,154
Trade and other receivables	1,813,447	901,245	901,245	5,998,880	909,447
Inventories	30,354	39,712	39,712	46,706	30,354
Other assets	160,912	10,349	10,349	9,469	79,000
	52,578,116	40,917,799	43,222,408	68,163,122	39,298,576
<b>Less: current liabilities</b>					
Trade and other payables	(3,264,285)	(2,182,038)	(2,182,038)	(3,330,410)	(1,060,285)
Contract liabilities	0	(1,881,760)	0	0	0
Capital grant/contribution liability	(5,489,456)	(4,135,725)	(4,135,725)	(5,489,456)	(4,135,725)
Developer Contributions	(1,867,402)	0	(2,231,081)	(1,867,402)	(2,350,046)
Borrowings	(551,033)	(608,961)	(608,961)	(324,952)	(608,961)
Employee related provisions	(1,772,619)	(2,783,876)	(1,738,911)	(1,767,485)	(1,738,911)
Other provisions	(234,420)	(91,147)	(91,147)	(234,420)	(234,420)
	(13,179,215)	(11,683,507)	(10,987,863)	(13,014,125)	(10,128,348)
<b>Net current assets</b>	39,398,901	29,234,292	32,234,545	55,148,997	29,170,228
<b>Less: Total adjustments to net current assets</b>	(31,613,793)	(29,234,292)	(29,383,526)	(32,184,992)	(29,488,023)
<b>Closing funding surplus / (deficit)</b>	7,785,108	(0)	2,851,019	22,964,005	(317,795)
<b>(b) Non-cash amounts excluded from operating activities</b>					
The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> .					
	Audited Actual 30 June 2023	Adopted Budget 30 June 2024	Updated Budget Estimates 30 June 2024	Year to Date Actual 31 December 2023	Estimated Year at End Amount 30 June 2024
	\$	\$	\$	\$	\$
<b>Adjustments to operating activities</b>					
Less: Profit on asset disposals	(92,049)	(103,734)	(103,734)	(53,427)	(103,734)
Less: Movement in liabilities associated with restricted cash	42,779	0	0	0	0
Less: Fair value adjustments to financial assets at fair value through profit or loss	(4,607)	0	0	0	0
Add: Loss on disposal of assets	96,025	57,034	57,034	87,639	57,034
Add: Loss on revaluation of fixed assets	482,322	0	0	0	0
Add: Depreciation on assets	16,806,742	15,510,953	15,510,953	7,921,366	15,510,953
Movement in current employee provisions associated with restricte	0	33,708	33,708	6,293	33,708
Non-cash movements in non-current assets and liabilities:					
Pensioner deferred rates	(8,702)	0	0	0	0
Employee benefit provisions	10,226	0	0	0	0
Other provisions	(264,795)	0	0	7,713	0
<b>Non-cash amounts excluded from operating activities</b>	17,067,941	15,497,961	15,497,961	7,969,584	15,497,961
<b>(c) Current assets and liabilities excluded from budgeted deficiency</b>					
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.					
	Audited Actual 30 June 2023	Adopted Budget 30 June 2024	Updated Budget Estimates 30 June 2024	Year to Date Actual 31 December 2023	Estimated Year at End Amount 30 June 2024
	\$	\$	\$	\$	\$
<b>Adjustments to net current assets</b>					
Less: Reserve accounts	(35,137,161)	(33,012,780)	(33,494,730)	(35,496,280)	(33,718,192)
Less: Financial assets at amortised cost - self supporting loans	(96,154)	(96,154)	(96,154)	(96,154)	(96,154)
Add: Current liabilities not expected to be cleared at end of year					
- Current portion of borrowings	551,033	608,961	608,961	324,952	608,961
- Current portion of developer contributions held in reserve	1,701,173	1,881,760	2,231,081	1,701,173	2,350,046
- Current portion of Employee benefit provisions held in reserve	1,367,316	1,383,921	1,367,316	1,381,317	1,367,316
<b>Total adjustments to net current assets</b>	(31,613,793)	(29,234,292)	(29,383,526)	(32,184,992)	(29,488,023)



Item 5.2 - 2ND QUARTER FINANCE AND COSTING REVIEW 2023-24

SHIRE OF BROOME  
NOTES TO THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 31 DECEMBER 2023

2 COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

**SIGNIFICANT ACCOUNTING POLICIES**  
**CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities.

**FINANCIAL ASSETS AT AMORTISED COST**

The Shire of Broome classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

**TRADE AND OTHER RECEIVABLES**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for grants, contributions, reimbursements, and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire of Broome applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

**INVENTORIES**

**General**

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**CONTRACT ASSETS**

Contract assets primarily relate to the Shire of Broome's right to consideration for work completed but not billed at the end of the period.

**CONTRACT LIABILITIES**

Contract liabilities represent the Shire of Broome's obligation to transfer goods or services to a customer for which the Shire of Broome has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

**PROVISIONS**

Provisions are recognised when the Shire of Broome has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**CURRENT AND NON-CURRENT CLASSIFICATION**

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Broome's operational cycle. In the case of liabilities where the Shire of Broome does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire of Broome's intentions to release for sale.

**TRADE AND OTHER PAYABLES**

Trade and other payables represent liabilities for goods and services provided to the Shire of Broome prior to the end of the financial year that are unpaid and arise when the Shire of Broome becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

**PREPAID RATES**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire of Broome recognises revenue for the prepaid rates that have not been refunded.

**EMPLOYEE BENEFITS**

**Short-Term Employee Benefits**

Provision is made for the Shire of Broome's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employee render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Broome's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the net current funding position. Shire of Broome's current obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the net current funding position.

**Other long-term employee benefits**

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire of Broome's obligations for long-term employee benefits where the Shire of Broome does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, are presented as current provisions in the net current funding position.

Item 5.2 - 2ND QUARTER FINANCE AND COSTING REVIEW 2023-24

Summary Report - by Directorate

SHIRE OF BROOME SUMMARY REPORT					
BUDGET IMPACT					
	2023/24 Adopted Budget (Inc) / Exp	YTD Current Budget Amendments (Inc) / Exp	Grants received in advance (required Budget Amendments)	FACR Q2 Overall (Inc) / Exp	YTD Overall Position
Office of the CEO	\$0	\$7,000	\$0	\$27,226	\$34,226
Corporate Services	\$0	\$37,028	\$0	\$13,688	\$50,716
Development Services	\$0	-\$8,000	\$0	\$8,883	\$883
Infrastructure Services	\$0	\$40,359	\$0	\$218,539	\$258,898
Council approved budget amendments	\$0	\$53,909	\$0	\$0	\$53,909
<b>Budget Amendments Sub-total</b>	<b>\$0</b>	<b>\$130,296</b>	<b>\$0</b>	<b>\$268,336</b>	<b>\$398,632</b>
FAG's Grant received in advance	\$0	-\$2,781,315	\$2,700,478	\$0	-\$80,837
McMahon Estate Grant received in advance	\$0	-\$200,000	\$200,000	\$0	\$0
	<b>0,000*</b>	<b>-\$2,851,019</b>	<b>\$2,900,478</b>	<b>\$268,336</b>	<b>\$317,795</b>

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Item 5.2 - 2ND QUARTER FINANCE AND COSTING REVIEW 2023-24

Quarter 2 Finance and Costing Review Budget Amendments  
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2023-24										
COA Code	Job Number	IE Code	Job Description	2023/24 Full Year Current Budget	2023/24 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org Savings
<b>Office of the CEO</b>										
<b>ADMIN1 - Chief Executive Officer - S Mastrolembo</b>										
23010		61	Salary - Op Exp - Other Governance	\$512,374	\$212,584	-\$101,181	\$411,193		Recognise salary of People and Culture Coordinator being moved from CEO account to People and Culture salary account.	
23010		76	Salary - Op Exp - Other Governance	\$56,361	\$23,603	-\$11,130	\$45,231		Recognise superannuation of People and Culture Coordinator being moved from CEO account to People and Culture salary account.	
142006		76	Salary - Op Exp - Human Resources	\$34,868	\$24,260	\$11,130	\$45,998		Recognise superannuation of People and Culture Coordinator being moved to People and Culture salary account.	
142006		61	Salary - Op Exp - Human Resources	\$316,980	\$200,501	\$101,181	\$418,161		Recognise salary of People and Culture Coordinator being moved to People and Culture salary account.	
									[RO: CS3 Manager People and Culture]	
						\$0		\$0		\$0
<b>ADMIN2 - Personal Assistant T</b>										
23015		34	Executive Travel & Accom - Op Exp - Other Governance	\$22,000	\$2,968	-\$10,000	\$12,000		Minimal travel has occurred to date and anticipated to end of the financial year.	
						-\$10,000		\$0		\$0
<b>BC - Marketing &amp; Communications Coordinator - D Bonnici</b>										
11709		34	Quarterly Marketing Campaigns - CEO202209 - Op Ex	\$50,000	\$80	-\$30,000	\$20,000		Reduced \$30,000 to align with project brief and actuals to date	
						-\$30,000		\$0		\$0
<b>CMS2 - Manager Community Engagement &amp; Projects - N Roukens</b>										
113704	113707	34	Public Open Space Strategy	\$0	\$16,158	\$43,000	\$43,000		Playground Strategy (previously Infrastructure account). Carryover from 22/23 not requested reducing budget by \$23,329 ex GST. Additional \$20,000 required to finalise strategy.	
						\$43,000		\$0		\$0
<b>ES7 - Special Projects Coordinator - A Clark- Hale</b>										
22218	ME01	11	McMahon Estate Business Case Grant Income	-\$200,000	\$0	\$4,498	-\$195,502		All grant income recieved 22 June 2023. Recognised additional grant income interest: \$2,306 Q1 interest and \$2,191 Q2 interest.	
132314		34	Sanctuary Caravan Park Op Exp - Tourism & Area Promotion	\$475,000	\$51,979	-\$78,066	\$396,934		23/24 budget included a \$75,000 municipal contribution carried forward from 22/23 towards engaging a consultant to assist with the preparation of the Developer RFT and marketing of the opportunity. Additional \$22,000 is required for the development of lease documents and a further \$16,000 for professional tender review from an external party.	

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Quarter 2 Finance and Costing Review Budget Amendments  
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2023-24										
COA Code	Job Number	IE Code	Job Description	2023/24 Full Year Current Budget	2023/24 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org Savings
132383	SR01	11	Sanctuary Road Detailed Design 23-24 Income	-\$400,000	\$0	\$116,066	-\$283,934		An initial \$400,000 was the expected amount for the first milestone of the grant funding sought to commence headworks. Funding under the IDF grant has now been confirmed to be \$283,934. Further milestones will be included when appropriate in the future for the full \$7.68M IDF grant	
1181425	1181426	34	Cable Beach Foreshore Upgrade	\$228,809	\$27,231	\$83,738	\$312,547		Funds committed for Art and Interpretation were utilised for the completion of the Engineering design in 2023/24. Additional \$33,012 required for Artist and Interpretation Engagement Fees. Stakeholder engagement has identified an opportunity to progress the design and approvals of the path through the Monsoonal Vine Thicket (MVT) - require \$5,000 Feature Survey, \$10,000 Design Fee, \$35,726 Environmental Permitting Fees Total required = \$83,738.	
						\$126,236		\$0		\$0
<b>REQ54 - Activation &amp; Engagement Coordinator - C Lawton</b>										
1367304	PA01	11	Place Activation Income	-\$20,000	-\$28,000	-\$10,000	-\$30,000		\$10,000 Australia Day Grant.	
1367457	34	34	Place Activation Plan	\$90,000	\$51,045	\$10,000	\$100,000		\$10,000 Australia Day funding (new grant recieved). [RO: REQ1 - Place Activation & Engagement Officer]	
1367304	RC01	11	Remote Chance Project - Grant Income	\$0	\$0	-\$70,000	-\$70,000		\$70,000 grant income from Kimberley Development Commission – Remote Chance Project.	
1367460	RC02	34	Remote Chance Project - Grant Expenditure	\$0	\$0	\$70,000	\$70,000		Remote Chance Project expenditure.	
						\$0		\$0		\$0
<b>REQ36 - Place Activation and Engagement Officer - S Power</b>										
22172		58	Community Sponsorship Program (Community Development Fund Stream 1, QRG) - Op Exp - Other Governance	\$130,000	\$12,900	-\$102,010	\$27,990		Magabala Books agreement ended in 2022/23 financial year with final payment made June 23. \$40,000 not required. Review of the Community Development Fund has presented an opportunity to align Stream 1 and 2 budgets to have all payments made in July 2024 from 24/25 budget - \$62,100 saving.	-\$40,000
						-\$102,010		\$0		-\$40,000
			<b>Office of the CEO Directorate (Saving)/Expense</b>			\$27,226		\$0		-\$40,000
<b>Corporate Services</b>										
<b>CS1 - Director Corporate Services - J Watt</b>										
22124		58	Contribution to Kimberley Zone Secretariat	\$50,000	\$0	-\$5,000	\$45,000		Annual contribution \$45,000 as per Kimberley Regional Group budget. \$5,000 savings.	\$0
						-\$5,000		\$0		\$0
<b>BRAC1 - Manager Community Facilities - C Zepnick</b>										

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Quarter 2 Finance and Costing Review Budget Amendments  
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2023-24										
COA Code	Job Number	IE Code	Job Description	2023/24 Full Year Current Budget	2023/24 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org Savings
117010	117011	34	Aquatic Building & Pool General Maint Exp	\$20,000	\$15,959	\$10,000	\$30,000		General maintenance of pool area - expansion joints \$9,000.	
117081	117082	34	General Building & Facility Maint - BRAC Dry - Op Exp	\$30,000	\$31,522	\$25,000	\$55,000		Ongoing reactive maintenance required at the Recreation Centre.	
117148		34	Group Fitness Program - Op Exp - BRAC - Aquatic	\$23,000	\$18,278	\$15,000	\$38,000		Contract staff used due to lack of available qualified staff and increased costs associated with adjusted EBA - increasing costs. Equipment renewal at start of year.	
117266		02	Multipurpose Room Hire Inc - BRAC	-\$28,000	\$0	\$18,000	-\$10,000		PerfectMinds to 31 Dec - \$5,397. Budgeted to have childcare income. Need to remove this as unlikely to occur in 2023/24.	
117286		02	Inflatable Hire Fees - Op Inc - BRAC Aquatic	-\$18,000	\$0	\$5,000	-\$13,000		PerfectMinds to 31 Dec - \$3,646. Inflatable unavailable for significant portion of busy period.	
117339	TC02	10	Tennis Court Surface Renewal Income	-\$99,684	\$0	\$49,684	-\$50,000		CSRF Application unsuccessful reducing expected income for project.	
117397	TC01	34	Tennis Court Surface Renewal Expenditure	\$298,221	\$576	-\$49,684	\$248,537		CSRF application unsuccessful reducing available budget however tender came in under budget. Contract executed with Sport Services and project underway.	
117399	117422	34	BRAC Outdoor Court Scoreboard - Cap Ex	\$41,114	\$55,934	\$14,820	\$55,934		Additional expenditure associated with development of synchronised timing system.	
117410		02	Entry Fees and Spectator Fees - Op Inc BRAC Aquatic	-\$210,000	\$0	-\$40,000	-\$250,000		PerfectMinds to 31 Dec - \$136,202. Increased visitation generally coupled with increased income resulting from school entry fees for in term swim lessons.	
						\$47,820		\$0		\$0
CMS4 - Venue Supervisor - S Bowra										
116470	116471	34	Broome Civic Centre Building General Maint Exps - Op Exp Bme Civic Centre	\$35,000	\$16,417	\$36,000	\$71,000		Requesting \$20,000 budget increase for reactive maintenance for remaining 6 months - projecting reactive maintenance costs to exceed budget. \$16,000 additional funds required for cleaning; unbudgeted due to new cleaning contract arrangements.	
113755		34	Civic Centre Building Renewal (Inc Plant & Furn) - Cap Exp - Public Halls	\$155,000	\$82,465	-\$20,000	\$135,000		Underspend in Building Asset Management Plan renewals to be used towards high priority lighting repair at Civic Centre. [RO: Asset Coordinator - Building]	
116483		11	Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	-\$30,000	\$0	-\$30,000	-\$60,000		Additional \$30,000 DLGSC in the House grant funding received (extension of existing grant to align with financial year rather than calendar year). \$14,000 to performance production account and \$16,000 to wages.	
116491		34	Minor Assets - Op Exp - Bme Civic Centre	\$113,350	\$28,088	-\$50,000	\$63,350		DLGSCI in the House grant funding mistakenly put here. \$14,000 to performance production account and \$16,000 to wages. \$20,000 budget double up not required - used to fund additional cleaning costs in 116417.	
116486		61	Salary - Op Exp - Broome Civic Centre - Op Exp	\$217,398	\$113,124	\$32,000	\$249,398		DLGSCI in the House grant funding mistakenly in 116491 Minor assets. \$14,000 to performance production account and \$16,000 to wages.	
116495		34	Performance Production Expenses - Broome Civic - Op Exp MUN	\$95,000	\$45,828	\$28,000	\$123,000		\$14,000 from 116491 and \$14,000 from 116486.	

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Quarter 2 Finance and Costing Review Budget Amendments  
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2023-24										
COA Code	Job Number	IE Code	Job Description	2023/24 Full Year Current Budget	2023/24 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org Savings
116541		27	Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	-\$60,000	-\$43,896	-\$10,000	-\$70,000		PerfectMinds to 31 Dec - \$50,704. Increasing income forecast to end of year.	
						-\$14,000		\$0		\$0
<b>CS2 - Manager Financial Services - E French</b>										
30107		01	Rates Concessions - Op Inc - Rates	\$47,903	\$58,635	\$10,732	\$58,635		2 approved rates exemptions - Helping Minds (Council) and Catholic church (under Council Policy Rate Exemption Charitable Use and Delegation 1.1.29 Rate Record - Objections).	
32492		01	Back Rates - Op Inc - Rates	\$0	-\$12,770	-\$12,770	-\$12,770		Additional rates income from minor improvements and new buildings, where the new valuation was received after 30/06/23, and the change occurred prior to 30/06/23.	
142004		61	Salary - Op Exp - Finance	\$956,347	\$466,932	-\$13,000	\$943,347		Vacancy in Coordinator Financial Services since July 2023. Utilising contract services to support statutory and organisational requirements (including Annual Financial Statement, Long Term Financial Plan, 24/25 Budget development).	
142004		76	Salary - Op Exp - Finance	\$129,572	\$59,550	-\$5,000	\$124,572		Coordinator Financial Services vacancy since July 2023. Utilising contractor services to support statutory and organisational requirements including Annual Financial Report, Long Term Financial Report and Budget.	
142193		34	Relief Staff - Op Exp - Finance - Corp. Gov. & Support	\$0	\$4,350	\$18,000	\$18,000		Contract services to support statutory and organisational requirements while Coordinator Financial Services position is vacant. Savings originating from GL 142004.	
142122		58	Statutory fees and taxes - Op Exp - General Administration O'Heads	\$43,594	\$43,595	\$16,460	\$60,054		An ATO-prompted review established that, in the last five financial years, superannuation had been paid later than the quarterly due date on four pay fortnights. A budget amendment was made in FACR 1 for two of those instances. The proposed budget amendment allows for the remaining interest and administration charges payable to the ATO.	
142212		20	Interest Rec on Muni Investment	-\$352,003	-\$335,004	-\$50,000	-\$402,003		Municipal interest higher than budgeted due to increased interest rates.	
						-\$35,578		\$0		\$0
<b>CS4 - Manager Governance, Strategy &amp; Risk - VACANT</b>										
142010		61	Salary - Op Exp - Gen Admin	\$674,848	\$276,920	-\$40,000	\$634,848		Savings used for Risk Management and Business Continuity Plan consultancy in lieu of manager vacancy.	
142233		34	Consultants Administration Dept - Op Exp - Corp Gov Support	\$5,000	\$3,525	\$40,000	\$45,000		\$20,000 Risk Management; \$20,000 Business Continuity Plan. Consultancy support in lieu of Manager vacancy.	
147585		14	Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General	-\$17,000	-\$187,314	-\$178,612	-\$195,612		\$149,751 storm damage to fields light towers - Haynes and BRAC; \$1,000 Solway shade sails; \$3,000 roller door claim; Depot burglary \$8,299. Corresponding expense accounts - nil impact. \$25,098 wage declaration credit - savings.	
113001	113002	34	Haynes Oval Pavilion General Maint - Op Exp	\$8,000	\$15,566	\$15,000	\$23,000		Haynes Oval light repairs. Recoup through Insurance.	

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Item 5.2 - 2ND QUARTER FINANCE AND COSTING REVIEW 2023-24

Quarter 2 Finance and Costing Review Budget Amendments  
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2023-24										
COA Code	Job Number	IE Code	Job Description	2023/24 Full Year Current Budget	2023/24 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org Savings
117210	117213	34	Father McMahon Oval Lighting - Reactive Maint - Op Exp	\$4,200	\$93,376	\$134,000	\$138,200		Father McMahon light repairs. Recoup from Insurance - \$90,000 to counteract overspend - \$9,000 for lightning protection design - \$35,000 toward lightning protection implementation.	
						-\$29,612		\$0		\$0
<b>CS6 - Manager Information Services - B Douglas</b>										
107035		34	General CCTV & Wireless Network Maint - Op Exp - Other Comm Amen	\$5,000	\$1,993	\$65,000	\$70,000		\$15,000 backlog of repair and investigation work for Male Oval, Town Beach and Anne Street CCTV. \$35,000 Consultant work bought forward from FY 24-25 project brief to investigate current CCTV infrastructure and propose future strategy and design for the management and maintenance of >140 cameras across the Shire. \$15,000 to install security access control to Shire primary server rooms to increase physical security to assets and reduce OAG audit risk compliance.	
146120		34	Equip & H'Ware > \$5000 Cap Exp - IT	\$33,500	\$15,469	\$26,000	\$59,500		IntraMaps cloud transition costs increased \$26,000 over \$18,000 estimate provided.	
146105		76	Salary - Op Exp - IT	\$29,260	\$11,198	-\$3,428	\$25,832		Salary savings due to vacancies in ICT team used to offset ICT rectification costs \$15,000 Server Room Access and \$26,000 IntraMaps Upgrade.	
146105		61	Salary - Op Exp - IT	\$268,331	\$109,252	-\$24,909	\$243,422		Salary savings due to vacancies in ICT team used to offset ICT rectification costs \$15,000 Server Room Access and \$26,000 IntraMaps Upgrade.	
146106		61	Salary - Op Exp - Records	\$264,815	\$114,486	-\$17,920	\$246,895		Salary savings in Records team due to adjusted hours vs budget used to offset increased ICT Licensing.	
146106		76	Salary - Op Exp - Records	\$34,154	\$14,891	-\$2,185	\$31,969		Salary savings in Records team due to adjusted hours vs budget used to offset increased ICT Licensing.	
						\$42,558		\$0		\$0
<b>LS1 - Library Coordinator - A Morris</b>										
115280		34	Grant Program Expenses - Op Exp - Library (Income in 115480)	\$21,000	\$22,006	\$13,694	\$34,694		Gained a number of additional grants this year. Account revised to reflect the extra income in reciprocal account 115480.	
115480		11	Grant Program Income - Op Inc - Library (Expense in 115280)	-\$17,000	-\$32,068	-\$13,694	-\$30,694		Additional grants secured.	
115281	115291	34	Library Reactive Maint - Op Exp	\$5,000	\$9,049	\$7,500	\$12,500		Costs associated with ageing facilities and equipment. Multiple outages on AC units, plumbing issues etc. Additional adhoc cleaning requests. Request additional funds to cover potential repairs required in second half of the year.	
						\$7,500		\$0		\$0
			<b>Corporate Services Directorate (Savings)/Expense</b>			\$13,688		\$0		\$0
<b>Development Services</b>										
<b>DS1 - Director Development Services - K Williams</b>										

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Quarter 2 Finance and Costing Review Budget Amendments  
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2023-24										
COA Code	Job Number	IE Code	Job Description	2023/24 Full Year Current Budget	2023/24 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org Savings
105546	105550	34	Town Beach Foreshore Management and Implementation Plan	\$0	\$13,808	\$13,808	\$13,808		Variation required to accommodate additional engagement with NBY as well as changes requested through Council workshop (second option developed).	
						\$13,808		\$0		\$0
<b>CMS3 - Economic Development Coordinator - E Pendlebury</b>										
22174		58	Event Development Fund (EDF) (Stream 2 and 3 Community Development Fund ) Op Exp - Other Governance	\$361,387	\$237,887	\$15,075	\$376,462		Additional funds required as the 22/23 Inter-Regional Flight Network payment was made in 23/24 due to Nexus operational approvals being delayed. No request made to carryover 22/23 funds.	
						\$15,075		\$0		\$0
<b>HS1 - Manager Environmental Health, Emergency &amp; Ranger Services - S Kipkurgat</b>										
52442		18	Revenue Share - E-Scooters - Op Inc - Ranger Operations	\$0	\$0	-\$20,000	-\$20,000		Beam e-scooter year 1 income.	
51010		61	Salaries - Op Exp - Fire Prevention	\$307,620	\$122,750	-\$30,000	\$277,620		Reduction in salaries to offset contract resources in Environmental Health and Ranger teams.	
74011		34	Relief Staff Expenses - Op Exp - Preventive - Inspection/Admin	\$0	\$15,216	\$30,000	\$30,000		6 months contract Environmental Health Officer to cover vacancy.	
53015		34	Relief Staff Exp - Op Exp - Ranger Operations	\$175,000	\$109,549	\$15,000	\$190,000		Additional contract staff required due to staff vacancies, reduction in salaries to offset.	
74420		04	Health Licences - Op Inc - Preventive - Inspection/Admin	-\$77,000	-\$90,391	-\$15,000	-\$92,000		Timing; annual fees raised September, review Q3.	
						-\$20,000		\$0		\$0
			<b>Development Services Directorate (Savings)/Expense</b>			<b>\$8,883</b>		<b>\$0</b>		<b>\$0</b>
<b>Infrastructure Services</b>										
<b>ES3 - Manager Operations- M Smith</b>										
143080		34	Works Protective Clothing - Op Exp - Works Operations	\$26,000	\$1,955	-\$10,000	\$16,000		Savings available based on current underspend.	
148019		58	Fees & Commission on Plant Sales - Depot Operations	\$0	\$9,179	\$20,000	\$20,000		Additional costs associated with selling of fleet through auction which was unbudgeted.	
148271		34	Workshop Consumables Exp - Depot	\$11,000	\$16,104	\$19,000	\$30,000		Replacement of small tools from Depot Burglary	
						\$29,000		\$0		\$0
<b>ES5 - Operations Coordinator - L Anderson</b>										
121990	121990	34	Carpark - Works Maint	\$36,506	\$11,367	-\$10,000	\$26,506		Savings available based on current underspend.	
122000	121011	62	Sector 1 Chinatown - Works Maint	\$43,695	\$0	-\$30,000	\$13,695		Funds from Salaries to be allocated to IE 34 for Footpath cleaning by contractor.	
122000	121011	34	Sector 1 Chinatown - Works Maint	\$89,682	\$5,516	\$30,000	\$119,682		Funds from Salaries to be allocated to IE 34 for Footpath cleaning by contractor.	

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Item 5.2 - 2ND QUARTER FINANCE AND COSTING REVIEW 2023-24

Quarter 2 Finance and Costing Review Budget Amendments  
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2023-24										
COA Code	Job Number	IE Code	Job Description	2023/24 Full Year Current Budget	2023/24 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org Savings
122000	121029	34	Sector 6 Broome North / Blue Haze - Works Maint	\$41,170	\$7,607	-\$15,000	\$26,170		Savings available based on current underspend due to staff vacancies and lack of contractor availability.	
122000	121030	34	Sector 7 LIA, HIA and Port - Works Maint	\$73,047	\$24,600	-\$15,000	\$58,047		Savings available based on current underspend due to staff vacancies and lack of contractor availability.	
122000	121025	34	Sector 2 Cable Beach - Works Maint	\$64,488	\$20,324	-\$25,000	\$39,488		Savings available based on current underspend due to staff vacancies and lack of contractor availability.	
123000	123000	62	Mtce Streets, Rds - Rural Summary Budget Only -No Post-Op Exp	\$216,727	\$0	-\$75,000	\$141,727		Transfer of salaries to IE 34 to engage MRWA to complete works due to staff vacancies and efficiencies for MRWA to complete while in the area.	
123000	123000	34	Mtce Streets, Rds - Rural Summary Budget Only -No Post-Op Exp	\$300,156	\$0	\$75,000	\$375,156		Transfer of salaries to IE 34 to engage MRWA to complete works due to staff vacancies and efficiencies for MRWA to complete while in the area.	
						-\$65,000		\$0		\$0
<b>ES8 - Manager Waste- M Mitchell</b>										
101410		02	Kerbside collection - Op Inc - Sanitation Gen Refuse	-\$3,534,884	-\$3,552,171	-\$17,287	-\$3,552,171		Additional income from rates finalising billing & Annual Waste Disposal Passes.	
101411		02	C'van Pk & Additional Services - Op Inc - Sanitation Gen Refuse	-\$75,000	-\$85,264	-\$10,264	-\$85,264		Additional income from rates finalising billing & additional waste collection Services.	
101423		18	Sundry Income (Inc. GST) - Op Inc - Sanitation Gen Refuse	-\$156,000	-\$169,252	-\$50,000	-\$206,000		Additional income from metal recycler for light and heavy gauge steel. Additional income from Container Deposit Scheme agreement with Kerbside Collection Contractor.	
101516		34	Building New Const - Cap Exp - Sanitation Gen Refuse	\$0	\$65,335	\$81,664	\$81,664		Successful e-waste grant application, income received to account 101016420.	
101642		10	Non-Operating Grant - Sanitation - General Refuse	\$0	-\$81,664	-\$81,664	-\$81,664		Income recieved for the Waste Authority E-Waste Infrastructure Grant - for the construction of dedicated E-waste drop off area at the WMF.	
102556		34	Furniture & Equip New Cap Exp - San Gen Refuse	\$97,500	\$125,500	\$28,000	\$125,500		New excavator expense higher than budgeted. Equipment payback still positive.	
101515		43	Transfer to Refuse Reserve - Cap Exp - Sanitation Gen Refuse MUN	\$65,521	\$24,242	\$49,551	\$115,072	\$49,551	Net movements within the waste business unit, transfer to the reserve.	
						\$0		\$49,551		\$0
<b>ES9 - Manager Engineering - L Mckenzie</b>										
104482		12	Headworks Contribution - Non Op Inc - Urban Stormwater Drainage	\$0	-\$15,000	-\$15,000	-\$15,000		Drainage headwork payments for 15 lots released in Roebuck Estate WAPC 162970 and 162971.	
113027	113029	34	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	\$5,894	-\$2,370	-\$8,264	-\$2,370		Project completed and savings available.	
113131	CB03	34	Cable Beach Stage 1 PACP Grant Expenditure	\$3,100,000	\$0	\$110,000	\$3,210,000		Recognition of interest earned on funds already received by the Shire but yet to be acquitted through corresponding expenditure.	
113132	CB103	10	Cable Beach Stage 1 PACP Grant Income	-\$3,100,000	\$0	-\$110,000	-\$3,210,000		Recognition of interest earned on funds already received by the Shire but yet to be acquitted through corresponding expenditure.	

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Item 5.2 - 2ND QUARTER FINANCE AND COSTING REVIEW 2023-24

Quarter 2 Finance and Costing Review Budget Amendments  
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2023-24										
COA Code	Job Number	IE Code	Job Description	2023/24 Full Year Current Budget	2023/24 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org Savings
121100	RU229	34	De Marchi Road Black Spot - Cap Exp	\$339,765	\$0	\$11,228	\$350,993		Minor top up based on the savings from 121100 and expected escalation in initial estimates due to contractor availability.	
121100	121716	34	Port Drive – Guy Street Intersection Upgrade	\$925,350	\$914,122	-\$11,228	\$914,122		Project completed and savings available.	
121782		12	Dev Contrib - Footpaths	-\$30,018	-\$148,983	-\$118,965	-\$148,983		Developer contribution received from Roebuck Estate subdivisions for future build out by the Shire for footpaths on Sandpiper Ave and Spoonbill Ave.	
0125141		43	Transfer to Developer Contributions	\$663,665	\$0	\$118,965	\$782,630	\$118,965	Transfer to reserve for future footpath construction in Roebuck Estate (Sandpiper Ave and Spoonbill Ave)	
143038		34	Footpaths Reserve Consultants Engineering Office	\$52,000	\$12,481	\$20,000	\$72,000		Consultant required to assist with a review of the Shire's fleet asset management planning which was not budgeted.	
107675	107676	34	Male Oval Toilets Renewal Cap Exp	\$0	\$0	\$225,000	\$225,000		Funding for renewal was triggered through 20/21 but delayed while Chinatown Redevelopment was completed and considerations were given to long term plans of Male Oval. EMG have confirmed that project should now proceed and RFT is underway.	
147589		26	Transfer From Building Reserve - Cap Inc - Other Buildings Leased MUN	-\$590,163	\$0	-\$225,000	-\$815,163	-\$225,000	Transfer from Reserve to fund Male toilets.	
						-\$3,264		-\$106,035		\$0
<b>PM3 - Property and Leasing Senior Officer - L Blunt</b>										
95400		28	Rented Staff Housing Annual Operating Income - Staff housing	-\$500,000	-\$194,873	\$50,000	-\$450,000		To ensure adequate supply of housing for short term contracts and new staff for any vacancies the Shire has taken on some private rentals. This is the current estimate for the cost of the rentals which is unable to be recouped directly from employees wages through to June 30 2024.	
96203		28	11/6 Ibis Way - Rent & Recoup Income - Op Inc	-\$16,900	-\$3,900	\$10,000	-\$6,900		Initial estimate of expected rental recoup is unable to be achieved due to property being held for Key Worker Roles.	
96204		28	2/46 Tanami Drive - Rent & Recoup Income - Op Inc	-\$16,900	-\$2,879	\$10,000	-\$6,900		Initial estimate of expected rental recoup is unable to be achieved due to property being held for Key Worker Roles.	
96205		28	4/46 Tanami Drive - Rent & Recoup Income - Op Inc	-\$30,308	\$0	\$25,000	-\$5,308		Initial estimate of expected rental recoup is unable to be achieved due to property being held for Key Worker Roles.	
101424		28	EDL Lease - Op Inc - Sanitation Gen Refuse	-\$37,618	-\$43,198	-\$5,580	-\$43,198		A rental increase has occurred which was not budgeted.	
132050	132051	50	Broome Visitor Centre - Operating Expense - Op Exp	\$12,117	\$0	-\$12,117	\$0		The power supply for the Broome Visitor Centre has been changed over to their name to allow direct billing.	
132410		28	Roebuck Bay CP - Rent & Recoup Income - Op Inc	-\$404,357	-\$163,876	\$150,000	-\$254,357		The lease with Discovery is based on \$103,000 per annum paid monthly and a further 7.5% of turnover which is billed each quarter. The turnover reported by Discovery is tracking well down on the 23-24 budget estimate. Consultation is to progress with Discovery on their expectations for next 18 months.	
142995		14	Reimbursement Property Dept Legal Fee - Op Inc - Corp Gov & Supp (Legal opex refer 144027)	-\$85,000	-\$2,151	\$10,000	-\$75,000		This is to address an error in the initial 23-24 budget - higher reimbursement than the corresponding exp account 144027.	

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Quarter 2 Finance and Costing Review Budget Amendments  
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SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 2023-24										
COA Code	Job Number	IE Code	Job Description	2023/24 Full Year Current Budget	2023/24 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org Savings
						\$237,303		\$0		\$0
<b>REQ3 - Asset Coordinator - Building Infrastructure Property &amp; Assets - A Perry</b>										
53033		34	Security Beach Patrols - Op Exp - Ranger Operations	\$8,997	\$7,517	\$5,000	\$13,997		Additional security patrols required beyond budget estimates.	
117315	117316	34	BRAC Building Renewal - Cap Exp - BRAC Dry	\$104,400	\$0	\$62,000	\$166,400		The RFT for BRAC Fire Suppression System renewal has closed with one submission received which exceeds the budget. This renewal is urgent and necessary.	
117326		26	Transfer From Building Reserve - Cap Inc - BRAC Dry MUN	\$224,300	\$0	-\$62,000	\$162,300	-\$62,000	Additional costs are to be taken from AMP Reserve	
142000	142056	34	Haas St Office - Reactive Maint - Op Exp	\$13,915	\$15,997	\$21,500	\$35,415		Funds are required for the unexpected AC breakdown which occurred late 2023. \$10,500 required to replace all the LED lights under a partial warranty claim at 50% cost plus install. A further \$5K is proposed to allow for reactive maintenance through to the end of the FY.	
147270	147274	34	KRO2 - Reactive Maint - Op Exp	\$8,090	\$6,515	\$8,500	\$16,590		Funds are required to cover the unplanned breakdown of an AC unit and the sliding door motors.	
149420	149421	34	BOSCCA - Reactive Maint - Op Exp	\$1,250	\$548	\$16,000	\$17,250		Fencing Renewal is to be undertaken to address safety issues. 50% is to be recouped on 149410	
149410		14	BOSCCA - Rent & Recoup Income - Op Inc	-\$4,537	-\$4,537	-\$8,000	-\$12,537		This represents the 50% contribution for fencing renewal to be charged to 149421. [RO: Property and Leasing Senior Officer]	
						\$43,000		-\$62,000		\$0
<b>REQ73 - Project Engineer- R Machell</b>										
117399	117420	34	BRAC Grid Solar Connection	\$25,226	\$2,713	-\$22,500	\$2,726		Project has been completed with savings.	
						-\$22,500		\$0		\$0
			<b>Infrastructure Services Directorate (Savings)/Expense</b>			<b>\$218,539</b>		<b>-\$118,484</b>		<b>\$0</b>
						<b>\$268,336</b>				

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The Hon Jim Chalmers MP  
Federal Treasurer  
PO Box 6022  
Parliament House  
Canberra ACT 2600

Dear Treasurer,

**Early payment of Financial Assistance Grants 2023-24**

The Australian Local Government Association represents the interests of 537 local governments across the country.

On behalf of all of our councils and the communities they represent, I want to thank you for the \$3.1 billion in Financial Assistance Grants for local governments included in the 2023-24 Federal Budget. This funding will be invested in the provision of essential services and infrastructure for our communities right across the country, many of which are still recovering from natural disasters.

For the first time in many years this year's Federal Budget did not include a bring forward payment of FA Grants. I understand that bring forward payments of FA Grants have occurred for more than a decade, under both Labor and Coalition Governments. This has meant that we have received 50% of our annual payments brought forward as a lump sum at the end of the previous financial year, and in 2022-23 this was increased to 75% to help us manage the cumulative impacts of flood and the COVID-19 pandemic.

For many councils that have anticipated and developed budgets based on previous arrangements, not receiving this pre-payment will have a significant impact on our cash flow, and especially for rural, remote and First Nations councils who rely heavily on government grants.

I was pleased to see that the Budget Papers did acknowledge the pressures facing some of our local governments and supported advancing 75% of the 2023-24 Financial Assistance Grants earlier in the financial year than would usually occur.

I am writing to urge you to progress this commitment of an early payment of FA Grants next financial year to provide certainty for our councils and our communities.

ALGA and its member state and territory local government associations are committed to providing any support necessary to expedite this 75% payment as soon as possible.

**Treasurer, will you commit to progressing the early payment of FA Grants to Australian councils as soon as practicable in 2023-24?**

I can be contacted on mobile 0412 272 746 to discuss this further.

Yours sincerely,

A handwritten signature in black ink that reads "Linda Scott".

Cr Linda Scott  
National President

cc The Hon Kristy McBain MP, Minister for Regional Development, Local Government and Territories

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8 Geils Court Deakin ACT 2600 PHONE 02 6122 9400 FAX 02 6122 9401 EMAIL [alga@alga.asn.au](mailto:alga@alga.asn.au) WEB [www.alga.asn.au](http://www.alga.asn.au) ABN: 31 008 613 876



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**Libby French**

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**From:** James Watt  
**Sent:** Wednesday, 21 June 2023 9:19 AM  
**To:** Libby French  
**Subject:** FW: FA Grants

Fyi

**James Watt | Acting Chief Executive Officer**  
t: +61891913434 | +61428110405

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**From:** Sam Mastrolemba <Sam.Mastrolemba@broome.wa.gov.au>  
**Sent:** Wednesday, 21 June 2023 8:11 AM  
**To:** James Watt <James.Watt@broome.wa.gov.au>  
**Subject:** FW: FA Grants

fyi

**Sam Mastrolemba | Chief Executive Officer**  
t: +61 8 9191 3459 | +61 0428 438 074

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**From:** Grants Commission <[grants.commission@dlgsc.wa.gov.au](mailto:grants.commission@dlgsc.wa.gov.au)>  
**Sent:** Tuesday, June 20, 2023 3:25 PM  
**Subject:** FA Grants

Dear Local Government CEO

The Prime Minister announced a bring forward of 100% of the 2023-24 allocation for payment prior to 30 June 2023 please see - <https://www.pm.gov.au/media/australian-council-local-governments>

We are expecting that the 2022-23 allocations will be used for this bring forward payment.

The Treasurer's Determination process will continue as usual, and there is expected to be a significant positive adjustment that will form the remaining cash payment for 2023-24 which will be made in 4 equal quarterly instalments.

Kind regards

**Local Government Grants Commission**  
Department of Local Government, Sport and Cultural Industries  
140 William Street, Perth WA 6000  
PO Box, 8349 Perth Business Centre, WA 6849.

Email [Grants.Commission@dlgsc.wa.gov.au](mailto:Grants.Commission@dlgsc.wa.gov.au)  
Web [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)

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Department of  
Local Government, Sport  
and Cultural Industries

Our ref E23107027  
Enquiries Kathryn Christidis  
Phone 08 6552 1673  
Email Grants.commission@dlgsc.wa.gov.au

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



Doc No: I231002-232311  
File(s): AFA02  
Date: 02 OCT 2023  
Disposal: D



Dear Mr Mastrolembo

**2023-24 FINAL FINANCIAL ASSISTANCE GRANT ALLOCATIONS**

The WA Local Government Grants Commission (the Commission) has been advised by the Commonwealth Minister for Local Government, the Hon Kristy McBain MP, that the 2023-24 Commonwealth Financial Assistance Grants (FA Grants) have been formally approved.

In 2023-24, Western Australia's share of the final funding pool available for distribution is \$393,675,581 (includes adjustment for 2022-23). Of this \$241,099,199 is General Purpose funding (\$230,921,687 paid in advance in June 2023) and \$152,576,382 is Local Road funding (\$135,762,877 paid in advance in June 2023).

The FA Grants for the Shire of Broome in 2023-24 are as follows:

Advance Payment paid in June 2023

General Purpose Grant:	\$1,967,904.00
Local Roads Grant:	\$675,330.00

Remaining payment to be made in 2023-24 Financial Year

General Purpose Grant:	\$82,975.00
Local Roads Grant:	\$55,106.00
Special Project Grants	
Bridges:	\$ 0.00
Aboriginal Access Roads:	\$ 0.00
TOTAL FA Grants	\$2,781,315.00

Documentation outlining the FA Grant allocations including the calculations and FA Grant Schedules are available via the department's website.

**Quarterly Payments to Local Governments**

The first quarterly payment was made on 16 August 2023. The remaining three quarterly payments are expected to be deposited in the middle of November, February and May of the current financial year.

**Special Projects Grants**

Payment of Special Project allocations will be included with the four quarterly payments of the General Purpose Grants and Local Road Grants.

Main Roads WA contributes \$1 for every \$2 allocated to Special Projects by the Commission. This contribution is made on the condition that the Special Project funds are spent on the project to which the funds have been allocated. Your local government should consult Main Roads before commencing work.

Please ensure that proper records of these grants are kept for your local government's annual audit at the end of the financial year. Local governments can contact Dr Chris Berry by email on [chris.berry@dlgsc.wa.gov.au](mailto:chris.berry@dlgsc.wa.gov.au) regarding queries relating to the Aboriginal Access Roads and Bridge Special Projects Grants allocations and how these are determined.

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**Special Project Grants – Aboriginal Access Roads**

The Commission has allocated \$3,409,371 of Commonwealth road funds for the improvement of local government access roads to remote Aboriginal Communities as part of its Special Project funding program.

The allocations have been based on advice from the Aboriginal Roads Committee, which includes representatives of the WA Local Government Association, Main Roads WA, Department of Planning, Lands and Heritage (formerly Department of Aboriginal Affairs), Department of Local Government, Sport and Cultural Industries and the Commonwealth Department of Prime Minister and Cabinet.

The Aboriginal Roads Committee has been advised that some Aboriginal Communities are concerned that road works are often carried out without proper consultation with them. It should be understood that the Special Project grants are made on the condition that local governments consult with Aboriginal Communities before decisions are made on road works.

Please note that the Special Project funds are allocated for road improvements and re-sheeting gravel roads, not routine maintenance. Provision for maintenance is made through the Commonwealth road funds allocated in accordance with asset preservation needs.

**Special Project Grants – Bridges**

The Commission has allocated \$6,812,628 of Commonwealth road funds for the preservation of bridges on local government roads as part of its Special Project funding program.

The allocations have been based on advice from the Bridge Committee, which includes representatives of the WA Local Government Association and Main Roads WA.

**2023-24 General Purpose Grant and Road Allocations**

In 2023-24, 30 metropolitan councils received the minimum grant general purpose grant allocation. The remaining general purpose grant funding pool allowed for 64 per cent of calculated grant need to be paid to the remaining local governments. Of the remaining 107 councils, there were 11 local governments that received a decrease in their general purpose grant and 96 local governments that received an increase.

Decreases were applied to local governments whose 2022-23 general purpose grant exceeded 64 per cent of their 2023-24 calculated grant need. The size of the decrease varied depending on how far above this figure they were.

Local governments that received an increase had a 2022-23 grant that was less than 64 per cent of their 2023-24 grant need. Due to an increase in the general purpose grant pool, the Commission was also able to ensure that in 2023-24 no local government is receiving less than 50 per cent of their grant need.

To allow local governments to budget with some certainty, the Commission continues to phase reductions in reductions to grants, whilst attempting to provide grant increases as quickly as possible.

Road grants were allocated based on the asset preservation model.

**Impact of the 100 per cent advance payment for 2023-24 funding allocations**

As you may be aware, the Commonwealth Government made an early payment of the 2023-24 estimated FA Grant entitlement to provide an immediate boost to local government cash reserves to help manage the cumulative impacts of the COVID-19 pandemic and recent natural disasters.

In June 2023, all councils were paid 100 per cent of the estimated 2023-24 entitlement in advance, as calculated at that point in time. Local Governments also received 25 per cent of the 2022-23 entitlement in the same year.

This has resulted in the adjusted quarterly instalments for 2023-24 being significantly less than in recent years, with the remainder of the 2023-24 grant entitlements totalling \$16,769,018 for the State.

The allocation to local governments from the Commonwealth is based on grant recommendations from the prior year (2022-23) with indexation in line with the growth to the grant allocation to WA. However, the WA Grants Commission methodology allocates funding based on a variety of other factors that reflect the specific needs of local governments across Western Australia, which ensures equitable and appropriate distribution of funds.

The Commission has reviewed the actual 2023-24 allocations with the entitlements calculated using the Commission's usual methodology. In doing so, the Commission has identified that the early

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payment of 100 per cent of the estimated 2023-24 entitlement has resulted in some local governments being overpaid in 2023-24 and some being underpaid compared with what the Commission would have allocated in this financial year.

In order to ensure the Commission's methodology applies, and to ensure fairness between local governments, the Commission will need to reverse this difference in the 2024-25 FA Grant allocation. This will ensure that the over and under payments reconcile with actual entitlements bringing the net effect to zero (\$0) over the two years of FA Grant funding.

For many local governments, the Commission has identified that the difference is likely to be very small, and not materially impact on budgeting. Other local governments may need to consider the likely impact on the 2024-25 FA Grants.

Due to the Commonwealth's advance payment of 100 per cent of the estimated 2023-24 entitlement in advance, the Shire of Broome received \$2,781,315, excluding special projects.

The Commission has identified that the Shire of Broome has been overpaid by \$341,946 for this 2023-24 FA Grant allocation. This means that the Shire's 2024-25 FA Grant allocation is expected to be reduced by approximately that amount next year.

If the Shire of Broome was set to receive the same amount in 2024-25, the adjustment would result in the allocation being reduced to approximately \$2,439,369 for 2024-25's allocation.

Accordingly, the Commission is writing to you to request that the Shire proactively considers measures to reduce any impact of this expected adjustment. Impacts from the 100 per cent advance may need to be recognised by the Shire in a mid-year adjustment to the Shire's 2023-24 budget, and accordingly in setting the amended grant income amount for the 2024-25 budget.

The Commission is acutely aware of the impacts and unpredictability that advance payments create and is working to identify how any variance in future allocations can be prevented or reduced.

Of course, long-term and annual budgeting forecasts are always subject to change, and change impacts results reported in annual financial statements.

The Commission will continue to advocate for advance payments that do not impact on the financial sustainability of local governments and for normalisation and consistency in advance distribution.

You are receiving this notification of overpayment as your local government has been identified as having a variance greater than \$50,000, or less than \$50,000 but greater than 2% of your rates revenue.

If the Shire has any queries in relation to this matter, the Commission and the Department of Local Government, Sport and Cultural Industries (DLGSC) are available to assist.

Please do not hesitate to contact Kathryn Christidis, Senior Strategy and Research Officer for the Commission on [grants.commission@dlgsc.wa.gov.au](mailto:grants.commission@dlgsc.wa.gov.au) or 08 6552 1673.

Yours sincerely



Leah Horton  
Manager, Board Governance and Reporting  
11 September 2023

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<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 10:28 AM.



**9.4.6 ENDORSEMENT OF COMMUNITY REPRESENTATION IN SHIRE WORKING GROUPS**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	CDE42, COM18, CEN04
<b>AUTHOR:</b>	Place Activation & Engagement Coordinator
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

Requests for Expressions of Interest (EOI) for the nomination of community representatives to three Shire Working Groups were open for a period of 7 weeks. This report consolidates the nominations and recommendations from Shire officers and requests Council endorse representatives per the Working Group Terms of Reference.

**BACKGROUND**

After the Ordinary Local Government Election on 21 October 2023, Council reassessed its representation across various committees and working groups. To facilitate this, a review of the operations and Terms of Reference (TOR) for Committees and Working Groups was conducted.

Council reviewed the revised TOR for Shire committees and working groups at the OMC on 16 November 2023. At this meeting, Council representatives were also appointed to the groups.

As part of the TOR reviews, an amendment was made outlining that Community representative membership would be renewed biennially through an EOI process.

Community representative positions are allocated to the following Shire Working Groups:

- Community Safety Working Group
- Arts and Culture Community Reference Group
- Cable Beach Community and Stakeholder Reference Group

In December 2023, following the TOR reviews, Shire officers contacted the current community representatives, informing them that their positions would reopen for nomination. Interested individuals were encouraged to reapply if they wished to continue their involvement.

The EOI period for community representative nominations was open from 10 December 2023 to 7 February 2024.

**COMMENT**

This report provides an overview of the three Shire Working Groups, outlines the nominations received via the EOI process, and the recommendations put forth by Shire officers.

### Community Safety Working Group

The Community Safety Working Group was established on 29 July 2021. The purpose of the Community Safety Working Group is as follows:

- To oversee the implementation of the Shire of Broome Community Safety Plan 2021 - 2025, endorsed by the Council at the Ordinary Meeting of Council (OMC) on 25 March 2021
- To work in a collaborative manner with a common goal of ensuring the delivery of key Community Safety Plan initiatives
- To act as champions of the Community Safety Plan within the general community
- To receive updates and provide feedback on Shire community safety initiatives; and identify opportunities and trends in the community.

As per the TOR, there are a minimum of three community representative positions on the Community Safety Working Group.

The following table outlines the nominations for participation in the Community Safety Working Group, along with the recommendations from the Shire's officers. The Responses received from nominees have been collated in **Attachment 1**.

	<b>Nominee</b>	<b>Previous representative</b>	<b>Officer's recommendation</b>
1	Andrew Chambers	Yes	Nominee is a previous representative who has actively contributed to meetings. Recommended to re-join the Working Group.
2	Kylie Brockenshire	Yes	Nominee is a previous representative who has actively contributed to meetings. Recommended to re-join the Working Group.
3	Lesley Westlake	No	Nominee has strong advocacy experience. Recommended to join the Working Group.
4	David Gibbs	No	Nominee has experience working in youth justice and law enforcement. Recommended to join the Working Group.
5	Liam Wright	No	Nominee has experience working with local youth

			and seniors. Recommended to join the Working Group.
6	Rachel Melville	No	Nominee has strong stakeholder management experience and is passionate about community safety. Recommended to join the Working Group.

### Arts and Culture Community Reference Group

The TOR for the revived Arts, Culture, and Heritage Reference Group were presented to Council on 28 October 2021. It was recommended by Shire Officers that the group be reformed to assist with the development of an Arts, Culture, and Heritage Strategy, assist with community engagement, and provide advice to Council. The Arts and Culture Strategy (2023 – 2028) was developed and then adopted by Council at the OMC 27 July 2023.

During the review of the TOR the objectives of the group were updated to reflect the new Arts and Culture Strategy objectives and the group was appropriately renamed the Arts and Culture Community Reference Group.

The purpose of the Arts and Culture Community Reference Group is as follows:

- To oversee the implementation of the Shire of Broome Arts and Culture Strategy and Action Plan (2023 – 2028) by receiving updates and providing feedback
- 
- To work in a collaborative manner with a common goal of ensuring the delivery of Arts, Culture, and Heritage initiatives
- 
- To act as a conduit between the Shire of Broome, Council, and the community

In addition to the changes to the group's name and objectives further adjustments have been made to the TOR organisational membership, detailed below:

- North Regional TAFE has expressed interest in becoming an organisational member due to its extensive art program, and Shire officers recognise the value of their contribution to the group.
- Organisational members Regional Arts WA and Nyamba Buru Yawuru were incorporated into the TOR based on a report presented to the Shire Council in February 2022. However, an oversight occurred during the October 2023 reviews when a prior TOR, excluding these two organisations, was inadvertently reviewed.

Shire officers recommend the inclusion of North Regional TAFE, Regional Arts WA, and Nyamba Buru Yawuru in the TOR, as outlined in **Attachment 2**.

As per the TOR, there are three community representative positions on the Arts and Culture Community Reference Group.

The following table outlines the nominations for participation in the Arts and Culture Community Reference Group, along with the recommendations from the Shire's officers. The Responses received from nominees have been collated in **Attachment 3**.

	<b>Nominee</b>	<b>Previous representative</b>	<b>Officer's recommendation</b>
1	Taryn Ryan	No	Nominee has experience in art therapy and visual art. Recommended to join the Working Group.
2	ChengCheng Meng	No	Nominee has a Bachelor of Arts and experience in publishing. Recommended to join the Working Group.
3	Clare Peake	No	Nominee has significant experience in the arts sector. Recommended to join the Working Group.

### Cable Beach Community and Stakeholder Reference Group

The Cable Beach Community and Stakeholder Reference Group was established on 30 September 2021. The purpose of the Cable Beach Community and Stakeholder Reference Group is as follows:

- To provide input and feedback to the Shire of Broome and Council on the Cable Beach Foreshore Redevelopment construction progress
- 
- To ensure the community and key stakeholders are appropriately engaged in the construction phase of the project
- 
- To act as a conduit between the Shire of Broome, Council, and the community, businesses and residents in Cable Beach

As per the TOR, the following representative positions have been advertised via the EOI process:

- Representatives of Traders in Cable Beach: Three members (one food /beverage, one tour operator, one accommodation)
- 
- Representatives from Cable Beach residents: Two members
- 
- Representatives from the Broome community: Two members

The following table outlines the nominations for participation in the Cable Beach Community and Stakeholder Reference Group, along with the recommendations from Shire officers. The responses received from nominees have been collated in **Attachment 4**.

	<b>Nominee</b>	<b>Previous representative</b>	<b>Representative category</b>	<b>Officer's recommendation</b>
1	Adele Oliver	No	Community	Nominee is a long-term Cable Beach resident and is passionate about

				community-informed development. Recommended to join the Working Group.
2	Garry Waldron	Yes	Community	Nominee is a previous representative who has actively contributed to meetings. Nominee is a long-term Broome resident and is the deputy chair of Kimberley Regional Development Australia. Recommended to join the Working Group.
3	Julie Lax	No	Cable Beach resident	Nominee is a Cable Beach resident and is passionate about tourism and environmental protection. Recommended to join the Working Group.
4	Sam Fitzpatrick	No	Cable Beach resident	Nominee has a background in urban design, planning, and landscape architecture. Recommended to join the Working Group.
5	Martin Peirson - Jones	No	Food/beverage trader	Nominee is a long-term food and beverage trader in Broome. Recommended to join the Working Group.

## CONSULTATION

The EOI nomination period was advertised via the following methods:

- Emails to existing community representatives
- Shire Facebook Page
- Shire Website: Public Notices
- Shire News: Broome Advertiser
- Shire E-newsletter

## STATUTORY ENVIRONMENT

Nil.

## POLICY IMPLICATIONS

Nil.

## FINANCIAL IMPLICATIONS

Nil.

## RISK

Risk	Type	Rank	Mitigation
Concerns regarding the level of community engagement in Shire Working Groups	Reputational	Medium	The Shire Working Groups TOR encompasses organisations from various sectors in Broome. Additionally, multiple community representative positions have been incorporated to guarantee a broad range of perspectives and contributions.

## STRATEGIC ASPIRATIONS

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

**Outcome 12 - A well informed and engaged community**

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

## VOTING REQUIREMENTS

*Simple Majority*

### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Moved: Cr P Matsumoto**

**Minute No. C/0224/033**

**Seconded: Cr J Lewis**



**That Council:**

- 1. Approves the revised Arts and Culture Community Reference Group Terms of Reference (Attachment 2);**
- 2. Appoints the following additional stakeholders as member of the Arts and Culture Community Reference Group:**
  - North Regional TAFE
  - Regional Arts WA
  - Nyamba Buru Yawuru.
- 3. Appoints the following Community Representatives as members of the Community Safety Working Group:**
  - Andrew Chambers
  - Kylie Brockenshire
  - Lesley Westlake
  - David Gibbs
  - Liam Wright
  - Rachel Melville.
- 4. Appoints the following Community Representatives as members of the Arts and Culture Community Reference Group:**
  - Taryn Ryan
  - ChengCheng Meng
  - Clare Peake.
- 5. Appoints the following Community and Stakeholder Representatives as members of the Cable Beach Community and Stakeholder Reference Group:**
  - Adele Oliver
  - Garry Waldron
  - Julie Lax
  - Sam Fitzpatrick
  - Martin Peirson – Jones.

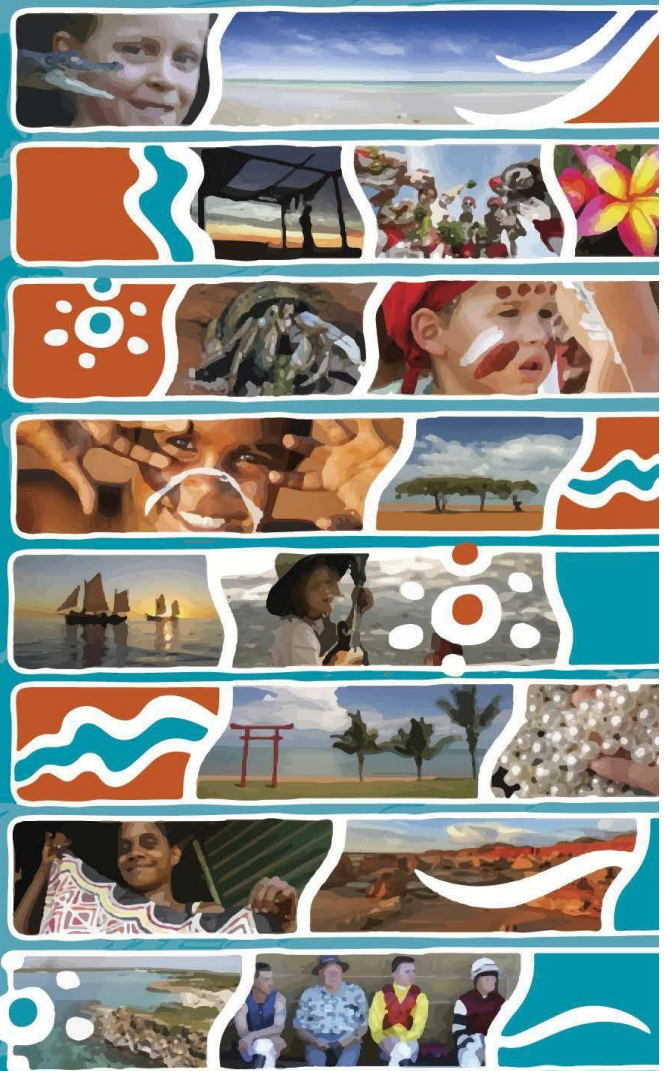
**For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith, Cr M Virgo**

**CARRIED UNANIMOUSLY 8/0**

**Attachments**

1. Nominees for Community Safety Working Group
2. Arts and Culture Community Reference Group TOR
3. Nominees for Arts and Culture Community Reference Group
4. Nominees for Cable Beach Community and Stakeholder Reference Group

Community Safety Reference Group		
Name	Skills and Experience	Justification
Lesley Westlake	I am an active volunteer. I have held State and National representational roles. I act where I see the need and advocate through all three levels of Government. I'm a strategic planner with a background in education and training and work at a ground level to foster and support change, to empower others and to develop and nurture future leaders. I listen attentively and have excellence written and oral skills.	I am 1. Shire of Broome Senior Community Citizen of the Year 2024; 2. Chair of the Broome Community of Elders; 3. Board member of Broome Circle; 4. Member of Broome Prime Timers; 5. Member of Shire of Broome DAIP group; Honorary member of the Broome Chinese Community, and as such, I am in a position to both advocate and lobby on behalf of our membership. Membership of these groups allows me to represent the multicultural communities needs and expectations with Broome.
Andrew Chambers	I run a community based facebook group that receives and transmits information for the community, much of which is related to issues of community safety.	To see through the process started 3 years ago and hope there are some better outcomes this time around.
David Gibbs	I spent 13 years working as a police officer across WA including Broome. I now work in youth justice dealing with young offenders. I believe this experience is invaluable and will allow me to strong contribute to the group.	I have recently moved to Broome and intend to live here long term. I want to help improve the quality of life for all residents of Broome and believe I have useful experience and knowledge to contribute.
Kylie Brockenshire	Local knowledge of 24 years and a passion to see my kids grow up in a safe town.	I would like to continue what I have started.
Liam Wright	I was born in Broome and recently returned after a few years away of study. I think this is very valuable as I bring a fresh perspective to the town. I also work in a role that sees both perspectives from the youth and elders. An achievement of mine is the recent Broome Community of Elders. We are busy connecting youth from diversionary activities to the Broome elders. We teach respect through fun and engaging activities. I believe that I have plenty to offer to build a strong and proactive working group.	I am a passionate member of the broome community, looking to influence change within community safety. In my role I work with the Broome Community of Elders and Pinakarra Youth Services. I bring perspective that can add value to the working group. Working closely with community, focusing on community engagement and participation are my passions and I look forward to adding value to the direction we decide as a group.
Rachel Melville	I've worked in the native title arena for over 13 years (within the central desert region of WA) and have gained invaluable skills along the way. In my role I'm consistently challenged and am often required to be diplomatic, empathetic, manage stakeholder relations, mitigate certain situations, and problem solve when necessary. I am very curious by nature and will usually ask for clarification on matters when required.	I want to give back to the community by helping promote Broome to be a safer place for all; young/old, residents/visitors, locals/tourists, and hope to do so as a diligent member of the Working Group. Broome is a beautiful place, who wouldn't want to co-exist respectfully, mindfully, and peacefully here? Although I've only been in Boome two years, my inlaws have been here for decades. I now consider Broome home!



Terms of Reference  
Arts and Culture Community Reference Group

## Arts and Culture Community Reference Group Terms of Reference

### 1.0 Members

<b>Chairperson</b>	Councillor of the Shire of Broome
<b>Secretariat</b>	Shire of Broome
<b>Deputy Chairperson</b>	Councillor of the Shire of Broome
<b>Representative from Kimberley Arts Network</b>	One (1) Member
<b>Representative from Theatre Kimberley</b>	One (1) Member
<b>Representative of the Magabala Books</b>	One (1) Member
<b>Representative from Shinju Matsuri</b>	One (1) Member
<b>Representative from Marrugeku</b>	One (1) Member
<b>Representative from Goolarri Media</b>	One (1) Member
<b>Representative from Nagula Jarndu</b>	One (1) Member
<b>Representative from Broome Historical Society</b>	One (1) Member
<b>Representative from Nyamba Buru Yawuru</b>	One (1) Member
<b>Representative from Regional Arts WA</b>	One (1) Member
<b>Representative from North Regional TAFE</b>	One (1) Member
<b>Community Representatives</b>	Three (3) Member
<b>Proxies</b>	Each member may delegate a proxy to attend in their place providing it is done in writing to the Secretariat prior to the meeting.
<b>Meeting Schedule</b>	Minimum every 6 months or as required.
<b>Meeting Location</b>	Shire of Broome Administration Building
<b>Quorum</b>	Five members (including one Shire of Broome Councillor)
<b>Delegated Authority</b>	Nil

## **2.0 Name**

The name of the group is **Arts and Culture Community Reference Group**.

## **3.0 District / Control Area**

Local Government boundaries of the Shire of Broome.

## **4.0 Vision / Purpose**

The purpose of the Arts and Culture Community Reference Group is as follows:

- Oversee the implementation of the Shire of Broome Arts and Culture Strategy and Action Plan (2023 – 2028) by receiving updates and providing feedback.
- Work in a collaborative manner with a common goal of ensuring the delivery of Arts and Culture initiatives
- Act as a conduit between the Shire of Broome, Council and the community

## **5.0 Establishment**

Last reviewed 24 October 2023.

## **6.0 Membership**

Council will appoint members to the Group in accordance with the terms of reference.

Community representative membership is to be renewed biennially through an EOI process.

Staff will be invited to participate in the Group by the Chief Executive Officer as required.

Council will appoint one elected member as a delegate and one elected member as a deputy to the Group.

## **7.0 Delegated Authority**

The Group has no delegated authority.

## **8. Committee**

### **8.1 Chairperson**

A Councillor of the Shire of Broome will be the Chairperson. The role of Chairperson is to be vacated following biennial Council elections in October and reappointed by Council.

### **8.2 Secretariat**

This role is to be fulfilled by Shire Officers.

### **8.3 Standing Ex-Officio Members**

Chief Executive Officer, Manager Community Engagement and Projects or their delegate. Members of the Project Working Group will also be invited to attend the meetings as required.

## 9.0 Meetings

### 9.1 Group Meetings

The Chairperson will call meetings as required.

### 9.2 Quorum

Quorum shall be five (5) members including one Shire of Broome Councillor.

### 9.3 Voting

Voting shall be by consensus or by a show of hands as directed by the Chairperson.

### 9.4 Minutes of Meetings

The person presiding is to ensure that Notes of the Meeting are kept of the meetings proceedings.

The Meeting Minutes may be confirmed by a majority of members at the following meeting. Minutes of the meeting are to be submitted for inclusion in the Councillor Information Bulletin.

Recommendations requiring Council action arising from the Meeting Minutes shall be presented to Council at the next OMC or the earliest available Council meeting if it is not possible to present the Minutes to the next OMC.

### 9.5 Members Interests to be Disclosed

Members are required to disclose their financial interests and complete a Declaration form where relevant, using the principles detailed in the Local Government Act Section 5.65-5.71 with respect to disclosure of financial, indirect financial, or proximity interests.

Declarations under Section 5.65 – 5.71 require members to be excluded from participation in the discussions subject to the declaration.

Impartiality interests means:

- (a) means an interest that could, or could reasonable be perceived to, adversely affect the impartiality of the persons having the interest; and
- (b) includes an interest arising from kinship, friendship or membership of an association.

A member who has an impartiality interest in any matter to be discussed at a meeting must disclose the nature of the interest to the Presiding Member in writing prior to the meeting or at the meeting immediately before the matter is discussed.

## Document Control Box

### Document Responsibilities:

<b>Owner:</b>	Manager Community Engagement & Projects	<b>Owner Business Unit:</b>	Office of the CEO
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<b>Reviewer:</b>	Manager Community Engagement & Projects		<b>Decision Maker:</b>	Council			
<b>Compliance Requirements:</b>							
<b>Legislation:</b>	<a href="#">Local Government Act 1995</a>						
<b>Industry:</b>							
<b>Organisational:</b>							
<b>Document Management:</b>							
<b>Risk Rating:</b>	Low	<b>Review Frequency:</b>	Biennial	<b>Next Due:</b>	9/2025	<b>Records Ref:</b>	
<b>Version #</b>	<b>Decision Reference:</b>		<b>Synopsis:</b>				
1.	24 October 2023		Reactivation and adoption of TOR's				
2.							

Arts and Culture Community Reference Group		
Name	Skills and Experience	Justification
Taryn Ryan	I've been participating in art therapy for a few years locally, I'm enrolled in Certificate III in Visual Art at TAFE after completing the same Certificate II and I have an active interest in Indigenous textiles and fashion. In addition to beginner level artistry, I'm the owner of a multiple award winning business (majoring in marketing) and have a double diploma in Training and Assessment therefore I'm looking forward to working with a conglomerate of local people with similar interests.	So that I can contribute to the enhancement of arts and culture in our community.
Clare Peake	Practicing artist with significant experience in the arts sector.	
ChengCheng Meng	have a bachelor degree of Arts, a master degree of Law, a post graduate certificate of Urban planning and Design(ongoing, finish in March). I worked as a children's books editor & writer for six years. I always have a passion for arts and design and most importantly I have a heart to contribute together for a better Broome!	I would like to get involved with the community more and contribute to Broome which is the place my husband and I set up our family/both of my kids were born in. Broome is multicultural. Chinese culture plays an important role both in Broome history and today. I have a good comprehension of Chinese history, morden Chinese culture, classic and morden Chinese literature.

**Item 9.4.6 - ENDORSEMENT OF COMMUNITY REPRESENTATION IN SHIRE WORKING GROUPS**

Cable Beach Community & Stakeholder Reference Group EOI Applications				
	Name	Business name (if applicable)	Skills and Experience	Justification
Community	Adele Oliver	N/A	Bachelors degree in Health Promotion from Curtin University and years of community and support work experience. My community experience and childhood in Broome would bring to the table community connections and an understanding of how it feels to live and work and grow in this community and the ways in which development can impact this. I believe I have a unique set of ideas and would make a valuable member of the reference group.	I would like to be a community member in the group as I have valuable experience to contribute to the process and feel my insights would greatly benefit the consultation and stakeholder engagement process. Having spent the majority of my life in Broome, living in Cable Beach, I see that in Broome, we are a unique community with a rich history. Serving in the reference group would enable me to bring the voice of my community to the table and I believe I would be a valuable conduit between the Shire of Broome, Community, businesses and residents. I have an immense amount of pride in the landscapes around Broome and believe the shire have contributed to the functionality and beauty of the town. I also see that it is important to ensure that thorough community consultation is enabled to strengthen the impact of projects and lasting outcomes for the community.
	Garry Waldron	N/A	I sat on the original Minyirr Park Management Group that was set up by the Shire. I have represented the Kimberley on the Ministerial Advisory Committee for Recreation Fishing for many years. I have a broad depth of connection throughout the Broome Community and have travelled widely so I have an understanding of what we can achieve in Broome if we seek to develop a world class tourism precinct. I am currently the Deputy Chair of the Kimberley RDA.	As a resident of the Kimberley since 1986 and Broome since 1999 I have a long history of personal use and observations of the area to be developed. Every visitor we have is taken to the area. I usually give them my version of its development and transition from the simple bluff at the end of a sweeping tidal beach. Our families connection to the location is strong as we have celebrated significant personal events along with community events at the location.
Resident	Julie Lax	N/A	I am a Nurse and a community member with a great interest in the environment. I am also an advocate for tourism and to offer world class facilities for the betterment of the community. I have been involved in other locations with providing accommodation that meets the international arena.	I live very close to cable beach and i would love to see this implemented well and thoughtful and inclusive of all. it needs to attract tourist without impacting on the environment.
	Sam Fitzpatrick	N/A	I am eager to become a resident member of the Shire Development Group because I bring a unique blend of professional & technical expertise that I believe will significantly contribute to the success of the project. As a current resident of Cable Beach & surf club member, I possess an understanding of the intricate challenges associated with the intersection of tourist season & the natural elements with urban development, particularly in this area. My local insights, coupled with my professional background, position me to offer valuable perspectives that can enhance the overall effectiveness for the project. I am committed to leveraging my knowledge to support the group's goals and contribute meaningfully for the community.	I bring a wealth of expertise to this group, grounded in my academic background & professional experience. With a degree in Urban Design and Landscape Architecture, complemented by a Graduate Certificate in Development Planning, I possess a solid foundation in the essential disciplines that drive successful community & tourist space development. My current role at Parks and Wildlife Visitor Services has equipped me with practical insights into the intersection of tourism, urban planning, environmental considerations, & community engagement.
Food and/or Beverage Trader	Martin Peirson-Jones	Zanders (Cable Beach House)	As a long-term food/beverage and accommodation operator in Broome (Matso's, Moonlight Bay Suites) I believe I can contribute positively on behalf of all F&B operators as well as having an understanding of other sectors perspectives. I was also a Resident Representative for Old Broome during that precincts consultation period during 2015-2017 when re-zoning and amenity/liveability factors were being discussed. I am also a committee member of the Broome Chamber of Commerce, however I would not intend to represent the Chamber in this group unless the Chamber requested, and was approved by the Reference Group Chair/SOB.	I am one of the incoming owner/operators of the venue currently known as Zanders. As the existing food and beverage outlet most central within the new precinct, and impacted by the construction period its not unreasonable that we should participate in this reference group.
Tour Operator Trader				
Accommodation Trader				

<b>10.      REPORTS OF COMMITTEES</b>
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There are no reports in this section.

<b>11. NOTICES OF MOTION WITH NOTICE</b>
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Nil.

<b>12. NOTICE OF MOTION WITHOUT NOTICE</b>
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Nil.

### 13. BUSINESS OF AN URGENT NATURE

#### 13.1 MAJOR LAND TRANSACTION - BUSINESS PLAN - PROVISION OF KEY WORKER HOUSING

<b>LOCATION/ADDRESS:</b>	Varies
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	LSS/GEN
<b>AUTHOR:</b>	Director Infrastructure
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Infrastructure
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

At the Ordinary Meeting of Council (OMC) held 31 August 2023 Council resolved to borrow funds for the purchase of land and construction of four Shire key worker housing properties.

In accordance with the *Local Government Act 1995* this is considered a 'major land transaction' and a Business Plan is required to be developed and advertised via statewide public notice.

This report seeks Council approval to advertise the Business Plan for the Provision of Key Worker Housing.

The Business Plan will then be presented to Council, along with any submissions, for final consideration.

#### BACKGROUND

##### Previous Considerations

OMC 27 July 2023	Item 9.4.1
OMC 31 August 2023	Item 9.3.2

The Shire currently owns 8 residential properties in Broome for the purpose of staff housing plus holds the 'Head Lease' for a further 13 residential properties which are then 'Sub Leased' to Shire staff, allowing the rent to be salary sacrificed.

At the OMC held 27 July 2023 the Shire's Long Term Financial Plan (LTFP) was adopted. Within the LTFP the Shire allocated a \$250,000 annual transfer to the Housing Reserve. The annual allocation recognises that there is a lack of suitable Shire key worker housing and that a longer-term approach to the issue needs to occur in order to build sufficient funds to enable a future staff housing project. In 2027/28 there was a one-off project allocation of \$1,500,000 part funded by the housing Reserve and part funded by borrowings.

In addition to the adoption of the LTFP Council requested the Chief Executive Officer to consider inclusion of project funds in the next review and update of the LTFP.

**COUNCIL RESOLUTION:****(REPORT RECOMMENDATION)****Moved: Cr P Taylor****Minute No. C/0723/008****Seconded: Cr C Mitchell****That Council:**

- 1. Adopt the Long Term Financial Plan 2023 – 2038;**
- 2. Requests the Chief Executive Officer undertake an annual review of the Long Term Financial Plan as part of the Corporate Business Plan review with consideration given in the December 2023 review for inclusion of project funds to construct or purchase Shire staff housing.**

**CARRIED UNANIMOUSLY 6/0**

**Reason: To consider the inclusion of a project fund to construct or purchase Shire staff housing in the December 2023 review of the Long Term Financial Plan.**

At the OMC held 31 August 2023 Council endorsed the strategic intent to increase the Shire's key worker housing stocks from 8 to 18 properties, starting with the provision of four (3x2) dwellings funded by borrowings from the Western Australian Treasury Corporation (WATC). The borrowings are offset with revenue generated from leasing.

**COUNCIL RESOLUTION:****(REPORT RECOMMENDATION)****Moved: Cr P Taylor****Minute No. C/0823/026****Seconded: Cr P Matsumoto****That Council:**

- 1. Endorses the Shire of Broome strategic intent of increasing Shire key worker housing stock from 8 to 18 properties;**
- 2. Endorses the approach to use the annual Long Term Financial Plan Housing Reserve allocation of \$250,000 for the purposes of loan repayments towards the construction of Shire key worker housing;**
- 3. Endorses the approach as contained within this report to purchase land and construct four (3x2) dwellings for the purposes of Shire key worker housing up to \$2,966,000;**
- 4. Authorises the Chief Executive Officer to borrow up to a maximum of \$2,966,000 from the Western Australian Treasury Corporation for a maximum period of 10 years;**
- 5. Requests that the Chief Executive Officer advertise the loan borrowings in accordance with section 6.20 (2) of the Local Government Act;**
- 6. Approves a budget amendment of \$2,966,000 to Income Account 10095900 and \$2,966,000 to Expense Account 095812;**
- 7. Requests the Chief Executive Officer reflect the addition of the loan in the next review and update of Shire's Long Term Financial Plan;**
- 8. Requests the Chief Executive Officer develop a Shire key worker housing renewal strategy for existing and new properties; and**
- 9. Requests the Shire President and Chief Executive Officer continue to advocate to the State Government to:**



- (a) **construct houses on development ready sites within Broome for Government Regional Officer Housing (GROH) to ease pressure on the private rental market; and**
- (b) **provide grant funding for Local Government key worker housing.**

**CARRIED BY ABSOLUTE MAJORITY 5/1**

**For: Cr Male, Cr Mitchell, Cr Matsumoto, Cr Rudeforth & Cr Taylor**

**Against: Cr Foy**

In accordance with section 6.20 (2) of the *Local Government Act 1995* (the Act) the proposed \$2,966,000 borrowings were advertised. No responses were received, and Shire officers have commenced the process to loan \$2,966,000 from the WATC for a maximum period of 10 years.

## **COMMENT**

The Shire is committed to ensuring it can attract and retain key workers that will deliver safe, effective and reliable local government services in line with the Shire's vision and strategic planning. A key component of this is the provision of key worker housing.

At the OMC held 31 August 2023 Council endorsed the Shire's strategic intent of increasing Shire key worker housing stock from 8 to 18 properties, starting with the purchase of land and construction of four (3x2) dwellings up to a value of \$2,966,000.

In accordance with section 3.59 of the Act a major land transaction is defined to be a land transaction that is not exempt under the Act, and where the total value of the consideration under the transaction, and anything done by the local government for achieving the purposes of the transaction, is the lesser of \$2,000,000 or 10% of the operating expenditure incurred by the local government from its municipal fund.

Initially when reviewing the *Local Government (Functions and General) Regulations 1996*, 8. *Exempt land transactions prescribed (Act s. 3.59)*, Shire officers assessed the transaction as exempt as the Shire was not intending to produce a profit. Following advice from the Western Australia Local Government Association (WALGA) the Shire became aware that the exemption does not apply as the properties will be leased to employees for exclusive use.

Therefore, in accordance with the Act the Shire, before entering into a major land transaction, is to;

- prepare a Business Plan; and
- advertise that Business Plan via statewide and local public notice stating that the Shire intends to enter into the major land transaction; and
- consider any submissions made and may decide, by absolute majority, to proceed with the major land transaction.

The draft Business Plan – Provision of Key Worker Housing is attached in **Attachment 1**.

## **CONSULTATION**

Section 3.59 of the Act requires the Shire to provide statewide and local public notice of the major land transaction and invite public submissions for a minimum period of six weeks.

A notice advertising this Business Plan and seeking public submissions will be placed in the West Australian and Broome Advertiser on the following dates:

- West Australian – Wednesday 6 March 2024
- Broome Advertiser – Thursday 7 March 2024

The Business Plan will be advertised for 6 weeks and close at 4.00pm WST on Wednesday 17 April 2024.

The Business Plan will be available to view on the Shire website or in hard copy at the Shire Administration Office, 27 Weld Street Broome WA.

Submissions are to be addressed to:

Chief Executive Officer  
Shire of Broome  
Major Land Transaction – Business Plan – Provision of Key Worker Housing  
shire@broome.wa.gov.au

Following the public submission period, the Business Plan will be presented to the 24 April 2024 Ordinary Meeting of Council for consideration of public comments received and for final endorsement to proceed with the major land transaction.

## **STATUTORY ENVIRONMENT**

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

#### ***3.59 Commercial enterprises by local governments***

A Major land transaction, acquisition or disposal, is where the land transaction entered into by the local government is the lesser of \$2,000,000 or 10% of the operating expenditure incurred by the local government from its municipal fund in the last completed financial year.

Before entering into a major land transaction the local government is to prepare a Business Plan in accordance with 3.59 (2) of the *Local Government Act 1995* unless under the *Local Government (Functions and General) Regulations 1996* the transaction is an exempt transaction.

This land transaction is not an exempt transaction and the Shire is required to give statewide and local public notice advising of the major land transaction and inviting public submissions for a minimum period of six weeks.

The local government is then required to consider any submissions made and may decide, by absolute majority, to proceed with the major land transaction.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

There are minimal financial implication associated with advertising and receiving submissions for the Business Plan – Provision of Key Worker Housing. The cost to the Shire is advertising costs of approximately \$1,000 excl. GST.

Should the Shire proceed with the major land transaction the estimated project costs are \$2,966,000.

## **RISK**

A very real and high risk for the Shire is that we are unable to provide accommodation for our key workers and as a result the delivery of services to our community may be impacted. By providing Shire key worker housing we seek to ensure that housing is not a limitation and that the attraction and retention of key workers is given priority.

Council has endorsed the Shire of Broome strategic intent to increase Shire key worker housing stock from 8 to 18 properties. The addition of four new properties will increase Shire key worker housing to 12 properties.

## **STRATEGIC ASPIRATIONS**

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

**Outcome 15 - An engaged and effective workforce that strives for service excellence**

**Objective** 15.1 Support employee wellness and foster a positive workplace culture.

## **VOTING REQUIREMENTS**

*Simple Majority*

### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0224/034**

**Moved: Cr P Taylor**

**Seconded: Cr P Matsumoto**

**That Council:**

- 1. Endorse the draft Major Land Transaction – Business Plan for the Provision of Key Worker Housing (Attachment 1) for the purposes of seeking public comment; and**
- 2. Requests the Chief Executive Officer commences State-wide and local public notice of the Business Plan for a minimum of 6 weeks and request that all public comments are collated and the Business Plan presented to Council for final endorsement.**

**For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr P Taylor, Cr E Smith, Cr M Virgo**

**CARRIED UNANIMOUSLY 8/0**

## **Attachments**

1. Draft Business Plan - Provision of Key Worker Housing



## Major Land Transaction – Business Plan

### Provision of Key Worker Housing

Section 3.59 of the Local Government Act  
1995

#### Document Control

Version #	Date	Reference	Synopsis
1	February 2024	N/A	Draft prepared for Statewide and local public notice
2			
3			

## 1. Business Plan Objectives

This Business Plan has been prepared for the purchase of land and construction contractor services for the provision of four Key Worker dwellings.

The Business Plan is designed to:

- a) Inform the public with respect to the Shire of Broome's proposal to undertake a 'Major Land Transaction';
- b) Provide the opportunity for the public to make submissions regarding the Business Plan; and
- c) Satisfy the requirements of section 3.59 of the Local Government Act 1995

## 2. Background

The Shire of Broome (the Shire) is being impacted by a lack of access to housing for its key workers. This is affecting the Shire's ability to attract and retain key workers which in turn is having a negative impact on service delivery to the community.

At the Ordinary Meeting of Council held 31 August 2023 Council endorsed the Shire of Broome strategic intent of increasing Shire key worker housing stock from 8 to 18 properties.

### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0823/026**

**Moved: Cr P Taylor**

**Seconded: Cr P Matsumoto**

**That Council:**

- 1. Endorses the Shire of Broome strategic intent of increasing Shire key worker housing stock from 8 to 18 properties;**
- 2. Endorses the approach to use the annual Long Term Financial Plan Housing Reserve allocation of \$250,000 for the purposes of loan repayments towards the construction of Shire key worker housing;**
- 3. Endorses the approach as contained within this report to purchase land and construct four (3x2) dwellings for the purposes of Shire key worker housing up to \$2,966,000;**
- 4. Authorises the Chief Executive Officer to borrow up to a maximum of \$2,966,000 from the Western Australian Treasury Corporation for a maximum period of 10 years;**
- 5. Requests that the Chief Executive Officer advertise the loan borrowings in accordance with section 6.20 (2) of the Local Government Act;**
- 6. Approves a budget amendment of \$2,966,000 to Income Account 10095900 and \$2,966,000 to Expense Account 095812;**
- 7. Requests the Chief Executive Officer reflect the addition of the loan in the next**

**review and update of Shire's Long Term Financial Plan;**

- 8. Requests the Chief Executive Officer develop a Shire key worker housing renewal strategy for existing and new properties; and**
- 9. Requests the Shire President and Chief Executive Officer continue to advocate to the State Government to:**
  - (a) construct houses on development ready sites within Broome for Government Regional Officer Housing (GROH) to ease pressure on the private rental market; and**
  - (b) provide grant funding for Local Government key worker housing.**

**CARRIED BY ABSOLUTE MAJORITY 5/1**

**For: Cr Male, Cr Mitchell, Cr Matsumoto, Cr Rudeforth & Cr Taylor**

**Against: Cr Foy**

The full agenda report from 31 August 2023 is available at [https://broome.infocouncil.biz/Open/2023/08/CO\\_31082023\\_MIN\\_3840\\_AT\\_WEB.htm](https://broome.infocouncil.biz/Open/2023/08/CO_31082023_MIN_3840_AT_WEB.htm)

### 3. Legislative Requirements

Section 3.59 of the Local Government Act 1995 details the process governing 'Commercial Enterprises' by local governments, including 'Major Land Transactions'.

A 'Major Land Transaction' is defined by the Act to be a land transaction that is not exempt under the Act, and where the total value of:

- a) The consideration under the transaction; and
- b) Anything done by the local government for achieving the purposes of the transaction, is more, or is worth more, than \$2 million or 10% of operating revenue.

Before entering into a 'Major Land Transaction', the Shire is required to prepare a Business Plan that includes an overall assessment of the land transactions including:

- a) its expected effect on the provision of facilities and services by the local government; and
- b) its expected effect on other persons providing facilities and services in the district; and
- c) its expected financial effect on the local government; and
- d) its expected effect on matters referred to in the local government's current plan prepared under section 5.56; and
- e) the ability of the local government to manage the undertaking or the performance of the transaction; and
- f) any other matter prescribed for the purposes of this subsection.

## 4. Assessment of Major Land Transaction

### a) Expected effect on the provision of facilities and services by the local government

The provision of Shire key worker housing is considered to be a proactive approach to answering the lack of available rental properties in the Broome townsite. Provision of additional key worker housing will have a positive impact on the Shire's ability to attract and retain key workers.

The approach to purchase land and construct new dwellings is also considered a positive approach, compared to purchasing existing properties, as it adds additional housing stock to Broome and does not increase pressure on the existing housing market.

This approach also provides stimulus to the local building construction industry at a time when building approvals are slowing and trades may experience a slow down.

### b) Expected effect on other persons providing facilities and services in the district

When considering the Shire's approach to housing, the Shire considered other relevant factors to determine the timing of the construction of the additional 10 properties. These factors include;

- Economic Outlook;
- Population Forecast;
- Accommodation Supply Forecast;
- Broome Rental, Land and Housing Market; and
- Current and Future Land Availability.

In doing so it was evident that the demand for housing in Broome outweighs the supply of housing. Specifically, the Shire estimates a shortfall of more than 400 dwellings in Broome by 2031 and potentially more dependant on the timing and scale of projects in the Broome and Kimberley region i.e. Kimberley Mineral Sands, Kimberley Marine Offloading Facility, Replacement/relocation Broome Custodial Facility.

Based on our assessment the Shire does not consider that the provision of key worker housing will have a detrimental impact on the Broome housing market.

### c) Expected financial effect on the local government

At the Ordinary Meeting of Council held 27 July 2023 the Shire's Long Term Financial Plan (LTFP) was adopted. Within the LTFP the Shire allocated a \$250,000 annual transfer to the Housing Reserve. The annual allocation recognises that there is an issue for Shire key worker housing and that a



longer-term approach to the issue needs to occur in order to build sufficient funds to enable a future staff housing project.

At the Ordinary Meeting of Council held 31 August 2023 the Shire endorsed the approach to use the annual LTFP housing reserve allocation of \$250,000 for the purposes of loan repayments towards the construction of four (3x2) dwellings up to the value of \$2,966,000.

Therefore the effect of the financial commitment on the Shire is accounted for and the Shire can operate within it means to meet the loan repayments over the 10 year loan period.

**d) Expected effect on matters referred to in the local government's current plan prepared under section 5.56**

The Shire's Community Scorecard 2022 highlights 'Access to Housing' as a critical issue in Broome and ranks it as a high priority area for the Shire.

The Shire has developed the Strategic Community Plan 2023 – 2033 (SCP) that articulates the vision for the Shire and outlines key roles and functions that the Shire will undertake to achieve its vision.

The provision of Shire key worker housing is identified as an action within the Performance pillar of the Strategic Community Plan.

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

Outcome 15 – An engaged and effective workforce that strives for service excellence.

In more detail the Shire's Corporate Business Plan 2023 – 2027 expands on the first four years of the Shire's Strategic Community Plan. The provision of Shire key worker housing directly responds to the Action 15.1.8 of the Shire's Corporate Business Plan 2023 ;

Action 15.1.8 – Fund expansion of Shire owned housing to meet organisational needs and reduce impost on private housing market.

The Shire's approach to add four key worker properties also strengthens the Shire's position (Corporate Business Plan Action 2.1.7) to **Advocate** for the State Government to construct houses on development ready sites within Broome for Government Regional Officer Housing (GROH) to ease pressure on the private rental market.

**e) Ability of the local government to manage the undertaking or the performance of the transaction**

The management of this proposal is within the resources and capacity of the Shire. The Shire currently owns and manages 8 Shire key worker properties and

<b>14. MEETING CLOSED TO PUBLIC</b>	had the appropriate systems and staff in place to manage the increase in properties.
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Nil. f) Any other matter prescribed for the purposes of this subsection

<b>15. MEETING CLOSURE</b>	Not applicable.
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## 5. Business Plan Advertising and Submissions

There being no further business the Chairperson declared the meeting closed at 5.25pm

Section 3.59 of the Local Government Act 1995 requires the Shire of Broome to give state-wide and local public notice of the Major Land Transaction inviting public submissions for a minimum period of six weeks.

A notice advertising this Business Plan and seeking public submissions will be placed in the West Australian and Broome Advertiser. The Business Plan will be available to view at [www.broome.wa.gov.au](http://www.broome.wa.gov.au) or in hard copy at the Shire Administration Office, 27 Weld Street Broome WA.

Submissions are to be addressed to:

**Chief Executive Officer**

Shire of Broome

Major Land Transaction – Business Plan – Provision of Key Worker Housing

[shire@broome.wa.gov.au](mailto:shire@broome.wa.gov.au)