



CONFIRMED MINUTES

OF THE

ORDINARY COUNCIL MEETING

24 APRIL 2024

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

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

Signed:

SHIRE OF BROOME
ORDINARY COUNCIL MEETING
WEDNESDAY 24 APRIL 2024
INDEX – MINUTES

1.	OFFICIAL OPENING	4
2.	ATTENDANCE AND APOLOGIES.....	4
3.	ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION	4
4.	DECLARATIONS OF INTEREST	5
5.	PUBLIC QUESTION TIME	5
6.	APPLICATIONS FOR LEAVE OF ABSENCE.....	7
7.	CONFIRMATION OF MINUTES	7
8.	PRESENTATIONS / PETITIONS / DEPUTATIONS.....	8
9.	REPORTS FROM OFFICERS.....	9
9.1	PEOPLE.....	9
9.1.1	BROOME MOTOCROSS CLUB - REQUEST FOR FUNDING ASSISTANCE.....	9
9.2	PLACE	16
9.3	PROSPERITY	17
9.3.1	GROSS RENTAL VALUATION (GRV) RATING OF TRANSIENT WORKFORCE ACCOMMODATION - A306581 THUNDERBIRD OPERATIONS PTY LTD.....	17
9.3.2	BROOME; BUILDING A FUTURE, FOR EVERYONE PLAN 2024	38
9.3.3	APPLICATION FOR FUNDING TOURISM ADMINISTRATION POLICY 2024/25.....	67
9.4	PERFORMANCE.....	86
9.4.1	MONTHLY PAYMENT LISTING - MARCH 2024	86
9.4.2	MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT - MARCH 2024.....	109
9.4.3	NOTICE OF INTENTION TO IMPOSE 2024/2025 DIFFERENTIAL RATES	153
9.4.4	PROVISION OF KEY WORKER HOUSING - MAJOR LAND TRANSACTION.....	174
10.	REPORTS OF COMMITTEES	188
11.	NOTICES OF MOTION WITH NOTICE.....	189

12.	NOTICE OF MOTION WITHOUT NOTICE	189
13.	BUSINESS OF AN URGENT NATURE.....	190
13.1	MINUTES AND RECOMMENDATIONS FROM AUDIT AND RISK COMMITTEE MEETING HELD ON 22 APRIL 2024.....	190
13.2	REQUEST TO CHANGE THE TIME OF THE ORDINARY MEETING OF COUNCIL ON 30 MAY 2024 FOR THE RECONCILIATION WEEK EVENT	225
14.	MEETING CLOSED TO PUBLIC	228
15.	MEETING CLOSURE.....	228

**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE SHIRE OF BROOME,
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,
ON WEDNESDAY 24 APRIL 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

Elected Members:	Shire President C Mitchell	Shire President <i>via Teams as per LG Administration Regulation 14C(5)</i> Deputy Shire President, Chair
	Cr D Male	
	Cr E Smith	
	Cr J Lewis	
	Cr J Mamid	
	Cr M Virgo	
	Cr P Matsumoto	
	Cr P Taylor	
	Cr S Cooper	

Apologies: Nil

Leave of Absence: Nil

Officers:	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 J Wadge	Executive Assistant to the Chief Executive Officer

Media:

Public Gallery:

Mr C Spicer
Mrs K Small
Ms T Pomery
Ms E Pendelbury
Mr G Smith
Mrs S Smith

3. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION

Nil.

4. DECLARATIONS OF INTEREST

FINANCIAL INTERESTS (s5.60A)			
Councillor	Item No	Item	Nature of Interest
Cr M Virgo	13.1	Minutes and Recommendation of the Audit and Risk Meeting held 22 April 2024	I am a paid employee of the Broome Visitor Centre

IMPARTIALITY			
Councillor	Item No	Item	Nature of Interest
Cr P Taylor	9.3.3	Application for Funding Tourism Policy 2024/25	Cruise Broome board member
Cr M Virgo	9.3.3	Application for Funding Tourism Policy 2024/25	I am a board member of Cruise Broome

5. PUBLIC QUESTION TIME

The following questions were submitted by Craig Spencer regarding the closure of Cable Beach.

Question One (1)

If during the 21/22 Turtle Monitoring period 15 deceased hatchlings were recorded, and keeping the Cable Beach Access ramp closed for a third month based on DBCA data stating 20% of hatchlings make their way to sea during February, would conservatively equate to 3 further possible deceased hatchlings.

With over 30,000kms of Northern Australian coastline recognised as habitat for flat back sea turtles, do you think it is reasonable to extend the closure of the world famous iconic Cable Beach to Broome residents, citizens & visitors that thrive on the recreational area in the hottest months of the year from 2 months to 3 months for an estimated calculated **3** possible deceased hatchlings?

Answer provided by Director Development Services

The report tabled at the October 2022 Ordinary Council Meeting that resulted in closures for December and January states that the Cable Beach rookery is likely to be a discrete rookery that turtles return solely to nest at.

The report also clarifies that turtle mortalities are difficult to determine exactly, and that the known turtle mortalities are unlikely to be the only mortalities.

It is also important to note that very few turtles reach reproductive age and single losses can impact on turtle numbers.

Notwithstanding this, the question about what constitutes a 'reasonable' number of turtle hatchling mortalities is highly subjective and cannot be answered.

Question Two (2)

Due to the increasing of public access being banned to major tourism attractions across Australia due to Aboriginal Cultural and Environmental Management reasoning including places but not limited to;

Ayres Rock in SA, Mount Warning in NSW, Cossack in WA, Munja Track - Gibb River Road, Cape Leveque-Dampier Peninsula, proposed Horizontal Falls and Wave Rock in WA and just recently Lake Eyre in SA;

Does the Broome Shire Council consider with the precedence of the above-mentioned attractions, that any decisions to extend Cable Beach ramp closures could increase the likelihood of the entire length of Cable Beach from Gantheaume Point to Coconut Wells being closed annually to vehicles and even potentially completely ban public access to enjoy any tangible experience along the iconic world famous Cable Beach?

Answer provided by Director Development Services

The only formal requests that the Shire has received relating to vehicles on Cable Beach have been related to partial (overnight) closures implemented in 2009 and the request from Yawuru Parks Council in 2022 related to closures for December and January, both of which have been implemented for turtle nesting and hatching season.

Protection of turtle breeding sites from vehicles is an outcome included in Council's Corporate Business Plan, and these decisions relate to this outcome - these are Objective 5.2 and Action 5.2.4.

Council's State of the Environment Report also contains an outcome to continue to close Cable Beach during the wet season at night and high tide to protect turtle breeding sites.

Beyond these strategic responses, Council has not made any other considerations relating to beach access, and currently has no other strategic documents that impact on vehicle access to Cable Beach.

The following question was asked by Andrew Chambers at the March 2024 OCM. The question was taken on notice to allow officers sufficient time to collate the requested information.

Question One (1)

Can the Shire please reveal how much has been spent (YTD) on training, as in apprenticeships, training support for local candidates to meet employment requirements versus the amount spent on recruitment and temporary agencies?

Answer provided by Manager of People and Culture

The Shire is committed to ongoing investment in the training and development of all staff, as part of annual performance appraisal processes and dedicated training budgets and resourcing. This includes on-the-job training through higher duties and secondments, external training support for local candidates to meet employment requirements, and other formal training opportunities to enhance and develop our staff. Each financial year training budgets are established based on 1.5% of the overall salaries budget, which is then allocated across directorates and organisation-wide to ensure a variety of training needs and opportunities are met.

More specifically, YTD the Shire has invested in nearly \$5,000 for training two locally hired apprentices in the Parks and Gardens team (including TAFE tuition only available in Perth, flights and accommodation, excluding salaries/wages). A further \$20,000 has been spent for locally hired outside workers to obtain necessary tickets and qualifications such as forklift operations, chainsaw operations and traffic management.

The Shire also has a dedicated program in place to provide training, development and career progression within the Community Safety and Ranger team, to upskill local

candidates with the Regulatory Officers Compliance qualifications to move from Assistant Ranger to Qualified Ranger, with \$8,720 spent YTD to support these programs as well as other training initiatives for the overall team. This program was initiated to address skills shortages within the industry and provide opportunities for employment, training and development of local candidates.

By comparison, the Shire has spent \$49,095.14 YTD on recruitment expenses, including advertising and pre-employment screening processes. A further \$501k has been spent YTD on labour-hire and/or independent consultants to cover staff vacancies, while recruitment was ongoing and other initiatives were explored and implemented (ie Assistant Ranger program). This is seen as a significant investment by the Shire deemed necessary to alleviate pressures on staff workloads, and associated wellbeing, and ensure ongoing service delivery to the community in key roles including environmental health, information technology, community safety and rangers, and finance . This expenditure has been funded or offset through salary budget savings from the associated vacancy. Importantly, such labour-hire has not been able to be resourced locally due to the qualifications required of the position as part of identified selection criteria or legislative requirements. It is also considered to be a short-term measure while recruitment for the vacancy is ongoing, which reasonably includes assessment of local candidates and future training opportunities/needs.

6. APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION:

Minute No. C/0424/003

Moved: Cr J Mamid

Seconded: Cr P Matsumoto

That Council grant Cr S Cooper a Leave of Absence from Councillor duties inclusive of 24 July 2024 through to 18 August 2024.

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, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0

COUNCIL RESOLUTION:

Minute No. C/0424/004

Moved: Shire President C Mitchell

Seconded: Cr S Cooper

That Council grant Cr E Smith a Leave of Absence from Councillor duties inclusive of 22 May 2024 through to 5 June 2024.

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, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0

7. CONFIRMATION OF MINUTES

COUNCIL RESOLUTION:

Minute No. C/0424/005

Moved: Cr P Taylor

Seconded: Cr M Virgo

That the Minutes of the Ordinary Meeting of Council held on 28 March 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 E Smith, Cr M Virgo, Cr P Taylor, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0

8. PRESENTATIONS / PETITIONS / DEPUTATIONS

Nil.

9. REPORTS FROM OFFICERS

9.1 PEOPLE

9.1.1 BROOME MOTOCROSS CLUB - REQUEST FOR FUNDING ASSISTANCE

LOCATION/ADDRESS:	Lot 991 Broome - Cape Leveque Road
APPLICANT:	Broome Motocross Club
FILE:	ONG45
AUTHOR:	Manager Community Facilities
CONTRIBUTOR/S:	Place Activation & Engagement Officer (Community & Sporting) Librarian
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY: The Broome Motocross Club has submitted an application to the State Government's Club Night Light Program to undertake stage 1 of a track lighting upgrade. During the application process, the Club has sought a Council funding contribution to the project. This item is presented for Council to consider the merit of the request for Shire funding.

BACKGROUND

Previous Considerations

OMC 28 March 2024

Item 9.1.1

Lot 991 Broome – Cape Leveque Road, Broome is a reserve vested to the Shire of Broome by Management Order. It's current purpose is Motorplex Site and land use is Motor Vehicle Racing. The Shire leases the reserve to the Broome Motocross Club (the Club). The lease commenced in 2020 and is current until 31 August 2041.

The Broome Motocross Club (the Club) were required to move their operations to Lot 991 Broome – Cape Leveque Road to facilitate the development of the Broome North subdivision. \$2.3M was provided for relocation of the Motocross track through Developer Contributions received via the Broome North Developer Contribution Plan.

At the Ordinary Meeting of Council, the Broome Motocross Club application for funding from the State Government's Club Night Light Program (**CNLP**) was considered and supported by Council as 'needed by the municipality, more planning required'. This endorsement of priority level was communicated to the Department of Local Government, Sport and Cultural Industries (**DLGSC**) prior to the application deadline as directed.

When the submission for funding was submitted to officers, it included a request for a Shire of Broome contribution, and was submitted without sufficient time for the request to be reviewed in detail and a report tabled to Council for consideration.

The deadline for CNLP applications was the day of the March Ordinary Meeting of Council (OMC), 28 March 2024.

Given the impending CNLP deadlines officers recommended that Council support the project in principle at the March OMC to ensure the application met the CNLP deadline. Council resolved the following at the 24 March OMC:

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0324/005

Moved: Shire President C Mitchell

Seconded: Cr P Matsumoto

That Council:

1. Recommends the following application to the Department of Local Government, Sport and Cultural Industries Country Night Light Program 2024-25 for funding as follows:

Applicant	Project	Project assessment	Priority
Broome Moto Track Lighting Project Stage 1	Track Lighting Install	C (Needed by Municipality, more planning required)	One

2. Requests the Chief Executive Officer to inform the Department of Local Government and Cultural Industries of Council's decision in accordance with recommendation 1 above.

3. Request the Chief Executive Officer to review the request submitted by the Broome Motocross Club for a Shire contribution towards the Motocross Lighting Project, and present Council with a recommendation at the 24 April 2024 Ordinary Meeting of Council.

Voting

For the Motion: Shire President C Mitchell, Councillor D Male, Cr P Matsumoto, Councillor P Taylor, Cr M Virgo, Cr E Smith, Cr J Mamid and Cr S Cooper.

Against the Motion: Cr J Lewis.

CARRIED 8/1

Shire support has previously been provided to the Club via community sponsorship funding programs, including:

- \$2,848 – Community Sponsorship 2022 – Funding for the installation of a landscaped garden area to acknowledge the traditional owners of the land the club operates on;
- \$3,000 – Community Sponsorship 2017 – Event support for two day championship event.

The Club hold regular club events throughout the season, and hold several events that attract riders and support crew and families from across the State to Broome to compete. These include:

- North West Motocross Association Championships – Regional event being held in May and expected to attract over 600 riders and spectators; and
- Pearl Coast Championships – A two day event held in July that is expected to attract over 600 riders and spectators.

The high number of visitors brought to town for these events have a significant positive economic impact for the businesses and accommodation providers in Broome, and lighting of the track would enable events to expand and attract even further participation, and additional economic benefit to Broome.

Council's Sport and Recreation Plan was developed following significant levels of consultation (including with the Broome Motocross Club) and contains the following recommendation:

Priority	Actions	Identified requirement
Low	Support the Broome Motocross Club with the provision of lighting for the track, upgrading of the facility amenity through the planting of trees and extension of pit area.	<p>The Motocross Club have recently located to a new facility located away from future residential areas. The facilities currently onsite are excellent. Motocross is well organised with the key priorities for the Club being to light the track to assist in being able to operate at night.</p> <p>When the track was developed, conduits were installed to future proof for lighting and the club has secured poles for usage through car park poles no longer required at a local shopping centre.</p> <p>The Club delivers a number of race meets that attract visitors to Broome.</p>

The lighting project had been identified within the plan as a club need, but in regard to timing is considered to be of low priority. The Plan did not contain any recommendation suggesting that a Shire of Broome contribution was required or would be provided.

Subsequently funding for this project has not been included in the Shire's Long Term Financial Plan or other planning documents.

In regards to the upgrade of Shire facilities leased to Clubs, typically Shire involvement would be limited to planning assistance, support developing and advocating for funding, project management and technical advice. It is rare that Council contributes funding towards Club facility improvements where funding has not been identified through the development of Council's Strategic Community Plan, Corporate Business Plan and Long Term Financial Plan.

There have been instances where Council has considered that facility improvements offer wider community benefits and in such cases has committed funding assistance. Recent projects where this has occurred include the Broome Golf Club and the Broome Surf Life Saving Club redevelopments.

COMMENT

The Broome Motocross Club is seeking a funding contribution of \$40 000 from the Shire towards their Track Lighting Project Stage 1 to support the Club's CNLP 2024-25 application.

The Broome Motocross Club are applying for the maximum 50% of project funding available through the CNLP (\$190,000). A contribution from the Shire is required to enable the project to be considered in the current CNLP funding round.

Project Funding

The funding strategy for the project has been prepared as per below:

Expense		Income	
Item	Value (ex GST)	Source	Value (ex GST)
Pole install	\$8,000	Applicant cash	\$55,000
Concrete foundations and reinforcements	\$26,000	Volunteer labour	\$7,000
Equipment hire	\$2,000	Donated materials	\$88,000
Trenching	\$22,000	CNLP funding (requested)	\$190,000
Electrical switchboards / commissioning	\$60,000	Local Govt (requested)	\$40,000
Lighting fixtures	\$167,000		
Poles / generator (donated)	\$88,000		
In kind labour	\$7,000		
Total	\$380,000	Total	\$380,000

The Club have provided bank details to demonstrate that they have the balance required to fund their proposed contribution to Stage 1 of the Track Lighting Project, but also to demonstrate that while they will have funds remaining for operational purposes, they don't hold sufficient funds to cover the \$40,000 gap which has led them to requesting a Shire contribution. These details are included in the confidential attachment with the letter of request, but can be summarised below:

Total project cost	Club commitment	Financial position	Remaining for operations
\$380,000	\$55,000	\$80,083	\$25,083

The Club has a lengthy list of assets and equipment that require maintenance and have operational costs associated with the clubs day to day activities. It is considered reasonable that the club retain some level of funds to offset these ongoing operational costs.

The Shire does not have budget for this project, nor discretionary funding allocated for incoming funding requests. The Community Development Fund (CDF) program has recently closed and it is noted that the does not provide the level of funding required in any case.

For the requested funding to be provided to the Club, savings would need to be identified elsewhere in the current 2023/24 financial year and redirected towards this purpose. This would require that Council request the Chief Executive Officer (CEO) to seek savings from the third quarter finance and costing review (FACR) noting that there may not be savings identified through this process.

Alternatively, Council could consider the allocation as a part of the 2024/25 budget, noting the budget process was highly competitive and is significantly progressed. Council budget workshops have been held recently with several Corporate Business Plan projects deferred in order to balance the draft budget. A separate item requesting that Council endorse the rating model for the 2024/25 budget is being tabled for Council's consideration at the April 24 OMC.

The Club has acknowledged that while they have been largely self-sufficient and delivered improvements through in-kind volunteer services and fundraising, they have not sought other funding options outside of the CNLP and the Shire for this project. They have also advised that if unsuccessful in obtaining funding from the Shire they would continue to fundraise and seek other funding opportunities to support a subsequent application in the next round of CNLP funding in September 2024.

With these considerations in mind, it is recommended that Council do not provide a contribution and instead request the CEO to provide support to the Club to seek alternate funding for the project, and once secured apply through the next available round of the CNLP.

Should the officer recommendation be supported the Club's CNLP application will need to be withdrawn. Officers have already alerted the Club and officers at the DLGSC to this eventuality.

It is noted that should Council resolve to provide funding an absolute majority decision of Council will be required.

CONSULTATION

Broome Motocross Club
Department of Local Government Sport and Cultural Industries

There has not been any external consultation specific to this funding request, however the Shire's Sport and Recreation Plan was developed following significant levels of consultation.

STATUTORY ENVIRONMENT

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

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

*Absolute majority required.

1a) In subsection (1) —

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

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The funding strategy for the project has been prepared as per below:

Expense		Income	
Item	Value (ex GST)	Source	Value (ex GST)
Pole install	\$8,000	Local Govt (requested)	\$40,000
Concrete foundations and reinforcements	\$26,000	Applicant cash	\$55,000
Equipment hire	\$2,000	Volunteer labour	\$7,000
Trenching	\$22,000	Donated materials	\$88,000

Electrical switchboards/commissioning	\$60,000	CNLP funding (requested)	\$190,000
Lighting fixtures	\$167,000		
Poles/generator (donated)	\$88,000		
In kind labour	\$7,000		
Total	\$380,000	Total	\$380,000

The Broome Motocross Club have provided their bank details to demonstrate that they have the balance required to fund their proposed contribution to Stage 1 of the Track Lighting Project, but also to demonstrate that while they will have funds remaining for operational purposes, they don't hold sufficient funds to fully cover the gap which has led them to requesting the Shire contribution. These details are included in the confidential attachment with the letter of request, but can be summarised below:

Total project cost	Club commitment	Financial position	Remaining for operations
\$380,000	\$55,000	\$80,083	\$25,083

For the requested funding to be provided to the Broome Motocross Club, savings would need to be identified elsewhere in the current 2023/24 financial year and redirected towards this purpose.

Alternatively, Council could consider the allocation as a part of the 2024/25 budget which is significantly progressed and highly competitive (noting that budget workshops have been held recently with numerous Corporate Business Plan projects deferred in order to balance the draft budget). Council could also request officers to seek savings from the first quarter finance and costing review (FACR) in the upcoming financial year.

The Club has acknowledged that they have not sought other funding options outside of the CNLP and the Shire. They has also advised that if unsuccessful in obtaining funding from the Shire they would continue to fundraise and seek other funding opportunities to support a subsequent application in the next round of CNLP funding.

RISK

There is an element of risk that is multifaceted, in that declining to contribute to this project could be seen as inconsistent with previous considerations for project contributions to the Broome Surf Lifesaving Club and the Broome Golf Club.

Conversely should a contribution be supported, more clubs that hold leases on Shire facilities/assets may seek funding contributions from the Shire for facility improvements that are not currently funded in the Shire's informing strategies and long term financial plan.

STRATEGIC ASPIRATIONS

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

Outcome 3 - A healthy, active community

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

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0424/006

Moved: Cr J Lewis

Seconded: Cr P Matsumoto

That Council:

- 1. Declines the request from the Broome Motocross Club for a Shire of Broome contribution to the Broome Moto Track Lighting Project Stage 1.**
- 2. Requests the Chief Executive Officer to inform the Department of Local Government, Sport and Cultural Industries of Council's decision in accordance with recommendation 1 above.**
- 3. Request the Chief Executive Officer to provide support to the Broome Motocross Club committee to assist in identifying additional external funding sources for the Broome Moto Track Lighting Project Stage 1.**

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, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0

Attachments

- 1. Request Letter and Club Financial Information (Confidential to Councillors and Directors Only)**

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

9.2	PLACE
------------	--------------

There are no reports in this section.

9.3 PROSPERITY

The Director Corporate Services advises that this item has been updated following a State Administrative Tribunal determination last Friday 19 April 2024, following the publication of the agenda. The updated item was actioned administratively and reflected in the minutes.

9.3.1 GROSS RENTAL VALUATION (GRV) RATING OF TRANSIENT WORKFORCE ACCOMMODATION - A306581 THUNDERBIRD OPERATIONS PTY LTD

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	ARA12
AUTHOR:	Manager Financial Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Council endorsement to request the Minister for Local Government change the basis of rating on Transient Workforce Accommodation (TWA) located at A306581 Mining Tenement M04/00459 leased by Thunderbird Operations Pty Ltd.

BACKGROUND

The State Government Policy *The application of Gross Rental Valuation to mining, petroleum and resource interests for local government rating purposes* (contained within Attachment 1) specifies that, under section 6.29 of the *Local Government Act 1995* (the Act), the Minister for Local Government (the Minister) can determine that Gross Rental Valuation can apply to a portion of land defined as a relevant interest on which capital improvements are located.

"Relevant interest" is defined as:

- (a) a mining tenement held under the *Mining Act 1978* (whether within the meaning given to that term by that Act or by the *Mining Act 1904*); or
- (b) a permit, drilling reservation, lease or licence held under the *Petroleum and Geothermal Energy Resources Act 1967*;

Or alternatively defined as a *resource interest*, which means land used for:

- (a) the extraction, processing or refining of minerals as defined in section 8 of the *Mining Act 1978*; or
- (b) the extraction, processing or refining of petroleum as defined in section 5 of the *Petroleum and Geothermal Energy Resources Act 1967*.

Capital improvements to be considered for Gross Rental Valuation (section 6.29(2) of the Act) means: accommodation, recreation and administration facilities and associated buildings; and maintenance workshops existing within 100 metres of these facilities, provided that these facilities have been in place for at least 12 months.

The Basis of Rates

The basis for rates on any land is determined by three factors:

- The method of valuation – determined by the Minister for Local Government. 'Land' is either land within a townsite in which case it is predominantly non-rural and rated on its Gross Rental Valuation (GRV) or it is land outside a townsite and is predominantly rural and rated on its Unimproved Value (UV);
- The value of rateable land and improvements – the Valuer General values the land in accordance with the Valuation of Land Act 1978; and
- The rate in the dollar – a rate in the dollar is imposed by the local government on the land valuation above, to determine a ratepayer's annual rates levy.

While the Shire of Broome cannot make a determination on the method of valuation or the value of land on any property, the Shire can apply to the Minister to consider the method of valuation which, if approved, prompts the Valuer General to issue a new valuation on a property.

1. **Method of Valuation**

2. New developments and changes to land use can alter the predominant use of land and thereby the method of valuation that is used to rate it. Where a local government identifies new developments or land uses, it can decide whether to review the predominant use of the affected land. Individual lots are generally the smallest units of land for which a local government will review predominant use. Spot valuations, as they are commonly referred to, are most frequently used in situations where there are a number of individual lots within a valuation area that are used for purposes that are not consistent with the predominant use of land within that valuation area.

3. Where the Minister approves a requested change to the method of valuation on land, a local government can specify the date the change is to take effect. This can be the date of the Minister approval, or date of gazettal, or any other future date, however it cannot be a date in the past as approvals cannot be granted retrospectively. Normally, a local government can recover lost rates from an earlier period (as far back as 5 years – depending on the date a valuation changed for example) known as back rates. Where the method of valuation has changed on a property, back rates are not permissible.

COMMENT

4. An Occupancy Permit was issued for Thunderbird Mine Accommodation - Stage 2 in October 2022. The facility has now been operational for more than 12 months, meeting one of the requirements for the application to the Minister.

5. The Shire has reviewed the predominant use of land located at A306581 Mining Tenement M04/00459 leased by Thunderbird Operations Pty Ltd and operated by Kimberley Mineral Sands Pty Ltd (KMS), currently rated UV-Mining. Assessing the predominant use of land is fundamental to determining the method of valuation to be used for rating purposes. The State Government Policy *The application of Gross Rental Valuation to mining, petroleum and resource interests for local government rating purposes* explains that Local Governments are able to apply for GRVs for mining interests, only where they apply to particular capital improvements such as accommodation, recreational and administration facilities associated buildings and maintenance workshops that are expected to be situated permanently (a minimum of 12 months). This does not apply to the plant and other capital specific to mining operations.

To change the basis of rating for a Transient Workforce Accommodation (TWA) development from UV to GRV requires an application to be made to the Minister, and the gazettal of the specific land in question as per the guidelines issued by the Department of Local Government, Sport and Cultural Industries (DLGSC).

Thunderbird Operations Pty Ltd – Kimberley Mineral Sands Pty Ltd (KMS)

Currently, the TWA facility has 360 accommodation rooms. Thunderbird Village Stage 2 (Site Plan - Attachment 4) was completed in October 2022 with the site plan stating that a further 116 accommodation rooms are still to be constructed.



Previous interactions between Shire officers and the original applicants date back to 2017, including a building application which was lodged in 2018 for stage 1 of the accommodation village. This application was incomplete and lapsed. A retrospective building approval was granted in 2022 which resolved the non-compliance of the original facility. Building approval for Stage 2 of the accommodation village was granted and occupancy permit issued in October 2022. The timeline of applications for this facility are tabled below.

Building Application Date	Application	Details of Application	Approval / Status
1 Oct 2018	Lapsed	Stage 1 accommodation - 52 rooms	
18 Mar 2022	BA13 Application for existing works	13 x 4-room accommodation buildings; Incidental buildings (laundry; ice room, comms room, verandahs, etc.)	Building Approval Certificate issued 24 Mar 2022
18 Mar 2022	BA1 Certified Application	Application for Kitchen and dining room	Occupancy Permit issued 24 Mar 2022
28 Mar 2022	BA1 Certified Application	Application for Bar kiosk; chiller unit; shade sails	Building Completed 30 Jun 2022
14 Apr 2022	BA1 Certified Application	Application for Accommodation Village	Occupancy Permit issued 28 Oct 2022
1 Sep 2022	BA1 Certified Application	Application for Accommodation Stage 2	

CONSULTATION

Prior to making a recommendation to the Minister to change the basis of rating, consultation must occur with the affected ratepayers.

The Director of Development Services verbally communicated Council's imminent application to change the rating for this site to Kimberley Mineral Sands (Thunderbird Operations) in February 2024 - prior to sending the formal correspondence.

Formal correspondence was subsequently sent to Kimberley Mineral Sands (Thunderbird Operations) and Western Tenement Services (listed as owner contacts in the Shire's rating system) giving a 28-day period to provide a response (Attachments 1 and 2). One submission was received during the consultation period from KMS (Attachment 3) for Council's consideration.

Officers contacted the DLGSC to ensure that the legislative requirements were met.

The Valuer General (Landgate) was contacted to provide an indicative valuation and a technical land description (TLD) of the site. Both are a requirement for the application to the Minister.

On 19 April 2024, the DLGSC released an update to local governments and the public through their website:

Recently, rates that were levied on land subject to a Miscellaneous Licence under section 6.26(2)(a)(ii) of the Local Government Act 1995 (the Act) were subject to an application for review by the State Administrative Tribunal (SAT).

Miscellaneous licenses typically provide for the placement of infrastructure to support mining activity that typically occurs on other lots of land, under a different form of land tenure.

On 23 January 2024 the SAT provided a ruling on the issue.

The SAT judgement confirms any land subject to a Miscellaneous Licence is not rateable, regardless of whether the land is occupied, or what kind of assets or infrastructure may be installed on the land.

Similarly, land with a non-rateable status continues to be non-rateable irrespective of what method of valuation may be applied to that land.

While mining interests on land subject to a prospecting licence, exploration licence or mining lease are typically rateable, local governments should take care to ensure the process of imposing rates accounts for the non-rateable status of miscellaneous licences.

Officers have contacted DLGSC who will be providing further guidance on the matter, given the SAT interpretation of section 6.26(2)(a)(ii) the Act is inconsistent with the interpretation across the local government industry. The SAT ruling and subsequent DLGSC advice do not change the purpose of this report recommendation, and the Minister is still able to assess the method of valuation on this property. However as the property is on a miscellaneous mining licence, it will remain as "non-rateable" through this ruling, so Council are not able to levy rates on this property.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 6.28(1) - Basis of rates

The Minister is to determine the method of valuation of land to be used by a local government as the basis for a rate; and publish a notice of the determination in the Government Gazette.

Section 6.29 – Valuation and rates on mining and petroleum interests.

The basis of rating is to be the unimproved value of the land unless the following applies:

- a) Capital improvements (for the purpose of section 6.29(2) of the Act) means:
Accommodation, recreation and administration facilities and associated buildings;
and
- b) Maintenance workshops existing within 100 metres of facilities listed above;
provided that these facilities have been in place for at least 12 months.

Valuation of Land Act 1978

Section 23 – Interim Valuations

- (1) The Valuer-General may, at any time, value or cause to be valued any rateable land where such land has not previously been valued or separately valued under this Act or where in his opinion it is necessary or expedient for any reason that such land be valued.
- (2) The Valuer-General shall value or cause to be valued any rateable land where in his opinion the value thereof has for any reason significantly increased or decreased in relation to the value of land of the same or a similar character in the same valuation district.
- (3) The Valuer-General may value any land or cause it to be valued under subsection (1) or subsection (2) without carrying out a general valuation of all rateable land in the same valuation district.

State Government Policy - The application of Gross Rental Valuation to mining, petroleum and resource interests for local government rating purposes

Provides guidelines for the application of Gross Rental Valuation to mining for local government rating purposes.

Department of Local Government Rating Policy: Valuation of Land

Mining under which an application is to be made for the spot rating of TWA's and other structures located on Mining Tenements and other land outside the town boundaries.

POLICY IMPLICATIONS

Rating Policy

FINANCIAL IMPLICATIONS

~~The estimated Gross Rental Value (GRV) for Thunderbird Accommodation stands at \$950,000. Upon application of the current GRV Commercial rate per dollar (2023/24 rate in the dollar), this would result in an annual rate increase of approximately \$112,576.~~

~~Interim rates can be applied to properties from the initiation of a new valuation, extending back up to five years depending on the valuation's effective date. However, backdating provisions do not apply to this property as it transitions from UV to GRV rating. In the application process to the Minister, the intention is to have the gazettal effective date align with the Ministerial approval date, facilitating the levying of rates for the upcoming and subsequent financial years.~~

~~Interim rates for 2023/24 have concluded, so the financial outcome of this process will take effect in 2024/25. Upon completion, officers will be able to levy rates backdated to the gazettal date.~~

Assessment A306581 falls under a miscellaneous mining licence. At this time, as per the recent SAT ruling DR 143/2023, miscellaneous mining licences are "non-rateable".

The Valuer General has provided indicative valuation costs of \$1,506 (excluding GST), and a technical land description (TLD) of the site for \$500 (excluding GST). Both services are required as support for the application to the Minister.

RISK

~~Financial Impact: Delaying the process to apply for a change of valuation method and gazettal, affects the opportunity to levy GRV rates on the property. As back rates do not apply in these circumstances, the rating income lost cannot be recovered.~~

~~There is a risk that the final valuation provided by the Valuer General is different to the indicative valuation. There is also a risk that the landholder objects to the valuation. Valuations are at the discretion of the Valuer General's Office and outside of the jurisdiction of Council. These risks apply to all rated properties.~~

The recent SAT ruling has determined that rates cannot be levied on miscellaneous mining licences, which is the licence upon which this TWA operates. As Council have not previously rated this or other properties subject to miscellaneous mining licences, the financial risk is currently minimal. However officers will continue to work with DLGSC and industry bodies to fully understand the impacts to local government.

STRATEGIC ASPIRATIONS

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

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

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

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Moved: Shire President C Mitchell

Minute No. C/0424/007

Seconded: Cr J Lewis

That Council:

- 1. Receives the submission from Kimberley Mineral Sands; ~~and~~***
- 2. Requests the Chief Executive Officer progress the gazettal process and requests the Minister for Local Government change the method of valuation on the Transient Workforce Accommodation facility from Unimproved Value to Gross Rental Value; and***
- 3. Requests the Chief Executive Officer advocate for changes to the Local Government Act 1995 and subsidiary legislation to enable the rating of Transient Workforce Accommodation located on Miscellaneous Mining Licences.***

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, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0

Attachments

1. Correspondence to Kimberley Mineral Sands - Thunderbird Operations
2. Correspondence to Western Tenement Services - Thunderbird Operations
3. Submission from Kimberley Mineral Sands - Thunderbird Operations
4. Thunderbird Village Stage 2 - Site Plan

Our ref: A306581

12 March 2024

Chris Cottier
Manager Community and Public Relations
Kimberley Mineral Sands
Thunderbird Operations Pty Ltd
PO Box 205
WEST PERTH WA 6872



ABN 94 526 654 007
27 Weld Street
PO Box 44, Broome
Western Australia 6725
(08) 9191 3456
shire@broome.wa.gov.au
broome.wa.gov.au

Dear Chris

RE: RATING OF THUNDERBIRD ACCOMMODATION VILLAGE

Following a recent review of mining tenements, the Shire of Broome has identified that an Occupancy Permit was issued for the Transient Workers Accommodation (TWA) noted above on 24 October 2022. As the TWA has been operational for longer than 12 months, the Shire of Broome is now required to undertake a process to change the basis of rating that applies to this facility.

Section 6.28 of the *Local Government Act 1995* (the Act) stipulates that the Minister for Local Government (the Minister), in deciding the basis of rating, must consider the general principle that the rate for any land should be based on. Section 6.29 of the Act specifically identifies Mining Accommodation as justification for reviewing the basis of rating to Gross Rental Valuation (GRV). Guidance for the assessment and application of the basis of rating is provided through the *Gross Rental Value Rating of Mining Tenements Policy* (attached for your reference). It is noted that the TWA is currently rated on a miscellaneous mining license.

To provide guidance on the proposed rating category change, a Technical Land Description for the TWA was requested from the Valuer Generals Office (VGO) (attached). The VGO provided an indicative GRV for the TWA of \$950,000. Based on the 2023/24 rate in the dollar for GRV Commercial of \$0.118501, rates for Thunderbird Accommodation Village are estimated to be \$112,576. This is a preliminary guide, and a formal assessment will be undertaken by the VGO once the review is submitted.

As part of its assessment, **Council welcomes comment in writing, by 10 April 2024**, allowing a consultation period of 28 days in accordance with the legislation.

Following the outcome of this consultation, Council will determine to progress a submission to the Minister for a change in the valuation method on this facility. Once the Minister approves the application and the change is gazetted, the VGO will confirm the gross rental valuation of the

facility, and Council will apply the appropriate rate in the dollar to levy rates, which will become effective from the date of the gazettal.

If you have any inquiries or would like to discuss any aspect of this proposal further, please feel free to reach out to me at Elizabeth.french@broome.wa.gov.au.

Yours faithfully



Elizabeth French
MANAGER FINANCIAL SERVICES

CC: *Western Tenement Services*



The Hon Tony Simpson MLA
Minister for Local Government; Community Services;
Seniors and Volunteering; Youth

Our Ref: 49-09337

TO ALL LOCAL GOVERNMENTS

CIRCULAR N^o M05-2015

GROSS RENTAL VALUE RATING OF MINING TENEMENTS – POLICY

In late 2011, the Government, resources industry and local government agreed on a policy for the *Application of Gross Rental Valuation to Mining, Petroleum and Resource Interests* (Circular 29-2011). That policy was implemented on a three-year trial basis for the period 1 July 2012 to 30 June 2015.

The trial period for the policy was extended for a further three months, to 30 September 2015. The extension of time allowed the Departments of Local Government and Communities (DLGC) and State Development time to further consider submissions from the resources industry and the local government sector.

The State Government has now approved a revised policy, which will take effect from 1 October 2015.

The key changes to the policy are:

- agreement that the policy will apply to State Agreement projects, either through mutual agreement between proponents and local government, with the concurrence of the Minister for State Development and in consultation with the Department of State Development, or through variation of State Agreements; and
- a new clause which requires the policy to be considered in conjunction with other policies and guidelines about rating, rateable land and valuation of land.

A copy of the policy is attached. The DLGC's assessment policy and application form for the application of Gross Rental Value to mining interests are available on the DLGC's website at:

<http://dlg.wa.gov.au/Content/LG/RatingPolicies/Default.aspx>.

A handwritten signature in blue ink, appearing to read 'Tony Simpson'.

HON TONY SIMPSON MLA
MINISTER FOR LOCAL GOVERNMENT; COMMUNITY SERVICES;
SENIORS AND VOLUNTEERING; YOUTH

att

Level 8, Dumas House, 2 Havelock Street, West Perth Western Australia 6005
Telephone: +61 8 6552 6600 Facsimile: +61 8 6552 6601 Email: Minister.Simpson@dpc.wa.gov.au

Policy – The application of Gross Rental Valuation to mining, petroleum and resource interests for local government rating purposes

1. Introduction

This policy provides guidelines for the application of Gross Rental Valuation to mining, petroleum and other resource interests for local government rating purposes.

2. Policy Objective

The objective of the policy is to standardise the application of Gross Rental Valuation to capital improvements on relevant interests and resource interests for local government rating purposes.

3. Application of the *Local Government Act 1995*

- (1) Section 6.28(1) of the *Local Government Act 1995* (the Act) provides the Minister with the power to determine the method of valuation of land to be used by a local government as the basis for a rate.
- (2) Under section 6.29 of the Act, the Minister can determine that Gross Rental Valuation can apply to a portion of land defined as a *relevant interest* on which capital improvements are located.

4. Land subject to the policy

The policy applies to land:

- (1) subject to a *relevant interest*, defined in section 6.29(1) of the Act as meaning:
 - (a) a mining tenement held under the *Mining Act 1978* (whether within the meaning given to that term by that Act or by the *Mining Act 1904*); or
 - (b) a permit, drilling reservation, lease or licence held under the *Petroleum and Geothermal Energy Resources Act 1967*;or
- (2) defined as a *resource interest*, which means land used for:
 - (a) the extraction, processing or refining of minerals as defined in section 8 of the *Mining Act 1978*; or
 - (b) the extraction, processing or refining of petroleum as defined in section 5 of the *Petroleum and Geothermal Energy Resources Act 1967*.

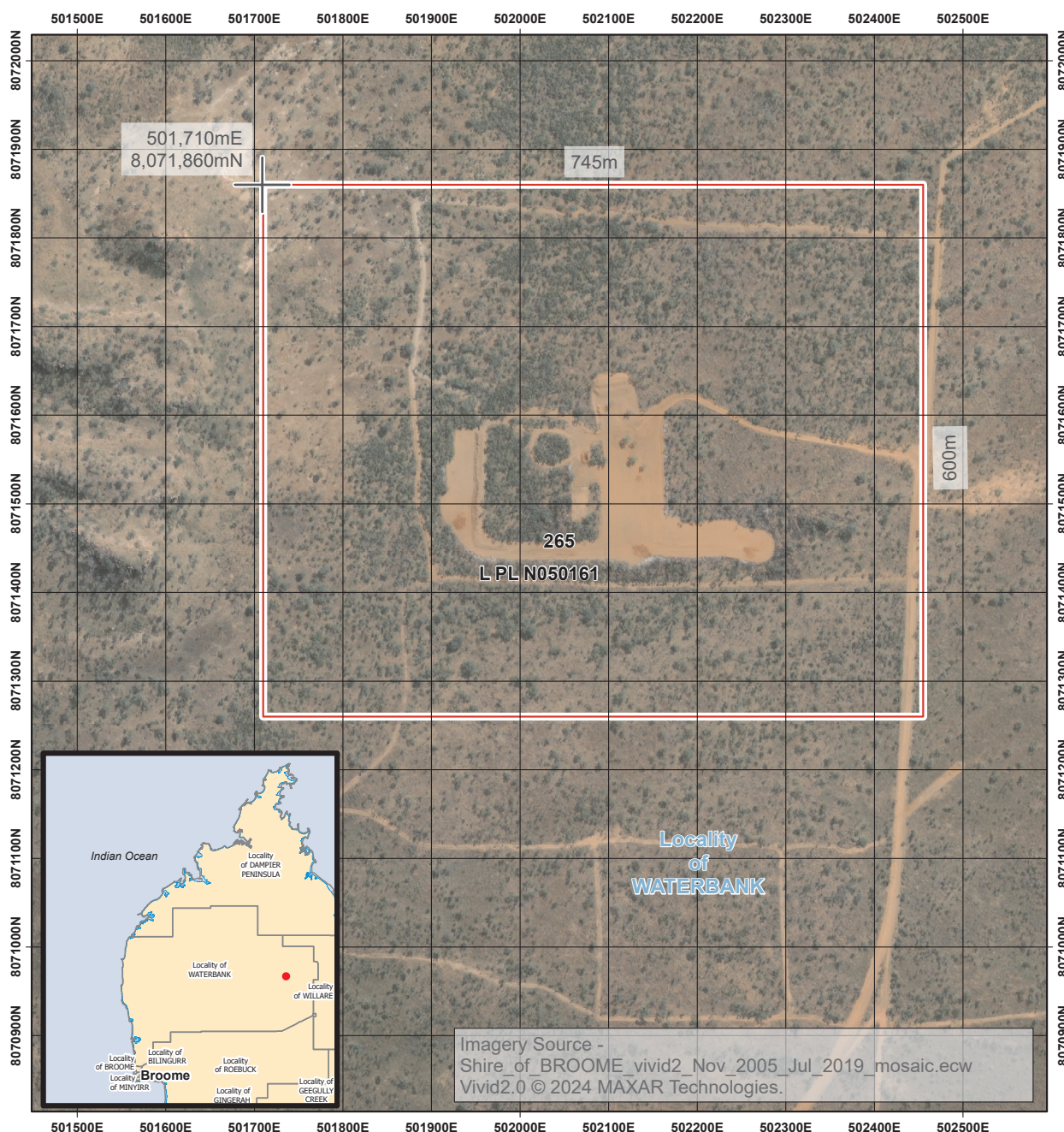
5. Capital improvements to be considered for Gross Rental Valuation

- (1) Capital improvements for the purposes of section 6.29(2) of the Act means:
 - (a) accommodation, recreation and administration facilities and associated buildings; and
 - (b) maintenance workshops existing within 100 metres of facilities listed in Section 5(1)(a);provided that these facilities have been in place for at least 12 months.
- (2) Nothing in this policy prevents a local government and the holder of a relevant interest or a resource interest from agreeing that other types of capital improvements are to be included or excluded.

- 2 -

6. Implementation of the policy

- (1) The policy commences on 1 October 2015.
- (2) The policy applies to land defined as a *relevant interest* or *resource interest* in section 4.
- (3) If land defined as a *relevant interest* or *resource interest* is subject to a State Agreement Act that has rating provisions:
 - (a) as a matter of agreed policy between industry and local government, this policy will apply to such land;
 - (b) however, the State Agreement proponent and relevant local government may agree other arrangements by mutual consent with the concurrence of the Minister for State Development and in consultation with the Department of State Development; and
 - (c) the State Agreement proponent may request a variation in the State Agreement to incorporate this ratings policy. The Western Australian Government may apply the policy through the State Agreement variation process.
- (4) This policy shall be read with other policies and guidelines about rating, rateable land and valuation of land, as published by the department responsible for the Act.

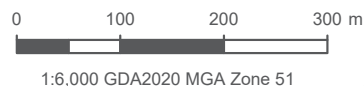


Thunderbird Mining Village - Technical Description

Thunderbird Mining Village
Sheffield Resources Ltd
Thunderbird Mineral Sands Operation

All that portion of land being part of Lot 265, as shown on DP29347 / LPLN50161 starting from a point at coordinate 501710 metres East, 8071860 metres North (GDA2020 MGA Zone 51), and extending easterly 90 degrees, 0 minutes, 0 seconds, 745 metres; thence southerly 180 degrees, 0 minutes, 0 seconds, 600 metres; thence westerly 270 degrees, 0 minutes, 0 seconds, 745 metres; thence northerly 0 degrees, 0 minutes, 0 seconds, 600 metres to the starting point.

Approximate Area: 44.7 hectares



Job: 0145934
Produced: 11/03/2024
Geospatial Team, Location Intelligence, Landgate
Email: geodata@landgate.wa.gov.au



© Western Australian Land Information Authority 2024

Our ref: A306581

12 March 2024

Thunderbird Operations Pty Ltd
C/- Western Tenement Services
PO Box 3285
EAST PERTH WA 6892



ABN 94 526 654 007
27 Weld Street
PO Box 44, Broome
Western Australia 6725
(08) 9191 3456
shire@broome.wa.gov.au
broome.wa.gov.au

Dear Tenement Manager

RE: RATING OF THUNDERBIRD ACCOMMODATION VILLAGE

Following a recent review of mining tenements, the Shire of Broome has identified that an Occupancy Permit was issued for the Transient Workers Accommodation (TWA) noted above on 24 October 2022. As the TWA has been operational for longer than 12 months, the Shire of Broome is now required to undertake a process to change the basis of rating that applies to this facility.

Section 6.28 of the *Local Government Act 1995* (the Act) stipulates that the Minister for Local Government (the Minister), in deciding the basis of rating, must consider the general principle that the rate for any land should be based on. Section 6.29 of the Act specifically identifies Mining Accommodation as justification for reviewing the basis of rating to Gross Rental Valuation (GRV). Guidance for the assessment and application of the basis of rating is provided through the *Gross Rental Value Rating of Mining Tenements Policy* (attached for your reference). It is noted that the TWA is currently rated on a miscellaneous mining license.

To provide guidance on the proposed rating category change, a Technical Land Description for the TWA was requested from the Valuer Generals Office (VGO) (attached). The VGO provided an indicative GRV for the TWA of \$950,000. Based on the 2023/24 rate in the dollar for GRV Commercial of \$0.118501, rates for Thunderbird Accommodation Village are estimated to be \$112,576. This is a preliminary guide, and a formal assessment will be undertaken by the VGO once the review is submitted.

As part of its assessment, **Council welcomes comment in writing, by 10 April 2024**, allowing a consultation period of 28 days in accordance with the legislation.

Following the outcome of this consultation, Council will determine to progress a submission to the Minister for a change in the valuation method on this facility. Once the Minister approves the application and the change is gazetted, the VGO will confirm the gross rental valuation of the facility, and Council will apply the appropriate rate in the dollar to levy rates, which will become effective from the date of the gazettal.

If you have any inquiries or would like to discuss any aspect of this proposal further, please feel free to reach out to me at Elizabeth.french@broome.wa.gov.au.

Yours faithfully



Elizabeth French
MANAGER FINANCIAL SERVICES

CC: Kimberley Mineral Sands – Thunderbird Operations Pty Ltd



The Hon Tony Simpson MLA
Minister for Local Government; Community Services;
Seniors and Volunteering; Youth

Our Ref: 49-09337

TO ALL LOCAL GOVERNMENTS

CIRCULAR N^o M05-2015

GROSS RENTAL VALUE RATING OF MINING TENEMENTS – POLICY

In late 2011, the Government, resources industry and local government agreed on a policy for the *Application of Gross Rental Valuation to Mining, Petroleum and Resource Interests* (Circular 29-2011). That policy was implemented on a three-year trial basis for the period 1 July 2012 to 30 June 2015.

The trial period for the policy was extended for a further three months, to 30 September 2015. The extension of time allowed the Departments of Local Government and Communities (DLGC) and State Development time to further consider submissions from the resources industry and the local government sector.

The State Government has now approved a revised policy, which will take effect from 1 October 2015.

The key changes to the policy are:

- agreement that the policy will apply to State Agreement projects, either through mutual agreement between proponents and local government, with the concurrence of the Minister for State Development and in consultation with the Department of State Development, or through variation of State Agreements; and
- a new clause which requires the policy to be considered in conjunction with other policies and guidelines about rating, rateable land and valuation of land.

A copy of the policy is attached. The DLGC's assessment policy and application form for the application of Gross Rental Value to mining interests are available on the DLGC's website at:

<http://dlg.wa.gov.au/Content/LG/RatingPolicies/Default.aspx>.

A handwritten signature in blue ink, appearing to be 'Tony Simpson'.

HON TONY SIMPSON MLA
MINISTER FOR LOCAL GOVERNMENT; COMMUNITY SERVICES;
SENIORS AND VOLUNTEERING; YOUTH

att

Level 8, Dumas House, 2 Havelock Street, West Perth Western Australia 6005
Telephone: +61 8 6552 6600 Facsimile: +61 8 6552 6601 Email: Minister.Simpson@dpc.wa.gov.au

Policy – The application of Gross Rental Valuation to mining, petroleum and resource interests for local government rating purposes

1. Introduction

This policy provides guidelines for the application of Gross Rental Valuation to mining, petroleum and other resource interests for local government rating purposes.

2. Policy Objective

The objective of the policy is to standardise the application of Gross Rental Valuation to capital improvements on relevant interests and resource interests for local government rating purposes.

3. Application of the *Local Government Act 1995*

- (1) Section 6.28(1) of the *Local Government Act 1995* (the Act) provides the Minister with the power to determine the method of valuation of land to be used by a local government as the basis for a rate.
- (2) Under section 6.29 of the Act, the Minister can determine that Gross Rental Valuation can apply to a portion of land defined as a *relevant interest* on which capital improvements are located.

4. Land subject to the policy

The policy applies to land:

- (1) subject to a *relevant interest*, defined in section 6.29(1) of the Act as meaning:
 - (a) a mining tenement held under the *Mining Act 1978* (whether within the meaning given to that term by that Act or by the *Mining Act 1904*); or
 - (b) a permit, drilling reservation, lease or licence held under the *Petroleum and Geothermal Energy Resources Act 1967*;or
- (2) defined as a *resource interest*, which means land used for:
 - (a) the extraction, processing or refining of minerals as defined in section 8 of the *Mining Act 1978*; or
 - (b) the extraction, processing or refining of petroleum as defined in section 5 of the *Petroleum and Geothermal Energy Resources Act 1967*.

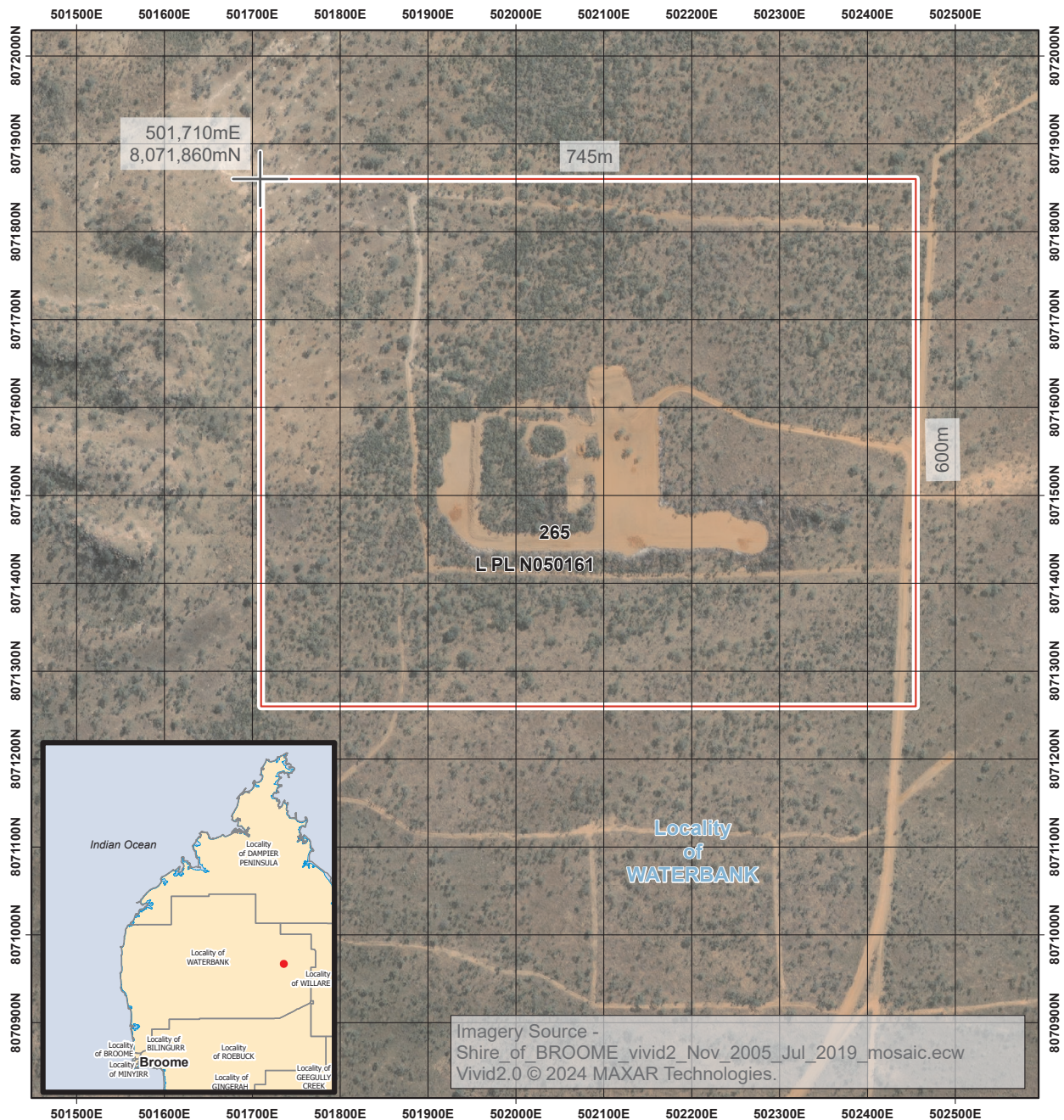
5. Capital improvements to be considered for Gross Rental Valuation

- (1) Capital improvements for the purposes of section 6.29(2) of the Act means:
 - (a) accommodation, recreation and administration facilities and associated buildings; and
 - (b) maintenance workshops existing within 100 metres of facilities listed in Section 5(1)(a);provided that these facilities have been in place for at least 12 months.
- (2) Nothing in this policy prevents a local government and the holder of a relevant interest or a resource interest from agreeing that other types of capital improvements are to be included or excluded.

- 2 -

6. Implementation of the policy

- (1) The policy commences on 1 October 2015.
- (2) The policy applies to land defined as a *relevant interest* or *resource interest* in section 4.
- (3) If land defined as a *relevant interest* or *resource interest* is subject to a State Agreement Act that has rating provisions:
 - (a) as a matter of agreed policy between industry and local government, this policy will apply to such land;
 - (b) however, the State Agreement proponent and relevant local government may agree other arrangements by mutual consent with the concurrence of the Minister for State Development and in consultation with the Department of State Development; and
 - (c) the State Agreement proponent may request a variation in the State Agreement to incorporate this ratings policy. The Western Australian Government may apply the policy through the State Agreement variation process.
- (4) This policy shall be read with other policies and guidelines about rating, rateable land and valuation of land, as published by the department responsible for the Act.

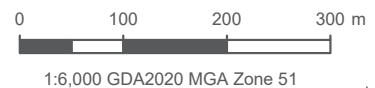


Thunderbird Mining Village - Technical Description

Thunderbird Mining Village
Sheffield Resources Ltd
Thunderbird Mineral Sands Operation

All that portion of land being part of Lot 265, as shown on DP29347 / LPLN50161 starting from a point at coordinate 501710 metres East, 8071860 metres North (GDA2020 MGA Zone 51), and extending easterly 90 degrees, 0 minutes, 0 seconds, 745 metres; thence southerly 180 degrees, 0 minutes, 0 seconds, 600 metres; thence westerly 270 degrees, 0 minutes, 0 seconds, 745 metres; thence northerly 0 degrees, 0 minutes, 0 seconds, 600 metres to the starting point.

Approximate Area: 44.7 hectares



Job: 0145934
Produced: 11/03/2024
Geospatial Team, Location Intelligence, Landgate
Email: geodata@landgate.wa.gov.au



© Western Australian Land Information Authority 2024



10 April 2024

Ms Elizabeth French
Manager Financial Services
Shire of Broome
PO Box 44
Broome WA 6725

By email: elizabeth.french@broome.wa.gov.au

Dear Elizabeth,

I refer to your letter dated 12 March 2024, regarding the review of mining tenements and the process to undertake the basis of rating at the Thunderbird Accommodation Village and thank you for the opportunity to provide feedback.

Kimberley Mineral Sands Pty Ltd (KMS) operates the Thunderbird Mineral Sands Project (Thunderbird) which is located mid-way between Derby and Broome. KMS is a joint venture company equally owned by Sheffield Resources Pty Ltd and YGH Australia Investments Pty Ltd (Yansteel).

KMS currently has 102 employees residing in the Kimberley, who are predominately residentially based in Broome. The Thunderbird Accommodation Village provides rooms, dining and recreational facilities for these employees during their time on site.

We note the Valuer General's Office indicative estimate to be \$122,576 which is a 43% increase on the 2024 rates.

We understand this is largely due to the application of a change in rating from Temporary Workers Accommodation to Mining Accommodation as allowed by the relevant policy; however, we would like to better understand the detail of this as it does represent a significant increase in year-on-year variability.

We would welcome the opportunity to meet to discuss our concerns and Councils intent.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Michael Rose'.

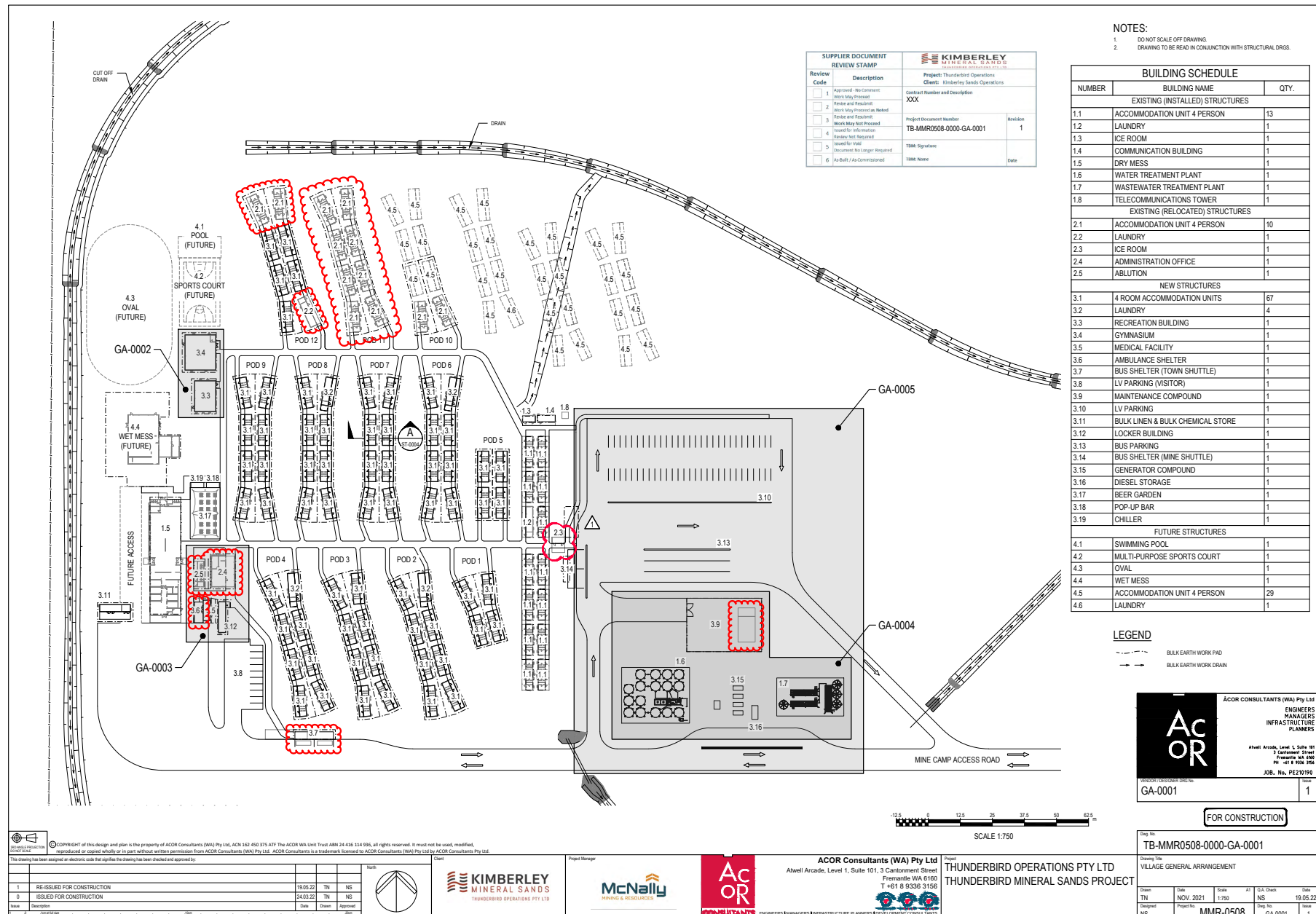
Michael Rose
Chief Operating Officer

Kimberley Mineral Sands Pty Ltd ACN 623 201 507 | Thunderbird Operations Pty Ltd ACN 611 351 743

BROOME: 264 Port Drive, Broome WA 6725 | PO Box 1876, Broome WA 6725 | **DERBY:** 2 Clarendon Street, Derby WA 6728
PERTH: Level 2, 41-47 Colin Street, West Perth WA 6005 | PO Box 205, West Perth WA 6872

P: 1300 336 725 / +61 8 6555 8757 | W: kmsands.com.au

1



The Director Development Services advised there were typographical errors in the Agenda item and attachment. These corrections were actioned administratively and reflected in the minutes.

9.3.2 BROOME: BUILDING A FUTURE, FOR EVERYONE PLAN 2024

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	EDP015
AUTHOR:	Economic Development Coordinator
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY

Council's endorsement is sought for the "*Broome: Building a Future, For Everyone*" developed by the Shire of Broome, with input from Nyamba Buru Yawuru, Broome Chamber of Commerce & Industry, Government and private business.

BACKGROUND

Previous Considerations

OMC 28 July, 2022	Item 9.3.4
SMC 31 October 2016	Item 6.3.1
Draft Growth Plan endorsed by Council	
OMC 31 March 2022.	Item 9.2.3
The Broome Growth Plan reviewed and accepted by Council.	

The *Broome: Building a Future, For Everyone* document (**Attachment 1**) is the third iteration of the 3-Year Covid-19 Recovery Plan (developed in 2020) which was a well-received initiative that garnered significant support. The second iteration, *Broome: Recovery & Resilience* was also very well received by business and community.

The *Broome, Building a Future, For Everyone* Plan is designed to lay out the co-investment commitment and support required for significant community and industry priority projects to proceed to the next stage, and also showcases the many successes that the Shire and the community have brought to fruition.

The Plan includes many of the same projects as the previous two, but with the latest financial and timeline data.

Projects that have been removed from this iteration include:

- Jetty to Jetty
- Water Corporation – water upgrades

New Projects include:

- Birrugun Buru Estate Development
- Wharf Facility Works & First Point of Entry from Kimberley Port Authority.

- Yawuru Truck Wash

It has a new introduction and economic overview, as well as a separate section specifically addressing Community Safety. The plan includes a section and focus on housing, which continues to be a major issue in the community.

Once endorsed, *Broome: Building a Future, For Everyone* will be distributed widely in the community and at industry events and presented to State and Federal Government Ministers and agencies as well as Local Members of Parliament.

Community Priorities have been taken from the 2020 Community Scorecard report because of timing and the State and Federal Election cycle. If the 2024 Community Scorecard presents very different community priorities, then it will be considered if the plan is required to be updated.

COMMENT

Broome: Building a Future, For Everyone was developed to build a bridge between achievements to date and to promote future significant projects that require commitment and funding.

Other proponents of projects include: Nyamba Buru Yawuru, Broome International Airport (BIA), Kimberley Port Authority (KPA), Department of Community Services, Main Roads, and the private sector. The document will be used to present to potential funding bodies to promote the shared vision, the people and the shovel ready projects that build long term stable growth and meet community and industry priorities.

The document provides information on:

- Setting the scene of Broome's unique context and existing planning framework;
- Impacts of COVID-19, the cost of living pressures and major natural disasters;
- Long-term planned private investment (e.g. Kimberley Marine Offloading Facility);
- Where projects will contribute to correcting market dysfunction, particularly in the housing market;
- Building community safety;
- Meeting long-term community needs such as a boat launch and regional arts centre.

The document is designed in separate sections.

- Introduction
- About Broome
- Economic context
- Planning context
- Community priorities
- Investment Secured (completed and fully funded projects)
- Our future successes – seeking investment
 - Housing crisis response
 - Key infrastructure
 - Community safety

Broome: Building a Future, For Everyone fits alongside other Shire of Broome marketing materials that highlight project priorities; including the Corporate Business Plan, Strategic Community Plan and the Community Investment Prospectus developed by the Kimberley Regional Group.

Projects that are included in *Broome: Building a Future, For Everyone* plan are aligned with the Broome Growth Plan objectives. These are:

- Activating the traded economy
- Activating to the precincts of Broome
- Activating the Dampier Peninsula
- Activating the economic fundamentals
- Activating Broome's human capital

Specific projects are listed in the Broome growth plan – and are therefore included in the *Broome: Building a Future, For Everyone*. Projects that are clearly aligned with the objectives are also included.

If they are not included in this iteration the opportunity to include new projects will be available when the Broome Growth Plan is updated later in 2024.

CONSULTATION

The following organisations have provided input to *Broome: Building a Future, For Everyone*

- Nyamba Buru Yawuru
- Broome Chamber of Commerce and Industry
- Kimberley Marine Support Base
- Water Corporation
- Regional Development Australia Kimberley
- Broome International Airport (BIA),
- Kimberley Port Authority (KPA)
- Kimberley Development Commission (KDC)
- Horizon Power.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Broome: Building a Future, For Everyone is written in-house using existing Shire resources with input from the project partners. The cost of the revised plan is approximately \$5,000 for design and layout, plus printing.

RISK

Risk	Risk Rating	Comments
Reputation	Minor	The <i>Broome: A Future, for Everyone Plan</i> is likely to receive positive feedback if it is demonstrated to be fair, consistent and meaningful to the local community. The listed major projects align with the Shire of Broome's Corporate Business Plan, Broome Growth Plan and community priorities.

		Projects are identified in these documents as having significant social and economic benefit for Broome and are at various stages of development (e.g. concept design, business case, feasibility, public consultation.).
Delivery	Minor	The projects are being presented collaboratively with several local organisations. These organisations have experience in their respective fields and have provided input.

STRATEGIC ASPIRATIONS

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

Outcome 9 - A strong, diverse and inclusive economy where all can participate

Objective 9.1 Increase Broome's domestic and international trade in tourism, agriculture, aquaculture, minerals and energy, culture and the arts, and other emerging industries.

Objective 9.2 Activate the precincts of Broome.

Objective 9.3 Activate the Dampier Peninsula.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0424/008

Moved: Cr P Taylor

Seconded: Cr E Smith

That Council:

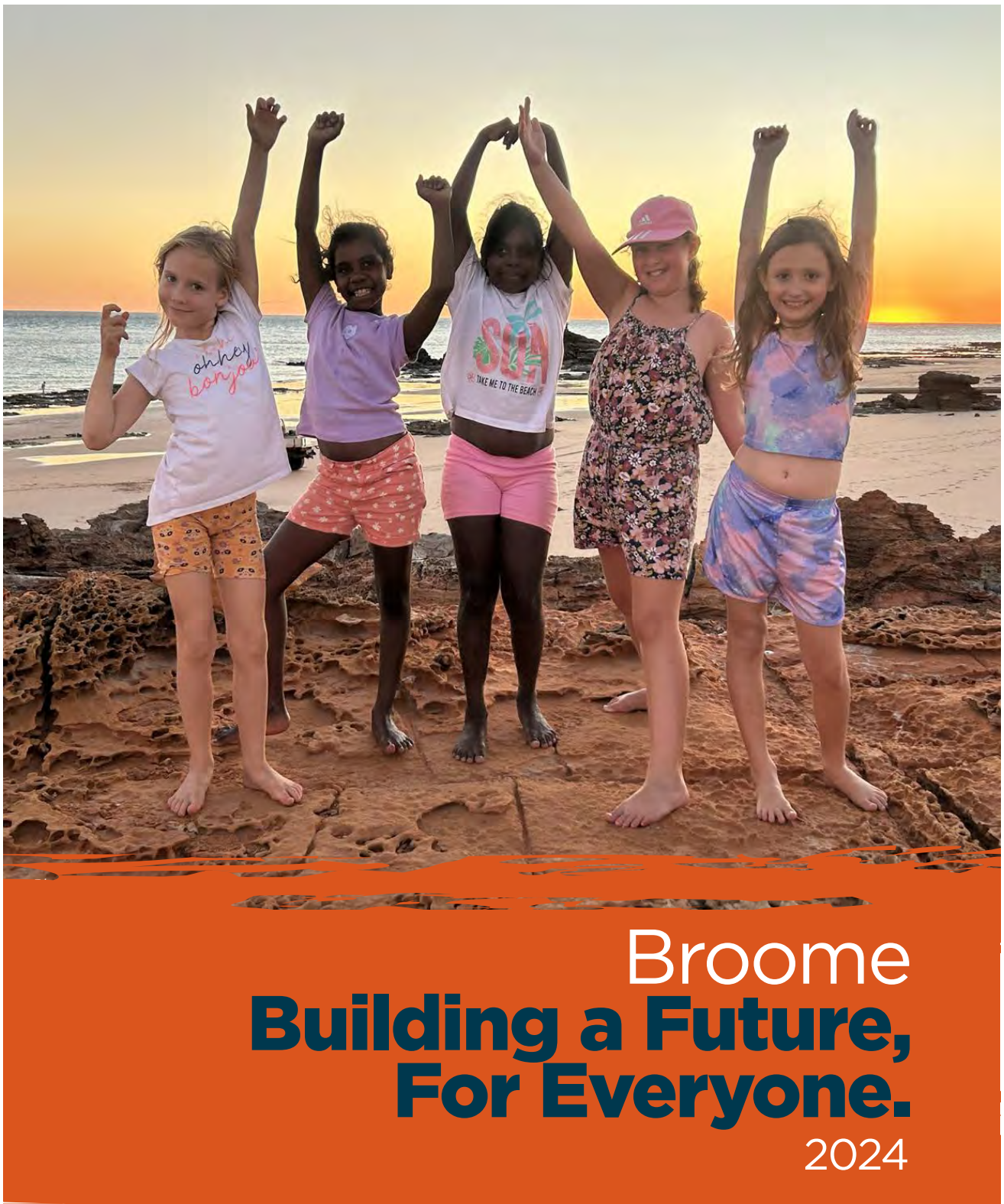
- 1. Endorses the Broome: A Future for Everyone Plan as attached, allowing for adjustments and edits by the Chief Executive Officer as they deem necessary;***
- 2. Requests the Chief Executive Officer to present the Broome: A Future for Everyone Plan to State and Federal Government Ministers and agencies as well as Local Members of Parliament encouraging co-investment in Broome's major projects and inviting relevant representatives to Broome to discuss further.***

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, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0

Attachments

- BROOME: BUILDING A FUTURE FOR EVERYONE**



Broome Building a Future, For Everyone. 2024



CONTENTS

INTRODUCTION	4
BROOME RESILIENCE & RECOVERY PROJECTS	6
ABOUT BROOME	8
LOCAL PRIORITIES	11
BROOME'S HOUSING MARKET CRISIS	12
PLANNING CONTEXT	13
INVESTMENT SECURED	
SUCCESSFULLY COMPLETED	
GUWARRI TOWN BEACH FORESHORE REDEVELOPMENT	16
GUWARRI TOWN BEACH - ALL ACCESS FISHING JETTY	17
CHINATOWN REVITALISATION STAGE 1 & 2	18
BROOME SURF LIFE SAVING CLUB REFURBISHMENT	19
BROOME RECREATION & AQUATIC CENTRE RENEWAL	20
BROOME INTERNATIONAL AIRPORT	21
FULLY FUNDED & UNDERWAY	
KIMBERLEY MARINE OFFLOADING FACILITY	22
BROOME HEALTH AND WELLBEING CAMPUS	23
WHARF FACILITY WORKS	24
BIRRUGUN BURU ESTATE DEVELOPMENT	25
OUR FUTURE SUCCESSES - SEEKING INVESTMENT	
HOUSING CRISIS RESPONSE	
SANCTUARY ROAD CARAVAN PARK, KEY WORKER ACCOMMODATION	26
MCMAHON ESTATE	29
BROOME URBAN RENEWAL PROJECT	30



KEY INFRASTRUCTURE	
WALMANYJUN CABLE BEACH FORESHORE REDEVELOPMENT	34
YAWURU TRUCK WASH	36
BROOME BOATING FACILITY	37
REGIONAL RESOURCE RECOVERY PARK	38
FIRST POINT OF ENTRY (FPOE) DEVELOPMENT WORKS	39
ENHANCING ACCESS TO THE DAMPIER PENINSULA STAGE 2	40
YAWURU IRRIGATED AGRICULTURAL DEVELOPMENT	41
COMMUNITY	
BROOME RECREATION & AQUATIC CENTRE REDEVELOPMENT	42
YAWURU ANCESTRAL RESTING PLACE	43
KIMBERLEY CENTRE FOR ARTS, CULTURE AND STORY	44
COMMUNITY SAFETY INITIATIVES	46
SPORTING CHANCE	47

INTRODUCTION

Broome has evolved to become a dynamic, investment-friendly location. Our history, heritage, diversity and geography make Broome a unique place – a place full of opportunity that will provide *A Future, for Everyone*.

Broome has been earmarked by the WA State Government as one of 11 locations to become a regional city before 2050. The projects included in this plan will be essential to reaching this goal, while solving some of Broome's current issues, such as housing affordability, and also assist in recovery from the impacts of COVID-19 and natural disasters.

The Shire of Broome has broad experience with complex projects, such as the Chinatown Revitalisation and Guwarri Town Beach Redevelopment, which have won state and national awards for their planning and execution should drive confidence in potential Government investors.

There is still more to do, with detailed strategic planning and community engagement leading to solutions already in place to be executed once funding is secured. The future is massively bright for Broome and the West Kimberley. With a proactive leadership group focused on transforming Broome into a forward-thinking regional hub, the Resilience & Recovery Plan will play a key role in our town's economic prosperity.

April 2024

Chris Mitchell

President, Shire of Broome

The Yawuru people are the traditional owners of the lands and waters in and around Rubibi (the town of Broome) from Bangaranga to the yalimban (south), to Wirrinmirr (Willie Creek) to the guniyan (north), and banu (east) covering Roebuck Plains and Thangoo pastoral leases.

The corporate arm of the Yawuru Prescribed Body Corporate is Nyamba Buru Yawuru (NBY) and our mission is "to strengthen mabu liyan [good wellbeing] for all, always".

In 2023, a Memorandum of Understanding was signed between NBY and the Shire of Broome. This signified strengthened relationships between our two organisations and recognises the importance of NBY being at the table to contribute to the future of our community.

As the largest landholder in Broome, NBY plays a pivotal role in contributing to the sustainable economic development of our town and the broader Kimberley region. We are excited for what the future holds and look forward to engaging strategically on the community's priorities.

Clinton Benjamin

Nyamba Buru Yawuru Chair



ACKNOWLEDGMENT OF COUNTRY

The Shire of Broome acknowledges the Yawuru people as the native title holders of the lands and waters in and around Rubibi (the town of Broome) her with all native title holders throughout the Shire.

We pay respect 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.

Wirriya ngangan Iyan nyamba buru Yawuru
We hope you are feeling good in our Yawuru country

BUILDING A FUTURE, FOR EVERYONE



Call to Action

With a united voice, we are promoting the shared vision, the people, and the projects that build long term stable growth and meet community and industry priorities.

To be active in recovery and build resilience in Broome's long-term future, key organisations have focused on projects to:

1. provide long term steady growth for the economy;
2. benefit the region; and
3. meet the priorities of the community



Broome has the Plan

- Understanding of Broome's unique context and existing planning framework;
- Reducing the impacts of crisis, such as COVID-19 and Natural Disasters;
- Unlocking private investment;
- Promoting projects that build economic stability;
- Building community safety & improving health and wellbeing;

The Broome: Building a Future, for Everyone builds a bridge between achievements to date and future significant projects that require commitment and funding.

It is a critical time to invest in Broome's future.



XX
Projects with
Investment Secured

XX
Projects Seeking
Investment

**INVESTMENT
OPTIONS**
across a range of
different sectors, scale
and timeframes.

XX
Project
Proponents



ABOUT BROOME

Broome is sensitive to economic shocks and has experienced significant social and economic disruption over the last few years. Just as Broome was adjusting to the post-pandemic period, ex-Tropical Cyclone Ellie and the damage to the Great Northern Highway and Fitzroy River Bridge disrupted residents and businesses to an unprecedented level. The crisis diverted resources and energies, but also underscored the Kimberley's resilience and the power of investment making transformative change to regional areas.

In 2023, the WA State Government's Regional Price Index (RPI) revealed that the Kimberley region was one of the most expensive places to live in Western Australia. Housing costs in the Kimberley remained higher than in all other regions, with the RPI indicating that living expenses were 8.9% more expensive than in Perth. The Kimberley ranked highest in five out of eight indices, including food, transport, recreation, and household costs, emphasizing the significant financial burden faced by residents.

Meanwhile, the Kimberley Development Commission's Childcare in the Kimberley (2023) report revealed what all families and employers were already well aware of: childcare availability was at crisis point. Waitlists have ballooned out to 12 – 24 months while centres are operating at 69% of capacity despite high demand, largely because of staff shortages.

The Kimberley has only 0.15 ECEC places per child 0-4 years, and to increase childcare availability to Perth levels would require the addition of 1,035 additional places and an additional 213 jobs.

Despite these socioeconomic challenges, Broome's population grew by approximately 4%, from 17,652 in 2019 to 18,353 by June 2022, welcoming approximately 701 new residents during that period. (ERP June 2022 - EconomyID)

There has been a general increase in the number of businesses from 2019 to 2023. Several sectors experienced notable growth, including Construction, Wholesale Trade, and Accommodation and Food Services. The Construction sector saw an increase from 269 to 286 businesses, while Wholesale Trade witnessed growth from 31 to 38 businesses, reflecting a 22.6% increase.

Overall, the rise in the number of businesses across multiple sectors suggests a positive trend in Broome's economic landscape, with potential implications for employment opportunities and local economic growth.

Between 2018/19 and 2021/22 the Health Care and Social Assistance sector saw significant expansion, with employment increasing by approximately 16% (210 workers). Similarly, the Arts and Recreation Services sector experienced remarkable growth of around 64% (118 workers).



BROOME BUSINESSES

Sector	2023	2019	% Change
Agriculture, Forestry and Fishing	61	57	7%
Mining	6	6	0%
Manufacturing	55	49	12%
Electricity, Gas, Water and Waste Services	0	0	0%
Construction	286	265	8%
Wholesale Trade	38	28	36%
Retail Trade	119	117	2%
Accommodation and Food Services	85	71	20%
Transport, Postal and Warehousing	95	82	16%
Information Media and Telecommunications	19	14	36%
Financial and Insurance Services	38	31	23%
Rental, Hiring and Real Estate Services	163	149	9%
Professional, Scientific and Technical Services	128	107	20%
Administrative and Support Services	88	75	17%
Public Administration and Safety	4	3	33%
Education and Training	19	11	73%
Health Care and Social Assistance	73	64	14%
Arts and Recreation Services	25	14	79%
Other Services	98	77	27%
Total	1383	1071	29%

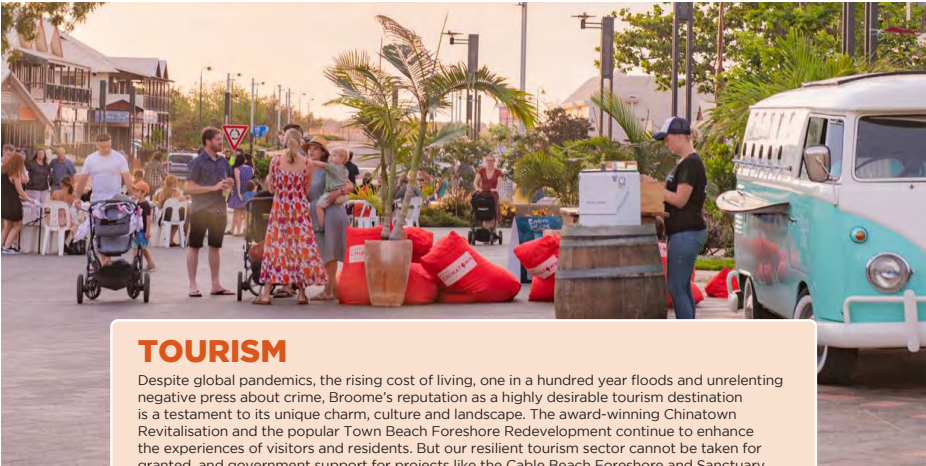
SOURCE: 8165.0 Counts of Australian Businesses, including Entries and Exits.



BROOME EMPLOYMENT BY INDUSTRY

Broome Industry	2021/22 Number	2018/19 Number	Change 2018/19 - 2021/22
Agriculture, Forestry and Fishing	334	368	-34
Mining	99	108	-9
Manufacturing	200	173	27
Electricity, Gas, Water and Waste Services	136	136	0
Construction	689	607	82
Wholesale Trade	113	87	26
Retail Trade	734	761	-27
Accommodation and Food Services	810	772	38
Transport, Postal and Warehousing	716	638	78
Information Media and Telecommunications	97	79	18
Financial and Insurance Services	64	49	16
Rental, Hiring and Real Estate Services	152	211	-60
Professional, Scientific and Technical Services	284	219	66
Administrative and Support Services	300	280	20
Public Administration and Safety	1037	985	52
Education and Training	971	985	-14
Health Care and Social Assistance	1525	1315	210
Arts and Recreation Services	303	185	118
Other Services	370	350	21
Total industries	8934	8307	627

Source: National Institute of Economic and Industry Research (NIEIR) ©2023.



TOURISM

Despite global pandemics, the rising cost of living, one in a hundred year floods and unrelenting negative press about crime, Broome's reputation as a highly desirable tourism destination is a testament to its unique charm, culture and landscape. The award-winning Chinatown Revitalisation and the popular Town Beach Foreshore Redevelopment continue to enhance the experiences of visitors and residents. But our resilient tourism sector cannot be taken for granted, and government support for projects like the Cable Beach Foreshore and Sanctuary Road are absolutely essential to allow Broome to realise its significant growth potential.

In 2018/19, holidaymakers constituted 58% of Broome's visitors, but by 2021/22 this rose to 71%, indicating a substantial increase in leisure travel to the region. The number of visitors traveling for business slightly declined over the same period. This shift underscores Broome's growing appeal as a preferred holiday destination, potentially influenced by factors such as improved tourism infrastructure and promotional efforts.

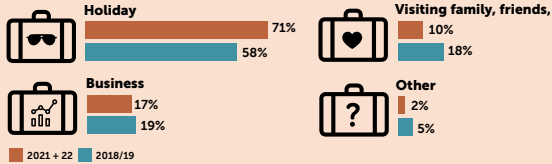
292,000

Total Visitors Annual
Average 2021-22

\$389

Total Spend (\$Million)
Annual Average 2019+20 +21+22

PURPOSE OF TRAVEL



Sum of purpose may add to more than 100% as overnight visitors can visit the LGA for more than one reason.

Positioning Broome as Regional & International Aviation Hub

In March 2024, Jetstar Asia announced direct flights from Broome to Singapore twice a week, realising a long held dream of Broome residents and reconnecting Australia's northwest to Asia and beyond. The connection is a significant leap forward for the region and an incredible opportunity to turbocharge international visitor numbers, injecting millions into the region's accommodation, hospitality and tourism businesses.

In July 2023, Broome became a destination in a newly established inter-regional flight network (IRFN), along with Karratha, Geraldton, and Port Hedland. The initiative is financially supported by \$4.05 million from State Government, supplemented by an additional \$3.25 million jointly funded by the Cities of Karratha and Greater Geraldton, the Town of Port Hedland, and the Shire of Broome over a four-year period. The IRFN and return of international flights position Broome as a regional aviation maintenance, logistics, and trading hub.

LOCAL PRIORITIES

The top priorities according to the independent MARKYT® Community Scorecard survey from 2022 are:

 Safety & Crime Prevention

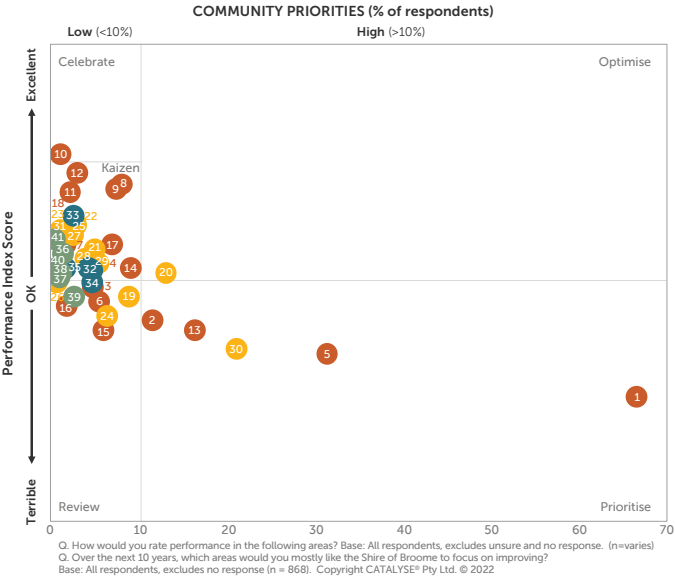
 Access to Housing

 Marine Facilities

 Youth Services & Facilities

Throughout the document where a project is a top priority for the community, these images are on the page.

MARKYT® Community Priorities



PEOPLE

- 1 Safety and crime prevention
- 2 Lighting
- 3 Health and wellbeing programs
- 4 Health and community services
- 5 Housing
- 6 Animal management
- 7 Community buildings, halls and toilets
- 8 Sport and recreation facilities
- 9 Playgrounds, parks and reserves
- 10 Library and information services
- 11 Local history and heritage
- 12 Festivals, events, art and culture
- 13 Youth services and facilities
- 14 Family and children services
- 15 Seniors services and care
- 16 Disability access and inclusion
- 17 Respect for Aboriginal people/ heritage
- 18 Volunteer support and recognition

PLACE

- 19 Sustainable practices
- 20 Conservation and environment
- 21 Beaches and foreshores
- 22 Waste collection services
- 23 Natural disaster management
- 24 Mosquito control
- 25 The area's character and identity
- 26 Planning and building approvals
- 27 Streetscapes
- 28 Local roads
- 29 Footpaths, cycleways and trails
- 30 Marine facilities
- 31 Airport facilities and services

PRIORITY

- 32 Economic development
- 33 Tourism attractions and marketing
- 34 Telecommunications / internet access
- 35 Education and training

PERFORMANCE

- 37 Advocacy and lobbying
- 38 Change, innovation & technology
- 39 Community consultation
- 40 Communication
- 41 Customer service

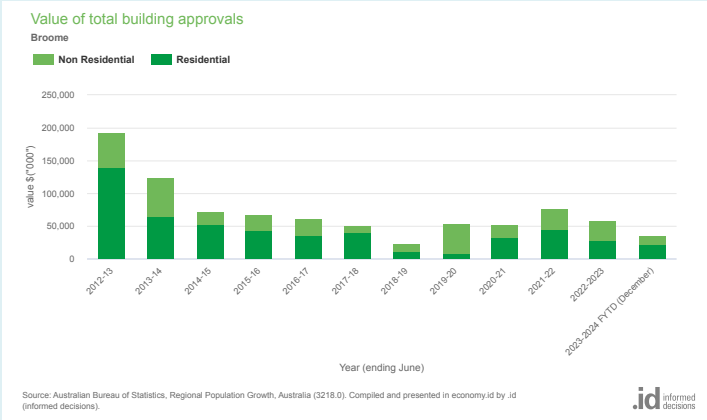
BROOME'S HOUSING MARKET CRISIS

Broome is experiencing a perfect storm of housing dysfunction which is affecting nearly all aspects of community and the economy.

Broome has some of the highest rental prices in the nation, and housing affordability has become a critical issue. This is reflected in the 2022 Community Scorecard where Housing was listed as the second highest priority. The lack of affordable and suitable housing has had a multiplier effect on the labour market, with essential workers, families and trade people leaving the community.

The KDC's *Kimberley Regional Housing and Land Snapshot 2023* revealed some of the structural causes of market failure: "For the past three years, housing has been characterised by skyrocketing demand, especially for rentals – with as yet no response on the supply side".

Despite demand, approvals for new residential developments have remained low with no sign of a significant recovery.



This plan includes a number of projects to significantly address the housing crisis.

- The Sanctuary Road Key Worker Village (pg 26) will address one of the causes of market failure, specifically, the ongoing competition between housing for residents, temporary workers and visitors.
- NBY's Birrugun Buru Estate Development (pg 28) will help introduce more private property opportunities.
- McMahon Estate (pg 29) may open up more private and government housing opportunities.

**0.4%
Rental
vacancy rate**
Source:
REIWA.com

**\$1,300 / week
Median Rental Price**
(Broome, Cable
Beach, Bilingurr)
Source: REIWA.com

**\$2,222 / Week
Median Income per
household**
Source:
ABS Census 2021

PLANNING CONTEXT

Shire of Broome has a strong planning foundation that underpins the identification and development of priority projects. The Shire has built confidence through sound planning, and has brought significant major projects from vision to reality.

Precinct Structure Plans

The Shire is in the process of preparing Precinct Structure Plans for the Cable Beach and Chinatown/Old Broome Precincts. This will build on and review the work undertaken in the Old Broome; Chinatown and Cable Beach Development Strategies.

The Precinct Structure Plans will build on the success of the Development Strategies in guiding key improvements including the National prize winning Town Beach Development and All Access Fishing Jetty, implementation of Coastal Protection Structures, the Chinatown Revitalisation Project and the Cable Beach foreshore improvement works.

Another important function of the Precinct Structure Plans is to review and update the planning framework over these key precincts to guide development and create an enabling planning framework, with input from the community.

The 2018 Broome Growth Plan: Strategy and Action Program

The Shire of Broome, Nyamba Buru Yawuru (NBY) and Kimberley Development Commission (KDC) and DevelopmentWA partnered to develop the Broome Growth Plan, which provides the vision to develop a sustainable and inclusive economy where everyone can participate. It is founded in a deep respect for Broome's community, culture and environment.

In early 2024 the State Government indicated support for an update of the Broome Growth Plan. Over the next 12 months the Shire, NBY and KDC will work collaboratively to prepare a costed project plan.

The WA Planning Commission is also preparing an updated Kimberley Regional Planning Strategy in 2024, following consultations undertaken in 2023.

Figure 1: Triple bottom line approach to development

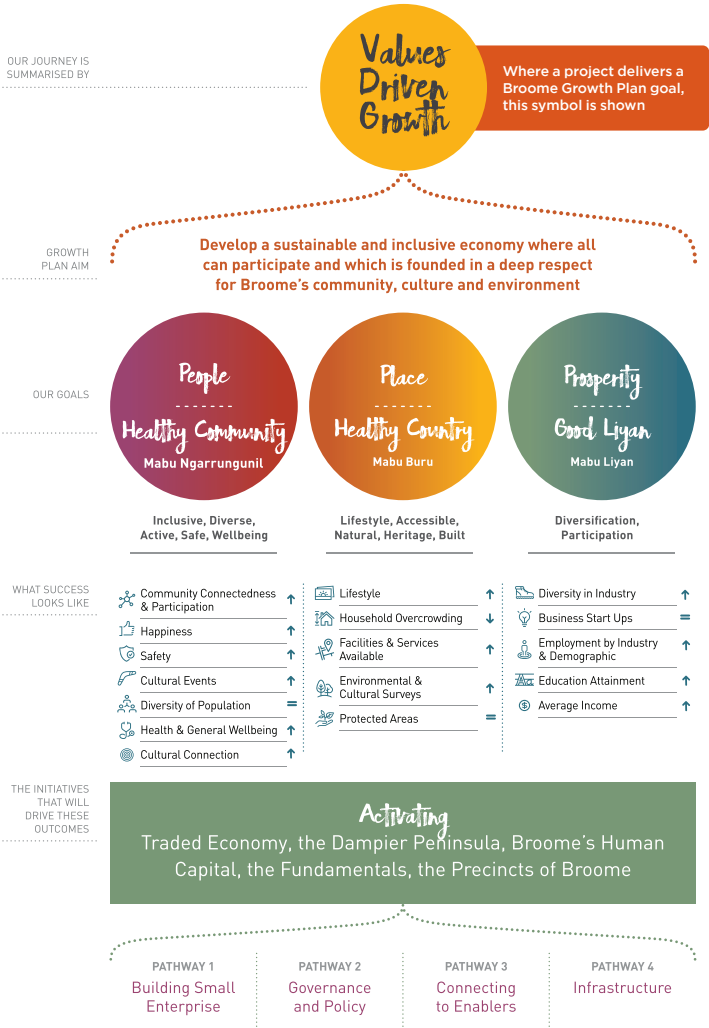


Figure 2: Yawuru approach



Note: Liyan is the feeling that Aboriginal people hold inside themselves, particularly when they feel 'connected to their country and culture'. Thus, good liyan comes from their connection to country, their ancestors and way of life.

Source: Broome Growth Plan



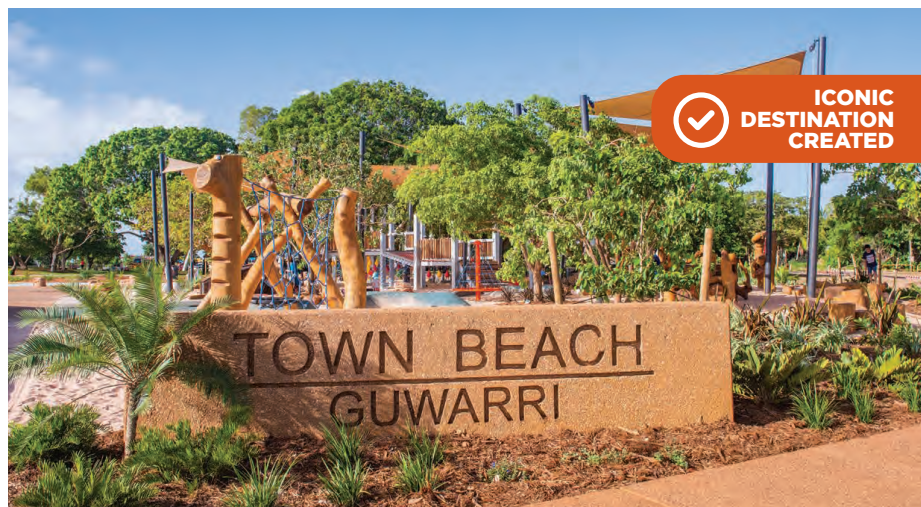
Investment Secured

SUCCESSFULLY COMPLETED

GUWARRI TOWN BEACH FORESHORE REDEVELOPMENT	16
GUWARRI TOWN BEACH - ALL ACCESS FISHING JETTY	17
CHINATOWN REVITALISATION STAGE 1 & 2	18
BROOME SURF LIFE SAVING CLUB REFURBISHMENT	19
BROOME RECREATION & AQUATIC CENTRE RENEWAL	20
BROOME INTERNATIONAL AIRPORT	21

FULLY FUNDED & UNDERWAY

KIMBERLEY MARINE OFFLOADING FACILITY	22
BROOME HEALTH AND WELLBEING CAMPUS	23
WHARF FACILITY WORKS	24
BIRRUGUN BURU ESTATE DEVELOPMENT	25



GUWARRI TOWN BEACH FORESHORE REDEVELOPMENT

PROPONENT

Shire of Broome

VALUE

\$17 million

STATUS

Completed

PROJECT BENEFITS

- Expanded tourism
- Greater events capacity
- Environmental management (coastal erosion risk mitigation)
- Cultural connectivity
- Building on the recreational, cultural and historical values of the area
- Parks and Leisure Australia 2020. Best Playground >500K

The Guwarri Town Beach Foreshore Redevelopment project provides significant upgrades to one of Broome's most iconic coastal locations.

The greenspace enhancements, new nature play and water playground provide a vital additional recreation area for Broome.

Along with the construction of the revetment wall, terraces and groyne upgrade the area caters for high visitation associated with the Staircase to the Moon and night markets whilst recognising the important cultural and historical sites of Pioneer Cemetery, old jetty, Catalina Flying Boat wrecks and Broome Historical Society Museum.

This project was jointly funded by the Shire of Broome, WA State Government and Lotterywest.



This project has stimulated private sector investment in the area including more development approvals, new retail space and the growing Staircase to the Moon night market.



GUWARRI TOWN BEACH ALL-ACCESS FISHING JETTY

PROPONENT

Shire of Broome

VALUE

\$7.1 million

STATUS

Completed

PROJECT BENEFITS

- Expanded tourism
- Improved boating safety
- Recreational facility
- Reduces conflict with the port
- 35 construction jobs (direct and indirect)
- 12 peak jobs created post construction
- Funded by Lottery West & State Government

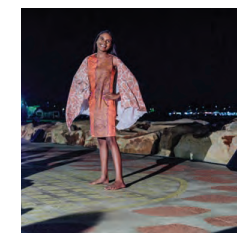
The 112-metre jetty's completion is the final puzzle piece in the \$24m Guwarri Town Beach Foreshore Redevelopment.

The Jetty extends from the end of a unique Kimberley Quartzite groyne and was built with a concrete deck on steel piles. The structure also includes an aluminium landing structure for all abilities access to and from vessels. The Jetty is lit at night providing a 24h asset for the community and visitors.

The Jetty provides a safe land-based fishing option for community and visitors and increased access to Roebuck Bay.

The 4m wide jetty also provides a great viewing point for the Staircase to the Moon, and temporary small boat mooring.

In 2022 the first-ever event on the jetty took place, with the STRUT Indigenous fashion and design event.



\$17m

Investment

54

Direct and indirect jobs

Triggered Discovery Holiday Parks committing to \$9M in Caravan Park Infrastructure

Delivered local jobs on local projects

47

Direct and Indirect Jobs

\$19m

Economic contribution to WA economy



CHINATOWN REVITALISATION STAGE 1 & 2

PROponent
Shire of Broome

VALUE
\$29.3 million

STATUS
Completed

PROJECT BENEFITS

- Retail and tourism activation
- Leverages existing investment to generate greater value
- Encourages greater tourism visitation and expenditure
- 87 direct and indirect jobs
- \$38.7 million economic contribution to the WA economy

The Broome Chinatown Revitalisation Project has brought to life the long-held aspirations of the Broome community to preserve the town's rich history, celebrate its local culture and reinvigorate economic and development opportunities. The investment also increased the amenities of the commercial and retail streetscape.

Stage 1 was completed in September 2019 and comprised ten sub-projects designed to deliver aesthetic improvements throughout the precinct. Throughout the project the community was encouraged to think differently about Broome's Chinatown area, and included major refurbishments to Carnarvon St and Dampier Tce and the construction of the Frederick St Lookout.

The \$15.5 million Stage 2 was announced in September 2019 and comprises nine further sub-projects, which are delivering additional on-the-ground upgrades within areas of the Chinatown precinct not included in Stage 1, and continue the implementation of public art, placemaking and activation strategies.

Stage 2 also included a Transit Hub, refurbishment of Streeter's Jetty, new visitor amenities, Smart Cities technology and a continued focus on public art, interpretation and place activation.

This project was jointly funded and delivered by the Shire of Broome, Department of Primary Industries and Regional Development, Kimberley Development Commission, and Development WA.



BROOME SURF LIFE SAVING CLUB

PROponent

Broome Surf Life Saving Club in partnership with Shire of Broome

VALUE
\$4.1 million

STATUS
Completed

The Surf Lifesaving Club not only provides a vital function for visitors and residents alike on Cable Beach, the facilities are located with some of the best views in Broome. This refurbishment will modernise the facilities for the not-for-profit community organisation and provide function space on Cable Beach supported by multi-use training rooms.

This project has special significance as it not only delivers improved safety and a valuable tourism asset, it has a focus on youth and community recreational engagement making it an important resilience project.

Funding secured from Lotterywest, WA Department of Local Government, Sport, and Cultural Industries, and the Kimberley Development Commission.

Encouraged private investment in retail & property

87
Direct and Indirect Jobs
Stage 2

\$38.7m
Economic contribution to WA economy
Stage 2



BROOME RECREATION AND AQUATIC CENTRE RENEWAL

PROPOSER
Shire of Broome

STATUS
Completed

- PROJECT BENEFITS**
- Expanded recreational facility
 - Enhancing Broome's position as a regional sporting centre of excellence

The Broome Recreation and Aquatic Centre Master Plan – Implementation projects delivered improved facilities for sport and activities and vital support for youth engagement.

The first stage of the project cost \$2.39m and included lighting at the pump track, BRAC indoor court resurfacing and outdoor court upgrades (cover, lighting & seating).

The second stage included field lighting at Nipper Roe Sports field, car parking improvements and a skate park.

Construction of the \$1.5 million skate park facility was completed in September 2022.

20

BROOME INTERNATIONAL AIRPORT

PROPOSER
Broome International Airport

STATUS
Partially Completed

PROJECT COSTS
\$20 Million

In April 2023, Broome International Airport (BIA) completed their \$7 million arrivals terminal upgrade, designed to enhance the passenger travel experience and bolster tourism in the region. The upgraded terminal adds 1,100m² of arrivals space, features a second baggage belt, two new bathroom facilities, and provisions for international border agencies. These enhancements better accommodate increasing visitor arrivals through the airport, and who contribute significantly to the local economy and community.

The Arrivals Terminal expansion is part of a larger plan that includes completed improvements to the check-in hall and security areas, with a total investment so far exceeding \$20 million.

As a consequence of the logistical challenges identified to adequately respond to the Fitzroy flood emergency, BIA have developed plans to accommodate a combined freight/emergency support and cold storage facility at the airport. The proposal aligns with the State Government's aim to build stronger resilience in the North, and would be subject to funding support.

21



KIMBERLEY MARINE OFFLOADING FACILITY

PROPONENT

Kimberley Marine Support Base Pty Ltd

VALUE

\$200 million

STATUS

- Construction contractor announced July 2022
- Facility operation announced July 2022
- Facility to be operational in Q3 2025

PROJECT BENEFITS

- Estimated \$2.6 Billion increase on GDP
- 260 jobs supported during construction and 1650 jobs supported during operations.
- \$6.9m increase in tourist expenditure through growth in cruise ship visitation.
- Support increased investment in agriculture, mining, logistics, tourism.

The Kimberley Marine Offloading Facility (KMOF) is being developed by the Kimberley Marine Support Base Pty Ltd (KMSB) within the Port of Broome. KMSB is a private company that has taken a long-term lease over land and seabed within the Port of Broome to design, fund and build the KMOF facility.

The KMOF is currently in the Construction phase with an estimated completion date of Q3 2025.

The KMOF will transform Broome's marine logistics capability by providing a facility that addresses Broome's significant tidal fluctuations, and will allow 24 hour operations regardless of tide depth.

The project has secured all relevant approvals required to date and in July 2022 announced the appointment of its Construction Contractor (TAMS) and facility operator.



BROOME HEALTH AND WELLBEING CAMPUS

PROPONENT

Nyamba Buru Yawuru

VALUE

\$15.5 million

STATUS

Fully funded, under construction

The Broome Health and Wellbeing Campus *Yinajalan Ngarrungunil* (care for people) will be a health services hub that is designed as an indigenous led clinical and allied health service centre for Broome and the wider Kimberley region.

The project is being developed by Nyamba Buru Yawuru in partnership with a range of stakeholders, and will be an innovative hub of co-located, complimentary health service facilities

that will operate and collaborate under the guidance of Yawuru's Mabu Liyan philosophy and Measurement Framework. The site for the project already accommodates the Bran Nue Dae Aged Care Facility and the Broome Aboriginal Short Stay Accommodation.

Additional facilities and health service providers to co-locate in the campus include the Mental Health Commission's 'Step Up Step Down' facility to provide service for people with mental health issues and a renal care facility.



\$200m

Private Investment

\$47.6m

in Annual Wages

\$2.6b

Increase in WA GDP



WHARF FACILITY WORKS

PROPONENT
Kimberley Port Authority

PROJECT COSTS
\$15 million

The Kimberley Ports Authority (KPA) operates the region's largest deep-water Port. The KPA is proposing to undertake several improvements and modifications to the wharf to maximise wharf space and facilities while assisting with safe and efficient operations. The works currently in progress include: removal of shed, wharf extensions and new amenities building.

The existing wharf comprises steel piles, a concrete deck and spring fendering with an outer berth of 331 metres (m) long. The works involve extending the wharf deck and piling.

This is currently in progress, expected completion early 2025.



BIRRUGUN BURU ESTATE DEVELOPMENT

PROPONENT
Nyamba Buru Yawuru

SEEKING FUNDING
\$7 million

STATUS
Fully funded, under construction.

PROJECT BENEFITS

- Socially driven outcomes
- Co-equity home ownership for Aboriginal families.

Birrugin Buru Estate consists of approximately five hectares of land located adjacent to the existing urban development areas of Cable Beach. The Estate is well located in relation to shopping and educational facilities and with direct access to Port Drive, it is well connected to the wider Broome area. Given the adjoining urban land use, established town planning and easy access to services, the land was identified as an early opportunity and reflects one of NBY's first residential housing investment projects.

Stage 1 development consisted of the base civil works, infrastructure and services for the full 5 hectares and residential subdivision of approximately 3.5 hectares of land. This delivered 48 residential lots and 1.3 hectares of development ready land.

NBY has since progressed the development of Stage 2A of Birrugun Buru Estate. This will see the construction of 15 dwellings across two parcels of land. The intention is for NBY to retain ownership of the homes, and enter into long-term leases with local businesses to support the accommodation needs for their key workers.

Stage 2B plans to deliver more socially-driven outcomes through a partnership with Indigenous Business Australia that is currently progressing opportunities in co-equity home ownership for Aboriginal families.



Our Future Successes - Seeking Investment

HOUSING CRISIS RESPONSE

SANCTUARY ROAD CARAVAN PARK, KEY WORKER ACCOMMODATION	28
MICHAHON ESTATE	31
BROOME URBAN RENEWAL PROJECT	32

KEY INFRASTRUCTURE

WALMANYJUN CABLE BEACH FORESHORE REDEVELOPMENT	34
ROEBUCK TRUCKWASH	36
BROOME BOATING FACILITY	37
REGIONAL RESOURCE RECOVERY PARK	38
FIRST POINT OF ENTRY (FPOE) DEVELOPMENT WORKS	39
ENHANCING ACCESS TO THE DAMPIER PENINSULA STAGE 2	40
GUMARANGANYJAL IRRIGATED AGRICULTURE	41

COMMUNITY

BROOME RECREATION & AQUATIC CENTRE REDEVELOPMENT	42
WANGGAJARLI BURUGUN MEMORIAL RESTING PLACE	43
JANYBA CENTRE FOR CULTURE, STORY AND ARTS	44
COMMUNITY SAFETY INITIATIVES	46
SPORTING CHANCE	47



SEEKING
FUNDING



SANCTUARY VILLAGE HOLIDAY PARK AND KEY WORKER ACCOMMODATION

PROPONENT
Shire of Broome

STATUS
Business Case Complete

- PROJECT BENEFITS**
- Key worker housing for critical Broome industries
 - New family holiday destination
 - Addresses shortfall of tourist accommodation sites

**FUNDING REQUIRED
FROM GOVERNMENT:
\$8.8m**

Sanctuary Village Holiday Park and Key Worker Accommodation is one of the Shire of Broome's highest priority projects. It is shovel ready, will help to alleviate the current accommodation crisis and become an economic driver for the region.

The project involves developing Lot 501 Sanctuary Road into a holiday park. The park will encompass tourist camping, cabins and caravan sites and key worker housing.

Broome is in an accommodation crisis and is topping the nation for the highest percentage of yearly rental growth. The shortfall is impacting both long-term rentals and short-term accommodation. The median rent of a Broome suburb is \$1,300/week, and there is a shortfall of at least 400-500 caravan sites during the tourist season.

Business case projections are that for each \$1 invested \$1.34 will be returned to the community and with grant funding; NPV is positive and the IRR is 14%.

The Shire of Broome secured \$7.68m funding from the Department of Planning, Lands and Heritage (DPLH) Infrastructure Development Fund. The Shire is now looking for a developer to invest the remaining \$56.3m required in exchange for 30+20 year lease.

\$79.8m

Net Benefit to the Community

191

Full Time Jobs

\$7.68m

Funding
Secured





McMAHON ESTATE DEVELOPMENT

PROPONENT
Shire of Broome

SEEKING FUNDING
\$13 million

STATUS
Local Structure
Planning underway

PROJECT BENEFITS

- Residential mix of private market, social housing, key worker accommodation, first home buyers and aged care.
- Significant social and economic benefit to Broome
- Preliminary analysis suggests net benefit of \$77.7 million.

The McMahon Estate Development is a proposed in-fill development project on Reserve 41551, Reid Road, Cable Beach. The 10ha parcel of land is located centrally within the south Cable Beach locality, adjacent to the local centre and Cable Beach Primary School.

Currently, the site is undeveloped and problematic in terms of lack of street and pedestrian connectivity, safety, usable open space, poor environmental responsiveness and disconnection from other facilities in the area.

The Shire's new *Local Planning Scheme No. 7* changed the zoning of land from Residential R40 to 'Urban Development', allowing for preparation of a structure plan to deliver an improved urban layout, make provision for public open space and drainage and allocate appropriate residential densities.

The Shire is now undertaking this detailed planning by preparing documents called a 'local structure plan' and a 'subdivision plan'. Using this background analysis and input from the local community, government agencies and service providers, the local structure plan will show how the site should be laid out, where housing will be and the recommended density, where roads will be located, and where open space (parks) will be located.



This project would directly support the Broome Growth Plan objective of Activating the Precincts of Broome.

Source: Broome Urban Renewal Report



BROOME URBAN RENEWAL PROJECT



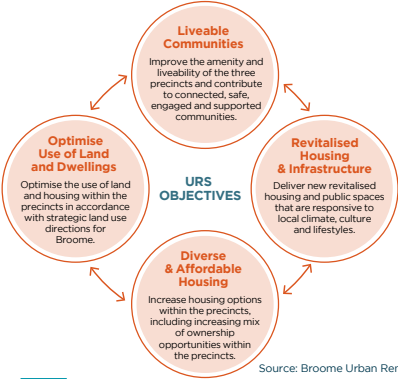
PROPONENT	STATUS	FUNDING REQUIRED
Department of Communities (Housing Authority)	Seeking Funding to Implement a Pilot Project	\$25.9m

The Broome Urban Renewal Strategy was adopted by the Housing Authority's Development Committee with the intention to improve community safety and support lasting change in Broome.

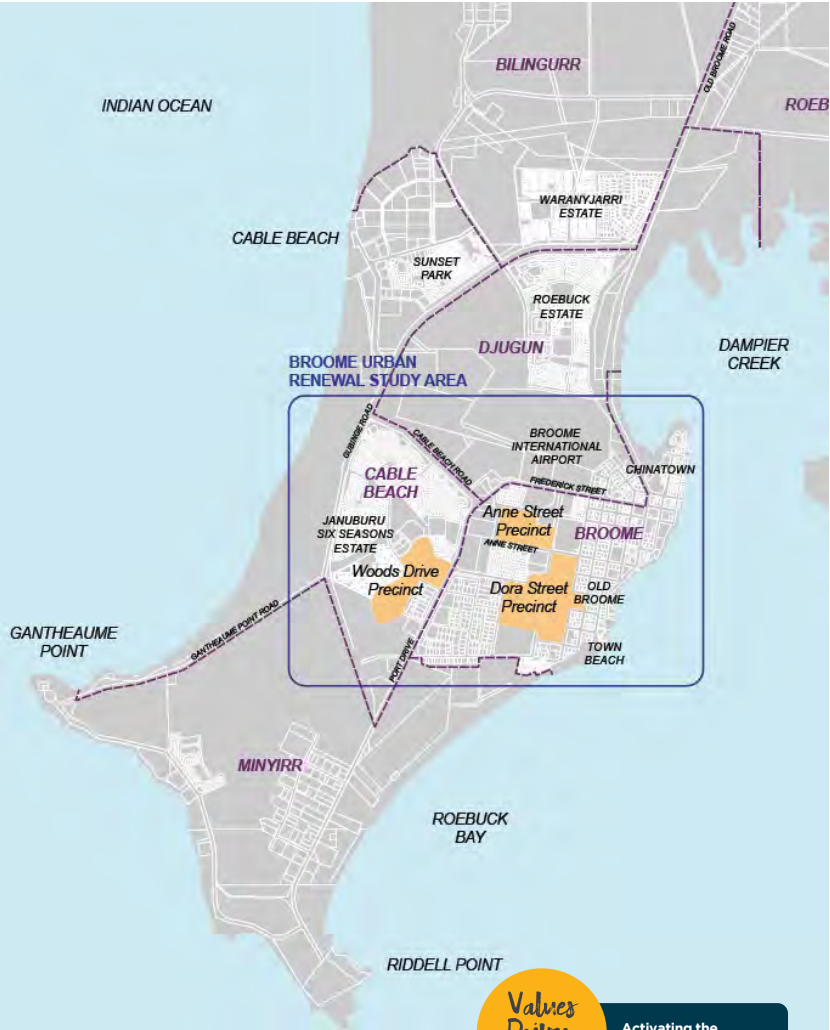
After a community wide consultation, three precincts were identified as having a concentration of social housing stock between 55-75%. These precincts are characterised by aged and unsuitable social housing stock, low amenities and importantly, experience high rates of anti-social issues which have significant and far-reaching impacts on the Broome community at large.

- The strategy considered suitable responses for the three precincts using the principles of:
- Community wellbeing;
 - Sense of place;
 - Connected neighbourhoods;
 - Diverse, accessible housing;
 - High public amenity;
 - Delivering change incrementally.

The Shire and the Department of Communities worked together to submit a pilot project proposal for consideration in the 2024/2025 State Government budget process. The project remains a high priority for the Broome community.



Source: Broome Urban Renewal Report



Activating the Precincts of Broome



Stage 1

WALMANYJUN CABLE BEACH FORESHORE REDEVELOPMENT

- PROPONENT**
Shire of Broome
- PROJECT BENEFITS**
- Economic contribution \$82.5 million
 - Leverage investment and property development opportunities
 - Environmental management (coastal erosion risk mitigation)
 - Cultural connectivity
 - Additional annual visitor expenditure

The redevelopment of Cable Beach Foreshore represents a golden opportunity to expand Broome's peak season by stimulating commercial and tourism activation and ensuring one of our high-quality natural assets remains a global drawcard.

Elements include amphitheatre upgrade, foreshore enhancements and landform changes. A growth in commercial and small business opportunities, enhanced by the promenade development linking together points of interest including tourism, cultural and leisure attractions. The buried seawall will support coastal management and the reconfiguration of car parking will ease current parking and traffic flow issues.

The Shire of Broome received a Commendation from the Planning Institute Australia's Awards for Excellence for the Cable Beach Foreshore Masterplan.

STAGE 1	STAGE 2	STAGE 3
<p>STATUS: Fully funded & underway</p> <p>TIMELINE: April 2024 - Dec 2024</p> <p>BUDGET: \$12M</p> <p>ACTIVITIES:</p> <ul style="list-style-type: none">• Laying of large draining pipes• Coastal protection enhancements• New beach access structures• Transformation into a vibrant Youth Hub	<p>STATUS: Seeking funding</p> <p>BUDGET: \$38.7m</p> <p>FUNDING COMMITTED \$3.1m</p> <p>PROPOSED DEVELOPMENTS:</p> <ul style="list-style-type: none">• Urban public space• Public art and signage• Shade structures with BBQs• Commercial space opportunities• Concert and event facilities• Sand dune reprofiling• Amphitheatre realignment	<p>STATUS: Fully funded</p> <p>BUDGET: \$5M</p> <p>PROPOSED DEVELOPMENTS:</p> <ul style="list-style-type: none">• Children's Water Park

174 Direct and Indirect Jobs	\$53m Project Value (2024 Estimate)	\$35.7m Funding Required for Stage 2
--	---	--



ROEBUCK TRUCKWASH

PROPONENT

Nyamba Buru Yawuru

CONSTRUCTION COST

\$2 million

STATUS

Seeking funding, site selected

PROJECT BENEFITS

- Improved cleanliness and animal welfare
- Prevents disease and risk of invasive species
- Commercial benefits, including reducing weight & fuel consumption

The live export market is significant to the Broome and broader Kimberley economy, with over 62,000 head of cattle (or 11% of northern Australia's beef live export) being processed through Broome's Port. The north-west beef industry is calling for a truckwash because;

- Livestock export requires that livestock be clean at the point of sale and some importing countries have specific requirements for pre-export truck washing procedures;
- To comply with applicable occupational and environmental health and safety standards; and
- To prevent disease (including footrot), slipping injury, algae growth in roadway drainage systems, widespread nutrient pollution, manure drying (and becoming more difficult to remove). With both Lumpy Skin Disease and Foot and Mouth Disease now widespread in the cattle of our closest neighbour, Indonesia, increased biosecurity preparedness is critical to the ongoing viability of the sector.

In 2022, a detailed business case outlined a required capital investment of approximately \$1.3 million, which is likely to have increased since then. The State Government announced funding to develop a truckwash in northern WA in October 2022, however the funding remains unallocated.

Values
Driven
Growth



Agriculture/
Livestock and
Transport

36



BROOME BOATING FACILITY

PROPONENT

Department of Transport

CONSTRUCTION COST

\$77 million

STATUS

The State Government committed \$35 million in the 2021-22 State Budget.

PROJECT BENEFITS

- Community and visitor safety
- Improved recreation amenity for attraction and retention of regional population.
- Minimal impacts to environmental and culturally sensitive areas.
- 100 new full-time jobs created through the construction and operation phases.

A new boat launch has been a high priority for the Broome community for years. It is essential to address critical safety and access difficulties associated with boat launching and retrieval and passenger transfer between vessels and shore. Large tides, strong currents, wind and waves can at times create hazardous conditions at the existing exposed beaches and boat ramps where conditions can change very quickly.

The boating facility will include four ramp lanes and up to two finger jetties, sheltering arms and detached offshore breakwater screen, trailer parking, and access road.

Preliminary design work has been undertaken to define the marine structure size, shape and cost. Significant consultation has been undertaken along with investigations and studies to understand the local environmental, cultural and heritage considerations. The project is currently seeking full funding and approvals.

The Broome Boating Facility Advisory Committee and the Shire of Broome have endorsed the development concept.



\$42m

Investment
Sought

\$35m

Committed by State
Government



broomeboatingfacility.com



REGIONAL RESOURCE RECOVERY PARK

PROPOSER
Shire of Broome

STATUS
Currently in Detailed Design

- PROJECT BENEFITS**
- 100-year serviceable infrastructure
 - Supports normalisation of services to Aboriginal Communities
 - Enhances recycling and excellence in environmental management
 - 53 direct construction jobs
 - 36 indirect construction jobs

The relocation of Broome's waste management facility, which is approaching the end of operational life, is now time critical. The Shire of Broome aims to establish a facility that has the capacity to service the Broome community and the wider Kimberley for the next 70 years.

This opportunity will drive significant improvements in waste management practices and see strong environmental outcomes. The new public facing Community Recycling Centre (CRC), liquid waste facility (LFW) and Landfill will be located in one integrated site.

The facilities will be designed and constructed to comply with best practice environmental management standards. The project underpins the normalisation of municipal services in remote communities on the Dampier Peninsula and across the region. It also aims to service the industrial sector through the liquid waste treatment facility.

After an extensive consultation and site selection process the Shire voted for the integrated facility at Site D2, located 12km northeast of Broome on the Cape Leveque Road.

FIRST POINT OF ENTRY (FPOE) DEVELOPMENT WORKS

PROPOSER
Kimberley Port Authority

PROJECT COSTS
\$6 Million

STATUS
Seeking State Government funding

- PROJECT BENEFITS**
- Reducing Carbon Footprint
 - Reduced reliance on expensive road transport
 - Directly supports critical tourism industry

In early 2024 the Australian Government gave the green light for work to continue on efforts to expand the activities that can be undertaken at the Port of Broome. This includes working with border agencies on the requirements to secure expanded First Point of Entry (FPOE) status for the Port of Broome.

This would allow more cargo to be directly imported into Broome's port, supporting local industries to bring in materials and bolstering local trade capacity. It could also potentially support cruise ships to travel directly to Broome from overseas destinations, delivering significant benefits to Broome's economy and surrounding Kimberley region.

The KPA is now seeking State Government funding for the construction of facilities to support border services provisions for international vessels calling directly into Broome. The project includes offices, laydown area, inspection and treatment facilities for cargo and passenger processing.

The KPA is currently finalising the design of the works in consultation with Commonwealth Government, Australian Border Force and the Department of Agriculture, Fisheries and Forestry. The project is estimated to be complete in 2026.

89

Direct and Indirect Construction Jobs

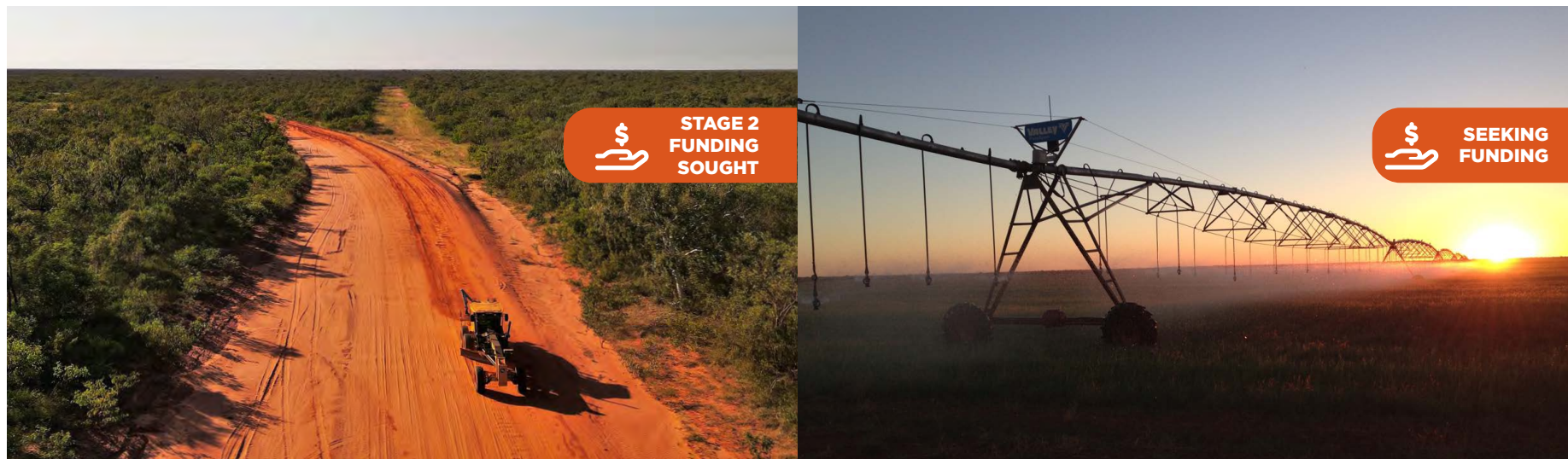
\$33.4m

Project value

\$20.8m

Funding required





ENHANCING ACCESS TO THE DAMPIER PENINSULA

STAGE 2

PROPONENT

Main Roads WA

VALUE

Stage 2 valued at \$23.8 million

STATUS

Stage 1 Completed;
Seeking funding for Stage 2.

PROJECT BENEFITS

- Aboriginal and local construction workforce
- Increased opportunities related to tourism, agriculture, aquaculture, arts and culture, and small businesses
- Improved community safety.

The sealing of the Broome-Cape Leveque Road improved safety and access for Aboriginal communities as well as reduced delays caused by road closures during the wet season. The more efficient road network also supported growth in economic activity, including through direct benefit to Aboriginal owned businesses and increased tourism visitation.

The next stage that requires investment is to enhance the lateral roads that connect to the Broome-Cape Leveque Road on the Dampier Peninsula. This builds on the significant investment and project benefits already being achieved and will improve access to communities and facilities.



This project would directly support the Broome Growth Plan objective of increasing economic activity and opportunity for communities along the Dampier Peninsular.

40

GUMARANGANYJAL IRRIGATED AGRICULTURE

PROPONENT

Nyamba Buru Yawuru

VALUE

\$7 million

STATUS

Seeking funding, finalising land tenure arrangements

PROJECT BENEFITS

- Diversification of Broome's agricultural economy
- New jobs
- Future-proofing access to quality feed in a changing climate

In January 2024, the Minister for Lands approved a change of tenure for a 420ha portion of Gumaranganyjal (Roebuck Plains) Station, from Pastoral Lease to Conditional Freehold. The site was identified for an irrigated agriculture development following a Multi-Objective Land Use Assessment (MOLA) which, in an Australian first, saw the overlay of environmental, soil, hydrology, and grazing suitability, with cultural values.

Nyamba Buru Yawuru have also been successful in securing a 3 gegalitre water licence which will support up to six centre-pivots, and require investment and relevant expertise to manage.

The next step in the process toward an irrigated agriculture production system will be to undertake an Indigenous Land Use Agreement with Yawuru people, to give effect to the Conditional Freehold tenure, which determines that the land must be used for the benefit of Indigenous people.



Agriculture, Livestock, Crops and Horticulture

41



BROOME RECREATION AND AQUATIC CENTRE REDEVELOPMENT

PROPONENT
Shire of Broome

VALUE
\$27 million

STATUS
\$5.6 million funding committed by Shire - seeking further funding

PROJECT BENEFITS

- Most popular project (47% support from respondents) in the Community Perception Survey
- Economic and social benefit
- Improved health and wellness facility
- Increasing access for all demographics

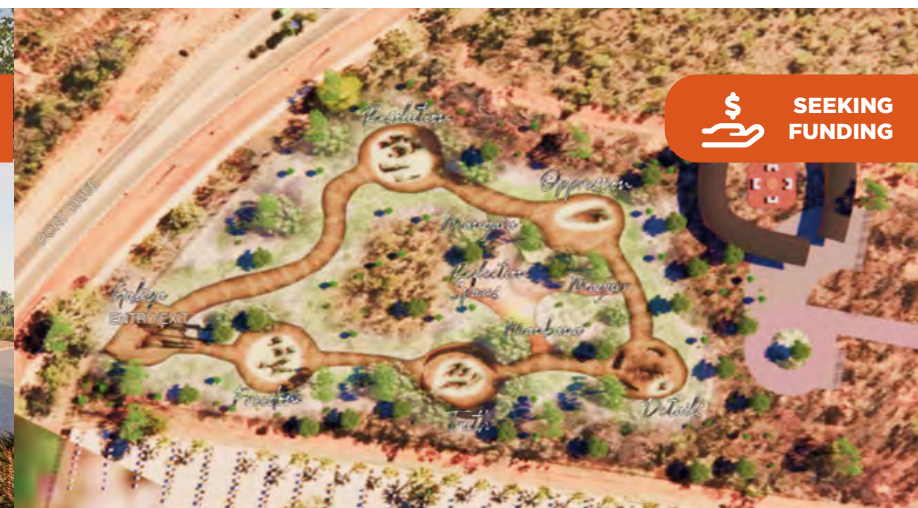
The redevelopment of the Broome Recreation and Aquatic Centre (BRAC) is part of the BRAC Master Plan and will have important economic and social benefits and is the highest infrastructure priority for the Broome community.

The goal is to attract increased visitation and provide more access to a wider range of age and user groups. The redevelopment will also increase revenue opportunities and assist in the overall sustainability of the facility. Changes to carparking to the east of existing buildings will remove safety issues that currently exist with parking.

Redevelopment works will include:

- Gym - A well-equipped gym and functional training area will promote a healthy and active lifestyle.
- Indoor playground - A first for Broome, this air-conditioned play space for energetic 1 to 6-year-olds will be equally welcomed by their parents.
- Creche - The upgraded and relocated creche will ensure the kids are happy.
- Change rooms - refurbished changerooms and family change station.
- Multi-purpose room - Large air-conditioned space for fitness classes, recreational programs, after-school care, and circus activities
- Squash courts - Additional third court to expand matches, training and to host regional events.
- Café - Upgraded café that provides healthy food and beverage options and seating.
- Upgrade of reception foyer and administration.

Shire of Broome has invested \$875,000 for detailed designs and has committed \$5.6 million towards construction. The Shire is seeking funding of \$21.4M from State and Federal Government.



WANGGAJARLI BURUGUN MEMORIAL RESTING PLACE

PROPONENT
Nyamba Buru Yawuru

VALUE
\$11.5 million

STATUS
Seeking funding, site identified within Broome Cemetery Masterplan

PROJECT BENEFITS

- To provide a resting place people who were taken away.
- To re-humanise the people who were taken away. The taking, study and display of human remains has led to the de-humanisation of these people. Telling their story.
- To create Mabu Liyan or good feelings for people. To create a place that allows for sorry business, grieving, healing, building strength and resilience.
- To affirm spiritual connections.
- To tell the truth, educate and raise awareness on the act of bone collection

The Wanggajarli Burugun Memorial Resting Place will be located at Lot number 591, reserve 1647, Port Drive, Broome. It is included in the Shire of Broome's Cemetery Masterplan.

The primary purpose of the Wanggajarli Burugun Project is to provide a resting place for repatriated ancestral remains, both current and future.

To date, the Yawuru community has found 36 ancestors, scattered across the world, who were removed from Yawuru country during the eighteenth and nineteenth centuries. Many have been held and displayed in European museums, treated as curiosities in collections or as objects for scientific studies. Since 2018 Nyamba Buru Yawuru have repatriated 14 Ancestors back to Australia, however, this work and experience is not isolated to Broome.

This project will enable the Yawuru community to provide immediate means to put ancestors to rest whilst also providing a keeping place for unprovenanced ancestral remains from other West Kimberley regions. Components of the project will be open to the public to enable an open experience for the promotion of truth telling and reconciliation. A journey that creates social and emotional wellbeing for all.



JANYBA CENTRE FOR CULTURE, STORY AND ARTS

PROPONENT
Nyamba Buru Yawuru

VALUE
\$50 million

STATUS
Seeking funding, feasibility study revised

- PROJECT BENEFITS**
- Greater awareness, understanding and celebration of the Kimberley's rich cultural story,
 - Stronger connection with and between Aboriginal people and communities,
 - Increased economic opportunities for Aboriginal people in creative arts, tourism, and other culturally related industries.

The Janyba Centre for Culture, Story and Arts will be a place to realise the unique and diverse Kimberley Aboriginal Cultural history and experience by showcasing the Kimberley in one building, maximising opportunities to host and promote cultural events.

The Centre will be located in Broome on Yawuru country and will pay special tribute and acknowledgment to the traditional custodians of the lands in which the Centre is located.

The Centre will be of global significance, reconciling the history of Broome and the Kimberley in an honest, challenging but ultimately empowering way. The Centre will present the rich culture of the world's oldest living civilisation, support tourism, and enhance the sustainability of Indigenous culture through the region.

The Centre will serve as the regional embodiment of reconciliation and the Kimberley's own unique form of Makarrata (a Yolngu word meaning "Coming together after a struggle").

A business case has been developed with Stage 1 focusing on a Kimberley-wide dialogue to establish the governance models, cultural integrity processes, site selection, design, and space activation ensuring cost neutral operations. (Project Definition Plan). Stage 2 - the construction phase - will deliver that Plan.



 **RECOGNISING CULTURE**



COMMUNITY SAFETY INITIATIVES

SECURITY REBATE SCHEME

PROPONENT

Shire of Broome

STATUS

Continuation is dependent on grant funding.

GRANT FUNDING REQUIRED

\$150,000 (3 years funding)

The Scheme provides Broome residents with rebates that cover 50 % of the cost of purchasing security products (up to a maximum per household of \$275).

Eligible items include CCTV Cameras, home intruder alarms, security sensor lights, and window/door security screens.

The scheme leverages significant positive public relations while improving safety and the perception of safety for residents.

The program was implemented during 2021/22 and received significant popularity, boasting substantial uptake and positive feedback.

The following improvements will be made to enhance community safety and economic outcomes:

- Applicants must register their CCTV devices on the WA Police State-wide CCTV database 'Cam-Map'.
- Applicants must purchase approved security devices from local Broome suppliers

BRIGHT LIGHTS PROGRAM

GRANT FUNDING REQUIRED

\$2,278,000 (Entire Broome Townsite)

PROJECT BENEFITS

Public street lighting is an essential community service that improves road safety, helps reduce crime, and makes towns more vibrant and attractive, supporting businesses and communities in growing. Streetlighting is a major expense for Local Government and a contributor towards climate change. Smart streetlight upgrades can help reduce the energy consumption required to operate these lights and the increased resilience assets against vandalism.

PUBLIC CCTV INFRASTRUCTURE

GRANT FUNDING REQUIRED

\$500,000

PROJECT BENEFITS

The presence of CCTV cameras deters criminal activities such as vandalism, theft and assault. It also aids WA Police in identifying suspects and reconstructing events leading up to a crime.

The Shire's Public CCTV infrastructure is extensive and comprises various technological components. There are more than 110 cameras, 53 of which are out of order. The core software for capturing and recording footage is outdated, and there are connectivity issues.

Tasks to address this include:

- Upgrading cameras to align with new Australian government regulations.
- Update Basic Network overlay of sites.
- Implementing resilience measures to establish alternative connectivity between locations, particularly the Shire's CCTV database and WA Police.
- Investigate options for future maintenance and monitoring.



SPORTING CHANCE

PROPONENT

Shire of Broome

STATUS

Continuation is dependent on grant funding.

GRANT FUNDING REQUIRED

\$750, 000 (3 years funding)

PROJECT BENEFITS

- Diverting children and young people in Broome away from criminal and at-risk behaviours during high-crime and high-risk hours
- Developing pro-social behaviours in young people through the intrinsic benefits of sport

The Sporting Chance initiative collaborates with law enforcement to provide engaging sporting and personal development programs, aiming to guide young individuals away from criminal and high-risk behaviors. Operating from 6 pm to 12 am on Friday nights, the program targets children and youth aged 8-18, offering constructive social activities to divert them from criminal involvement.

Taking a comprehensive approach to crime prevention, the initiative integrates positive role models, youth services, educational and employment opportunities, and the inherent benefits of sports. This collective effort addresses the paramount concern of community safety in Broome.

Since its launch in June 2023, the program has seen remarkable success, attracting up to 60 participants each night, including those from surrounding remote communities. Furthermore, it has opened doors to employment opportunities providing casual roles to young people, enhancing skills through training in youth work and community services qualifications.



FEEDBACK

If you have a comment or questions about these Projects here's how to contact us

Web: www.broome.wa.gov.au

Email: shire@broome.wa.gov.au

Telephone: 08 9191 3456

Cr Taylor declared an Impartiality Interest in Item 9.3.3 – Application for Funding Tourism Administration Policy 2024/25, reason being “I am a Cruise Broome Board Member”.

Cr Virgo declared an Impartiality Interest in Item 9.3.3 – Application for Funding Tourism Administration Policy 2024/25, reason being “I am a Board Member of Cruise Broome”.

9.3.3 APPLICATION FOR FUNDING TOURISM ADMINISTRATION POLICY 2024/25

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FECI05
AUTHOR:	Economic Development Coordinator
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Council is requested to review applications for funding through the Tourism Administration Program for 2024/25.

BACKGROUND

Previous Considerations

OMC 29 April 2021	9.3.2
OMC16 December 2021	9.2.1
OMC 30 March 2023	9.3.2

COMMENT

The Shire of Broome has established the Tourism Administration Policy 3.4.9 **(TAP)** to support the tourism sector. The TAP guides Council's role within the tourism industry, including the extent of Council's direct financial assistance to tourism initiatives. The objective of TAP is to realise the benefits from tourism, promote coordination, infrastructure sharing opportunities and integration of tourism with other business sectors to optimise benefits and minimise any adverse impacts to the community and other industries.

The TAP stipulates that allocations of financial resources will be achieved through formal consideration of applications from nominated organisations at an Ordinary Meeting of Council **(OMC)**.

Broome Visitors Centre **(BVC)**, Australia's North West Tourism **(ANW)** and Cruise Broome are organisations whose mandates align with the objectives of funding as per the TAP. BVC provides visitor servicing, ANW works collaboratively to provide destination marketing for the Broome local government area (and the wider North West) and Cruise Broome responds to the opportunities offered by cruise shipping.

BVC and ANW's applications for funding were considered by Council at the OMC 30 March 2023. At this time, Council allocated in the municipal budget for 2023/2024 and 2024/2025 \$40,000 (ex GST) to ANW and \$250,000 (ex GST) to BVC.

As BVC and ANW have already been allocated funding for 2024/25, one application for funding from Cruise Broome Inc has been prepared for Council consider for funding for the 2024/2025 budget. The allocations for BVC and ANW are already made commensurate to the 30 March 2023 resolution of Council.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0323/026

Moved: Cr P Taylor

Seconded: Cr C Mitchell

That Council:

1. Consider for inclusion in the Municipal Budget for 2023/2024 and 2024/2025 the allocation of \$40,000 (ex GST) in each year to Australia's North West Tourism and enters into a funding agreement with the following conditions:
 - (a) Written confirmation of Tourism WA financial support to Australia's North West Tourism.
 - (b) Operational and financial updates are provided to the Shire of Broome every six months (or as requested) to monitor the impact on Broome's tourism sector and approach to destination marketing.
- 2 Consider for inclusion in the Municipal Budget for 2023/2024 and 2024/2025 the allocation of \$250,000 (ex GST) in each year of the agreement to the Broome Visitor Centre and enters into a funding agreement with the following conditions:
 - a) Payments are to be made of up to \$125,000 (ex GST) paid in November, and a second instalment of up to \$125,000 (ex GST) paid in April, dependant on the financial position of the Broome Visitor Centre demonstrating a need for financial support at that point in time.
3. Consider for inclusion in the Municipal Budget for 2023/2024 and 2024/2045 the allocation of \$30,000 (ex GST) for Ad Hoc funding for further applications through the Tourism Administration Policy.
4. Reserves the right to withdraw or increase funding should the need to respond to economic impacts or disruptions.

CARRIED UNANIMOUSLY 5/0

Tourism Administration Policy (TAP)

The TAP Policy objective is:

To realise the benefits from tourism, promote coordination, infrastructure sharing opportunities and integration of tourism with other business sectors to optimise benefits and minimise any adverse impacts to the community and other industries. Ensuring a sustainable tourism industry that has balance between environmental, cultural and heritage values, and community lifestyle.

The Policy requires that funding will focus on the following areas:

1. Visitor Information Services
Council will work collaboratively with the Broome Visitors Centre for the provision of visitor servicing and determining of high-level tourism priorities for the Shire of Broome.
2. Destination Marketing
Council will work collaboratively with Australia's North West (ANW) for the promotion of the Broome local government area as a visitor destination to external markets and determining of associated high-level tourism priorities for the Shire of Broome.
3. Cruise Ship Services

Council will work collaboratively with Cruise Broome to respond to the opportunities offered by cruise shipping, including servicing the visitation of passengers and working to attract more cruise ships annually.

Background to Cruise Broome Inc.

Cruise Broome Inc was established in 2018 to oversee and advise on the implementation of Broome's Cruise Ship entry Strategic Plan. Cruise Broome is a small not-for-profit that is primarily funded by the Shire of Broome.

The Committee of Cruise Broome Inc comprises representation from the following categories:

- Kimberley Port Authority
- Shire of Broome
- Broome Chamber of Commerce
- Broome International Airport
- Broome Visitor Centre
- Local Retail industry representatives
- One representative from each of WA's active cruise destinations. Representative may be from any of the following organisations – Local Government Authority, port authority, visitor centre, chamber of commerce or regional cruise tourism committee

The Cruise Broome Inc Chairman is appointed for a ~~maximum~~ two year term, nominated by the Committee, and is required to be a member of one of the above organisations. ~~It is not clear that the current arrangements are consistent with the constitution of Cruise Broome, raising some governance concerns.~~

In previous years Cruise Broome has received funding as per the Tourism Administration Policy (TAP). Cruise Broome received \$40k funding in the 2022/23 financial year. Cruise Broome did not receive funding in the 2023/24 financial year as no application was received. Cruise Broome has applied for funding in the 2024/25 financial year.

It is a requirement that applicants must successfully acquit previous grants before they are eligible for future funding. Organizations must submit an Acquittal and Evaluation report to the Shire of Broome at the conclusion of the funding period. The acquittal report is a written record detailing how the funding has been spent in accordance with its intended purpose.

The detail required for grant acquittal and for future funding agreements is commensurate with the expectations of the community for use of ratepayer funds as well the level required for the Shire's audit processes. The acquittal process is an opportunity for the applicant to provide strong rationale and evidence that the activities are a good use of ratepayer funding. The acquittal report must include enough detail that evidences that the Key Performance Indicator **(KPI)** metrics have been met.

Acquittal 2022/23

The requirements for acquitting a grant were in the Cruise Broome application and funding agreement. They are copied below, and review of each section is then provided.

1. Acquittal

- a. A detailed overview to Council in relation to the expenditure of the awarded funds.

- b. Outcomes measured against key set performance indicators and the high-level priorities previously set for the funding period (e.g. outlined in application form).
- c. Detailed overview of the acknowledgement that the Shire has received for the financial assistance.
- d. Other information or data that was agreed to as part of the award of funding through this policy.

Section 1.a Detailed overview of expenditure:

Cruise Broome's financial reporting is complicated by the fact that it operates on a calendar year and not a financial year. The TAP stipulates that the applicant must provide the organisation's year end audited financial statements for the preceding year providing assurance that the organisation is viable. As a not for profit Cruise Broome is not required to provide audited financial statements as part of its regular incorporation reporting. The cost of the audit would be prohibitive for the organisation, so officers asked for and reviewed original invoices. .

In the TAP Application for 2022/23 Cruise Broome provided the following information:

Proposed use of funding:

Cruise Broome contracts a coordinator to facilitate the day to day communications and information between the cruise industry and agents to stakeholders to retailers, tour operators etc.

A coordinator was not retained directly by Cruise Broome, though Kimberley Special Events (KSE) was engaged to coordinate visitor day services. The expenses incurred towards the \$40,000 provided by the Shire of Broome are summarised below. Officers reviewed invoices and confirmed these eligible expenses were expended in the 2022/23 financial year.

Advertising & Marketing	\$5,359.00
Cruise Day Costs	\$4,973.10
Printing & Design	\$3,829.00
Kimberley Special Events	\$27,148.00
Total eligible invoices	\$41,309.10

Section 1. b Outcomes measured against KPIs

In the 2022/23 Funding Agreement it is a condition that Cruise Broome must meet the high level priorities set for the funding period as outlined in the application form and Key Performance Indicators **(KPI)** These include:

- Increased volunteer participation,
- Input to strategic planning and investment at the Broome Port for ship passenger processing and development of the Kimberley Marine Supply Base.

It is unclear what activities Cruise Broome conducted over the funding period related to these KPI's Cruise Broome provided data on the Cruise Ship industry in general, which relate to the broader economic impact of cruising. Outcomes were not specific to activities conducted, organized or financially contributed to by Cruise Broome.

Section 1.c Acknowledgement of Shire Funding

Cruise Broome did not provide evidence of acknowledgement of Shire funding so officers checked Facebook and the website. As a result of this review, Cruise Broome Inc was

informed by letter that their acknowledgement of Shire of Broome funding needed to be improved. Suggestions were made including increasing mentions on social media, providing photos of the set up on Cruise Day, acknowledgement of volunteers or other free marketing tools and putting the Shire of Broome logo on the website. Shire of Broome was acknowledged in the Cruise Broome email signature and the Shire logo is on maps provided to visitors.

Section 1.d Other information agreed to be provided

As a condition of funding, operational and financial updates were to be provided to the Shire of Broome every six months (or as requested). Operational and financial updates were not provided on a 6 monthly basis or when requested. In June 2023 this clause of the agreement was provided via email to Cruise Broome and operational and financial updates were specifically requested.

In November 2023, when Cruise Broome submitted a funding application for the 2024/25 financial year, Cruise Broome were informed that they had not successfully acquitted the previous year's grant. The financial statements that were provided were not accepted as they lacked sufficient detail. However, at the request of officers, a thorough review of all of the invoices was completed over several months and officers met with Cruise Broome to discuss their application.

As a result of this in-depth review, Cruise Broome is now considered to have successfully acquitted the \$40,000 it received from the Shire of Broome for coordination services in the 2022/23 period.

Cruise Broome - Traffic Management 2022/23

On cruise ship days, Cruise Broome closes parking bays on Napier Terrace in order to safely facilitate the visitors movement on and off tour buses. In order to get approval for the closure, Cruise Broome is required to fill out an Application for a Road Closure and Occupiers' Consent. Under the Main Roads WA *Traffic Management for Events Code of Practice* this requires consent from at least two thirds of the adjacent land owners to be obtained as well as an Application for Road Closure approval.

Cruise Broome did not have approval to close the parking bays for most of 2023.

The physical set up on the day was also not in line with the Traffic Management Plan Cruise Broome submitted and Cruise Broome were informed by email, phone and in person that a traffic management plan that reflected the reality of the set up was required.

The situation was corrected in early 2024, and now Cruise Broome is operating under an approved TMP with appropriate permissions from the nearest businesses.

Application for funding for 2024/25

Cruise Broome applied for \$60,000 funding for the 2024/25 year.

The application included the following key activities:

1. Facilitate meet and greet volunteers for cruise ship days on the wharf and drop off in the centre of town.
2. *Cruise Broome hires a coordinator to manage communications and information exchange between the cruise industry, agents, stakeholders, retailers and tour operators. The coordinator's responsibilities include providing meet and greet*

services to passengers at the Napier Terrace drop off point in Broome on cruise ship arrival days. Including the coordinator charges of \$2600 per day for large cruise ships and \$1200 per day for approximately 84 expedition ships calls coming to Broome 2023/2024 season.

3. Costs of associated Memberships such as the Australian Cruise Association, Marketing and Promotion, Insurance and Cruise Ship Day expenses eg water, ice etc are additional costs associated with the funding.

COMMENT

Funding of Cruise Sector

~~The rest of this report will provide an~~ As a result of identified difficulties in acquitting grant funding, officers reviewed the funding guidelines and assessed mechanisms to determine how to improve the funding arrangements. Officers referred to the Local Governments to assess how they provide funding and services to the cruise sector. This provided some insight, with the following overview of Cruise Ship services compared to other local government areas (LGAs) and research into the Cruise Ship industry. ~~It will then cover~~ Cruise Broome's application for funding in 2024/25 is assessed below with a recommended approach moving forward for Council's consideration.

Other LGA's response to Cruising

Western Australia has eleven cruise port destinations. In early January, the Economic Development Coordinator (**EDC**) reached out to her counterpart at the local governments of Geraldton, Exmouth, Busselton and Esperance. Only Geraldton and Busselton responded in time.

City of Greater Geraldton (CGG)

Within the CGG administration, cruise ship services are managed by Tourism Officers. There is an agreement between the CGG and the Midwest Port Authority (MWPA) to half share the cost of coordinating cruise ship land-side welcome activities including welcome events at a Welcome Hub (shade domes, furniture, volunteers, visitor centre staff with a mobile van, shuttle buses, hop-on-hop-off buses and market stalls) for ships with 600+ passengers.

CGG also has a 2- year contract with an external service provider to coordinate cruise ship welcome events along with CBD activation activities.

Geraldton received 11 ship visits in 2022/23 season and the total cost of the welcome events was \$100,000, CGG paid the full cost following each event and the MWPA reimbursed the CGG 50% of the lumpsum at the end of the season.

The other service delivery costs are the individual and direct obligations of the MWPA and CGG, such as cost of volunteers engagement and training is covered by the MWPA, cost of traffic and waste management at the Welcome Hub is covered by CGG.

In addition to general visitor service, Geraldton Visitor Centre provides 1-2 staff with a mobile van at the Welcome Hub for each event.

The MWPA provided the following information on their charges to cruise ships:

- MWPA does not currently charge a per passenger fee (PAX). Commonly, ports would charge cruise vessels when there is landside infrastructure provided (e.g. the passenger terminal at Fremantle).

- MWPA charges are for use of the channel only (Ship Charge, which is inclusive of pilotage and mooring, but exclusive of towage which is a third party service).
- Ship Charge is based on GRT (Gross Registered Tonnes for cargo vessels or Gross Tonnage for passenger vessels) is the vessel's size (based on the internal volume of the vessel).
- MWPA provides a discounted rate of \$0.75 per GRT (excl GST) for cruise vessels.
- MWPA waives standard Berth Hire Charge of \$259.69 per hour for cruise vessels.
- The only other charges to cruise vessels are any incidentals such as freshwater supply.

For the bus transportation of cruise ship passengers into town, this is a private contract between the Cruise ship companies (the agent) and a local bus company.

Busselton

At the City of Busselton, the Manager of Events and Culture oversees the cruise ship operations. Busselton is unique as that it does not have an actual port. Busselton facilitates cruise ship stop overs by tenders coming into a landing platform at the Busselton Jetty. Busselton has a management order over the Jetty, however day to day operations including Underwater Observatory, Jetty train etc are managed by the not for profit organisation Busselton Jetty Inc.

The cruise ships have to submit a berthing permit to Busselton prior to landing, so they can liaise with the Jetty to factor into their daily operations. Busselton has a schedule two years out of cruise stopovers, so can plan ahead.

Busselton's operation costs consist of:

1. Local Tourism Association: Margaret River Busselton Tourism Association (MRBTA) are paid a fee to manage specialised Cruise Ship Visitor Services (over and above their main visitor servicing fee paid to them by Busselton)
 - a. Cruise Visitor Servicing is paid per cruise ship stopover, on a sliding scale dependant on passenger numbers : e.g. 2000 plus passengers \$3000, 1000 passengers or under \$1500 Includes volunteer organisation, marquee greeting site, printed copies of CBD maps etc
 - b. City Hopper Bus provision (shuttle bus from Jetty to CBD locations) paid per cruise ship stopover, on a sliding scale dependant on passenger numbers 2000 plus passengers \$1012, 1000 passengers or under: \$506
 - c. Golf cart (mule) on Busselton Jetty for accessibility challenged passengers \$340 per ship
1. Traffic management: Busselton needs to close down one road near Jetty to accommodate all of the tour coaches for the larger ships
 6.
 - a. 2000 plus passengers \$900,
 - b. 1000 passengers or under: \$0 (no road closure)

Total operation fees Busselton charge cruise ships:

1. Tender Berthing Permit Fee: \$3000 per ship.
2. Passenger facilitation fee: paid per cruise ship stopover, on a sliding scale dependant on passenger numbers: 2000 plus passengers \$3000, 1000 passengers or under: \$1000.

Presently, Busselton says they are generating enough from fees and charges to cover the visitor servicing and other administrative costs.

Kimberley Port Authority (KPA)

Given the involvement of Port Authority's in other regional locations, officers took the information provided by MWPA and CGG and rewrote it into a series of questions to the Kimberley Port Authority. KPA officers declined to give exact figures but responded:

"The KPA fees are based on use of infrastructure and labour. We charge berthage (use of the berth), port dues (harbour management, provision of Port security etc), equipment hire (gangways, cranes, forklifts etc), stevedoring labour and water (if they take water). There are no discounts offered to the cruise industry."

In terms of support to the cruise industry since 2019 we've invested approximately \$17M in infrastructure specific to the cruise industry. This includes channel upgrades, new gangways, navigation aids and First Port of Entry (FPOE) infrastructure to try and encourage international calls. We are also currently seeking funding to further improve the FPOE infrastructure which will include a permanent passenger processing facility. In addition KPA are members of the Cruise Association and regularly attend cruise conferences around Australia to facilitate the cruise trade."

Officers used publicly available information on vessel GRT to estimate what the 12 vessels arriving in Broome would pay if the KPA charged 0.43c (taken from information on the KPA website). These are the vessels that are in excess of 600 passengers. This does not include any other fees that are charged.

06/01/2024	REGATTA	\$ 13,019.11
30/03/2024	Crystal Serenity	\$ 22,102.00
12/02/2024	Volendam	\$ 26,322.02
03/12/2024	Westerdam	\$ 35,409.64
01/09/2024	Coral Princess	\$ 39,399.61
09/09/2024	Coral Princess	\$ 39,399.61
01/11/2024	Queen Elizabeth	\$ 39,087.00
06/04/2024	Pacific Explorer	\$ 33,299.63
28/04/2024	Pacific Explorer	\$ 33,299.63
19/06/2024	Pacific Explorer	\$ 33,299.63
29/11/2024	Resilient Lady	\$ 47,300.00
10/11/2024	Crown Princess	\$ 48,831.23
		\$ 361,937.88

Cruise Ship Industry Benefits

In 2023, TourismWA launched the *Western Australian Cruise Tourism Strategic Plan 2023-2033*. The Kimberley, and Broome, feature frequently in the report, with a focus on 'shoreside destination development'. The report states that Broome is 11th in a table of the 15 top Australian destinations for Port/Destination ship visits.

"In Western Australia, Broome was the second most frequented port and is also a key port for expedition cruise ships. For the Kimberley directly, ACIL Allen (2018) estimated that expedition cruise tourism directly generated \$24.3 million in Gross Value Added (GVA) to the Kimberley region in 2016– 17. This included \$17 million from international cruise lines and the remainder by Australian operators. A further \$12.2 million worth of flow-on value added was generated, resulting in a total GVA to the Kimberley's economy of \$36.5 million in 2016– 17. This level of activity supported 222 direct and indirect Full Time-Equivalent (FTE) jobs."

The following KPI's were also mentioned which referenced Local Governments as being one of the responsible organisations:

- Support local cruise committees to develop destination welcome plans (non-port) for each destination to identify gaps to improve the welcome experience.
- Advocate for the resources to meet destination improvements.
- Enhance and support cruise ship welcome logistics including ground transport.

To date, TourismWA has not indicated what is requested of the Shire of Broome to further these objectives.

Conclusion and Recommendation on funding

It is clear from this review that Broome has tremendous potential for cruising, and with the establishment of FPOE this will only accelerate.

However, Broome may not be taking full advantage of the opportunity and Broome is an outlier in not having an agreement with their relevant port authority to support cruise ship visitation services.

~~There is also~~ Further to this, there have been confidential complaints that there is a gap in awareness of cruise ship visitation amongst business owners and concern about the quality of Broome's service and the marketing of the area. This was exacerbated by Cruise Broome not receiving any funding from 2023/24.

Due to the complex and burdensome process on both Cruise Broome and Shire staff to acquit TAP funding, concerns with governance and management related to Cruise Broome and as a result of the review of other LGAs support for cruise ship services, officers are recommending a change to the way financial support is provided to Cruise Broome. The changes proposed will offer a simpler process for allocation and acquittal of funding while also providing a transparent and accountable funding arrangement that streamlines processes for both parties.

Officers are proposing that instead of a lump sum amount for 'cruise ship services', funding instead be provided based on the number of cruise ships that visit Broome, dependant on the size of the vessel and number of passengers. This also reflects Cruise Broome's change from hiring an employee coordinator to using a contractor to deliver the service, who is also paid per ship visit.

Cruise Broome has reviewed the 2024 Cruise Ship Schedule and provided the amounts that are requested for the remainder of this year. The 2025 Cruise Ship Schedule has not been confirmed at this time so it has been estimated based on what has been provided and the length of the vessel. An additional allocation of \$418 for Traffic Management has been included for 2025, if adjustments to the TMP are required. The total cost for the coordinator services and TMP are calculated at \$36,918, based on visitation.

The cruise ship schedule, with vessel size, date of arrival and passenger numbers has been listed as **Appendix 1**. This also shows where the calculation of \$36,918 has come from.

Further, officers will review with the Kimberley Port Authority the level of support provided to cruise ship services and report back to Council before the next round of TAP Applications which will occur prior to November 2024.

Ad Hoc funding under the TAP

At the OMC in March Council resolved to include \$30,000 (ex GST) per annum in the Municipal Budget for 2023/2024 and 2024/2025 for Ad Hoc funding. The ad hoc grant process provides a unique opportunity for the Shire to support unexpected events or initiatives that fall outside other funding guidelines. It allows the Shire to be more flexible and respond to opportunities that arise, while reducing the administrative burden of requests on Council and/or budget amendments.

In 2023/24 to date, \$15,000 of this has been spent on two separate agreements. The Chief Executive Officer (CEO) has authority to approve applications up to \$10,000 and this was granted with:

- \$10,000 (ex GST) sponsorship of the Australia's North West: Tourism Industry Forum 2024 Season Launch to be held in Broome this March
- \$5,000 sponsorship of Marrugeku's Burrbgaja Yalirra 2 (BY2)

The last \$15,000 that has not been allocated under the TAP during 2023/2024 will be allocated as per TAP guidelines or returned to municipal funds.

CONSULTATION

Officers requested TourismWA's feedback on 28 January, 2024, but they were unable to provide a response. Conversations about the broader implications and benefits of the cruising industry on Broome and tourism were had with the Chief Executive Officers of Australia's North West, Broome Visitor Centre and the Broome Chamber of Commerce and Industry.

Officers also discussed Cruise Ship services with other local governments (as described earlier) and the Kimberley Ports Authority.

Officers have met with and engaged with Cruise Broome on multiple occasions.

STATUTORY ENVIRONMENT

Council has the right to grant funding and develop procedures to award such funding.

POLICY IMPLICATIONS

Assessed in accordance with the Tourism Administration Policy 3.4.9.

FINANCIAL IMPLICATIONS

Differential rating is applied to Commercial and Tourism rated properties in Broome to raise funds for the financial support offered under the TAP.

The TAP policy does not provide guidance or include recommended budget allocations. Budget allocations are made by a decision of Council.

Cruise Broome's allocation of \$36,918 will be added to the existing budget allocation, meaning a total request for TAP in 2024/25 is \$360,000. This is an increase from \$320,000 in 2023/24, where Cruise Broome were not allocated any funds, but is in line with prior years.

RISK

Option	Risk	Type	Rank	Mitigation
Community dissatisfaction with allocations	Perception that Shire process for providing funding is not fair and equitable	Reputational	Low	Allocations are at the discretion of Council.
Funding recipient dissatisfaction with allocations	Perception that Shire is not maximising the opportunity to support organisations providing social and economic benefits.	Reputational	Low	
Poor return on investment	Services provided do not meet industry and visitor requirements	Financial	Medium	If successful, the applicant to provide regular update reports. Once the agreement is finalised, it will be acquitted. There will be scheduled payments, made retrospectively on provision of invoices for cruise day services.
Funding recipient doesn't make any changes to business operating model	Ongoing reliance on the Shire to provide funding to maintain service levels	Financial	High	Agenda item includes recommendation that Shire officers begin conversations with KPA.
Lack of clarity round Cruise Broome's activities and expenses.				<p>Where Cruise Broome has provided logistic, administrative or other in-kind support to another organisation, this can be included as an outcome, but Cruise Broome's role must be transparent.</p> <p>Payments will be linked to the Cruise Ship services provided on Cruising days, and in line with the size of the vessel, as per the annual Cruise schedule.</p>

STRATEGIC ASPIRATIONS

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

Outcome 9 - A strong, diverse and inclusive economy where all can participate

Objective 9.1 Increase Broome's domestic and international trade in tourism, agriculture, aquaculture, minerals and energy, culture and the arts, and other emerging industries.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. Consider for inclusion in the Municipal Budget for 2024/2025 an allocation of \$36,918 (ex GST) to Cruise Broome Inc. and enters into a funding agreement with the following conditions:
 - (a) Payments shall be linked to provision of cruise ship visitation services for the arrival of a certain size of cruise ship vessel and the delivery of cruise ship services on the date of vessel arrival and/or departure;
 - (b) Where visitation services are not provided for a specified vessel, no funding shall be provided;
 - (c) Funding will not be provided for management and operational costs of Cruise Broome for such items as insurance and industry membership; and
 - (d) Operational updates are provided to the Shire of Broome every six months (or as requested by officers)
2. Reserves the right to withdraw or increase funding should the need to respond to economic impacts or disruptions.
3. Requests the Chief Executive Officer reports back to Council with recommendations about future funding arrangements for support of the Cruise Ship industry in Broome, including consideration of funding from the Kimberly Ports Authority, cruise ship operators and other key stakeholders, as well as opportunities to streamline funding to ensure that the burden of acquittal of grant funding is transparent, accountable and simple, management and governance of Cruise Broome, prior to the next round of Tourism Administration Program funding applications, which is currently scheduled for October 2024.

Cr E Smith proposed the following Alternate Motion.

Cr Lewis seconded the motion.

Debate ensued.

COUNCIL RESOLUTION:

(RECOMMENDATION)

Moved: Cr E Smith

Minute No. C/0424/009

Seconded: Cr J Lewis

MOTION:

That Council:

1. Consider for inclusion in the Municipal Budget for 2024/2025 an allocation of \$40,000 (ex GST) to enable the Shire to directly engage a contractor to deliver cruise ship services, in accordance with the following conditions;
 - (a) the selection of an appropriate contractor to deliver services is undertaken via an open tender process
 - (b) provide the successful contractor with specific and measurable Key Performance Indicators, including;
 - i. ensuring high levels of visitor satisfaction
 - ii. engaging with local businesses to ensure commercial opportunities associated with cruise ships is maximised
 - iii. engaging in strategic planning for the future prosperity of Broome's cruise ship industry
 - iv. an inclusive environment to support first nation engagement in cruise ship visitor services.
2. Requests the Chief Executive Officer advocate for funding and subsequently undertake stakeholder engagement with cruise providers, local businesses and suppliers to the cruise ship industry, to develop a Strategic Plan which identifies how Broome can provide enhanced visitor experiences and maximise benefits for the local economy from cruise ship visitation.
3. Requests the Chief Executive Officer formally request a financial contribution from Kimberley Ports Authority and/or TourismWA to support the delivery of the Strategic Plan, as well as an ongoing financial commitment to support enhanced cruise ship visitor services.

Voting

For the Motion: Cr E Smith, Cr J Mamid and Cr J Lewis.

Against the Motion: Shire President C Mitchell, Councillor D Male, Cr P Matsumoto, Councillor P Taylor, Cr M Virgo and Cr S Cooper.

LOST 3/6

Reason: To re-allocate funding otherwise intended for Cruise Broome under the Tourism Administration Policy, to the Shire of Broome, to conduct a transparent tender process and directly engage the services of a contractor to deliver cruise ship coordination and local business engagement.

Defer Item:

Minute No. C/0424/001

Moved: Cr D Male

Seconded: Cr P Taylor

That item be referred back to Council at the next most suitable meeting of Council.

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, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0



Tourism Administration Policy Funding Program Application form

ABN 94 526 654 007

27 Weld Street
PO Box 44, Broome
Western Australia 6725
(08) 9191 3456

shire@broome.wa.gov.au

broome.wa.gov.au

Organisation:	Cruise Broome
Contact person:	Shayne Murray / Heather Bell
Position:	Chairman / Finance
Postal Address	PO Box 2412, Broome WA 6725
Phone:	08 9195 2202
Mobile:	0418 922 657 / 0431 350 620
Email:	shaynemurray@cruisebroome.com / accounts@cruisebroome.com

Is your organisation registered for GST: Yes ☐ No ☒

Is your organisation a not-for-profit or charity organisation: Yes ☒ No ☐

Please tick the box below which best describes your initiative:

Visitor Servicing	<input type="checkbox"/>	Destination Marketing	<input type="checkbox"/>
Cruise Ship Servicing	<input checked="" type="checkbox"/>	Other Tourism Initiative	<input type="checkbox"/>

The following section can be completed on this form or in a separate submission attached.

Preliminary Report:

A preliminary report against KPI achievements set for the previous financial year:

Priority	Measurable Outcome
Servicing & Visitation	<p>Facilitate meet and greet volunteers for cruise ship days on the wharf and drop off in the centre of town.</p> <p>Facilitate the logistics with Cruise companies and agents with crew changes, crew shuttles and any other requirements that the ships need on the day.</p> <p>Planning and developing new coach drop-off and pickup area in Napier Terrace to facilitate the increase of cruise passengers with the bigger ships coming to Broome.</p>
Attract more cruise ships annually	The organisation actively participates in industry meetings and conferences,

	organises events, and collaborates with stakeholders to promote cruise tourism in Broome and the Kimberley. They are also focused on infrastructure development to accommodate larger cruise ships.
Working collaboratively with local industries	Cruise Broome plays a role in facilitating and assisting local tourist operators in preparing their tour products to cater to the cruise industry. Cruise Broome collaborates with organizations such as BVC (Broome Visitor Centre), BCCI (Broome Chamber of Commerce and Industry), and ANW (Australia's Northwest) to strengthen Broome and the Kimberley's position within the cruise industry.

Funding being requested:

Please complete the following table:

Organisation	Amount	Status
Shire of Broome	\$ 60,000.00	
Other Applications	\$ 25,000.00	Unconfirmed
Total	\$ 85,000.00	

Proposed use of funding:

Cruise Broome hires a coordinator to manage communications and information exchange between the cruise industry, agents, stakeholders, retailers and tour operators. The coordinator's responsibilities include providing meet and greet services to passengers at the designated drop off point in Broome on cruise ship arrival days.

Purpose of grant for 2024/2025 season includes Coordinator wages, Memberships, Marketing & Promotion, Printing, Conferences, Website upgrade, Insurance and Cruise Ship Day expenses eg water, ice etc are additional costs associated with the funding.

Please outline how will the initiative will benefit Broome:

To further enhance the passenger experience and continue to attract major cruise ship liners and accommodate larger number of passengers. The economic impact to Broome for the 2022/23 financial year was an Output of \$31 million, wages income of 8.6 million with the equivalent of 77 full time jobs created as shown on the Western Australia Cruising Snapshot attached.

Proposed deliverables

Please list the key performance indications of the funding period and how these will be evaluated at the completion of this period. It is important to ensure that outcomes are measurable to assist with the assessment of the success.

KPI	Measurable Outcome
Servicing & Visitation	Part of Cruise Broome advocacy is to enhance Cruise passengers experience which include meet and greet, cruise ship pickups and drop off locations, transport & logistics with luggage. Providing information, maps & marketing material to passengers on their embarkation days with local information regarding the town tours and services.
Attracting more cruise ships annually	By attending the National and International Conferences annually. Hosting famils with cruise ship executives, cruise ship agents.
Working collaboratively with local industries	Regular communication, notices of cruise ship arrivals and expectations of cruise ship passengers to local traders & stakeholders. Upgrade current Cruise Broome website.
Enhance passenger experiences	Encourage at the drop off points the major Broome Events that are happening on that day or around that period.
Measurable indications	Table of Cruise Ship arrivals and whether is it disembarking or embarking passengers on each cruise ship day.

Required Information:

Please provide the following information with your application:

- The organisations strategic / business plan to allow Council consideration of the strategic direction of the organisation.
- A copy of the organisation's year end audited financial statements for the preceding year and provide assurance that the organisation is viable;
- An outline Identifying the activities/projects of expenditure proposed to be funded by the Shire.

Declaration:

This declaration is made by the applicant:

- I declare that I am currently authorised to sign legal documents on behalf of the organisation

- I declare that all information provided in this application, including attachments, are true and correct
- I declare that the organisation is financially viable and are able to meet all accountability requirements
- If funding is provided, I am aware of the requirements of the Tourism Administration Policy that will apply.
- If funding is provided, I agree to ensure that appropriate insurances are in place (eg worker's compensation, volunteers, professional indemnity, public liability, motor vehicle etc).
- If funding is provided, I agree to run the project as stated and provide:
 - a final acquittal report within the acquittal term specified in the funding agreement; and
 - a statement of income and expenditure for the project (signed by the authorised signatory);
 - to the Shire of Broome by the agreed date, to demonstrate how the funds were - expended.

Name:

Position:

Signature:



Date:

Please submit your completed application to:

Shire of Broome

Development and Community

PO Box 44

Broome WA 6725

Phone: (08) 9191 3456

Fax: (08) 9191 3455

Email: shire@broome.wa.gov.au

WESTERN AUSTRALIA CRUISING SNAPSHOT

WESTERN AUSTRALIA REGIONAL ECONOMIC IMPACTS OF THE CRUISE INDUSTRY IN 2022-23

	Output (\$ million)	Wages income (\$ million)	Full time equivalent jobs	Value Added* (\$ million)
Fremantle	285.5	91.1	924	147.6
Broome	31	8.6	77	15.8
Geraldton	5.2	1.4	14	2.6
Busselton	3.2	1.2	12	1.8
Albany	2.6	0.8	9	1.4
Exmouth	1.9	0.7	8	1.1
Kuri Bay	1.8	0.5	6	0.9
Wyndham	1.6	0.5	4	0.8
Esperance	0.2	0.1	1	0.1
Dampier	0.1	0	0	0.1
Port Hedland	0.1	0	0	0.1
Bunbury	0.1	0	0	0.1
Total WA	333.5	105.1	1055	172.4

Sources: 1. AEC Group on behalf of Australian Cruise Association. Economic Impact Assessment of Cruise Tourism in Australia, 2022-23.

* Value Added: The change in consumption, investment and government expenditure, plus exports of goods and services, minus imports of goods and services due to the industry.

CRUISING FACTS

WESTERN AUSTRALIA

- Cruise industry generated an economic impact in WA of **\$333.5 million** in 2022-23¹
- 151,739** passengers visited WA port destinations in 2022-23, (+) 19% from 2018-19, supporting **1,055 full time equivalent jobs**¹
- 153** cruise ship visits to WA port destinations in 2022-23, (+) 18% from 2018-19¹

AUSTRALIA

- Cruise sector total output of **\$5.6 billion** in Australia in 2022-23¹
- The accommodation sector was the biggest beneficiary from cruise passenger spend in Australia in 2022-23, receiving about **\$457 million**¹
- The cruise industry supported **18,225 full time equivalent jobs** in Australia in 2022-23¹

Fremantle Port ¹	2015-16	2016-17	2017-18	2018-19	2022-23
Cruise ships	58	60	43	35	33
Passengers processed	152,000	150,000	83,400	59,500	72,500



WESTERN AUSTRALIA

9.4 PERFORMANCE

9.4.1 MONTHLY PAYMENT LISTING - MARCH 2024

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

SUMMARY:

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

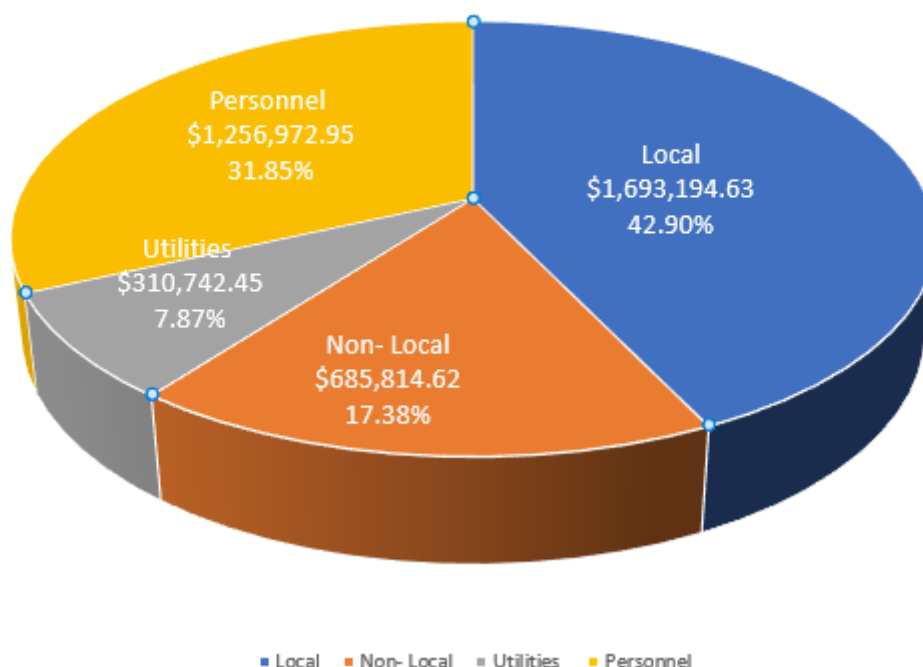
POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

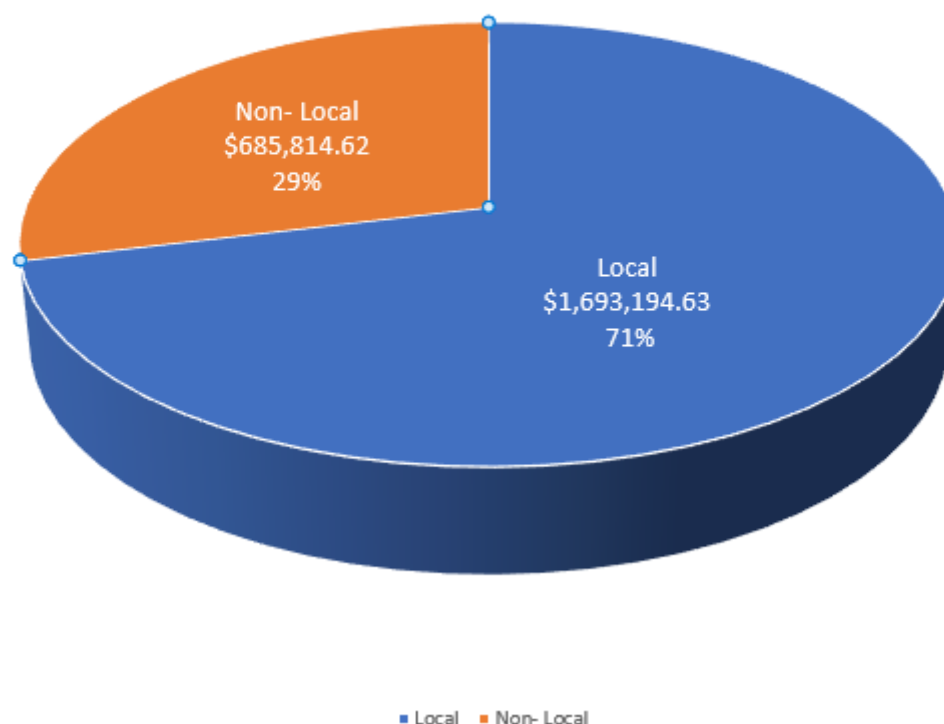
List of payments made in accordance with budget and delegated authority. Payments can also be analysed as follows:

SHIRE OF BROOME PAYMENTS MARCH 2024



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).

LOCAL Vs NON-LOCAL PAYMENTS MARCH 2024



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for March 2024 after \$1,256,972.95 in personnel payments, \$310,742.45 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
Feb-24	\$ 523.23	\$ 2,425,258.66	\$ 195,833.62	\$ 33,882.74	\$ -	\$ 781,867.68	\$ 3,437,365.93
Mar-24	\$ -	\$ 2,865,663.83	\$ 289,942.65	\$ 29,044.05	\$ -	\$ 762,074.12	\$ 3,946,724.65
TOTAL	\$ 7,326.92	\$ 27,886,103.73	\$ 2,448,224.79	\$ 309,056.87	\$ -	\$ 7,225,661.39	\$ 37,876,373.70

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/0424/011

Moved: Shire President C Mitchell

Seconded: Cr E Smith

That Council:

- 1. Receives the list of payments made from the Municipal and Trust Accounts in March 2024 totalling in \$3,946,724.65 (Attachment 1) per the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996 covering:**
 - a) EFT Vouchers EFT73821 – EFT74262 totalling \$2,865,663.83;**
 - b) Municipal Cheque Vouchers totalling \$0.00;**
 - c) Trust Cheque Vouchers 00000 - 00000 totalling \$0.00; and**
 - d) Municipal Direct Debits DD33122 – DD33166 including payroll totalling \$1,052,016.70.**
- 2. Receives the list of payments made by credit cards in March 2024 totalling \$29,044.05 (contained within Attachment 1) per the requirements of Regulation 13A of the Local Government (Financial Management) Regulations 1996 covering EFT Vouchers EFT74263 – EFT74288.**
- 3. Notes the local spend of \$1,693,194.63 included in the amount above, equating to 71% 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 E Smith, Cr M Virgo, Cr P Taylor, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0

Attachments

1. Monthly Payment Listing March 2024

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2024				
EFT #	Date	Name	Description	Amount
EFT73973	08/03/2024	ABL LANDSCAPING CONTRACTING PTY LTD	Landscaping upgrades- Residential	\$ 4,130.50
EFT73885	06/03/2024	ABLE ELECTRICAL (WA) PTY LTD	Lighting Repairs & Main- Nipper Roe Oval	\$ 132.00
EFT74008	13/03/2024	ABLE ELECTRICAL (WA) PTY LTD	Lighting Repairs- Town Beach Greenspace	\$ 3,762.00
EFT74141	21/03/2024	ABLE ELECTRICAL (WA) PTY LTD	Lighting Repairs- Father McMahon Oval	\$ 132.00
EFT73886	06/03/2024	ACOR CONSULTANTS (WA) PTY LIMITED	Consultancy Services- Town Beach Café Redevelopment RFQ 23-27	\$ 10,043.00
EFT74009	13/03/2024	ACURIX NETWORKS PTY LTD	Public Wi-Fi Services- Library	\$ 490.60
EFT73974	08/03/2024	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Vehicle & Plant Renewal(Replacement)- P&G	\$ 87,219.00
EFT74010	13/03/2024	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Equipment Parts & Maint- Depot	\$ 1,850.49
EFT74142	21/03/2024	AFGRI EQUIPMENT AUSTRALIA PTY LTD	John Deere Front Mower & Parts- P&G	\$ 4,584.16
EFT73887	06/03/2024	ALLPEST (BROOME PEST CONTROL)	Pest Control Services- Civic Centre	\$ 325.00
EFT74195	25/03/2024	ALLPEST (BROOME PEST CONTROL)	Ant Treatment- Admin Office	\$ 465.00
EFT74143	21/03/2024	ALLVOLTS POWER SOLUTIONS PTY LTD	Power Supply Equipment- IT	\$ 81.95
EFT74011	13/03/2024	AMANDA COLLINS	Mixed Netball Umpiring- Term 1 Payment	\$ 245.00
EFT74144	21/03/2024	AMANDA MCINERNEY	Rates Refund	\$ 1,049.52
EFT74012	13/03/2024	AMBER RANN	Mixed Netball Umpiring- Term 1 Payment	\$ 280.00
EFT74076	18/03/2024	AMCAP AUTOMOTIVE PARTS	Holden Parts- Depot	\$ 381.72
EFT73888	06/03/2024	ASSORTED SIGNS	Signage Supply & Design- BRAC	\$ 2,393.05
EFT73975	08/03/2024	AUSSIE BROADBAND LIMITED	Monthly NBN Charges- BRAC & Depot	\$ 1,867.80
EFT73976	08/03/2024	AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA (INC)	Australia Day Celebrations 2024 - Accommodation For Ambassador Krista Dunstan	\$ 471.32
EFT74013	13/03/2024	AUSTRALIA POST	Postage & Freight- General Administration	\$ 530.34
EFT73964	08/03/2024	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll Deductions/Contributions	\$ 609.50
EFT74185	21/03/2024	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll Deductions/Contributions	\$ 609.50
EFT73965	08/03/2024	AUSTRALIAN TAXATION OFFICE	Payroll Deductions/Contributions	\$ 136,432.00
EFT74186	21/03/2024	AUSTRALIAN TAXATION OFFICE	Payroll Deductions/Contributions	\$ 134,591.00
EFT74194	22/03/2024	AUSTRALIAN TAXATION OFFICE	Payroll Deductions/Contributions	\$ 328.00
EFT73821	05/03/2024	AUSTRALIAN TAXATION OFFICE - SUPERANNUATION GUARANTEE	Superannuation Guarantee Employer Charge	\$ 16,459.89
EFT73889	06/03/2024	AUSTRALIA'S NORTH WEST TOURISM	Tourism Development- Tourism Industry Forum Season Launch	\$ 11,000.00
EFT73822	05/03/2024	AVERY AIRCONDITIONING PTY LTD	A/C Repairs & Maint- Kimberley Regional Office	\$ 4,113.23
EFT73890	06/03/2024	AVERY AIRCONDITIONING PTY LTD	A/C Repairs & Maint- Civic Centre	\$ 3,454.31
EFT73977	08/03/2024	AVERY AIRCONDITIONING PTY LTD	A/C Repairs & Maint- Library	\$ 170.50
EFT74014	13/03/2024	AVERY AIRCONDITIONING PTY LTD	A/C Quarterly Maint- Shire Admin	\$ 6,466.61
EFT74145	21/03/2024	AVERY AIRCONDITIONING PTY LTD	Condition Report- Property Maintenance	\$ 1,584.00
EFT74196	25/03/2024	AVERY AIRCONDITIONING PTY LTD	A/C Replacement- Depot	\$ 2,135.03
EFT74217	27/03/2024	AVERY AIRCONDITIONING PTY LTD	A/c Quarterly Maintenance- Barker St Offices	\$ 3,837.37

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
EFT73891	06/03/2024	AVIAIR	Sponsorship Contribution- Inter-Regional Regular Public Transport Air Services	\$ 17,678.10
EFT74197	25/03/2024	BAADA	Boomerangs- Sporting a Chance	\$ 800.00
EFT74146	21/03/2024	BANZAI DESIGN PTY LTD AS TRUSTEE FOR BANZAI GROUP	Exercise Equipment- Cable Beach Redevelopment	\$ 91,146.00
EFT74077	18/03/2024	TRUST T/AS FUTURA PRODUCTS	Carpark Lighting Design- BRAC Redevelopment	\$ 1,100.00
EFT74147	21/03/2024	BCA CONSULTANTS PTY LTD	Monthly Printer Copy Costs- IT	\$ 841.56
EFT73892	06/03/2024	BEST IT & BUSINESS SOLUTIONS PTY LTD	Group Fitness Yoga Instructor- BRAC	\$ 260.00
EFT74015	13/03/2024	BETHANY MOORE	Rates Refund	\$ 143.00
EFT73823	05/03/2024	BEVERLEY KINNEY	Footpath Construction & Repairs- Old Broome Works Maint	\$ 2,970.44
EFT74148	21/03/2024	BIANCO CONSTRUCTION AND INDUSTRIAL SUPPLIES	Flexible Concrete Form Work- Footpath Construction & Repairs- Works Maint	\$ 851.40
EFT73893	06/03/2024	BIDFOOD	Kiosk Stock- BRAC	\$ 1,964.11
EFT74149	21/03/2024	BIDFOOD	Kiosk Stock- BRAC	\$ 1,167.30
EFT74218	27/03/2024	BJ DAVIES PLUMBING	Plumbing Services- Kimberley Regional Offices	\$ 2,684.00
EFT73824	05/03/2024	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	Signage- Rangers	\$ 99.00
EFT73978	08/03/2024	BK SIGNS (HALLIDAY ENTERPRISES PTY LTD)	No Camping Signage- Rangers	\$ 976.25
EFT73825	05/03/2024	BLACKWOODS	Equipment Replacement- Works	\$ 735.67
EFT73894	06/03/2024	BLACKWOODS	Protective Clothing & Equip- P&G	\$ 2,183.31
EFT74016	13/03/2024	BLACKWOODS	Shelving Equipment Replacement- P&G Maint	\$ 6,022.76
EFT74078	18/03/2024	BLACKWOODS	Personal Protection Equipment & Welding Consumables- WMF	\$ 2,042.73
EFT74150	21/03/2024	BLACKWOODS	Air Compressor- WMF	\$ 5,046.01
EFT74219	27/03/2024	BLACKWOODS	Protective Clothing & Equip- Uniforms	\$ 227.90
EFT73895	06/03/2024	BOC LIMITED	Oxygen Supply- Depot	\$ 88.49
EFT74017	13/03/2024	BOC LIMITED	Medical Supplies- Oxygen- BRAC	\$ 173.83
EFT73896	06/03/2024	BOYA EQUIPMENT	Machinery Parts & Maint- Depot	\$ 275.42
EFT74018	13/03/2024	BOYA EQUIPMENT	Vehicle Parts & Maint- Depot	\$ 118.93
EFT73897	06/03/2024	BP AUSTRALIA PTY LTD - FUEL	Diesel Supply- Depot	\$ 13,393.70
EFT74019	13/03/2024	BP AUSTRALIA PTY LTD - FUEL	Fuel- Depot	\$ 11,401.65
EFT74151	21/03/2024	BP AUSTRALIA PTY LTD - FUEL	Diesel Supply- Depot	\$ 14,850.51
EFT73979	08/03/2024	BRENNAN IT PTY LTD	License Maint and Support - IT	\$ 7,761.38
EFT74020	13/03/2024	BRIGHTHOUSE STRATEGIC CONSULTANTS	Procurement Advice & Documentation- Sanctuary Caravan Park	\$ 25,003.00
EFT74079	18/03/2024	BROOME ALI WORX	Equipment Repairs & Maint- Depot	\$ 1,133.00
EFT73826	05/03/2024	BROOME BUILDERS PTY LTD	Crossover Subsidy- Infrastructure	\$ 1,000.00
EFT73898	06/03/2024	BROOME BUILDERS PTY LTD	Crossover Subsidy- Infrastructure	\$ 1,000.00
EFT74220	27/03/2024	BROOME BUILDERS PTY LTD	Crossover Subsidies- Infrastructure	\$ 2,000.00
EFT74021	13/03/2024	BROOME BULLETS NETBALL CLUB	Community Sponsorship Program- Quick Response Grant	\$ 1,000.00
EFT74221	27/03/2024	BROOME CHAMBER OF COMMERCE & INDUSTRY (INC) - BCCI	Economic Development Program Expense- Email Advertising	\$ 55.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
EFT73899	06/03/2024	BROOME CLEANAWAY	Waste Removal- Kerbside Collection	\$ 44,273.36
EFT73980	08/03/2024	BROOME CLEANAWAY	Waste Removal Services- Kerbside Recycling Collection	\$ 80,527.02
EFT74022	13/03/2024	BROOME CLEANAWAY	Waste Removal Services- BRAC	\$ 576.93
EFT73981	08/03/2024	BROOME FURNISHINGS	Furnishings- Residential	\$ 2,785.00
EFT74222	27/03/2024	BROOME FURNISHINGS	Furniture Supplies- Residential	\$ 1,837.00
EFT74023	13/03/2024	BROOME LITTLE ATHLETICS	Quick Response Grant- Broome Little Athletics	\$ 1,000.00
EFT73900	06/03/2024	BROOME PLUMBING & GAS	Bathroom Repairs & Maint- Depot	\$ 972.00
EFT74024	13/03/2024	BROOME PLUMBING & GAS	Sewage Leak & Toilet Repairs- Town Beach	\$ 817.00
EFT73827	05/03/2024	BROOME PROGRESSIVE SUPPLIES	Milk Supply- Shire Admin	\$ 56.17
EFT73901	06/03/2024	BROOME PROGRESSIVE SUPPLIES	Kiosk Stock- BRAC	\$ 1,904.24
EFT73982	08/03/2024	BROOME PROGRESSIVE SUPPLIES	Milk Supply- Depot	\$ 18.38
EFT74025	13/03/2024	BROOME PROGRESSIVE SUPPLIES	Milk Supply- Shire Admin	\$ 131.36
EFT74081	18/03/2024	BROOME PROGRESSIVE SUPPLIES	Milk- Shire Admin	\$ 56.49
EFT74152	21/03/2024	BROOME PROGRESSIVE SUPPLIES	Kiosk Stock- BRAC	\$ 259.73
EFT74223	27/03/2024	BROOME PROGRESSIVE SUPPLIES	Milk Supply- Shire Admin	\$ 42.88
EFT73966	08/03/2024	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 660.00
EFT74187	21/03/2024	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 720.00
EFT73967	08/03/2024	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 930.00
EFT74188	21/03/2024	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 900.00
EFT74153	21/03/2024	BROOME SMALL ENGINE SERVICES	Tool Parts & Maint- P&G	\$ 362.34
EFT74224	27/03/2024	BROOME SQUASH CLUB	Quick Response Grant- Broome Squash Club	\$ 1,000.00
EFT73828	05/03/2024	BROOME TOWING & SALVAGE	Expense- Impounding of Vehicles	\$ 1,300.00
EFT74198	25/03/2024	BROOME TOYOTA	Vehicle Servicing- Depot	\$ 290.00
EFT74225	27/03/2024	BROOME TRAVEL CENTRE	Flights & Accommodation- Councillor Delegation To Taiji	\$ 8,279.10
EFT74026	13/03/2024	BROOME TV PTY LTD	Big Screen & Racing Simulator Activity- A Sporting Chance	\$ 1,100.00
EFT73829	05/03/2024	BROOME VETERINARY HOSPITAL	Monthly Rent- Pound	\$ 5,800.40
EFT74027	13/03/2024	BROOME VETERINARY HOSPITAL	Monthly Rental Of Pound Facility- Broome Veterinary Hospital	\$ 6,004.00
EFT73830	05/03/2024	BROOME CRETE	Concrete- Cygnet Park P&G Maint	\$ 176.00
EFT73902	06/03/2024	BROOME CRETE	Concrete- Cable Beach Redevelopment RFT22/02	\$ 2,546.72
EFT74082	18/03/2024	BROOME CRETE	Concrete for Sea Container Footings- WMF	\$ 2,026.75
EFT73831	05/03/2024	BUNNINGS BROOME	Equipment & Consumables- Nursery	\$ 57.75
EFT73903	06/03/2024	BUNNINGS BROOME	Footpath Cleaning Materials- Cable Beach Redevelopment	\$ 48.47
EFT73904	06/03/2024	CABLE BEACH ELECTRICAL SERVICE	Equipment Maint & Repair- WMF	\$ 132.00
EFT73983	08/03/2024	CABLE BEACH PAINTING SERVICES PTY LTD	Frederick Street Bridge Handrails- Works Maint	\$ 4,100.00
EFT73984	08/03/2024	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	Light Truck Tyre Disposal & Fitting- Depot	\$ 2,607.00
EFT74028	13/03/2024	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	Vehicle Tyre Fitting & Disposal- Depot	\$ 269.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
EFT74083	18/03/2024	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	Vehicle Tyre Fitting & Disposal- WMF	\$ 1,192.00
EFT74226	27/03/2024	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE BROOME)	Tyre Fitting & Disposal- Tipper Truck	\$ 1,247.00
EFT74029	13/03/2024	CALNAN PROPERTY PTY LTD	Property Inspections- Commercial	\$ 3,850.00
EFT74030	13/03/2024	CARE PROPERTY WA STRATA MANAGEMENT	Strata Levies- Residential	\$ 1,741.78
EFT74031	13/03/2024	CASEY ZEPNICK	Reimbursements	\$ 2,000.00
EFT74032	13/03/2024	CD SOFT	Robotics for STEM Grant- Library	\$ 1,966.80
EFT73905	06/03/2024	CHADSON ENGINEERING PTY LTD	Water Testing Supplies- Town Beach/BRAC	\$ 368.50
EFT74154	21/03/2024	CHADSON ENGINEERING PTY LTD	Town Beach Water Park & BRAC- P&G Maint	\$ 413.05
EFT74209	26/03/2024	CHARTER PROPERTY GROUP PTY LTD	Staff Rent- April 2024	\$ 3,693.45
EFT73833	05/03/2024	CHI MAYI KITCHEN (A.K KEARNEY & D.G KITCHEN)	Catering- Cultural Immersion Training	\$ 312.50
EFT73968	08/03/2024	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	\$ 1,129.96
EFT74189	21/03/2024	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	\$ 1,129.96
EFT73877	05/03/2024	CHRISTOPHER MITCHELL	Monthly Councillor Sitting Fee and Allowances	\$ 8,493.75
EFT73906	06/03/2024	CIRCUITWEST INC	The Magical Weedy Sea Dragon Performance Production Expenses- Civic Centre	\$ 2,750.00
EFT73985	08/03/2024	CLARK POOLS & SPAS BROOME (NEW)	Pool Servicing- Residential	\$ 205.42
EFT74155	21/03/2024	CLARK POOLS & SPAS BROOME (NEW)	Pool Chemicals- BRAC	\$ 349.50
EFT74227	27/03/2024	CLARK POOLS & SPAS BROOME (NEW)	Pool Servicing- Residential	\$ 372.70
EFT73834	05/03/2024	COAST & COUNTRY ELECTRICS	Lighting Repairs- Various Parks & Reserves	\$ 5,635.13
EFT73907	06/03/2024	COAST & COUNTRY ELECTRICS	Booster Pump Repairs- Medland Pavilion	\$ 605.30
EFT74156	21/03/2024	COAST & COUNTRY ELECTRICS	Replacement of 38 RCD's- Nipper Roe Sports Field Lighting	\$ 3,707.00
EFT74199	25/03/2024	COAST & COUNTRY ELECTRICS	Lighting Japanese Pillars - Works Maint	\$ 1,899.29
EFT74228	27/03/2024	COAST & COUNTRY ELECTRICS	Replacement RCD's- KRO 2	\$ 8,698.80
EFT74157	21/03/2024	COASTMAC PTY LTD	Equipment Parts & Maint- P&G	\$ 540.01
EFT73908	06/03/2024	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 1,562.62
EFT74033	13/03/2024	COCA COLA AMATIL (HOLDINGS) LTD	Kiosk Stock- BRAC	\$ 1,210.92
EFT73909	06/03/2024	CORSIGN WA PTY LTD	Blue & White Directional Signs- Works Maint	\$ 188.32
EFT74034	13/03/2024	CORSIGN WA PTY LTD	Signage- Depot Building Construction	\$ 112.20
EFT73910	06/03/2024	CS LEGAL	Debt Collection Fees- RFQ19-37	\$ 1,337.30
EFT74229	27/03/2024	CUTTING EDGES REPLACEMENT PARTS PTY LTD	Machinery Parts & Maint- Depot	\$ 1,628.22
EFT74035	13/03/2024	DC DATA COMMS	Faulty Data Connection Repairs- Civic Centre	\$ 173.16
EFT74036	13/03/2024	DEANNE HAYWARD	Mixed Netball Umpiring- Term 1 Payment	\$ 280.00
EFT73835	05/03/2024	DEPARTMENT OF AGRICULTURE & FOOD (DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT DPIRD) - AGRICULTURE DIVISION	Quarantine Inspection Of Plants From Darwin- Nursery	\$ 69.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
EFT74084	18/03/2024	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	Annual Landfill Licence Fee- WMF	\$ 6,952.00
EFT74230	27/03/2024	DEREK ALBERT	Rates Refund	\$ 3,826.38
EFT73878	05/03/2024	DESIREE MALE	Monthly Councillor Sitting Fee and Allowances	\$ 3,687.40
EFT73986	08/03/2024	DIRECTCOMMS PTY LTD	Loan Reservation Service- Library	\$ 14.84
EFT73836	05/03/2024	DIVERS TAVERN	Rates Refund	\$ 17,115.70
EFT74037	13/03/2024	DOMINIC RANN	Mixed Netball Umpiring- Term 1 Payment	\$ 490.00
EFT73987	08/03/2024	E & M J ROSHER PTY LTD	Machinery Parts- Depot	\$ 294.34
EFT73969	08/03/2024	EASISALARY PTY LTD T/A EASI	GST claimable on employee benefits from 01/01/2024 to 31/01/2024	\$ 9,961.56
EFT74190	21/03/2024	EASISALARY PTY LTD T/A EASI	Payroll Deductions/Contributions	\$ 7,568.31
EFT74038	13/03/2024	EDWARD TONKIN	Rebates- Home Composting & Dual Bin	\$ 123.50
EFT73837	05/03/2024	ELECO SERVICES	Lighting Upgrades- Upgrade Town Beach Amenities	\$ 1,605.16
EFT73911	06/03/2024	ELENA MARIAN	Reimbursement of the Shire 2024 Wellness Program	\$ 85.00
EFT74085	18/03/2024	ELITE AUTOMOTIVE AND ELECTRICAL BROOME PTY LTD	Beach Lifeguard Equipment & Supervision Trailer Maint & Safety Checks	\$ 1,170.00
EFT74158	21/03/2024	ELITE AUTOMOTIVE AND ELECTRICAL BROOME PTY LTD	Implement Roadworthy Requirement Works- Cable Beach Supervision Trailer	\$ 2,058.50
EFT73879	05/03/2024	ELLEN SMITH	Monthly Councillor Sitting Fee and Allowances	\$ 2,314.17
EFT74200	25/03/2024	EURO DIESEL SERVICES PTY LTD	Vehicle Supplies- Depot	\$ 6,281.63
EFT74086	18/03/2024	FE TECHNOLOGIES	Rfid Compact Circulation Assistant Replacement- Library	\$ 1,046.10
EFT74039	13/03/2024	FIRE & SAFETY SERVICES COMPANY	Call Out To Attend To Sounding Alarm- Kimberley Regional Office	\$ 690.80
EFT74231	27/03/2024	FIRE & SAFETY SERVICES COMPANY	Fire Equipment Servicing- Civic Centre	\$ 865.70
EFT74087	18/03/2024	FIRST NATIONAL REAL ESTATE BROOME	Electricity Charges- Shire Properties	\$ 122.60
EFT74210	26/03/2024	FIRST NATIONAL REAL ESTATE BROOME	Staff Rent- April 2024	\$ 6,153.71
EFT74211	26/03/2024	FIRST NATIONAL REAL ESTATE BROOME - COMMERCIAL TRUST	Shire Storage Rent- April 2024	\$ 300.00
EFT73912	06/03/2024	FISCUS CONSULTING PTY LTD T/A CADSULT IDS	Irrigation Redesign & Redocumentation- Cable Beach Redevelopment	\$ 18,920.00
EFT73970	08/03/2024	FLEET NETWORK	Payroll Deductions/Contributions	\$ 691.83
EFT74191	21/03/2024	FLEET NETWORK	Payroll Deductions/Contributions	\$ 631.65
EFT74088	18/03/2024	FLOWERS ON SAVILLE STREET	Air Raid Commemorative Service- Flower Wreath	\$ 135.00
EFT73988	08/03/2024	FOCUS NETWORKS (PROGRESSIVE CREATIVE SOLUTIONS)	Remote Support Consultants- IT	\$ 15,642.00
EFT74040	13/03/2024	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Cleaning- Staff Housing	\$ 145.20
EFT74232	27/03/2024	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Cleaning & Oiling- Streeters Jetty	\$ 4,186.60
EFT74159	21/03/2024	FORCH WA PTY LTD	Workshop Consumables- Depot	\$ 6.60
EFT74233	27/03/2024	FORCH WA PTY LTD	Workshop Consumables- Depot	\$ 538.00
EFT74201	25/03/2024	FREESTYLE NOW (SHAUN JARVIS)	Flights & Accommodation- Skate Program Youth Week Facilitators	\$ 4,070.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
EFT74160	21/03/2024	FULTON HOGAN INDUSTRIES PTY LTD / PIONEER ROAD SERVICES	Pothole Repairs- Roebuck Estate Works Maint	\$ 1,795.20
EFT74041	13/03/2024	FUNERGY (DIX INITIATIVES PTY LTD)	Remote Sporting Chance Activity- Beagle Bay	\$ 440.00
EFT73838	05/03/2024	G. BISHOPS TRANSPORT SERVICES PTY LTD	High Pressure Water Lance Freight Costs- Depot	\$ 94.34
EFT73913	06/03/2024	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Street Signage	\$ 47.17
EFT74212	26/03/2024	GARRY & JACQUELINE KING	Staff Rent- April 2024	\$ 3,764.33
EFT74042	13/03/2024	GLENN KIMBERLEY BARWICK	Mixed Netball Umpiring- Term 1 Payment	\$ 455.00
EFT74043	13/03/2024	GO GO MEDIA	FM Radio Service- BRAC	\$ 198.00
EFT73914	06/03/2024	GRACE REMOVALS GROUP	Relocation Costs- Employee Expenses	\$ 1,381.79
EFT73839	05/03/2024	GRESLEY ABAS PTY LTD	Design Documents- BRAC Detailed Design RFT 23/01	\$ 13,085.91
EFT74234	27/03/2024	GRESLEY ABAS PTY LTD	Redevelopment Design- BRAC	\$ 78,134.85
EFT74044	13/03/2024	HAMES SHARLEY	Project Management Costs- McMahon Estate	\$ 25,382.16
EFT73840	05/03/2024	HARMONY HORTICULTURE	Weed Spraying- Broome North RFQ 23-01	\$ 8,008.00
EFT74089	18/03/2024	HARMONY HORTICULTURE	Invasive Weed Spraying- Sector 2 Cable Beach Drainage Network RFQ 23-01	\$ 7,865.00
EFT74161	21/03/2024	HARVEY NORMAN AV/IT SUPERSTORE BROOME	Cricut Equipment For Various Programs- Library	\$ 398.00
EFT73989	08/03/2024	HEAD OFFICE DEPARTMENT OF FIRE & EMERGENCY SERVICES	Emergency Services Levy	\$ 386,030.11
EFT74045	13/03/2024	HEALINGTHRUTHEARTS	Story Time- A Sporting Chance Activity	\$ 300.00
EFT74046	13/03/2024	HERBERT SMITH FREEHILLS	Professional Advice- Cable Beach Road Closure Complaint From Zanders	\$ 5,407.84
EFT73915	06/03/2024	HOLDFAST FLUID POWER NW PTY LTD	Consumables- Depot	\$ 896.65
EFT74047	13/03/2024	HOLDFAST FLUID POWER NW PTY LTD	Equipment Parts & Maint- Depot	\$ 426.33
EFT74235	27/03/2024	HOLDFAST FLUID POWER NW PTY LTD	Vehicle Parts & Maint- Depot	\$ 677.96
EFT73841	05/03/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Shire Admin	\$ 25,541.83
EFT73916	06/03/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Depot	\$ 4,362.29
EFT74048	13/03/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Kimberley Regional Offices	\$ 17,783.40
EFT74162	21/03/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity charges- Street Lighting	\$ 71,964.37
EFT74202	25/03/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charge- Male Oval	\$ 3,320.95
EFT74236	27/03/2024	HORIZON POWER (ELECTRICITY USAGE)	Electricity Usage- Residential	\$ 1,220.16
EFT73917	06/03/2024	HORIZON POWER (SERVICE WORKS)	Street Light Upgrade- Demarchi Road WKP0597	\$ 59,755.47
EFT74163	21/03/2024	HOUSING AUTHORITY - DEPARTMENT OF COMMUNITIES	Rates Refund	\$ 2,253.02
EFT73842	05/03/2024	HT CLEANING SERVICES PTY LTD	Quarterly Cleaning Services- Council Chambers	\$ 1,047.99
EFT74049	13/03/2024	HT CLEANING SERVICES PTY LTD	Cleaning Services- Various Shire Venues	\$ 48,966.14
EFT74203	25/03/2024	HT CLEANING SERVICES PTY LTD	Consumables for Cleaning Services- Various Shire Venues	\$ 10,024.98
EFT73918	06/03/2024	HUTCHINSON REAL ESTATE	Bonds- Residential	\$ 6,900.00
EFT74213	26/03/2024	HUTCHINSON REAL ESTATE	Staff Rent- April 2024	\$ 9,625.17
EFT74237	27/03/2024	IAN KEITH	Rates Refund	\$ 1,748.26

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
EFT73843	05/03/2024	INTELLIHR SYSTEMS PTY LTD	License Maint & Support - IT	\$ 301.09
EFT73844	05/03/2024	INTERTEK INFORM (PREVIOUSLY SAI GLOBAL LIMITED)	Title Searches/Survey Info- Australian Standard for Carparks	\$ 40.63
EFT73845	05/03/2024	IT VISION	Organisational Online Training- Finance	\$ 5,187.60
EFT73846	05/03/2024	JAMES WATT	Reimbursements	\$ 2,330.56
EFT74238	27/03/2024	JAMES WATT	Reimbursements	\$ 1,452.28
EFT73880	05/03/2024	JANET LEWIS	Monthly Councillor Sitting Fee and Allowances	\$ 2,314.17
EFT73919	06/03/2024	JAYE SMOKER (UNBOUND SOUND)	Equipment Renewal- Civic Centre	\$ 43,890.00
EFT74050	13/03/2024	JENNIFER BROWN	Beagle Bay Catering Support / Food Preparation & Organising- A Sporting Chance	\$ 175.00
EFT73847	05/03/2024	JESSICA HEALY	Reimbursements	\$ 1,037.00
EFT73881	05/03/2024	JOHANI MAMID	Monthly Councillor Sitting Fee and Allowances	\$ 2,314.17
EFT73848	05/03/2024	JUSTIN WHYTE	Rates Refund	\$ 2,000.00
EFT74239	27/03/2024	Juurlu Baba Yamitji Pty Ltd	Traffic Management Plan- 2024 Moon Rise Events	\$ 550.00
EFT74204	25/03/2024	KABOOM TOONS PTY LTD	Activities- A Sporting Chance	\$ 1,320.00
EFT74164	21/03/2024	KAON SECURITY (Custom House Financial (UK) Ltd)	Subscriptions- IT	\$ 40.00
EFT73849	05/03/2024	KENNARDS HIRE	Machinery Hire- Cable Beach Carpark Works	\$ 6,747.12
EFT74091	18/03/2024	KENNARDS HIRE	Concrete Vibrator Unit Hire- WMF Works	\$ 114.40
EFT74205	25/03/2024	KENNARDS HIRE	Plate Compactor Hire- WMF	\$ 580.80
EFT74165	21/03/2024	KEVEN FOULKES	Reimbursements	\$ 120.00
EFT74166	21/03/2024	KIDGELL ENTERTAINMENT GROUP PTY LTD	Post Event Bond Refund	\$ 1,751.30
EFT73850	05/03/2024	KIMBERLEY BOOKSHOP	Book Supply- Library	\$ 67.94
EFT73851	05/03/2024	KIMBERLEY CONTRACTING	Supply And Application Daily Landfill Cover- WMF RFT 23 - 07	\$ 35,090.00
EFT74167	21/03/2024	KIMBERLEY CONTRACTING (MCKENO BLOCKS & PAVERS)	Footpath Maintenance- Cable Beach	\$ 5,280.00
EFT74206	25/03/2024	KIMBERLEY CONTRACTING (MCKENO BLOCKS & PAVERS)	Tyre Shredding & Disposal- WMF	\$ 22,994.40
EFT74051	13/03/2024	KIMBERLEY FITNESS & SUPPORT SERVICES	Group Fitness Program Instructor- BRAC	\$ 1,320.00
EFT74052	13/03/2024	KIMBERLEY FUEL & OIL SERVICES	Consumables- WMF	\$ 119.14
EFT74168	21/03/2024	KIMBERLEY FUEL & OIL SERVICES	Workshop Consumables- Depot	\$ 572.96
EFT74092	18/03/2024	KIMBERLEY GOLD PURE DRINKING WATER	Drinking Water- WMF	\$ 90.00
EFT73920	06/03/2024	KIMBERLEY MEDICAL GROUP PTY LTD	Recruitment Expenses- Pre-Employment Medicals	\$ 118.60
EFT73852	05/03/2024	KIMBERLEY PROPERTY SETTLEMENTS	Rates Refund	\$ 603.43
EFT74053	13/03/2024	KIMBERLEY PROPERTY SETTLEMENTS	Rates Refund	\$ 670.99
EFT74240	27/03/2024	KIMBERLEY PROPERTY SETTLEMENTS	Rates Refund	\$ 1,020.07
EFT73990	08/03/2024	KIMBERLEY QUARRY PTY LTD	Shire Roadbase & Delivery- Cable Beach Redevelopment RFT23/14	\$ 15,175.24
EFT73853	05/03/2024	KIMBERLEY TREE CARE	Grounds Tree Maint- BRAC	\$ 2,035.00
EFT73854	05/03/2024	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Equipment Parts & Maint- Depot	\$ 8.00
EFT74093	18/03/2024	KIMBERLEY TRUSS (NORTRUSS (NT) PTY LTD)	Brake Cover- Depot	\$ 35.60
EFT74241	27/03/2024	KIMBERLEY WASHROOM SERVICES	Sanitary and Sharps Disposal- Shire Venues	\$ 1,513.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
EFT73855	05/03/2024	KO CONTRACTING PTY LTD	Roebuck Est Footpath Repairs- Works Maint	\$ 2,310.00
EFT73991	08/03/2024	KO CONTRACTING PTY LTD	Kerbing Removal & Reinstating- Works Maint	\$ 2,035.00
EFT74169	21/03/2024	KO CONTRACTING PTY LTD	Footpath Repairs- North of Divers	\$ 2,750.00
EFT73856	05/03/2024	KOLORS PTY LTD (PINDAN PRINTING)	Expenses- Impounding of Vehicles	\$ 201.03
EFT73921	06/03/2024	KOLORS PTY LTD (PINDAN PRINTING)	Cape Leveque Road Sign- Works Signage	\$ 110.00
EFT74054	13/03/2024	KRISTY BECKINGHAM	Mixed Netball Umpiring- Term 1 Payment	\$ 245.00
EFT73922	06/03/2024	LAIRD TRAN STUDIO	Concept Design- Cable Beach Foreshore Upgrade	\$ 15,092.00
EFT73992	08/03/2024	LANDGATE	Valuation Expenses- Rates	\$ 494.77
EFT74170	21/03/2024	LANDGATE	Valuation Expenses- Rates	\$ 550.00
EFT74055	13/03/2024	LAUREN PLUMMER	Mixed netball Umpiring- Term 1 Payment	\$ 140.00
EFT74242	27/03/2024	LG BEST PRACTICES	Relief Staff- Consultant Payroll Assistance	\$ 990.00
EFT73971	08/03/2024	LGRCEU	Payroll Deductions/Contributions	\$ 88.00
EFT74192	21/03/2024	LGRCEU	Payroll Deductions/Contributions	\$ 88.00
EFT73857	05/03/2024	LO-GO APPOINTMENTS	Contracting Services- Ranger Relief Staff	\$ 6,129.20
EFT73858	05/03/2024	LOUISA STREDWICK	Rates Refund	\$ 147.00
EFT74243	27/03/2024	M KELLY AIRCONDITIONING	A/C Replacement- Broome Visitors Centre RFQ 23-18	\$ 1,354.10
EFT74171	21/03/2024	MAJOR MOTORS PTY LTD	Tipper Truck- Depot	\$ 154.44
EFT74244	27/03/2024	MAJOR MOTORS PTY LTD	Vehicle Parts & Maint- Depot	\$ 808.93
EFT73859	05/03/2024	MAMABULANJIN ABORIGINAL CORPORATION	Shire Funding To Mamabulanjin- Kullarri Patrol Service	\$ 22,000.00
EFT73860	05/03/2024	MARKETFORCE(OMNICOM)	Advertising- Supply & Delivery of Uniforms & Personal Protective Equipment RFT 23/17	\$ 285.96
EFT73923	06/03/2024	MARKETFORCE(OMNICOM)	Advertising- Concrete Crushing/Recycling Services - Wmf RFT 24/01	\$ 573.01
EFT73993	08/03/2024	MCCORRY BROWN EARTHMOVING PTY LTD	Various Subdivisional Footpath Installations- Works RFT 21-01	\$ 34,123.58
EFT74245	27/03/2024	MCCORRY BROWN EARTHMOVING PTY LTD	Palm Tree Removal- Catalina's Boat Ramp Works	\$ 2,587.37
EFT73994	08/03/2024	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Service Locating & Potholing- De Marchi Rd Works	\$ 6,776.00
EFT74056	13/03/2024	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Pothole Repairs- Works Maint	\$ 6,050.00
EFT74094	18/03/2024	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Burial & Monument Plot Pegging- Cemetery	\$ 1,009.58
EFT73882	05/03/2024	MELANIE VIRGO	Monthly Councillor Sitting Fee and Allowances	\$ 2,314.17
EFT74057	13/03/2024	MIRLI MIRLI PTY LTD TRADING AS OFFICE NATIONAL BROOME	Office Furniture & Equipment- Admin	\$ 3,024.68
EFT74058	13/03/2024	MUDMAP STUDIO	Consultant Fees & Disbursements- Cable Beach Foreshore Upgrade	\$ 7,862.35
EFT73995	08/03/2024	NEXT LEVEL DIRTWORKS	Front End Loader & Operator Services- WMF	\$ 1,320.00
EFT73861	05/03/2024	NO DIG EQUIPMENT PTY LTD	Pressure Cleaner Parts- Depot	\$ 207.90
EFT73996	08/03/2024	NORTH WEST COAST SECURITY	Security Services- Library RFT 22-06	\$ 5,702.13
EFT74059	13/03/2024	NORTH WEST COAST SECURITY	Security Services- Various Shire Venues	\$ 5,094.42
EFT74246	27/03/2024	NORTH WEST DEFENCE ALLIANCE INC	Memberships- North West Defence Alliance	\$ 5,500.00
EFT73862	05/03/2024	NORTH WEST LOCKSMITHS	Abus Nautica Padlock- Rangers Equipment	\$ 1,000.00
EFT73924	06/03/2024	NORTH WEST LOCKSMITHS	Vehicle Key Repair & Replacement- Works	\$ 230.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
EFT73863	05/03/2024	NORTH WEST TRIM & SHADE (RED HILL MOTOR TRIMMING)	Solway Park- Shade Sale Repairs Due To Vandalism- P&G Maint	\$ 1,595.00
EFT74247	27/03/2024	NORTH WESTERN DRAINAGE AND CIVIL	3 New Steel Storm Water Grates Installation- Durack Cres Works Maint	\$ 5,494.50
EFT74248	27/03/2024	NORTHERN RURAL SUPPLIES PTY LTD	Fertilising Supply- Various P&G Lawn Areas	\$ 11,440.00
EFT74172	21/03/2024	NORWEST ASSET RESOLUTIONS PTY LTD	Supply & Replace Cable- BRAC Aquatic Area Retractable Shade System	\$ 1,633.50
EFT73864	05/03/2024	OCLC (UK) LTD	Annual License Subscriptions- Library	\$ 434.47
EFT73865	05/03/2024	OFFICE NATIONAL BROOME - DO NOT USE (USE 51769)	Computer Equipment- IT	\$ 80.19
EFT73997	08/03/2024	OHM ELECTRONICS	Repairs- Triple J & ABC Classic FM	\$ 2,406.98
EFT73866	05/03/2024	OISHIFOOD (LIME LEAF CAFE)	CDF Funding Workshop- Catering	\$ 193.60
EFT74249	27/03/2024	OPTEON PROPERTY GROUP PTY LTD	Professional Market Rental Valuation- Anglicare Offices	\$ 1,980.00
EFT73925	06/03/2024	PEARL COAST DISTRIBUTORS	Kiosk Stock- BRAC	\$ 1,503.19
EFT74173	21/03/2024	PEARL COAST DISTRIBUTORS	Kiosk Stock- BRAC	\$ 1,421.39
EFT74214	26/03/2024	PETER RULAND AND SARAH LLOYD-MOSTYN	Staff Rent- April 2024	\$ 2,607.14
EFT73883	05/03/2024	PETER TAYLOR	Monthly Councillor Sitting Fee and Allowances	\$ 2,314.17
EFT73884	05/03/2024	PHILLIP MATSUMOTO	Monthly Councillor Sitting Fee and Allowances	\$ 2,314.17
EFT73926	06/03/2024	POOL WISDOM	Pool Chemicals- BRAC	\$ 4,160.29
EFT74174	21/03/2024	POOL WISDOM	Pool Chemicals- BRAC	\$ 6,520.70
EFT74250	27/03/2024	POOL WISDOM	Water Testing- Town Beach Water Park	\$ 275.00
EFT74215	26/03/2024	PRD NATIONWIDE	Staff Rent- April 2024	\$ 4,845.54
EFT73998	08/03/2024	PRD NATIONWIDE *STRATA PAYMENTS ONLY*	Strata Fees- Residential	\$ 1,875.00
EFT74060	13/03/2024	QUEEN TIDE CREATIVE	Promotional Video "A Place For Everyone"- Quarterly Marketing Campaigns	\$ 6,341.50
EFT74175	21/03/2024	RACHELLE GLASSON	Rates Refund	\$ 4,916.45
EFT74216	26/03/2024	RAY WHITE BROOME (STAFF RENTAL PAYMENTS)	Staff Rent- April 2024	\$ 3,823.81
EFT74176	21/03/2024	REALMARK COMMERCIAL	Rates Refund	\$ 557.10
EFT73927	06/03/2024	RED DIRT AUTO ELECTRICAL PTY LTD	Vehicle A/C Repairs & Maint- Depot	\$ 742.25
EFT73999	08/03/2024	RED DIRT AUTO ELECTRICAL PTY LTD	Equipment Parts & Repairs- Depot	\$ 1,304.85
EFT74061	13/03/2024	RED DIRT AUTO ELECTRICAL PTY LTD	Vehicle Parts & Maint- Depot	\$ 407.25
EFT74177	21/03/2024	RED DIRT AUTO ELECTRICAL PTY LTD	Air Conditioning Maintenance- Depot	\$ 3,113.05
EFT74251	27/03/2024	RED DIRT AUTO ELECTRICAL PTY LTD	Vehicle Parts & Maint- Depot	\$ 567.10
EFT73928	06/03/2024	ROADLINE CIVIL CONTRACTORS	Testing Faulty Fire Main Costs- Cable Beach Redevelopment RFT 23/10	\$ 2,350.70
EFT74095	18/03/2024	ROADLINE CIVIL CONTRACTORS	Cable Beach Redevelopment- Works Maint RFT23-06	\$ 397,664.31
EFT74178	21/03/2024	ROBERT BRIGGS	Rates Refund	\$ 2,078.38
EFT73867	05/03/2024	ROEBUCK BAY HOTEL	Bottleshop Sales- Social Club	\$ 242.77
EFT74096	18/03/2024	ROEBUCK TREE SERVICE	Bedford Park Palms- P&G Maint	\$ 385.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
EFT74179	21/03/2024	ROEBUCK TREE SERVICE	Cable Beach Landscaping and Maintenance- P&G	\$ 1,650.00
EFT74252	27/03/2024	ROPS ENGINEERING AUSTRALIA PTY LTD	Truck Parts & Maint- Depot	\$ 1,590.98
EFT74000	08/03/2024	ROSMECH SALES & SERVICE PTY	Equipment Parts & Maint- Depot	\$ 395.40
EFT73929	06/03/2024	ROYAL LIFE SAVING SOCIETY - WA	Swimming Lessons Program Aquatic Training- BRAC	\$ 235.95
EFT73868	05/03/2024	RSM AUSTRALIA PTY LTD	Acquittal Audit- Funding- Sporting Chance Grant	\$ 2,200.00
EFT74253	27/03/2024	RUSSELL MEADS	Rates Refund	\$ 916.61
EFT74062	13/03/2024	RYAN CRAWFORD	Rates Refund	\$ 1,051.88
EFT74180	21/03/2024	S & E AUTOMOTIVE	Contract Environmental Health Officer- Relief Staff Expenses	\$ 4,560.60
EFT74063	13/03/2024	SALVATORE MASTROLEMBO	CEO Reimbursements	\$ 5,119.22
EFT74064	13/03/2024	SEAT ADVISOR PTY LTD	Ticketing Fees- Civic Centre	\$ 38.34
EFT73930	06/03/2024	SECUREPAY PTY LTD	Security For Ticket Sales- Civic Centre	\$ 5.78
EFT74207	25/03/2024	SECUREX SECURITY PTY LTD	Activation Of Security Swipe Cards & Alarm Codes- Admin	\$ 77.00
EFT73931	06/03/2024	SEEK LIMITED	Recruitment Expenses- Advertising	\$ 1,936.00
EFT74254	27/03/2024	SEEK LIMITED	Recruitment Expenses- Advertising	\$ 1,248.50
EFT74181	21/03/2024	SHENTON ENTERPRISES PTY LTD T/A JOHN SHENTON PUMPS	UV Sensor for Aquatic Centre- BRAC	\$ 3,760.90
EFT74001	08/03/2024	SHIRE OF WYNDHAM EAST KIMBERLEY	Kimberley Regional Group Contribution 2023/24	\$ 49,500.00
EFT74065	13/03/2024	SITE ENVIRONMENTAL & REMEDIATION SERVICES PTY LTD (SERS)	Groundwater Sampling- WMF	\$ 8,250.00
EFT74066	13/03/2024	SOUTH METROPOLITAN TAFE	Organisational Training- Cert 3 In Parks And Gardens	\$ 672.00
EFT74002	08/03/2024	SOUTHERN CROSS AUSTEROE (SCA)	Radio Advertising- Triple M & Hit FM	\$ 1,485.00
EFT73972	08/03/2024	SPA SALARY PACKAGING AUSTRALIA	Payroll Deductions/Contributions	\$ 646.82
EFT74193	21/03/2024	SPA SALARY PACKAGING AUSTRALIA	Payroll Deductions/Contributions	\$ 603.22
EFT74255	27/03/2024	SPORTS STAR TROPHIES	Trophies & Medals- Mixed Netball Program BRAC	\$ 433.15
EFT74067	13/03/2024	SPORTSPOWER BROOME	Rewards & Prizes- A Sporting Chance	\$ 957.30
EFT74097	18/03/2024	ST JOHN AMBULANCE AUSTRALIA (WA) INC	First Aid Kits Supplies & Services- Depot	\$ 786.26
EFT73869	05/03/2024	STRATCO WA PTY LTD	Steel Poles For Sign Maintenance- Broome North / Blue Haze Works Maint	\$ 1,472.25
EFT74003	08/03/2024	STREETER & MALE PTY MITRE 10	Daily Newspaper Supply- Library	\$ 80.10
EFT74256	27/03/2024	STREETER & MALE PTY MITRE 10	No Flat Wheels- Depot	\$ 294.98
EFT74068	13/03/2024	SURFMET PTY LTD T/A KIMBERLEY SOILS LABORATORY	Soil Testing- Cable Beach Redevelopment	\$ 660.00
EFT74069	13/03/2024	T - QUIP	Vehicle & Plant Renewal- Aerator P&G	\$ 11,400.00
EFT74070	13/03/2024	TALIS CONSULTANTS	Grant Application- Disaster Relief Funding	\$ 3,036.00
EFT73870	05/03/2024	TAPPED PLUMBING & GAS PTY LTD	Annual Back Flow Testing Servicing & Repairs- Works	\$ 10,010.00
EFT74257	27/03/2024	TAPPED PLUMBING & GAS PTY LTD	Repairs To Sink Taps- Male Oval Toilets	\$ 135.30
EFT74098	18/03/2024	TELSTRA	Service & Equipment Rental- IT	\$ 6,058.10
EFT74071	13/03/2024	TERRY PATTERSON BUILDER (DEVERE CORPORATION PTY LTD)	Entrance Water Fountain Installation- BRAC	\$ 3,539.25
EFT74258	27/03/2024	THE GREEN FAIRY CRAFT & ENTERTAINMENT	Face Painting- A Sporting Chance	\$ 450.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
EFT74004	08/03/2024	THEATRE KIMBERLEY INC (WORN ART)	Event Development Fund- Raranga – The Weave Theatre Kimberley's Worn Art	\$ 5,500.00
EFT73871	05/03/2024	THINK WATER BROOME	Herbert St Reserve New Water Tank- P&G MAINT	\$ 38,092.45
EFT74005	08/03/2024	THINK WATER BROOME	Reticulation Parts- Various P&G Maint	\$ 4,517.85
EFT74259	27/03/2024	THINK WATER BROOME	Reticulation Parts- Various P&G Maint	\$ 652.39
EFT73872	05/03/2024	THINKON AUSTRALIA	License Maint And Support- Storage & Backup- IT	\$ 1,919.47
EFT73932	06/03/2024	TNT AUSTRALIA PTY LTD	Freight- Health	\$ 789.18
EFT74182	21/03/2024	TNT AUSTRALIA PTY LTD	Freight- Health	\$ 1,080.31
EFT73873	05/03/2024	TOTAL PACKAGING (WA) PTY LTD	Dog Dumpage Disposal Bags- WMF	\$ 620.40
EFT73933	06/03/2024	TOTALLY WORKWEAR	Uniforms- New & Existing Staff	\$ 782.20
EFT74208	25/03/2024	TOTALLY WORKWEAR	Staff Uniforms- HR	\$ 54.10
EFT74260	27/03/2024	VERAISON TRAINING & DEVELOPMENT	Training & Development- Leadership Transformation Program	\$ 11,011.00
EFT74183	21/03/2024	VIAJE STRATEGIC	Annual Budget- Consultant Fees	\$ 10,083.34
EFT73874	05/03/2024	VISIMAX	Equipment- Animal Control	\$ 900.10
EFT74006	08/03/2024	VOCUS COMMUNICATIONS	Phone Provider Charges- IT	\$ 1,004.63
EFT74075	13/03/2024	WALAJA CULTURAL EXPERIENCE	Organisational Training- Cultural Immersion Training	\$ 12,650.00
EFT74072	13/03/2024	WATER CORPORATION	Water Usage & Service Charges- Residential	\$ 100.17
EFT73934	06/03/2024	WATTLEUP TRACTORS	Vehicle & Plant Renewal- P&G RFQ 23 -13	\$ 35,425.50
EFT74261	27/03/2024	WEI SU	Group Fitness Class Instructor- BRAC	\$ 150.00
EFT73935	06/03/2024	WEL CORPORATION	SMS System – Mobile Texting To Councillors	\$ 170.00
EFT74073	13/03/2024	WEST AUSTRALIAN NEWSPAPERS	Shire News Advertising- Broome Advertiser	\$ 4,078.80
EFT74074	13/03/2024	WEST COAST ON HOLD (ON HOLD ONLINE)	On Hold Messages Subscription- Communications	\$ 77.00
EFT74007	08/03/2024	WESTBOOKS	Book Supply- Library	\$ 44.89
EFT74099	18/03/2024	WESTBOOKS	Book Supply- Library	\$ 291.01
EFT73875	05/03/2024	WESTCOAST SITEFAB PTY LTD	Gate Repairs- North Of Rocks Entry	\$ 220.00
EFT74100	18/03/2024	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	Organisational Training- Local Government Act Delegation & Authorisation	\$ 2,156.00
EFT73936	06/03/2024	WESTERN DIAGNOSTIC PATHOLOGY	Recruitment Expenses- Instant Drug & Alcohol Testing	\$ 559.68
EFT74101	18/03/2024	WESTRAC	Equipment- Depot	\$ 740.07
EFT74184	21/03/2024	WESTRAC	Machinery Parts & Maint- Depot	\$ 153.91
EFT73937	06/03/2024	WURTH AUSTRALIA PTY LTD	Workshop Consumables- Depot	\$ 597.51
EFT74262	27/03/2024	YOGAMON	Group Fitness Instructor- BRAC	\$ 750.00
EFT73876	05/03/2024	ZOHO CORPORATION PRIVATE LIMITED COMPANY	Licenses & Subscription Renewals - IT	\$ 18,469.00
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				\$ 2,865,663.83

MUNICIPAL CHEQUES - MARCH 2024				
Cheque #	Date	Name	Description	Amount

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL CHEQUES				\$ -
TOTAL:				\$ -

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

PAYROLL - MARCH 2024				
DD #	Date	Name	Description	Amount
EFT	07/03/2024	Payroll	Payroll FE 05/03/2024	\$ 383,058.86
EFT	18/03/2024	Payroll	Offcycle Payroll	\$ 1,388.50
EFT	21/03/2024	Payroll	Payroll FE 19/03/2024	\$ 375,920.94
EFT	22/03/2024	Payroll	Offcycle Payroll	\$ 1,706.02
PAYROLL TOTAL:				\$ 762,074.12

MUNICIPAL CREDIT CARD PAYMENTS - MARCH 2024				
EFT #	Date	Card	Description	Amount
EFT74263	19/03/2024	BRAC Operations Supervisor	PAYMENT	\$ 647.97
X0000000000000003547	25/02/2024	INTNL TRANSACTION FEE	INTERNATIONAL TRANSACTION FEE	\$ 6.02
X0000000000000003559	25/02/2024	ZOOMSHIFT SUBSCRIPTION	Online Rostering Platform- BRAC & Civic Centre	\$ 240.83
X0000000000000003699	05/03/2024	BUNNINGS	Submersible Pump- BRAC	\$ 139.76
X0000000000000003700	06/03/2024	BUNNINGS	Hose Fittings- BRAC	\$ 25.66
X0000000000000003708	12/03/2024	WOOLWORTHS	Milk for Kiosk- BRAC	\$ 13.15
X0000000000000003709	12/03/2024	ANACONDA PTY LTD	Ipad Map Cases- BRAC	\$ 92.97
X0000000000000003701	12/03/2024	BUNNINGS	Pool Stones- BRAC	\$ 129.58
EFT74264	19/03/2024	Business Support Officer	PAYMENT	\$ 1,238.39
X0000000000000003635	21/02/2024	HARVEY NORMAN	Supplies- Nursery	\$ 78.00
X0000000000000003636	23/02/2024	Office National Broome	Printer Toner- Depot	\$ 198.00
X0000000000000003634	06/03/2024	J BLACKWOOD & SON P/L	Workshop Consumables- Depot	\$ 156.34
X0000000000000003637	06/03/2024	BROOME BOLT SUPPLIES	Workshop Consumables- Depot	\$ 23.10
X0000000000000003657	06/03/2024	NORTRUSS BUILDING SUPPLIES	Vehicle Parts- Depot	\$ 140.40
X0000000000000003661	06/03/2024	BROOME BOLT SUPPLIES	Vehicle Parts- Depot	\$ 21.12
X0000000000000003656	07/03/2024	STRATCO BROOME	Workshop Consumables- Depot	\$ 41.92
X0000000000000003659	07/03/2024	BROOME BOLT SUPPLIES	Vehicle Parts- Depot	\$ 112.48
X0000000000000003658	11/03/2024	CARPET PAINT AND TILE	Vehicle Parts- Depot	\$ 126.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
X00000000000000003662	11/03/2024	J BLACKWOOD & SON P/L	Workshop Consumables- Depot	\$ 228.59
X00000000000000003689	13/03/2024	Vistaprint Australia	Business Cards- Depot	\$ 37.98
X00000000000000003695	13/03/2024	AUSTRALIA POST	Returned Part- Postage & Freight	\$ 10.60
X00000000000000003694	14/03/2024	CLARK RUBBER BROOME	Rubber Insert- Depot	\$ 63.86
EFT74265	19/03/2024	Chief Executive Officer	PAYMENT	\$ 248.09
X00000000000000003552	17/02/2024	BP SHINJU	CEO Fuel Expense	\$ 248.09
EFT74266	19/03/2024	Civic Centre Coordinator	PAYMENT	\$ 825.51
X00000000000000003554	23/02/2024	Google TV	Movie- Seniors Day	\$ 14.99
X00000000000000003555	25/02/2024	KMART	Tablecloths- Civic Centre	\$ 50.00
X00000000000000003556	26/02/2024	HOST	Cutlery Holders- Civic Centre	\$ 26.50
X00000000000000003647	27/02/2024	HOST	Glass Baskets- Civic Centre	\$ 99.00
X00000000000000003648	27/02/2024	CANVA	Design Software- Civic Centre	\$ 164.99
X00000000000000003650	27/02/2024	HOST	Cutlery Boxes- Civic Centre	\$ 26.40
X00000000000000003649	28/02/2024	BROOME COURT-DOJ	Occasional Liquor Licence- Civic Centre	\$ 57.00
X00000000000000003670	28/02/2024	HOST	Refunds- Overpayment	-\$ 26.50
X00000000000000003669	09/03/2024	BUNNINGS	Pruners- Civic Centre	\$ 19.99
X00000000000000003684	11/03/2024	FACEBOOK	Social Media Advertising- BRUCE & BLOOM	\$ 129.09
X00000000000000003706	13/03/2024	FACEBOOK	Social Media Advertising & Promotion- Civic Centre	\$ 4.51
X00000000000000003707	13/03/2024	FACEBOOK	Social Media Advertising & Promotion- Civic Centre	\$ 32.00
X00000000000000003686	14/03/2024	COLES	Kiosk Stock- Civic Centre	\$ 141.75
X00000000000000003688	14/03/2024	COLES	Laundry Liquid- Civic Centre	\$ 14.30
X00000000000000003704	15/03/2024	Spotify	Music Streaming Service- Civic Centre	\$ 12.99
X00000000000000003705	18/03/2024	BROOME COURT-DOJ	Occasional Liquor License- Civic Centre	\$ 58.50
EFT74267	19/03/2024	Director Corporate Services	PAYMENT	\$ 733.59
X00000000000000003697	09/03/2024	Microsoft	Storage Security- Microsoft	\$ 733.59
EFT74268	19/03/2024	Director Infrastructure	PAYMENT	\$ 19.48
X00000000000000003569	16/02/2024	SWAN TAXIS	Travel Expense	\$ 19.48
EFT74269	19/03/2024	Executive Assistant to the Chief Executive Officer	PAYMENT	\$ 10,084.42
X00000000000000003593	15/02/2024	NOVOTEL	CTM FEE ACCOMMODATION- Cr C Mitchell KRG Zone Meeting	\$ 186.07
X00000000000000003599	16/02/2024	NOVOTEL	CTM FEE ACCOMMODATION- J Hall KRG Zone Meeting	\$ 155.00
X00000000000000003604	16/02/2024	VIRGIN	FLIGHTS- Perth Cr P Matsumoto	\$ 764.45
X00000000000000003600	19/02/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE FLIGHTS- Manager Information Services	\$ 5.46
X00000000000000003605	19/02/2024	QANTAS AIRWAYS LIMITED	CTM FEE FLIGHTS- Manager Information Services	\$ 740.56
X00000000000000003613	19/02/2024	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE- Cr P Matsumoto	\$ 5.46
X00000000000000003584	20/02/2024	VIRGIN	CTM FEE FLIGHTS- Manager Information Services	\$ 1,260.79
X00000000000000003597	20/02/2024	COLES	CEO of the Office- Refreshments & Receptions	\$ 24.50
X00000000000000003583	21/02/2024	Hotel at Booking.com	ACCOMMODATION- Staff Training	\$ 1,822.50
X00000000000000003608	21/02/2024	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE	\$ 12.12
X00000000000000003588	27/02/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE ACCOMMODATION- Cr P Matsumoto	\$ 414.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
X0000000000000003589	27/02/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE ACCOMMODATION- Cr P Matsumoto	\$ 11.02
X0000000000000003590	27/02/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE ACCOMMODATION- Cr P Matsumoto	\$ 5.28
X0000000000000003591	27/02/2024	VIRGIN	CTM FEE FLIGHTS- Ranger Services	\$ 792.98
X0000000000000003592	28/02/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE FLIGHTS- Ranger Services	\$ 5.46
X0000000000000003609	28/02/2024	VIRGIN	CTM SERVICE FEE	\$ 520.20
X0000000000000003610	29/02/2024	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE	\$ 5.46
X0000000000000003758	03/03/2024	VIRGIN	CTM FEE FLIGHTS- Cr C Mitchell State Council Meeting	\$ 543.38
X0000000000000003611	04/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE- J Hall KRG Zone Meeting	\$ 11.02
X0000000000000003612	04/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE- J Hall KRG Zone Meeting	\$ 1.98
X0000000000000003614	04/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE ACCOMMODATION- Ranger Services	\$ 186.25
X0000000000000003615	04/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE- Cr C Mitchell	\$ 11.02
X0000000000000003757	04/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE- Cr C Mitchell State Council Meeting	\$ 5.46
X0000000000000003616	04/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE- Cr C Mitchell KRG Zone Meeting	\$ 2.38
X0000000000000003770	04/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE ACCOMMODATION- J Hall	\$ 155.00
X0000000000000003755	05/03/2024	LOCAL GOVERNMENT MANAGEMENT	LG Pro Registrations- Staff	\$ 265.51
X0000000000000003759	05/03/2024	QANTAS AIRWAYS LIMITED	CTM FEE FLIGHTS- Cr C Mitchell State Council Meeting	\$ 482.21
X0000000000000003760	05/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM SERVICE FEE- Ranger Services	\$ 24.24
X0000000000000003753	08/03/2024	THE BROOME FLORIST	Deliveries- Flowers	\$ 85.00
X0000000000000003761	08/03/2024	VIRGIN	CTM FEE FLIGHTS- Manager Information Services	\$ 449.00
X0000000000000003762	12/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE ACCOMMODATION- Cr C Mitchell State Council Meeting	\$ 350.00
X0000000000000003763	12/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE ACCOMMODATION- Cr C Mitchell State Council Meeting	\$ 11.02
X0000000000000003764	12/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE ACCOMMODATION- Cr C Mitchell State Council Meeting	\$ 4.47
X0000000000000003754	14/03/2024	CHI MAYI KITCHEN	Catering- Council Budget Workshop	\$ 277.50
X0000000000000003765	18/03/2024	QANTAS AIRWAYS LIMITED	CTM FEE FLIGHTS- WALGA presentation CEO Rep	\$ 482.21
X0000000000000003766	18/03/2024	CORPORATE TRAVEL MANAGEMENT	CTM FEE FLIGHTS- WALGA presentation CEO Rep	\$ 5.46
EFT74270	19/03/2024	Executive Support Officer - Infrastructure	PAYMENT	\$ 700.84
X0000000000000003536	19/02/2024	Vistaprint Australia	Business Cards- Civil Operations Supervisor	\$ 37.98
X0000000000000003641	07/03/2024	COLES	Catering- CEO60	\$ 44.12
X0000000000000003642	07/03/2024	COLES	Catering- CEO60	\$ 150.49
X0000000000000003668	12/03/2024	COLES	Catering- Councillor Workshop	\$ 32.25
X0000000000000003671	12/03/2024	DEWAS MOBILE KITCHEN	Catering- Councillor Workshop	\$ 436.00
EFT74271	19/03/2024	Library Coordinator	PAYMENT	\$ 853.58
X0000000000000003549	19/02/2024	DJI TECHNOLOGY AUSTRALIA	Devices- Library	\$ 650.51
X0000000000000003550	22/02/2024	KMART	Earphones- Library	\$ 32.00
X0000000000000003630	01/03/2024	My Post Business/POST	Postage Expenses- Library	\$ 75.15
X0000000000000003665	08/03/2024	COLES	Smoke Alarm Batteries- Library	\$ 16.00
X0000000000000003703	15/03/2024	My Post Business/POST	Postage Expenses- Library	\$ 79.92
EFT74273	19/03/2024	Manager - Community Facilities	PAYMENT	\$ 1,320.96
X0000000000000003562	19/02/2024	BUNNINGS	Pool Pump Testing- BRAC	\$ 14.60

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
X0000000000000003563	21/02/2024	BP SHINJU	Milk- BRAC Kiosk	\$ 9.00
X0000000000000003564	27/02/2024	BROOME POST SHOP	Freight Expenses- Waterpark Part Repairs	\$ 45.55
X0000000000000003573	28/02/2024	BUNNINGS	Programming Tables- BRAC	\$ 396.00
X0000000000000003574	28/02/2024	BUNNINGS	Globes- Medland Pavilion	\$ 41.28
X0000000000000003672	28/02/2024	BP SHINJU	Milk- BRAC Kiosk	\$ 15.20
X0000000000000003673	01/03/2024	WOOLWORTHS	Fitness Equipment Batteries- BRAC	\$ 55.00
X0000000000000003674	01/03/2024	COLES	Kiosk Stock- BRACK	\$ 115.60
X0000000000000003675	01/03/2024	ADVANCED ELECTRICAL	Globes- Medland Pavilion	\$ 60.50
X0000000000000003676	06/03/2024	NWH Solution Pty Ltd	Chemical Storage Area Pump- BRAC	\$ 558.33
X0000000000000003677	08/03/2024	BP SHINJU	Milk- BRAC Kiosk	\$ 9.90
EFT74274	19/03/2024	Manager Engineering	PAYMENT	\$ 761.25
X0000000000000003530	15/02/2024	INSTITUTE OF PUBLIC WORKS	Staff Training- Manager Engineering	\$ 761.25
EFT74275	19/03/2024	Manager People & Culture	PAYMENT	\$ 1,047.52
X0000000000000003721	22/02/2024	TICKETS HR LIVE SUMMER	CCIWA HR/WHs Live Update	\$ 190.12
X0000000000000003722	28/02/2024	BROOME POST SHOP	Gift Card- R&R Employee of the Quarter	\$ 281.90
X0000000000000003720	06/03/2024	PEARL COAST DISTRIBUTORS	Women's Health Week- Wellbeing Calendar	\$ 75.50
X0000000000000003723	13/03/2024	SHORT ST CAFE	Catering- Women's Health Week	\$ 250.00
X0000000000000003724	13/03/2024	SHORT ST CAFE	Catering- Women's Health Week	\$ 250.00
EFT74276	19/03/2024	Manager Waste Services	PAYMENT	\$ 1,116.00
X0000000000000003528	21/02/2024	P SOUTHALL WA PTY LTD	Twist Locks for Cyclone Footings- WMF	\$ 1,116.00
EFT74277	19/03/2024	Marketing & Communications Coordinator	PAYMENT	\$ 599.28
X0000000000000003517	17/02/2024	INTNL TRANSACTION FEE	INTERNATIONAL TRANSACTION FEE	\$ 2.31
X0000000000000003518	17/02/2024	GRAMMARLY	Expenses- Software	\$ 92.38
X0000000000000003548	22/02/2024	FACEBOOK	Survey- Animal Management Plan	\$ 40.00
X0000000000000003617	22/02/2024	WANEWSDTI	Digital Subscription- West Australian	\$ 28.00
X0000000000000003618	28/02/2024	CAMPAIGNMONITOR	Subscriptions- Campaign Monitor	\$ 218.90
X0000000000000003633	04/03/2024	CANVA	Subscriptions- CANVA	\$ 20.99
X0000000000000003666	08/03/2024	NEWS PTY LIMITED	Digital Subscription- The Australian	\$ 40.00
X0000000000000003711	15/03/2024	HARBY ENTERPRISES	Website Domain Renewal- Broome Boating Facility	\$ 156.70
EFT74278	19/03/2024	Operations Coordinator	PAYMENT	\$ 563.87
X0000000000000003628	16/02/2024	BUNNINGS	Wire Brush & Spray Paint- Depot	\$ 54.47
X0000000000000003538	19/02/2024	BROOME BOLT SUPPLIES	Tek Drill Bit- Depot	\$ 14.85
X0000000000000003540	19/02/2024	BUNNINGS	Paint Brushes- Depot	\$ 26.00
X0000000000000003542	19/02/2024	BUNNINGS	Misc Parts for Truck Fit out- Depot	\$ 73.71
X0000000000000003541	20/02/2024	BUNNINGS	Truck Rubber Mat & Hook- Depot	\$ 79.65
X0000000000000003543	22/02/2024	STREETER & MALE HARD	Sweeper Rubber Tubing- Depot	\$ 6.95
X0000000000000003620	23/02/2024	REPCO	Hose & Hose Joiners- Depot	\$ 24.01
X0000000000000003621	28/02/2024	J BLACKWOOD & SON P/L	Plastic Gloves- Depot	\$ 63.16
X0000000000000003624	28/02/2024	BUNNINGS	Wire Rope- Depot	\$ 15.86

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
X0000000000000003619	29/02/2024	J BLACKWOOD & SON P/L	Crimping Tool- Depot	\$ 78.46
X0000000000000003626	29/02/2024	Autopro Broome	Aux Engine Radiator Hose- Depot	\$ 65.95
X0000000000000003622	01/03/2024	REPCO	Reflectors- Depot	\$ 44.00
X0000000000000003623	01/03/2024	J BLACKWOOD & SON P/L	Flint for Qxy Set Fabrication Bay- Depot	\$ 3.89
X0000000000000003653	05/03/2024	BUNNINGS	Trailer Terminal Cleaning Acid- Depot	\$ 12.91
EFT74279	19/03/2024	Parks Supervisor	PAYMENT	\$ 772.98
X0000000000000003521	19/02/2024	BUNNINGS	Rubber Mallet- P&G	\$ 14.98
X0000000000000003522	20/02/2024	BUNNINGS	Ratchet Straps- P&G	\$ 105.00
X0000000000000003568	28/02/2024	GALVINS PLUMBING SUPPLIES	Retic Parts- P&G	\$ 201.47
X0000000000000003577	29/02/2024	STREETER & MALE HARDWARE	Various Tool Replacement- P&G	\$ 97.90
X0000000000000003578	29/02/2024	BUNNINGS	Various Tool Replacement- P&G	\$ 140.93
X0000000000000003646	06/03/2024	STREETER & MALE HARDWARE	Hand Weeding Tools- P&G	\$ 85.80
X0000000000000003681	14/03/2024	STREETER & MALE HARDWARE	2 x Shovels- P&G	\$ 126.90
EFT74280	19/03/2024	Place Activation & Engagement Coordinator	PAYMENT	\$ 550.00
X0000000000000003687	13/03/2024	WEST KIMBERLEY CAREER EXPO	Stall registration- West Kimberley Career Expo	\$ 550.00
EFT74281	19/03/2024	Place Activation & Engagement Officer (Events)	PAYMENT	\$ 168.18
X0000000000000003546	20/02/2024	COLES	Catering- YAC Meeting	\$ 26.50
X0000000000000003551	23/02/2024	WOOLWORTHS	Trail Stickers- Easter Event	\$ 26.76
X0000000000000003660	05/03/2024	KMART	Theming- Easter Event	\$ 96.00
X0000000000000003682	13/03/2024	KMART	Baskets- Easter Event	\$ 10.00
X0000000000000003683	13/03/2024	WOOLWORTHS	Trail Stickers- Easter Event	\$ 8.92
EFT74282	19/03/2024	Program Coordinator - A Sporting Chance	PAYMENT	\$ 867.34
X0000000000000003529	15/02/2024	COLES	Catering- A Sporting Chance	\$ 210.81
X0000000000000003531	16/02/2024	KMART	Tennis Balls- A Sporting Chance	\$ 50.00
X0000000000000003594	29/02/2024	WOOLWORTHS	Catering- A Sporting Chance	\$ 200.90
X0000000000000003595	29/02/2024	WOOLWORTHS	Catering- A Sporting Chance Beagle Bay	\$ 35.00
X0000000000000003606	01/03/2024	BEAGLE BAY COMMUNITY	Refreshments- A Sporting Chance Beagle Bay	\$ 15.13
X0000000000000003607	01/03/2024	COLES	Water & Ice- A Sporting Chance Beagle Bay	\$ 46.72
X0000000000000003651	07/03/2024	COLES	Catering- A Sporting Chance	\$ 257.78
X0000000000000003698	15/03/2024	KMART	Towels & Catering- A Sporting Chance	\$ 51.00
EFT74283	19/03/2024	Property Maintenance Officer	PAYMENT	\$ 1,614.81
X0000000000000003533	19/02/2024	BUNNINGS	A/C Repairs- Kimberley Regional Office	\$ 13.43
X0000000000000003534	20/02/2024	BUNNINGS	Dosing Pump Relocation- BRAC	\$ 51.53
X0000000000000003535	22/02/2024	STREETER & MALE HARDWARE	Blocked Drain Repairs- Male Oval	\$ 55.00
X0000000000000003690	22/02/2024	BUNNINGS	Blocked Drain Repairs- Male Oval	\$ 78.26
X0000000000000003566	26/02/2024	BUNNINGS	Replacement of Leaking Sink Mixer- Kimberley Regional Office 2	\$ 67.45
X0000000000000003567	26/02/2024	NORTH WEST LOCKSMITHS	Chemical Shed Re-Key Lock- Depot	\$ 119.00
X0000000000000003640	29/02/2024	BROOME PROGRESSIVE SUPPLIES	Cleaning Consumables- Library	\$ 154.77
X0000000000000003638	05/03/2024	BUNNINGS	Maintenance- Staff Housing	\$ 396.68

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount
X00000000000000003691	05/03/2024	NORTH WEST LOCKSMITHS	Disabled Lock Repairs- Cable Beach Toilets	\$ 130.00
X00000000000000003639	07/03/2024	BUNNINGS	Leaking Roof Repairs- Library	\$ 138.12
X00000000000000003739	12/03/2024	NORTH WEST LOCKSMITHS	Re-Key- Staff Housing	\$ 215.00
X00000000000000003692	12/03/2024	ADVANCED ELECTRICAL	Reception Light Repairs- Admin	\$ 104.50
X00000000000000003693	12/03/2024	BUNNINGS	Picture Frame Mounts- Staff Housing	\$ 7.48
X00000000000000003710	13/03/2024	BUNNINGS	Rot Repairs- Streeters Jetty	\$ 23.99
X00000000000000003696	14/03/2024	BUNNINGS	Internal Tap Repairs- Cemetery	\$ 59.60
EFT74284	19/03/2024	Senior Customer Service Officer	PAYMENT	\$ 387.37
X00000000000000003557	16/02/2024	COLES	Tea & Coffee- Staff	\$ 187.37
X00000000000000003558	20/02/2024	DEPARTMENT OF TRANSPORT	Number Plate- Broome Logo	\$ 200.00
EFT74285	19/03/2024	Senior Property & Leasing Officer	PAYMENT	\$ 1,426.50
X00000000000000003678	08/03/2024	KMART	Replacement Linen & Kitchen Items- Staff Housing	\$ 954.00
X00000000000000003679	08/03/2024	KMART	Replacement Linen, Rug & Artwork- Staff Housing	\$ 206.00
X00000000000000003680	08/03/2024	KMART	Replacement Kitchen Items & Floor Lamp- Staff Housing	\$ 266.50
EFT74286	19/03/2024	Sport & Recreation Facility Coordinator	PAYMENT	\$ 51.20
X00000000000000003702	15/03/2024	WOOLWORTHS	Nappies- BRAC	\$ 51.20
EFT74287	19/03/2024	Waste Supervisor	PAYMENT	\$ 508.63
X00000000000000003629	23/02/2024	TOTALLY WORKWEAR BROOME	Uniforms- WMF Staff	\$ 64.00
X00000000000000003655	05/03/2024	BUNNINGS	Sprinkler- WMF	\$ 17.89
X00000000000000003663	08/03/2024	BROOME BOLT SUPPLIES	Grease Nipple Kit & Safety Hook- WMF	\$ 224.95
X00000000000000003664	08/03/2024	KIMFOS BROOME	Coolant- WMF	\$ 162.24
X00000000000000003685	14/03/2024	AMPOL BROOME	Fuel for High Pressure Washer- WMF	\$ 39.55
EFT74288	19/03/2024	Works Supervisor	PAYMENT	\$ 1,936.29
X00000000000000003519	19/02/2024	BUNNINGS	Gear for Acid Wash to Concrete Paths- Cable Beach	\$ 162.80
X00000000000000003520	20/02/2024	KIMBERLEY CAMP/OUTBC	12V Fan for Digger Cab With no Aircon- Works	\$ 79.95
X00000000000000003526	22/02/2024	BROOME CRETE	Rapid Set for Sign Installation- Crab Creek Road	\$ 176.00
X00000000000000003527	22/02/2024	BROOME BOLT SUPPLIES	Items for Footpath Works	\$ 272.14
X00000000000000003560	22/02/2024	GERALDINE NOMINEES PL	Water Blaster Parts- Works	\$ 171.77
X00000000000000003561	23/02/2024	BUNNINGS	Masking Tape to Sika Flex Footpaths- Works	\$ 166.00
X00000000000000003625	29/02/2024	BUNNINGS	Items for Drain Work- Buckleys Road	\$ 47.45
X00000000000000003627	29/02/2024	BUNNINGS	Items for Drain Work- Buckleys Road	\$ 43.62
X00000000000000003631	07/03/2024	BROOME CRETE	Rapid Set for New Sign Installation- Works	\$ 176.00
X00000000000000003632	07/03/2024	CARPET PAINT AND TILE	Rapid Set for New Sign Installation- Works	\$ 195.00
X00000000000000003643	07/03/2024	BUNNINGS	Items for Drain Maintenance- Works	\$ 24.66
X00000000000000003644	07/03/2024	BROOME BOLT SUPPLIES	Bollards Gate Chain- Works	\$ 165.00
X00000000000000003645	07/03/2024	BROOME BOLT SUPPLIES	2 Shovels- Construction Team	\$ 39.60
X00000000000000003654	08/03/2024	J BLACKWOOD & SON P/L	Sunscreen- Depot	\$ 144.00
X00000000000000003667	12/03/2024	BUNNINGS	Wet Weather Cover- Depot	\$ 72.30
MUNICIPAL CREDIT CARD TOTAL:				\$ 29,044.05

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount

MUNICIPAL DIRECT DEBIT - MARCH 2024				
DD #	Date	Name	Description	Amount
DD33122.1	05/03/2024	SUPER EMPLOYEE PAYMENT DEFINITIV	SUPER FE 05.03.24	\$ 84,741.61
DD33166.1	01/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 12,707.59
DD33166.2	07/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 2,333.15
DD33166.3	05/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 6,104.76
DD33166.4	08/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 13,589.48
DD33166.5	11/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 5,230.32
DD33166.6	12/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 33,176.92
DD33166.7	13/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 10,906.07
DD33166.8	14/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 6,602.72
DD33166.9	15/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 341.17
DD33168.1	19/03/2024	SUPER EMPLOYEE PAYMENT DEFINITIV	SUPER FE 19.03.24	\$ 85,134.47
DD33171.1	18/03/2024	INLOGIK PTY LTD	ProMaster Essentials User Fees	\$ 435.49
DD33166.10	06/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 549.96
DD33166.11	27/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 9,046.78
DD33166.12	26/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 237.92
DD33166.13	22/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 662.12
DD33166.14	28/03/2024	WATER CORPORATION	Water Use and Service Charge- Various	\$ 18,142.12
MUNICIPAL DIRECT DEBIT TOTAL:				\$ 289,942.65

MUNICIPAL ELECTRONIC TRANSFER TOTAL \$ 2,865,663.83

MUNICIPAL CHEQUES TOTAL \$ -

PAYROLL TOTAL \$ 762,074.12

TRUST CHEQUE TOTAL \$ -

MUNICIPAL CREDIT CARD TOTAL \$ 29,044.05

MUNICIPAL DIRECT DEBIT TOTAL \$ 289,942.65

TOTAL PAYMENTS MARCH 2024 \$ 3,946,724.65

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2024				
PAYMENT #	Date	Name	Description	Amount

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.

9.4.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT - MARCH 2024

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Senior Finance Officer
CONTRIBUTOR/S:	Manager Financial Services
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	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 March 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	75.14%
Total Rates Raised Revenue	100% (of which 94.61% has been collected)
Total Other Operating Revenue	79%
Total Operating Expenditure	67%
Total Capital Revenue	31%
Total Capital Expenditure	28%
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.

The Amended Annual Budget reflects all Council adopted budget amendments to date, including quarter 1 and quarter 2 reviews, and budget amendments adopted by Council through individual agenda items. The amended budget forecasts a deficit position at 30 June 2023 of \$317,795 as presented through the quarter 2 Finance and Costing Review (the Statutory Budget Review). Reducing this forecast deficit is a focus of the quarter 3 review process (31 March 2024), but noting that this is a forecast, and the true final closing position for 2023/24 will be arrived at following end of year adjustments and the conclusion of the external audit process. The quarter 3 Finance and Costing Review will be presented to Council through the minutes of the Audit and Risk Committee.

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/0424/012

Moved: Cr M Virgo

Seconded: Cr S Cooper

That Council receives the Monthly Financial Activity Statement Report for the period ended 31 March 2024 as attached.

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, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0

Attachments

1. Monthly Statement of Activity March 2024

SHIRE OF BROOME
MONTHLY FINANCIAL REPORT
For the Period Ended 31 March 2024

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

TABLE OF CONTENTS

	<u>Pages</u>
Compilation Report	2
Monthly Summary Information	3
Statement of Financial Activity by Program	6
Statement of Financial Activity By Nature or Type	8
Statement of Capital Acquisitions and Capital Funding	9
Statement of Budget Amendments	10
Note 2 Explanation of Material Variances	12
Note 3 Net Current Funding Position	14
Note 4 Cash and Investments	15
Note 5 Budget Amendments	17
Note 6 Receivables	26
Note 7 Reserve Accounts	27
Note 8 Capital Disposals	29
Note 9 Rating Information	31
Note 10 Information on Borrowings	32
Note 11 Trust	33
Note 12 Details of Capital Acquisitions	34
Appendix A Supplementary Notes to the Monthly Report	39

Shire of Broome
Compilation Report
For the Period Ended 31 March 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 March 2024 of \$17,080,973.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

Preparation

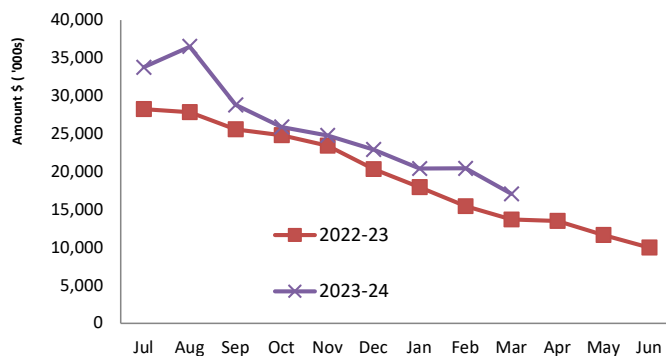
Prepared by: *S Santoro*
Reviewed by: *E French*
Date prepared: 10/04/2024

Summary by date

Monthly Summary Information

For the Period Ended 31 March 2024

Liquidity Over the Year (Refer Note 3)

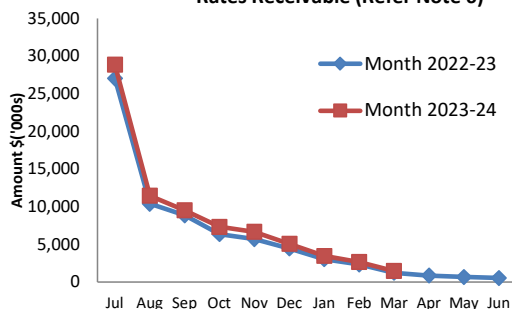
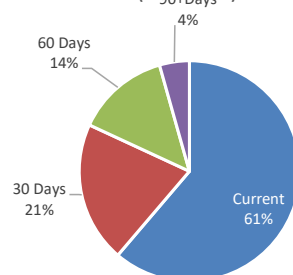
**Cash and Cash Equivalents****as at period end**

Unrestricted	\$	22,808,179
Restricted	\$	36,464,811
	\$	59,272,989

Receivables

Rates	\$	1,469,047
Other	\$	428,071
	\$	1,897,118

Rates Receivable (Refer Note 6)

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

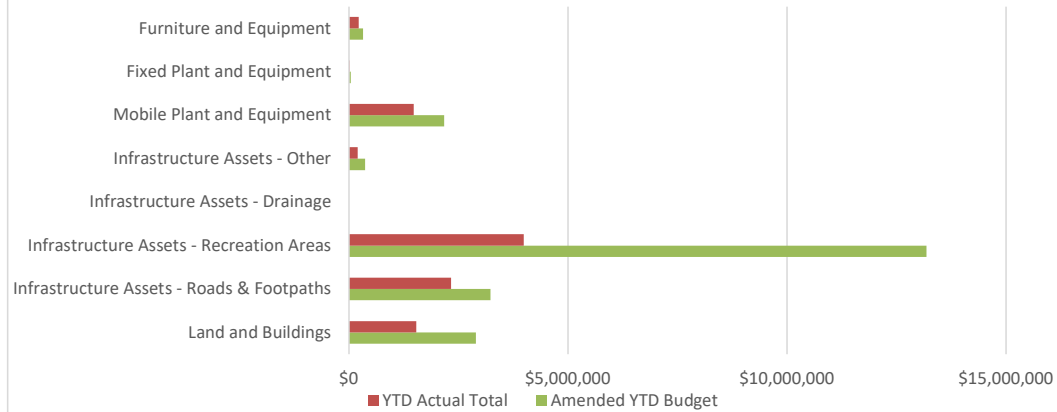
1. Liquidity refers to the Shire of Broome's ability to meet its financial obligations within the current year. Liquidity increased at the start of the financial year by \$23.785M due mainly to the issuance of rates. Liquidity is a combination of unrestricted cash, Current Debtors (including Rates), 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 \$26.59M with total outstanding rates YTD at \$1.47M.

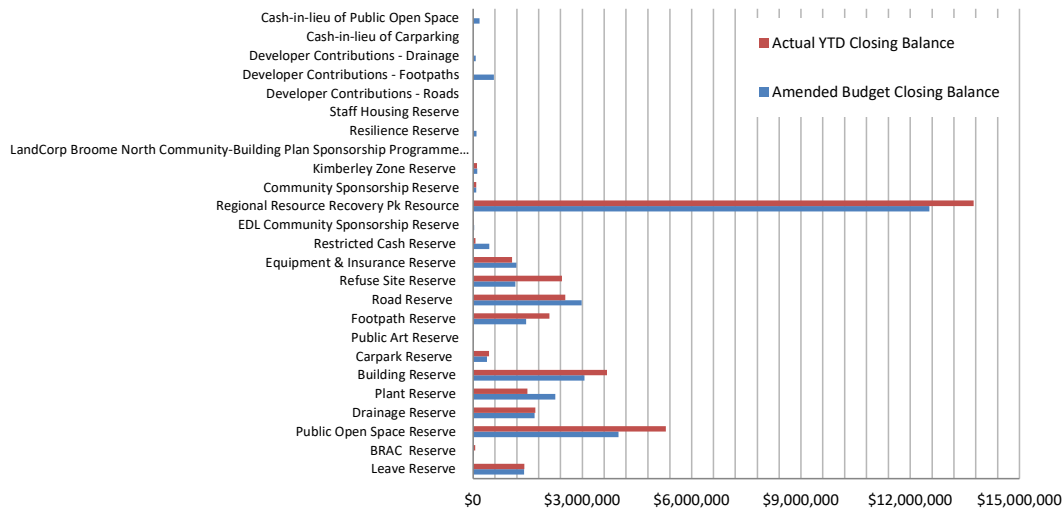
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Broome
Monthly Summary Information
For the Period Ended 31 March 2024

Capital Expenditure Program YTD (Refer Note 12)



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



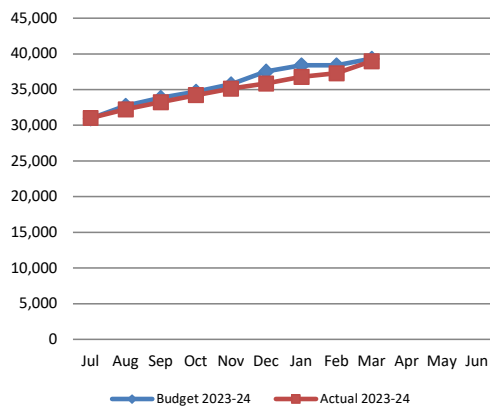
Comments

*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.

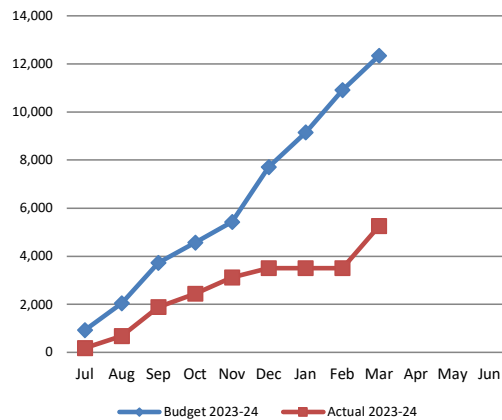
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Broome
Monthly Summary Information
 For the Period Ended 31 March 2024

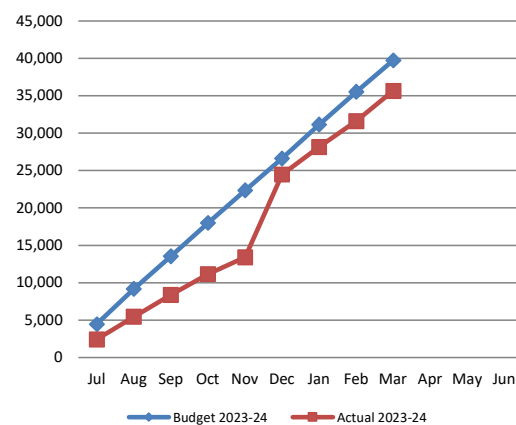
Budget Operating Revenues -v- Actual (Refer Note 2)



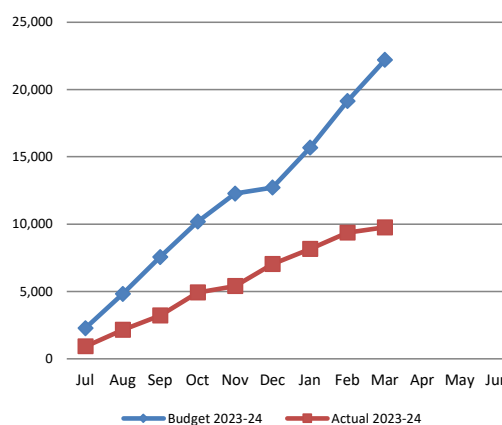
Budget Capital Revenue -v- Actual (Refer Note 2)



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 March 2024

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
Operating Revenues		\$	\$	\$		\$	%	
Governance		24,241	17,030	14,652		(2,378)	(13.96%)	
General Purpose Funding - Rates	9	27,001,788	26,884,490	26,992,116		107,626	0.40%	
General Purpose Funding - Other		82,975	62,232	62,231		(1)	(0.00%)	
Law, Order and Public Safety		216,873	155,611	86,077		(69,534)	(44.68%)	▼
Health		205,650	183,944	201,025		17,081	9.29%	
Education and Welfare		65,000	65,000	70,000		5,000	7.69%	
Housing		611,013	458,181	406,220		(51,961)	(11.34%)	▼
Community Amenities		6,793,598	5,983,683	5,949,823		(33,860)	(0.57%)	
Recreation and Culture		1,713,639	1,328,668	1,161,525		(167,143)	(12.58%)	▼
Transport		704,466	615,062	371,068		(243,994)	(39.67%)	▼
Economic Services		1,753,152	1,307,525	671,954		(635,571)	(48.61%)	▼
Other Property and Services		2,971,234	2,276,421	2,980,086		703,665	30.91%	▲
Total Operating Revenue		42,143,629	39,337,847	38,966,777	79%	(371,070)		
Operating Expense								
Governance		(2,512,021)	(1,933,595)	(1,674,595)		259,000	13.39%	▲
General Purpose Funding		(530,092)	(397,395)	(225,570)		171,825	43.24%	▲
Law, Order and Public Safety		(1,757,769)	(1,300,860)	(1,301,862)		(1,002)	(0.08%)	
Health		(702,714)	(527,834)	(559,193)		(31,359)	(5.94%)	
Education and Welfare		(860,522)	(645,093)	(634,525)		10,568	1.64%	
Housing		(816,762)	(612,297)	(683,640)		(71,343)	(11.65%)	▼
Community Amenities		(10,210,876)	(7,632,227)	(6,595,722)		1,036,505	13.58%	▲
Recreation and Culture		(15,982,748)	(11,944,527)	(10,790,061)		1,154,466	9.67%	
Transport		(10,946,698)	(8,206,146)	(7,022,327)		1,183,819	14.43%	▲
Economic Services		(3,159,747)	(2,307,010)	(1,823,799)		483,211	20.95%	▲
Other Property and Services		(5,491,279)	(4,224,994)	(4,342,386)		(117,392)	(2.78%)	
Total Operating Expenditure		(52,971,228)	(39,731,978)	(35,653,679)	67%	4,078,298		
Non-cash amounts excluded from operating activities		15,464,253	11,593,404	11,829,535				
Adjust Provisions and Accruals		33,708	33,708			(33,708)	100.00%	
Net Cash from Operations		4,670,362	11,199,273	15,142,633		3,673,520		
Capital Revenues								
Grants, Subsidies and Contributions								
Community Amenities		15,839,003	11,705,101	4,967,439		(6,737,662)	(57.56%)	▼
Recreation and Culture		96,664	96,664	96,664		0	0.00%	
Transport		13,466,974	9,567,271	3,643,861		(5,923,410)	(61.91%)	▼
Economic Services		2,275,365	2,041,166	1,226,914		(814,252)	(39.89%)	▼
Other Property and Services		0	0	0		0		
Proceeds from Disposal of Assets	8	822,144	642,213	296,109	36%	(346,104)	(53.89%)	▼
Total Capital Revenues		16,661,147	12,347,314	5,263,548	31%	(7,083,766)		

SHIRE OF BROOME
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 March 2024

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
Capital Expenses								
Land and Buildings	12	(6,956,151)	(2,897,287)	(1,537,469)		1,359,818	46.93%	▲
Infrastructure Assets - Roads & Footpaths	12	(4,004,483)	(3,230,785)	(2,327,730)		903,055	27.95%	▲
Infrastructure Assets - Recreation Areas	12	(19,611,381)	(13,177,137)	(3,986,747)		9,190,390	69.74%	▲
Infrastructure Assets - Drainage	12	(25,000)	0	0		0		
Infrastructure Assets - Other	12	(470,695)	(369,534)	(200,605)		168,929	45.71%	▲
Mobile Plant and Equipment	12	(3,361,194)	(2,171,659)	(1,476,046)		695,613	32.03%	▲
Fixed Plant and Equipment	12	(49,525)	(38,747)	(8,885)		29,862	77.07%	▲
Furniture and Equipment	12	(353,151)	(322,647)	(225,071)		97,576	30.24%	▲
Total Capital Expenditure		(34,831,580)	(22,207,796)	(9,762,553)	28%	12,445,243		
Net Cash from Capital Activities		(18,170,433)	(9,860,482)	(4,499,005)		5,361,477		
Financing								
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	48,077	48,077		0	0.00%	
Transfer from Reserves	7	7,042,855	5,525,970	0		(5,525,970)	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	(5,623,886)	(3,781,064)	(1,121,688)		2,659,376	70.33%	▲
Net Cash from Financing Activities		5,397,167	1,517,491	(1,347,768)		(2,865,259)		
Net Operations, Capital and Financing		(8,102,904)	2,856,282	9,295,862		6,169,738		
Opening Funding Surplus(Deficit)	3	7,785,108	7,785,108	7,785,108		0		
Closing Funding Surplus(Deficit)	3	(317,795)	10,641,390	17,080,973		6,169,738		

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 March 2024

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var.
Operating Revenues		\$	\$	\$		\$	%	
Rates	9	26,563,238	26,525,692	26,587,193		61,501	0.23%	
Grants, Subsidies and Contributions		1,661,806	1,327,121	551,179		(775,942)	(58.47%)	▼
Fees and Charges		10,830,809	9,066,814	8,581,820		(484,994)	(5.35%)	
Service Charges		0	0	0		0		
Interest Earnings		1,444,768	1,101,269	2,134,821		1,033,552	93.85%	▲
Other Revenue		1,539,276	1,239,208	1,058,337		(180,871)	(14.60%)	▼
Profit on Disposal of Assets	8	103,734	77,742	53,427		(24,315)	(31.28%)	▼
Total Operating Revenue		42,143,631	39,337,847	38,966,777	80%	(371,069)		
Operating Expense								
Employee Costs		(17,482,921)	(12,931,341)	(12,557,242)		374,099	2.89%	
Materials and Contracts		(14,750,469)	(11,209,714)	(7,519,139)		3,690,575	32.92%	▲
Utility Charges		(2,231,419)	(1,672,380)	(1,675,419)		(3,039)	(0.18%)	
Depreciation on Non-Current Assets		(15,510,953)	(11,628,396)	(11,795,323)		(166,927)	(1.44%)	
Finance Costs		(279,008)	(168,727)	(158,580)		10,147	6.01%	
Insurance Expenses		(879,464)	(732,037)	(807,532)		(75,495)	(10.31%)	▼
Other Expenditure		(1,779,961)	(1,346,633)	(1,052,806)		293,827	21.82%	▲
Loss on Disposal of Assets	8	(57,034)	(42,750)	(87,639)		(44,889)	(105.00%)	▼
Total Operating Expenditure		(52,971,229)	(39,731,978)	(35,653,680)	67%	4,078,298		
Non-cash amounts excluded from operating activities		15,464,253	11,593,404	11,829,535			2.04%	
Adjust Provisions and Accruals		33,708	33,708			(33,708)	(100.00%)	▲
Net Cash from Operations		4,670,363	11,199,273	15,142,632		3,673,521		
Capital Revenues								
Grants, Subsidies and Contributions		15,839,003	11,705,101	4,967,439		(6,737,662)	(57.56%)	▼
Proceeds from Disposal of Assets		822,144	642,213	296,109	36%	(346,104)	(53.89%)	▼
Total Capital Revenues		16,661,147	12,347,314	5,263,548	31%	(7,083,766)		
Capital Expenses								
Land and Buildings	12	(6,956,151)	(2,897,287)	(1,537,469)		1,359,818	46.93%	▲
Infrastructure Assets - Roads & Footpaths	12	(4,004,483)	(3,230,785)	(2,327,730)		903,055	27.95%	▲
Infrastructure Assets - Recreation Areas	12	(19,611,381)	(13,177,137)	(3,986,747)		9,190,390	69.74%	▲
Infrastructure Assets - Drainage	12	(25,000)	0	0		0	100.00%	
Infrastructure Assets - Other	12	(470,695)	(369,534)	(200,605)		168,929	45.71%	▲
Mobile Plant and Equipment	12	(3,361,194)	(2,171,659)	(1,476,046)		695,613	32.03%	▲
Fixed Plant and Equipment	12	(49,525)	(38,747)	(8,885)		29,862	77.07%	▲
Furniture and Equipment	12	(353,151)	(322,647)	(225,071)		97,576	30.24%	▲
Total Capital Expenditure		(34,831,580)	(22,207,796)	(9,762,553)	28%	12,445,243		
Net Cash from Capital Activities		(18,170,433)	(9,860,482)	(4,499,005)		5,361,477		
Financing								
Proceeds from New Borrowings		4,433,072	0	0		0		
Self-Supporting Loan Principal		96,154	48,077	48,077		0	0.00%	
Transfer from Reserves	7	7,042,855	5,525,970	0		(5,525,970)	(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	(5,623,886)	(3,781,064)	(1,121,688)		2,659,376	(70.33%)	▼
Net Cash from Financing Activities		5,397,167	1,517,491	(1,347,768)		(2,865,259)		
Net Operations, Capital and Financing		(8,102,904)	2,856,282	9,295,862		6,169,739		
Opening Funding Surplus(Deficit)	3	7,785,108	7,785,108	7,785,108		0		
Closing Funding Surplus(Deficit)	3	(317,795)	10,641,390	17,080,973		6,169,739		

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 March 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	1,401,966	135,503	1,537,469	2,897,287	6,956,151	(1,359,818)
Infrastructure Assets - Roads & Footpaths	12	2,176,923	150,807	2,327,730	3,230,785	4,004,483	(903,055)
Infrastructure Assets - Recreation Areas	12	3,861,049	125,698	3,986,747	13,177,137	19,611,381	(9,190,390)
Infrastructure Assets - Drainage	12	0	0	0	0	25,000	0
Infrastructure Assets - Other	12	88,590	112,015	200,605	369,534	470,695	(168,929)
Mobile Plant and Equipment	12	123,773	1,352,273	1,476,046	2,171,659	3,361,194	(695,613)
Fixed Plant and Equipment	12	8,885	0	8,885	38,747	49,525	(29,862)
Furniture and Equipment	12	225,071	0	225,071	322,647	353,151	(97,576)
Other Non Current Liabilities	12	0	0	0	0	0	0
Capital Expenditure Totals		7,886,257	1,876,296	9,762,553	22,207,796	34,831,580	(12,445,243)

Funded By:

Capital Grants and Contributions	4,967,439	11,705,101	15,839,003	(6,737,662)
Borrowings	0	0	4,433,072	0
Other (Disposals & C/Fwd)	296,109	642,213	822,144	(346,104)
Total Own Source Funding - Reserve Accounts	0	5,525,970	7,042,855	(5,525,970)
Own Source Funding - Operations	4,499,005	4,334,512	6,694,506	164,493
Capital Funding Total	9,762,553	22,207,796	34,831,580	(12,445,243)

SHIRE OF BROOME
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 31 March 2024

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
Operating Revenues	\$	\$	\$
Governance	228,739	(204,498)	24,241
General Purpose Funding - Rates	26,999,750	2,038	27,001,788
General Purpose Funding - Other	1,859,543	(1,776,568)	82,975
Law, Order and Public Safety	154,693	62,180	216,873
Health	190,650	15,000	205,650
Education and Welfare	83,000	(18,000)	65,000
Housing	706,013	(95,000)	611,013
Community Amenities	6,710,467	83,131	6,793,598
Recreation and Culture	1,625,445	88,194	1,713,639
Transport	995,367	(290,901)	704,466
Economic Services	1,999,840	(246,688)	1,753,152
Other Property and Services	2,606,056	365,178	2,971,234
Total Operating Revenue	44,159,563	(2,015,934)	42,143,629
Operating Expense			
Governance	(2,864,553)	352,532	(2,512,021)
General Purpose Funding	(530,092)	0	(530,092)
Law, Order and Public Safety	(1,658,589)	(99,180)	(1,757,769)
Health	(672,714)	(30,000)	(702,714)
Education and Welfare	(860,522)	0	(860,522)
Housing	(816,762)	0	(816,762)
Community Amenities	(10,152,163)	(58,713)	(10,210,876)
Recreation and Culture	(15,475,832)	(506,916)	(15,982,748)
Transport	(11,011,698)	65,000	(10,946,698)
Economic Services	(3,329,155)	169,408	(3,159,747)
Other Property and Services	(5,234,355)	(256,923)	(5,491,278)
Total Operating Expenditure	(52,606,435)	(364,792)	(52,971,227)
Funding Balance Adjustments			
Non-cash amounts excluded from operating activities	15,464,253	0	15,464,253
Adjust Provisions and Accruals	33,708	0	33,708
Net Cash from Operations	7,051,089	(2,380,726)	4,670,363
Capital Revenues			
Grants, Subsidies and Contributions	10,650,596	5,188,407	15,839,003
Proceeds from Disposal of Assets	718,644	103,500	822,144
Proceeds from Sale of Investments	0		0
Total Capital Revenues	11,369,240	5,291,907	16,661,147

SHIRE OF BROOME
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 31 March 2024

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget (a)
Capital Expenses			
Land Held for Resale	0	0	0
Land Under Control (Crown Land)	0	0	0
Land and Buildings	(3,041,208)	(3,914,944)	(6,956,152)
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)	(3,263,083)	(19,611,381)
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)	(79,552)	(353,151)
Total Capital Expenditure	(27,648,371)	(7,183,210)	(34,831,581)
Net Cash from Capital Activities	(16,279,131)	(1,891,303)	(18,170,434)
Financing			
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	912,144	7,042,855
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)	(1,178,844)	(5,623,886)
Net Cash from Financing Activities	3,581,302	1,815,865	5,397,167
Net Operations, Capital and Financing	(5,646,738)	(2,456,164)	(8,102,904)
Opening Funding Surplus(Deficit)	5,646,738	2,138,370	7,785,108
Closing Funding Surplus(Deficit)	0	(317,795)	(317,795)

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting By Nature or Type	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Rates	61,501	0.23%			
Grants, Subsidies and Contributions	(775,942)	(58.47%)	▼	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
Fees and Charges	(484,994)	(5.35%)			
Interest Earnings	1,033,552	93.85%	▲	Permanent	Interest on Muni funds more than anticipated due to higher than expected interest rates
Other Revenue	(180,871)	(14.60%)	▼	Timing	Broome Visitor Centre rent subsidized, reimbursement for tenancy 10B and 11 less than budgeted.
Profit on Disposal of Assets	(24,315)	(31.28%)	▼	Timing	Sale of assets to continue throughout the year
Operating Expense					
Employee Costs	374,099	2.89%			
Materials and Contracts	3,690,575	32.92%	▲	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 Local Structure Plan
Utility Charges	(3,039)	(0.18%)			
Depreciation on Non-Current Assets	(166,927)	(1.44%)			
Finance Costs	10,147	6.01%			
Insurance Expenses	(75,495)	(10.31%)	▼	Timing	Miss alignment of phasing for LGIS invoices
Other Expenditure	293,827	21.82%	▲	Timing	Broome Visitor Centre in kind donations for the year not occurred yet.
Loss on Disposal of Assets	(44,889)	(105.00%)	▼	Permanent	More assets disposed than budgeted
Non-cash amounts excluded from operating activities	0	2.04%			
Adjust Provisions and Accruals	(33,708)	(100.00%)	▲	Permanent	Contract liabilities
Capital Revenues					
Grants, Subsidies and Contributions	(6,737,662)	(57.56%)	▼	Timing	Not all grant funding has been received for Cable Beach Stage 1. Contribution from Broome Senior High Schools not yet received. BARC tennis court surface renewal income not yet received
Proceeds from Disposal of Assets	(346,104)	(53.89%)	▼	Timing	Disposals to be carried out throughout the year as per the asset replacement plan
Capital Expenses					
Land and Buildings	1,359,818	46.93%	▲	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. Male Oval toilet renewal hasn't started. Admin Building airconditioning renewal is under review
Infrastructure Assets - Roads & Footpaths	903,055	27.95%	▲	Timing	Roads and Footpaths to be completed throughout the financial year
Infrastructure Assets - Recreation Areas	9,190,390	69.74%	▲	Timing	Cable Beach Stage 1 works are continuing throughout the year, BARC renewal have only spent a small portion of allocated budget
Infrastructure Assets - Drainage	0	100.00%			
Infrastructure Assets - Other	168,929	45.71%	▲	Timing	Works on Sam Male Luggier not yet started, tourist bay signage on Cape Leveque Road not complete. Under budget for mobile bin replacement
Mobile Plant and Equipment	695,613	32.03%	▲	Timing	Plant replacement occurs throughout the year
Fixed Plant and Equipment	29,862	77.07%	▲	Timing	Kimberley Regional Office 1 & 2 plant & equipment replacement and upgrades have not yet commenced
Furniture and Equipment	97,576	30.24%	▲	Timing	Reviewing the finalisation of implementation for the Altus payroll system and final payment.
Financing					
Self-Supporting Loan Principal	0	0.00%			

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

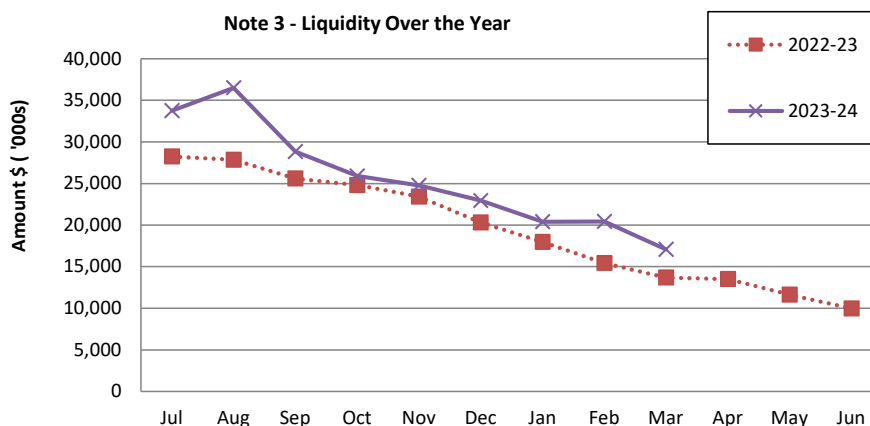
Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting By Nature or Type	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Transfer from Reserves	(5,525,970)	(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%			
Repayment of Self Supporting Loan	(23)	(0.05%)			
Transfer to Reserves	2,659,376	(70.33%)	▼	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 March 2024

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)				
	Note	YTD 31 Mar 2024	30 Jun 2023	YTD 31 Mar 2023
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	22,808,179	15,340,088	7,773,537
Cash Restricted	4	36,464,811	35,137,161	33,369,312
Receivables - Rates	6	1,469,047	651,003	938,159
Receivables - Rates Other		12,274	(45,974)	(81,952)
Receivables - Debtors	6	295,611	567,983	1,044,355
Receivables - Other		78,718	502,696	(233,800)
Other Assets		5,289	248,304	105,684
Inventories		25,220	30,355	34,115
		61,159,149	52,431,615	42,949,410
Less:				
Current Liabilities		(2,181,628)	(3,872,030)	(3,450,627)
Borrowings		(324,952)	(551,033)	(223,518)
		(2,506,580)	(4,423,063)	(3,674,145)
Less: Reserve Accounts	7	(36,258,848)	(35,137,161)	(33,369,312)
Adjustments to net current assets		(5,312,747)	(1,046,185)	
Net Current Funding Position		17,080,973	11,825,207	5,905,953

**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 March 2024

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date	Investment Terms (Days)
(a) Cash Deposits								
Municipal Bank Account	3.85%	8,454,672			4,510,765	CommBank	At Call	
Business Online Saver	4.35%	5,392,625			5,365,669	CommBank	At Call	
Reserve Bank Account	4.35%		2,885,500		5,141,859	CommBank	At Call	
Trust Bank Account	0.00%			206,771	206,771	CommBank	At Call	
Grants Bank Account	4.35%		205,962			CommBank	At Call	
ESCROW - Trust	0.00%		3,373,348		3,373,348	Perpetual	At Call	
Cash On Hand	Nil	4,200			4,200	N/A	On Hand	
(b) Term Deposits								
Term Deposit	5.13%	5,000,000			9,500,000	WBC	24-Apr-24	90
Term Deposit	5.07%		30,000,000		30,000,000	WBC	21-Jun-24	90
Term Deposit	5.07%	5,000,000			5,000,000	WBC	21-Jun-24	90
Total		23,851,497	36,464,811*	206,771±	63,102,612			
Adjustments								
Payment Timing Adjustments**		1,043,318						
Total		22,808,179	36,258,848					

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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 March 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
					\$	\$	\$
		Budget Adoption					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)
		General Purpose Funding					(1,280,646)
30107		Rates Concessions - Op Inc - Rates	OMC 29/02/24 FACR 2	Operating Income		(10,732)	(1,291,378)
32492		Back Rates - Op Inc - Rates	OMC 29/02/24 FACR 2	Operating Income	12,770		(1,278,608)
30301		Grants Commission - Op Inc - Other General Purpose Funding	OMC 29/02/24	Operating Income		(1,776,568)	(3,055,176)
		Governance					(3,055,176)
		Sister City Relations/Japanese Youth Ambassador - Op Exp - Other Governance					
022290			OMC - 14/12/23	Operating Expenditure		(5,000)	(3,060,176)
024040		Election Expenses Op Exp - Members	OMC - 14/12/23	Operating Expenditure		(31,909)	(3,092,085)
022171		Council Newsletter & Community Info Op Exp - Other Governance	OMC - 14/12/23 FACR 1	Operating Expenditure		(7,000)	(3,099,085)
023450		Consultants - Op Exp - Other Governance	OMC - 14/12/23 FACR 1	Operating Expenditure	95,000		(3,004,085)
023449	ME02	McMahon Estate Business Case Grant Expenditure	OMC - 14/12/23 FACR 1	Operating Expenditure		(50,000)	(3,054,085)
0023040		Youth Development Programme & Working Group - Op Exp - Other Governance	OMC - 14/12/23 FACR 1	Operating Expenditure		(5,000)	(3,059,085)
024010		Conferences Travel & Accom Op Exp - Members	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	(3,069,085)
23450		Consultants - Op Exp - Other Governance	SMC 21/12/23 - C/Fwd	Operating Expenditure	2,195		(3,066,890)
22200		Audit Fees Op Exp - Other Governance	SMC 21/12/23 - C/Fwd	Operating Expenditure	120,000		(2,946,890)
23010		Salary - Op Exp - Other Governance	OMC 29/02/24 FACR 2	Operating Expenditure	101,181		(2,845,709)
23010		Salary - Op Exp - Other Governance	OMC 29/02/24 FACR 2	Operating Expenditure	11,130		(2,834,579)
23015		Executive Travel & Accom - Op Exp - Other Governance	OMC 29/02/24 FACR 2	Operating Expenditure	10,000		(2,824,579)
11709		Quarterly Marketing Campaigns - CEO202209 - Op Ex	OMC 29/02/24 FACR 2	Operating Expenditure	30,000		(2,794,579)
22218	ME01	McMahon Estate Business Case Grant Income	OMC 29/02/24 FACR 2	Operating Income		(4,498)	(2,799,077)
		Community Sponsorship Program (Community Development Fund Stream 1, QRG) - Op Exp - Other Governance	OMC 29/02/24 FACR 2	Operating Expenditure	102,010		(2,697,067)
22172		Contribution to Kimberley Zone Secretariat	OMC 29/02/24 FACR 2	Operating Expenditure	5,000		(2,692,067)
		Event Development Fund (EDF) (Stream 2 and 3 Community Development Fund) Op Exp - Other Governance	OMC 29/02/24 FACR 2	Operating Expenditure		(15,075)	(2,707,142)
22174		McMahon Estate Business Case Grant Income	OMC 29/02/24	Operating Income		(200,000)	(2,907,142)
22218	ME01	Transfer to Restricted Cash Reserve - Cap Exp - Other Governance	OMC 29/02/24	Capital Expenditure		(341,946)	(3,249,088)
23696							

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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
		Law, Order and Public Safety					(3,249,088)
509215		Consultants - Op Exp - Animal Control	OMC - 14/12/23 FACR 1	Operating Expenditure		(45,000)	(3,294,088)
051010		Salaries - Op Exp - Fire Prevention	OMC - 14/12/23 FACR 1	Operating Expenditure	136,000		(3,158,088)
051010		Salaries - Op Exp - Fire Prevention	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		(3,143,088)
053015		Relief Staff Exp - Op Exp - Ranger Operations	OMC - 14/12/23 FACR 1	Operating Expenditure		(173,000)	(3,316,088)
052010		Salaries - Op Exp - Animal Control	OMC - 14/12/23 FACR 1	Operating Expenditure		(38,000)	(3,354,088)
052010		Salaries - Op Exp - Animal Control	OMC - 14/12/23 FACR 1	Operating Expenditure		(4,180)	(3,358,268)
053400		Sundry (ORV Etc) Fines & Penalties - Op Inc - Other Law Order & Public Safety	OMC - 14/12/23 FACR 1	Operating Income	42,180		(3,316,088)
53239		Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	SMC 21/12/23 - C/Fwd	Capital Expenditure	100,049		(3,216,039)
51010		Salaries - Op Exp - Fire Prevention	OMC 29/02/24 FACR 2	Operating Expenditure	30,000		(3,186,039)
53015		Relief Staff Exp - Op Exp - Ranger Operations	OMC 29/02/24 FACR 2	Operating Expenditure		(15,000)	(3,201,039)
53033		Security Beach Patrols - Op Exp - Ranger Operations	OMC 29/02/24 FACR 2	Operating Expenditure		(5,000)	(3,206,039)
52442		Revenue Share - E-Scooters - Op Inc - Ranger Operations	OMC 29/02/24 FACR 2	Operating Income	20,000		(3,186,039)
		Health					(3,186,039)
74420		Health Licences - Op Inc - Preventive - Inspection/Admin	OMC 29/02/24 FACR 2	Operating Income	15,000		(3,171,039)
74011		Relief Staff Expenses - Op Exp - Preventive - Inspection/Admin	OMC 29/02/24 FACR 2	Operating Expenditure		(30,000)	(3,201,039)
							(3,201,039)
		Education and Welfare					(3,201,039)
0082675		Grants For Community Programs - Op Inc - Community Services	OMC - 14/12/23 FACR 1	Operating Income	5,000		(3,196,039)
82670		Grant Income - Comm Services	SMC 21/12/23 - C/Fwd	Operating Income		(23,000)	(3,219,039)
							(3,219,039)
		Housing					(3,219,039)
95900		Loan Received - Cap Inc - Staff Housing	OMC 31/08/2023	Capital Income	2,966,000		(253,039)
95810	095812	Shire Key Worker Housing - Capex New 2023/24	OMC 31/08/2023	Capital Expenditure		(2,966,000)	(3,219,039)
95400		Rented Staff Housing Annual Operating Income - Staff housing	OMC 29/02/24 FACR 2	Operating Income		(50,000)	(3,269,039)
96203		11/6 Ibis Way - Rent & Recoup Income - Op Inc	OMC 29/02/24 FACR 2	Operating Income		(10,000)	(3,279,039)
96204		2/46 Tanami Drive - Rent & Recoup Income - Op Inc	OMC 29/02/24 FACR 2	Operating Income		(10,000)	(3,289,039)
96205		4/46 Tanami Drive - Rent & Recoup Income - Op Inc	OMC 29/02/24 FACR 2	Operating Income		(25,000)	(3,314,039)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 March 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
		Community Amenities					(3,314,039)
101896	101897	Community Recycling Centre - RRP - Cap Exp	OMC - 14/12/23	Capital Expenditure		(770,000)	(4,084,039)
101995		Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	OMC - 14/12/23	Capital Income	770,000		(3,314,039)
101535	101536	Fixed Plant & Equip New Cap Exp - San Gen Refuse	OMC - 14/12/23 FACR 1	Capital Expenditure		(6,500)	(3,320,539)
107071	107024	Town Beach Ablutions (New) - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	8,000		(3,312,539)
107071	107071	Male Oval Ablutions - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		(3,297,539)
107071	107073	Cable Beach Ablutions - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	8,000		(3,289,539)
107071	107077	Gantheaume Point Ablutions - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(5,000)	(3,294,539)
107010	107011	Male Oval Ablutions - Reactive Maint - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(6,000)	(3,300,539)
107666	107765	Town Beach Toilet Block Renewal Inc Furn & Services - Build Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure		(8,000)	(3,308,539)
101034		Home composting / Waste Education - Op Exp	SMC 21/12/23 - C/Fwd	Operating Expenditure	95		(3,308,444)
104282		Transfer to Developer Contributions Drainage Reserve - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure		(41,820)	(3,350,264)
101896	101897	Community Recycling Centre - RRP - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure	10,816		(3,339,448)
101410		Kerbside collection - Op Inc - Sanitation Gen Refuse	OMC 29/02/24 FACR 2	Operating Income	17,287		(3,322,161)
101411		C'van Pk & Additional Services - Op Inc - Sanitation Gen Refuse	OMC 29/02/24 FACR 2	Operating Income	10,264		(3,311,897)
101424		EDL Lease - Op Inc - Sanitation Gen Refuse	OMC 29/02/24 FACR 2	Operating Income	5,580		(3,306,317)
107035		General CCTV & Wireless Network Maint - Op Exp - Other Comm Amen	OMC 29/02/24 FACR 2	Operating Expenditure		(65,000)	(3,371,317)
105546	105550	Town Beach Foreshore Management and Implementation Plan	OMC 29/02/24 FACR 2	Operating Expenditure		(13,808)	(3,385,125)
101516		Building New Const - Cap Exp - Sanitation Gen Refuse	OMC 29/02/24 FACR 2	Capital Expenditure		(81,664)	(3,466,789)
102556		Furniture & Equip New Cap Exp - San Gen Refuse	OMC 29/02/24 FACR 2	Capital Expenditure		(28,000)	(3,494,789)
107675	107676	Male Oval Toilets Renewal Cap Exp	OMC 29/02/24 FACR 2	Capital Expenditure		(225,000)	(3,719,789)
101642		Non-Operating Grant - Sanitation - General Refuse	OMC 29/02/24 FACR 2	Capital Income	81,664		(3,638,125)
104482		Headworks Contribution - Non Op Inc - Urban Stormwater Drainage	OMC 29/02/24 FACR 2	Capital Income	15,000		(3,623,125)
101423		Sundry Income (Inc. GST) - Op Inc - Sanitation Gen Refuse	OMC 29/02/24 FACR 2	Operating Income	50,000		(3,573,125)
101515		Transfer to Refuse Reserve - Cap Exp - Sanitation Gen Refuse	OMC 29/02/24 FACR 2	Capital Expenditure		(49,551)	(3,622,676)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 March 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
		Recreation and Culture					(3,622,676)
0117186	117186	Inflatable Expenses - AQUATIC	OMC 19/10/23	Operating Expenditure		(17,000)	(3,639,676)
117002	117002	Salary - Lifeguard - Op Exp - BRAC Aquatic	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		(3,624,676)
117003		Relieving Staff Exp - Op Exp - BRAC Aquatic	OMC - 14/12/23 FACR 1	Operating Expenditure		(15,000)	(3,639,676)
116119	116120	Bme Civic Centre Other Infrastructure Renewal - Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure	35,000		(3,604,676)
116495		Performance Production Expenses - Broome Civic - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	(3,614,676)
116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC - 14/12/23 FACR 1	Operating Income	10,000		(3,604,676)
115480		Grant Program Income - Op Inc - Library (Expense in 115280)	OMC - 14/12/23 FACR 1	Operating Income	7,500		(3,597,176)
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	OMC - 14/12/23 FACR 1	Operating Expenditure		(7,500)	(3,604,676)
113131	CB04	Cable Beach Stage 1 BBRF Grant Expenditure	OMC - 14/12/23 FACR 1	Capital Expenditure	333,496		(3,271,180)
113131	CB02	Cable Beach Stage 1 - Other	OMC - 14/12/23 FACR 1	Capital Expenditure		(300,000)	(3,571,180)
1181427		Cable Beach Redevelopment (Construction) - Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure		(33,496)	(3,604,676)
116175		Community Storage Shed Expenditure	OMC - 14/12/23 FACR 1	Operating Expenditure		(9,700)	(3,614,376)
113000	113052	Public BBQs Cleaning - OP Ex	OMC - 14/12/23 FACR 1	Operating Expenditure		(8,744)	(3,623,120)
113000	113053	Pressure washing of public Infrastructure - OP Ex	OMC - 14/12/23 FACR 1	Operating Expenditure		(35,361)	(3,658,481)
113000	113544	Water Park Cleaning - OP Ex	OMC - 14/12/23 FACR 1	Operating Expenditure		(15,404)	(3,673,885)
115281	115320	Library - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	10,000		(3,663,885)
116494		Broome Civic Centre - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	10,000		(3,653,885)
116489		Operational Expenses - Broome Civic Centre - Production/Events	OMC - 14/12/23 FACR 1	Operating Expenditure		(16,000)	(3,669,885)
117000	117052	BRAC - Operating Expense, Security & Insurance - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	5,000		(3,664,885)
113061		Townbeach Coastal Infrastructure Maint - Op Exp - Other Rec & Sport	OMC - 14/12/23 FACR 1	Operating Expenditure		(11,320)	(3,676,205)
117218	117219	Medland Pavilion - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(3,000)	(3,679,205)
117156		Program Annual Events - Op Exp - BRAC Dry	OMC - 14/12/23 FACR 1	Operating Expenditure	3,000		(3,676,205)
113001	113003	Haynes Oval Pavilion - Planned Maint & Minor Works - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(5,000)	(3,681,205)
116480	116481	Equipment Renewal - Op Exp - Bme Civic Centre	OMC - 14/12/23 FACR 1	Operating Expenditure		(55,000)	(3,736,205)
117024	117025	BRAC Gym and Fitness Facility - Detailed Design / Tender Package- Cap Ex	SMC 21/12/23 - C/Fwd	Capital Expenditure	66,269		(3,669,936)
1181427		Cable Beach Redevelopment (Construction) - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure		(40,802)	(3,710,738)
116491		Minor Assets - Op Exp - Bme Civic Centre	SMC 21/12/23 - C/Fwd	Operating Expenditure	1,350		(3,709,388)
116491		Minor Assets - Op Exp - Bme Civic Centre	SMC 21/12/23 - C/Fwd	Operating Expenditure		(30,000)	(3,739,388)
116491		Minor Assets - Op Exp - Bme Civic Centre	SMC 21/12/23 - C/Fwd	Operating Expenditure		(12,500)	(3,751,888)
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	SMC 21/12/23 - C/Fwd	Operating Expenditure		(4,000)	(3,755,888)
0116120		Public Art Masterplan- Op Exp - Other Culture	SMC 21/12/23 - C/Fwd	Operating Expenditure		(9,043)	(3,764,931)
1181425	1181426	Cable Beach Foreshore Upgrade	SMC 21/12/23 - C/Fwd	Capital Expenditure	50,000		(3,714,931)
113027	113029	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	SMC 21/12/23 - C/Fwd	Capital Expenditure	10,000		(3,704,931)
113128		Cable Beach - Non Op Grant - Other Recreation & Sport - CAP INC	SMC 21/12/23 - C/Fwd	Capital Income	228,809		(3,476,122)
113128		Cable Beach - Non Op Grant - Other Recreation & Sport - CAP INC	SMC 21/12/23 - C/Fwd	Capital Income	316,412		(3,159,710)
113132	CB101	Cable Beach Stage 1 RTR/RPG Grant Income - Cable Beach Road West	SMC 21/12/23	Capital Income	80,000		(3,079,710)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 March 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
113131	CB01	Cable Beach Stage 1 RTR/RPG Grant Expenditure - Cable Beach Road West	SMC 21/12/23	Capital Expenditure		(80,000)	(3,159,710)
113132	CB103	Cable Beach Stage 1 PACP Grant Income	SMC 21/12/23	Capital Income	2,100,000		(1,059,710)
113131	CB03	Cable Beach Stage 1 PACP Grant Expenditure	SMC 21/12/23	Capital Expenditure		(2,100,000)	(3,159,710)
113132	CB110	Cable Beach Stage 1 LRCI Grant Income Phase 4	SMC 21/12/23	Capital Income	966,491		(2,193,219)
113131	CB10	Cable Beach Stage 1 LRCI Grant Expenditure Phase 4	SMC 21/12/23	Capital Expenditure		(966,491)	(3,159,710)
116125	116132	Cape Leveque Tourist Bay and Signage	SMC 21/12/23 - C/Fwd	Capital Expenditure	35,000		(3,124,710)
113702		Club Development Officer Programs Exp - Rec Services	SMC 21/12/23 - C/Fwd	Operating Expenditure	22,500		(3,102,210)
116486		Salary - Op Exp - Broome Civic Centre - Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure		(32,000)	(3,134,210)
117266		Multipurpose Room Hire Inc - BRAC	OMC 29/02/24 FACR 2	Operating Income		(18,000)	(3,152,210)
117286		Inflatable Hire Fees - Op Inc - BRAC Aquatic	OMC 29/02/24 FACR 2	Operating Income		(5,000)	(3,157,210)
117410		Entry Fees and Spectator Fees - Op Inc - BRAC Aquatic	OMC 29/02/24 FACR 2	Operating Income	40,000		(3,117,210)
116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	OMC 29/02/24 FACR 2	Operating Income	10,000		(3,107,210)
117326		Transfer From Building Reserve - Cap Inc - BRAC Dry	OMC 29/02/24 FACR 2	Capital Income	62,000		(3,045,210)
113704	113707	Public Open Space Strategy	OMC 29/02/24 FACR 2	Operating Expenditure		(43,000)	(3,088,210)
1181425	1181426	Cable Beach Foreshore Upgrade	OMC 29/02/24 FACR 2	Capital Expenditure		(83,738)	(3,171,948)
117010	117011	Aquatic Building & Pool General Maint Exp	OMC 29/02/24 FACR 2	Operating Expenditure		(10,000)	(3,181,948)
117081	117082	General Building & Facility Maint - BRAC Dry - Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure		(25,000)	(3,206,948)
117148		Group Fitness Program - Op Exp - BRAC - Aquatic	OMC 29/02/24 FACR 2	Operating Expenditure		(15,000)	(3,221,948)
117397	TC01	Tennis Court Surface Renewal Expenditure	OMC 29/02/24 FACR 2	Capital Expenditure	49,684		(3,172,264)
117399	117422	BRAC Outdoor Court Scoreboard - Cap Ex	OMC 29/02/24 FACR 2	Capital Expenditure		(14,820)	(3,187,084)
116470	116471	Broome Civic Centre Building General Maint Exps - Op Exp Bme Civic Centre	OMC 29/02/24 FACR 2	Operating Expenditure		(36,000)	(3,223,084)
113755		Civic Centre Building Renewal (Inc Plant & Furn) - Cap Exp - Public Halls	OMC 29/02/24 FACR 2	Capital Expenditure	20,000		(3,203,084)
116491		Minor Assets - Op Exp - Bme Civic Centre	OMC 29/02/24 FACR 2	Operating Expenditure	50,000		(3,153,084)
116495		Performance Production Expenses - Broome Civic - Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure		(28,000)	(3,181,084)
113001	113002	Haynes Oval Pavilion General Maint - Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure		(15,000)	(3,196,084)
117210	117213	Father McMahon Oval Lighting - Reactive Maint - Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure		(134,000)	(3,330,084)
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	OMC 29/02/24 FACR 2	Operating Expenditure		(13,694)	(3,343,778)
115281	115291	Library Reactive Maint - Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure		(7,500)	(3,351,278)
113027	113029	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	OMC 29/02/24 FACR 2	Capital Expenditure	8,264		(3,343,014)
113131	CB03	Cable Beach Stage 1 PACP Grant Expenditure	OMC 29/02/24 FACR 2	Capital Expenditure		(110,000)	(3,453,014)
117315	117316	BRAC Building Renewal - Cap Exp - BRAC Dry	OMC 29/02/24 FACR 2	Capital Expenditure		(62,000)	(3,515,014)
117399	117420	BRAC Grid Solar Connection	OMC 29/02/24 FACR 2	Capital Expenditure	22,500		(3,492,514)
117339	TC02	Tennis Court Surface Renewal Income	OMC 29/02/24 FACR 2	Capital Income		(49,684)	(3,542,198)
113132	CB103	Cable Beach Stage 1 PACP Grant Income	OMC 29/02/24 FACR 2	Capital Income	110,000		(3,432,198)
116483		Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	OMC 29/02/24 FACR 2	Operating Income	30,000		(3,402,198)
115480		Grant Program Income - Op Inc - Library (Expense in 115280)	OMC 29/02/24 FACR 2	Operating Income	13,694		(3,388,504)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 March 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
		Transport					(3,388,504)
121100	121716	Port Drive – Guy Street Intersection Upgrade	OMC - 14/12/23 FACR 1	Capital Expenditure		(10,184)	(3,398,688)
129411		Capital Works Program Projects - Upgrade (Stewart St) Non Op Grant	OMC - 14/12/23 FACR 1	Capital Income	80,188		(3,318,500)
121950		Transfer to Road Reserve - Cap Exp - Cons Streets Roads Bridges Dep	OMC - 14/12/23 FACR 1	Capital Expenditure		(80,000)	(3,398,500)
121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd	OMC - 14/12/23 FACR 1	Operating Income		(18,834)	(3,417,334)
121782		Dev Contrib - Footpaths	OMC - 14/12/23 FACR 1	Capital Income	30,018		(3,387,316)
125141		Transfer to Developer Contributions Footpaths Reserve - Cap Exp	OMC - 14/12/23 FACR 1	Capital Expenditure		(30,018)	(3,417,334)
125141		Transfer to Developer Contributions Footpaths Reserve - Cap Exp	SMC 21/12/23 - C/Fwd	Capital Expenditure		(81,951)	(3,499,285)
125140	125277	Broome North Subdivision - New Footpath construction	SMC 21/12/23 - C/Fwd	Capital Expenditure	7,298		(3,491,987)
125140	125172	Footpaths - Various	SMC 21/12/23 - C/Fwd	Capital Expenditure	52,464		(3,439,523)
121100	121716	Port Drive – Guy Street Intersection Upgrade	SMC 21/12/23 - C/Fwd	Capital Expenditure	3,564		(3,435,959)
121771		Black Spot State Non Op Grant	SMC 21/12/23 - C/Fwd	Capital Income		(2,667)	(3,438,626)
129411		Capital Works Program Projects - Upgrade (Stewart St) Non Op Grant	SMC 21/12/23 - C/Fwd	Capital Income	219,211		(3,219,415)
121771		Black Spot State Non Op Grant	SMC 21/12/23 - C/Fwd	Capital Income	384,000		(2,835,415)
120306		DRFAWA Natural Disaster Grant - Op Grants	SMC 21/12/23 - C/Fwd	Operating Income	309,897		(2,525,518)
125253		Contribution Non Op - Broome SHS Carparking	SMC 21/12/23 - C/Fwd	Capital Income	510,000		(2,015,518)
121100	RU229	De Marchi Road Black Spot - Cap Exp	OMC 29/02/24 FACR 2	Capital Expenditure		(11,228)	(2,026,746)
121100	121716	Port Drive – Guy Street Intersection Upgrade	OMC 29/02/24 FACR 2	Capital Expenditure	11,228		(2,015,518)
0125141		Transfer to Developer Contributions Footpaths Reserve - Cap Exp	OMC 29/02/24 FACR 2	Capital Expenditure		(118,965)	(2,134,483)
121782		Dev Contrib - Footpaths	OMC 29/02/24 FACR 2	Capital Income	118,965		(2,015,518)
122000	121011	Sector 1 Chinatown - Works Maint	OMC 29/02/24 FACR 2	Operating Expenditure	30,000		(1,985,518)
123000	123000	Mtce Strees, Rds - Rural Summary Budget Only -No Post-Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure	75,000		(1,910,518)
121990	121990	Carpark - Works Maint	OMC 29/02/24 FACR 2	Operating Expenditure	10,000		(1,900,518)
122000	121011	Sector 1 Chinatown - Works Maint	OMC 29/02/24 FACR 2	Operating Expenditure		(30,000)	(1,930,518)
122000	121029	Sector 6 Broome North / Blue Haze - Works Maint	OMC 29/02/24 FACR 2	Operating Expenditure	15,000		(1,915,518)
122000	121030	Sector 7 LIA, HIA and Port - Works Maint	OMC 29/02/24 FACR 2	Operating Expenditure	15,000		(1,900,518)
122000	121025	Sector 2 Cable Beach - Works Maint	OMC 29/02/24 FACR 2	Operating Expenditure	25,000		(1,875,518)
123000	123000	Mtce Strees, Rds - Rural Summary Budget Only -No Post-Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure		(75,000)	(1,950,518)
120305		WALGGC Road Grants Untied Op Grant Rec'd	OMC 29/02/24	Operating Income		(581,964)	(2,532,482)

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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
		Economic Services					
1367301		A Sporting Chance Grants - Op Inc - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Income	29,378		(2,532,482)
1367301		A Sporting Chance Grants - Op Inc - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Income		(100,000)	(2,503,104)
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	88,004		(2,603,104)
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	17,458		(2,515,100)
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	1,920		(2,497,642)
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1	Operating Expenditure	622		(2,495,722)
		Transfer to Restricted Cash Reserve - Cap Exp - Economic Services Special Projects	OMC - 14/12/23 FACR 1				(2,495,100)
1367998				Capital Expenditure		(37,382)	(2,532,482)
1367457		Place Activation Plan	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	(2,542,482)
1367304	PA01	Place Activation Income	OMC - 14/12/23 FACR 1	Operating Income	10,000		(2,532,482)
132060		Tourism Development - Op Exp - Tourism & Area Promotion	OMC - 14/12/23 FACR 1	Operating Expenditure	40,000		(2,492,482)
1367210		Economic Development Program Expense - Op Exp - Other Economic Services	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	(2,502,482)
132050	132052	Broome Visitor Centre - Reactive Maint - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(10,000)	(2,512,482)
132960		Transfer From Building Reserve - Tourism & Area Pro	OMC - 14/12/23 FACR 1	Capital Income	10,000		(2,502,482)
1367459		A Sporting Chance - Op Exp - Economic Services Special Projects	SMC 21/12/23 - C/Fwd	Operating Expenditure	28,495		(2,473,987)
1367457		Place Activation Plan	SMC 21/12/23 - C/Fwd	Operating Expenditure	12,726		(2,461,261)
132314		Sanctuary Caravan Park Op Exp - Tourism & Area Promotion	OMC 29/02/24 FACR 2	Operating Expenditure	78,066		(2,383,195)
1367457		Place Activation Plan	OMC 29/02/24 FACR 2	Operating Expenditure		(10,000)	(2,393,195)
1367460	RC02	Remote Chance Project - Grant Expenditure	OMC 29/02/24 FACR 2	Operating Expenditure		(70,000)	(2,463,195)
132050	132051	Broome Visitor Centre - Operating Expense - Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure	12,117		(2,451,078)
132410		Roebuck Bay CP - Rent & Recoup Income - Op Inc	OMC 29/02/24 FACR 2	Operating Income		(150,000)	(2,601,078)
132383	SR01	Sanctuary Road Detailed Design 23-24 Income	OMC 29/02/24 FACR 2	Operating Income		(116,066)	(2,717,144)
1367304	PA01	Place Activation Income	OMC 29/02/24 FACR 2	Operating Income	10,000		(2,707,144)
1367304	RC01	Remote Chance Project - Grant Income	OMC 29/02/24 FACR 2	Operating Income	70,000		(2,637,144)

SHIRE OF BROOME

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 March 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
		Other Property and Services					(2,637,144)
142212		Interest Rec on Muni Investment - Op Inc - General Administration O'Heads	OMC - 14/12/23 FACR 1	Operating Income	121,566		(2,515,578)
142231		Consultants Corp Serv - Op Exp - Corp Gov Support	OMC - 14/12/23 FACR 1	Operating Expenditure		(85,000)	(2,600,578)
142122		Statutory fees and taxes - Op Exp - General Administration O'Heads	OMC - 14/12/23 FACR 1	Operating Expenditure		(43,594)	(2,644,172)
146105		Salary - Op Exp - IT	OMC - 14/12/23 FACR 1	Operating Expenditure	195,072		(2,449,100)
146105		Salary - Op Exp - IT	OMC - 14/12/23 FACR 1	Operating Expenditure	44,928		(2,404,172)
146111		IT Contract Consultants - Exp	OMC - 14/12/23 FACR 1	Operating Expenditure		(240,000)	(2,644,172)
146120		Equip & H'Ware > \$5000 Cap Exp - IT	OMC - 14/12/23 FACR 1	Capital Expenditure		(15,500)	(2,659,672)
142796		Transfer From Equipment & Insurance Reserve	OMC - 14/12/23 FACR 1	Capital Income	15,500		(2,644,172)
		Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General	OMC - 14/12/23 FACR 1				
147585				Operating Income	17,000		(2,627,172)
142000	142000	Haas St Office - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	15,000		(2,612,172)
147270	147270	KRO - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	5,000		(2,607,172)
148100	148296	Depot - Operating Expense - Op Exp	OMC - 14/12/23 FACR 1	Operating Expenditure	22,500		(2,584,672)
0148611		Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	SMC 21/12/23 - C/Fwd	Capital Expenditure		(42,273)	(2,626,945)
147100	147100	Admin Building - Packaged Plant- Cap Ex	SMC 21/12/23 - C/Fwd	Capital Expenditure	586		(2,626,359)
0112054		Town Beach Café preliminary site investigation - Op Exp	SMC 21/12/23 - C/Fwd	Operating Expenditure	4,500		(2,621,859)
146122		Software Cap Exp - IT (dont use)	SMC 21/12/23 - C/Fwd	Capital Expenditure		(17,732)	(2,639,591)
146555		Transfer From Building Reserve Leased Comm Facilities - Un Clas	SMC 21/12/23 - C/Fwd	Capital Income		(170,356)	(2,809,947)
143601		Proceeds from Sale of Assets - Cap Inc - Parks & Gardens Operations	SMC 21/12/23 - C/Fwd	Capital Income	33,500		(2,776,447)
148600		Proceeds from Sale of Assets - Cap Inc - Works Operations	SMC 21/12/23 - C/Fwd	Capital Income	70,000		(2,706,447)
146120		Equip & H'Ware > \$5000 Cap Exp - IT	OMC 29/02/24 FACR 2	Capital Expenditure		(26,000)	(2,732,447)
147589		Transfer From Building Reserve - Cap Inc - Other Buildings Leased	OMC 29/02/24 FACR 2	Capital Income	225,000		(2,507,447)
142006		Salary - Op Exp - Human Resources	OMC 29/02/24 FACR 2	Operating Expenditure		(11,130)	(2,518,577)
142006		Salary - Op Exp - Human Resources	OMC 29/02/24 FACR 2	Operating Expenditure		(101,181)	(2,619,758)
142004		Salary - Op Exp - Finance	OMC 29/02/24 FACR 2	Operating Expenditure	13,000		(2,606,758)
142004		Salary - Op Exp - Finance	OMC 29/02/24 FACR 2	Operating Expenditure	5,000		(2,601,758)
142010		Salary - Op Exp - Gen Admin	OMC 29/02/24 FACR 2	Operating Expenditure	40,000		(2,561,758)
146105		Salary - Op Exp - IT	OMC 29/02/24 FACR 2	Operating Expenditure	3,428		(2,558,330)
146105		Salary - Op Exp - IT	OMC 29/02/24 FACR 2	Operating Expenditure	24,909		(2,533,421)
146106		Salary - Op Exp - Records	OMC 29/02/24 FACR 2	Operating Expenditure	17,920		(2,515,501)
146106		Salary - Op Exp - Records	OMC 29/02/24 FACR 2	Operating Expenditure	2,185		(2,513,316)
142193		Relief Staff - Op Exp - Finance - Corp. Gov. & Support	OMC 29/02/24 FACR 2	Operating Expenditure		(18,000)	(2,531,316)
142233		Consultants Administration Dept - Op Exp - Corp Gov Support	OMC 29/02/24 FACR 2	Operating Expenditure		(40,000)	(2,571,316)
143080		Works Protective Clothing - Op Exp - Works Operations	OMC 29/02/24 FACR 2	Operating Expenditure	10,000		(2,561,316)
148271		Workshop Consumables Exp - Depot	OMC 29/02/24 FACR 2	Operating Expenditure		(19,000)	(2,580,316)
143038		Consultants Engineering Office	OMC 29/02/24 FACR 2	Operating Expenditure		(20,000)	(2,600,316)
142000	142056	Haas St Office - Reactive Maint - Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure		(21,500)	(2,621,816)
147270	147274	3KRO2 - Reactive Maint - Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure		(8,500)	(2,630,316)
149420	149421	BOSCCA - Reactive Maint - Op Exp	OMC 29/02/24 FACR 2	Operating Expenditure		(16,000)	(2,646,316)
142122		Statutory fees and taxes - Op Exp - General Administration O'Heads	OMC 29/02/24 FACR 2	Operating Expenditure		(16,460)	(2,662,776)
148019		Fees & Commission on Plant Sales - Depot Operations	OMC 29/02/24 FACR 2	Operating Expenditure		(20,000)	(2,682,776)
142212		Interest Rec on Muni Investment - Op Inc - General Administration O'Heads	OMC 29/02/24 FACR 2	Operating Income	50,000		(2,632,776)
		Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General					
147585			OMC 29/02/24 FACR 2	Operating Income	178,612		(2,454,164)

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

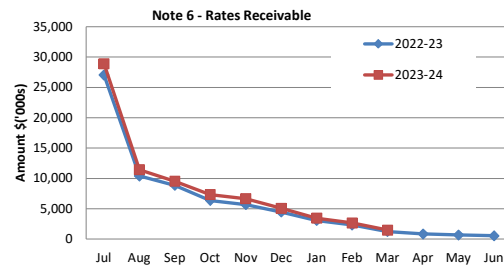
Note 5: BUDGET AMENDMENTS
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
142995		Reimbursement Property Dept Legal Fee - Op Inc - Corp Gov & Supp (Legal opex refer 144027)	OMC 29/02/24 FACR 2	Operating Income		(10,000)	(2,464,164)
149410		BOSCCA - Rent & Recoup Income - Op Inc	OMC 29/02/24 FACR 2	Operating Income	8,000		(2,456,164)
					12,961,015	(15,417,179)	(2,456,164)

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

Note 6: RECEIVABLES

Receivables - Rates Receivable	YTD 31 Mar 2024	30 Jun 2023
	\$	\$
Opening Arrears Previous Years	651,003	755,425
Levied this year	26,587,193	24,990,045
Less Collections to date	(25,769,148)	(25,094,468)
Equals Current Outstanding	1,469,047	651,003
Net Rates Collectable	1,469,047	651,003
% Collected	94.61%	97.47%



Comments/Notes - Receivables Rates

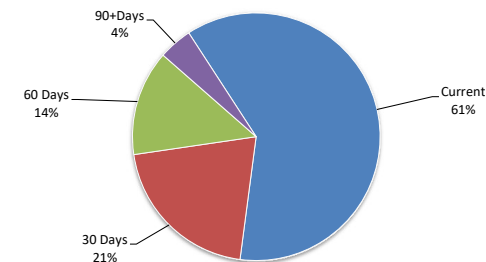
* NOTE - Rates were raised on 18 July 2023 and are due on 24 August 2023.

**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	(119,507)	265,290	89,291	59,577	18,965
Total Receivables General Outstanding					313,616

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

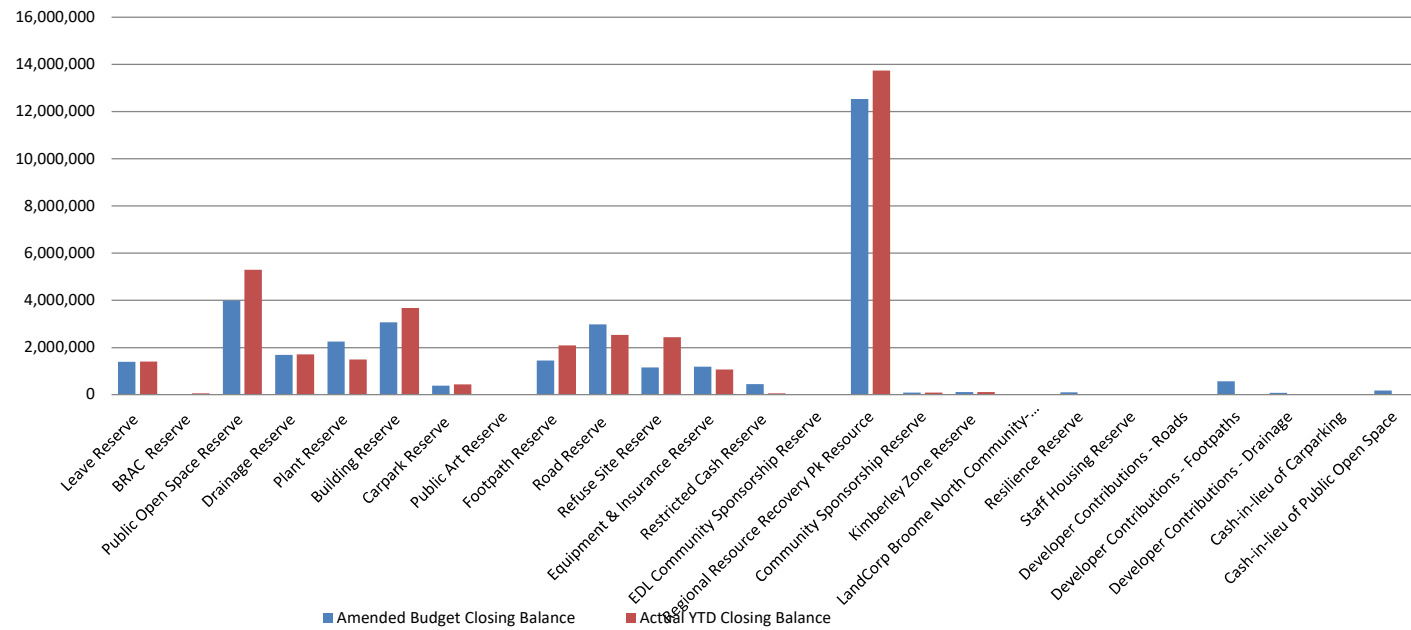
SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

Note 7: Reserve Accounts

2023-24									
Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	1,367,316	33,708	43,730	0	(0)	0	0	1,401,024	1,411,046
BRAC Reserve	60,541	1,494	1,936	0	0	41,114	0	20,921	62,477
Public Open Space Reserve	5,126,978	96,451	163,972	397,211	0	1,629,053	0	3,991,587	5,290,950
Drainage Reserve	1,659,384	41,411	53,071	22,692	(0)	34,423	0	1,689,064	1,712,455
Plant Reserve	1,446,090	36,730	46,249	1,123,338	0	353,284	0	2,252,874	1,492,340
Building Reserve	3,556,699	83,720	113,751	572,010	0	1,151,463	0	3,060,966	3,670,450
Carpark Reserve	424,719	9,960	13,583	56,187	0	105,188	0	385,678	438,302
Public Art Reserve	6,428	159	206	0	(0)	0	0	6,587	6,633
Footpath Reserve	2,032,606	47,184	65,007	135,294	0	760,528	0	1,454,556	2,097,613
Road Reserve	2,451,865	48,153	78,416	712,384	1	231,981	0	2,980,421	2,530,281
Refuse Site Reserve	2,367,508	65,521	75,718	49,551	0	1,321,141	0	1,161,439	2,443,226
Equipment & Insurance Reserve	1,039,887	23,834	33,258	139,000	(0)	15,500	0	1,187,221	1,073,145
Restricted Cash Reserve	65,000	0	0	379,328	0	0	0	444,328	65,000
EDL Community Sponsorship Reserve	28,133	1,584	900	0	(0)	0	0	29,717	29,033
Regional Resource Recovery Pk Resource	13,313,641	198,903	425,801	200,000	(0)	1,189,180	0	12,523,364	13,739,442
Community Sponsorship Reserve	84,289	2,080	2,696	0	(0)	0	0	86,369	86,985
Kimberley Zone Reserve	106,077	10,075	3,393	0	0	0	0	116,152	109,470
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	782,630	0	210,000	0	572,630	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	1,121,686	4,922,919	2	7,042,855	0	33,718,192	36,258,848

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

Note 7: Reserve Accounts



SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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)				
\$	\$	\$	\$		\$	\$	\$
				P Number Plant and Equipment			
				0 P9914 ALL TERRAIN VEHICLE 4WD - BEACH AREA (REPLACES P9911) - Used by CCC and Weed Control	(1,580)	0	0
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 March 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 March 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										
Differential General Rate										
Gross Rental Valuations										
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
Unimproved Value Valuations										
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
Sub-Totals			6,506	279,658,663	25,848,939	150,000	25,998,938	25,998,939	0	25,998,939
Minimum Payment		Minimum \$								
Gross Rental Valuations										
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
Unimproved Value Valuations										
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
Sub-Totals			493	2,459,260	610,164	0	610,164	610,164	0	610,164
Charitable Concessions							26,609,103			26,609,103
Totals							(47,903)			(47,903)
							26,561,200			26,561,200

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 March 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
Self Supporting Loans								
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 March 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-Mar-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 March 2024

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Mar 2024				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
		Governance							
121%	●	Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Other Gov	0023571		60,000	44,982	0	(12,817)	72,817
121%	●	Governance Total			60,000	44,982	0	(12,817)	72,817
		Law, Order And Public Safety							
100%	●	Surf Club Building Upgrade (Inc Plant & Furniture) Cap Exp-Law Ord & PS	53239		155,720	155,720	155,815	(95)	0
100%	●	Law, Order And Public Safety Total			155,720	155,720	155,815	(95)	0
		Housing							
65%	⦿	Staff housing 8 & 11/ 6 Ibis Way - fit out- Cap Ex	0095810	095810	22,919	17,190	14,812	8,107	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	095812	2,966,000	0	636	2,965,364	0
1%	○	Housing			2,993,319	19,390	17,563	2,975,756	0
		Community Amenities							
99%	●	Fixed Plant & Equip New Cap Exp - San Gen Refuse	101535	101536	6,500	6,500	6,445	55	0
36%	○	Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	101550	101552	207,011	155,187	0	131,603	75,408
0%	○	WMF - Sea Container & Dome Work Area Shade	101555	101559	33,968	25,461	0	33,968	0
81%	●	Community Recycling Centre - RRP - Cap Exp	101896	101897	897,738	478,082	729,151	168,587	0
No Budget	☒	RRRP Waste Facility - Yr 1 CRC	101896	101898	0	0	79,489	(79,489)	0
100%	●	Furniture & Equip New Cap Exp - San Gen Refuse	102556		125,500	125,500	125,500	0	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	181,935	0	242,698	0
40%	●	Japanese Cemetery New Infra by P & G - Cap Exp	107550	107550	49,768	37,305	20,060	29,708	0
18%	○	Town Beach Toilet Block Renewal Inc Furn & Services - Build Cap Exp	107666	107765	8,000	3,999	0	6,541	1,459
0%	○	Mobile Plant & Equipment Renewal (Replacement) - Cap Exp - Sanitation Other	1042510		448,000	335,862	0	448,000	0
80%	●	Building New Const - Cap Exp - Sanitation Gen Refuse	101516		81,664	32,666	65,335	16,329	0
		Male Oval Toilets Renewal Cap Exp	107675	107676	225,000	225,000	0	221,818	3,182
52%	●	Community Amenities Total			2,125,847	1,382,497	1,025,980	1,023,000	76,867

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Mar 2024				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
		Recreation And Culture							
36%	○	BRAC Gym and Fitness Facility - Detailed Design / Tender Package- Cap Ex	0117024	117025	852,438	639,333	309,625	542,813	0
0%	○	BRAC Building Renewal - Cap Exp - BRAC Dry	0117315	117316	166,400	166,400	0	166,400	0
55%	●	Civic Centre Building Renewal (Inc Plant & Furn) - Cap Exp - Public Halls	0113755		135,000	101,250	0	61,235	73,765
6%	○	Town Beach Redevelopment - Catalina Boat Ramp - Cap Exp	1181403		182,500	136,818	10,203	172,297	0
77%	●	Cable Beach Stage 1 - Other	0113131	CB02	1,112,270	759,201	853,278	258,993	0
		Bme Civic Centre Other Infrastructure Renewal - Cap Exp	0116119	116120	0	0	0	0	0
3%	○	Tennis Court Surface Renewal Expenditure	0117397	TC01	248,537	186,399	0	240,274	8,263
40%	●	Parks & Gardens Works Renewal Infra - Cap Exp	0113551	113795	261,065	195,714	0	156,218	104,847
0%	○	Haynes Oval Infra Upgrade Const by P&G - Cap Exp - Pks & Ovl	0113552	113617	15,000	11,241	0	15,000	0
0%	○	BRAC Oval Upgrade of Infra - Cap Exp	0117450	117452	339,565	254,565	0	339,565	0
0%	○	RUBBERISED MATS - Cap Exp	0113551	133796	117,300	87,939	0	117,300	0
		Cable Beach Stage 1 RTR/RPG Grant Expenditure - Cable Beach Road West	0113131	CB01	1,356,000	883,249	1,352,990	3,010	0
100%	●								
21%	○	Cable Beach Foreshore Upgrade	1181425	1181426	312,547	234,414	65,358	247,189	0
0%	○	MOLA Mapping	1181425	1181428	50,000	37,485	0	50,000	0
0%	○	Cable Beach Waterpark Detailed Design 23-24 Expenditure	1181425	WD02	300,000	225,000	0	300,000	0
100%	●	BRAC Outdoor Court Scoreboard - Cap Ex	117399	117422	55,934	55,934	55,934	(0)	0
28%	○	Tennis Court Lighting Renewal- Cap Ex	114105	114105	44,659	33,480	0	32,071	12,588
6%	○	Cape Leveque Tourist Bay and Signage	116125	116132	35,000	26,253	2,243	32,757	0
100%	●	Cable Beach Redevelopment (Construction) - Cap Exp	1181427		349,908	349,908	349,908	0	0
100%	●	Skatepark New Infrs Const - Cap Exp - Other Rec & Sport	113027	113029	(2,370)	(2,370)	(2,370)	0	0
206%	●	BRAC Grid Solar Connection	117399	117420	2,726	2,726	5,609	(2,883)	0
105%	●	Broome Public Library - Kitchen Fit Out- Cap Ex	115460	115460	20,000	14,994	21,064	(1,064)	0
0%	○	Cable Beach Stage 1 PACP Grant Expenditure	113131	CB03	3,210,000	1,659,380	1,038	3,208,962	0
23%	○	Cable Beach Stage 1 BBRF Grant Expenditure	113131	CB04	3,849,307	2,467,653	883,937	2,965,370	0
0%	○	Cable Beach Stage 1 LRCI Grant Expenditure Phase 3	113131	CB05	1,225,872	919,404	0	1,225,872	0
0%	○	Cable Beach Stage 1 Lotterywest Grant Expenditure	113131	CB06	1,000,000	749,997	1,323	998,677	0
0%	○	Cable Beach Stage 1 "TBC" Grant Expenditure	113131	CB07	750,000	562,500	0	750,000	0
0%	○	Cable Beach Stage 1 Loan Expenditure	113131	CB08	2,350,507	1,762,884	0	2,350,507	0

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Mar 2024				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
0%	○	Cable Beach Stage 1 Reserve Expenditure	113131	CB09	1,754,722	1,316,043	1,871	1,752,851	0
No Budget	☒	Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- BRAC General	117398		0	0	0	(61,735)	61,735
37%	○	Cable Beach Stage 1 LRCI Grant Expenditure Phase 4	113131	CB10	966,491	483,051	353,555	612,936	0
83%	●	Building AMP - Museum Capital Works	116201	116202	17,600	12,320	0	3,018	14,582
3%	○	Museum Precinct Master Plan	116201	116203	75,000	52,500	0	72,500	2,500
No Budget	☒	BRAC Water Fountain and Entrance - DCS202206	117399	117421	0	0	3,218	(3,218)	0
21%	○	Recreation And Culture Total			21,153,979	14,385,665	4,268,784	16,606,915	278,280
Transport									
107%	●	Port Drive – Guy Street Intersection Upgrade	121100	121716	914,122	914,122	976,028	(61,906)	0
22%	○	De Marchi Road Black Spot - Cap Exp	121100	RU229	350,993	263,241	78,830	272,163	0
17%	○	Urban Maint Reseals Renewal Works Cap Exp	121101	121549	834,414	625,554	0	692,231	142,183
No Budget	☒	Capital Works Program Projects - Upgrade (stewart.St)- Cap Ex	121101	121562	0	0	0	(8,624)	8,624
No Budget	☒	Lawrence Road Upgrade	121501	121587	0	0	2,867	(2,867)	0
75%	●	State Blackspot - Frederick Street off-street carpark Cap (Broome SHS) Exp	125000	125045	1,284,915	963,297	961,053	323,862	0
-168%	🚧🚧🚧	Footpaths - Various	125140	125172	6,236	6,236	(10,491)	16,727	0
65%	●	Broome North Subdivision - New Footpath construction	125140	125277	244,576	181,531	158,435	86,141	0
61%	●	Street Lighting at Various Locations - Renewal	125225	125232	57,140	42,831	0	22,133	35,007
0%	○	Various Footpath Renewals - Cap Exp .	125300	VARPATH	186,727	139,986	0	186,727	0
No Budget	☒	Broome Streets General Purpose Street Lighting Upgrades-CapE	125215	125033	0	0	(289)	289	0
61%	●	Transport Total			3,879,123	3,136,798	2,166,432	1,526,877	185,814

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Mar 2024				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
		Economic Services							
1%	○	Visitor Centre Renewal (Inc plant & Furn) - Cap Bldg Exp	0132129		110,000	82,467	0	108,769	1,231
3%	○	Sam Male Lugger Restoration- Cap EX	0132142	132143	55,200	41,382	0	53,600	1,600
100%	●	Broome Visitor Centre - Packaged Plant Cap Ex	132029	132040	66,576	66,576	66,576	(0)	0
30%	○	Economic Services Total			231,776	190,425	66,576	162,369	2,831
		Other Property & Services							
0%	○	Town Beach Cafe Redevelopment - Cap Exp	0147057		590,163	442,440	0	590,163	0
63%	◉	BOSCCA Building Renewal (Inc Plant & Furn) - Cap Exp - Com Fac Leased	0146662		4,400	3,294	0	1,648	2,752
0%	○	KRO1 Building Renewal - Cap Exp - Office Prop Leased	0147374		98,600	73,917	0	98,600	0
84%	●	Depot Building Const Renewal - Cap Exp - Depot Operations	0148003	148007	42,000	31,482	0	6,818	35,182
6%	○	KRO2 Fixed Plant & Equip Upgrade - Cap Exp - Office Properties Leased	0147376		40,000	29,988	2,440	37,560	0
0%	○	Mobile Plant & Equipment New - Eng Office - Cap Exp	0148108		16,500	12,366	0	16,500	0
26%	○	Equip & H'Ware > \$5000 Cap Exp - IT	0146120		59,500	43,070	15,469	44,031	0
24%	○	Town Beach Kiosk Cap Build New Const-Cap Exp-Other Build Lea	112057	112057	100,000	74,970	23,925	76,075	0
-17%	🗑️	Software Cap Exp - IT (dont use)	0146122		73,926	59,852	(12,832)	86,758	0
56%	●	Vehicle & Mobile Plant New -Cap Exp- Corp Gov	0142550		122,642	91,935	68,310	54,332	0
25%	○	Vehicle & Mobile Plant New - Cap Exp - Depot Ops	0148021		220,000	164,934	55,463	164,537	0
65%	◉	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	0143610		961,985	721,197	0	332,349	629,636
29%	○	Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office	0148004		235,000	176,175	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	261,602	0	348,291	850
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	2,259	0	3,025	0
36%	○	Other Property & Services Total			4,006,816	2,667,319	184,947	2,565,364	1,256,505
28%	○	GRAND TOTAL			34,831,580	22,207,796	7,886,097	25,069,187	1,876,296

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 31 Mar 2024				
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Project Variance Under/(Over)	YTD Actual (Renewal Exp)
25%	○	Land & Buildings - New			4,925,159	1,244,441	1,225,088	3,700,071	0
84%	●	Land & Buildings - Upgrade			209,688	196,175	176,878	32,810	0
7%	○	Land & Buildings - Renewal			1,821,304	1,456,671	0	1,685,801	135,503
		Works in Progress Land & Buildings			0	0	0	0	0
22%	○	Land & Buildings - Total			6,956,151	2,897,287	1,401,966	5,418,682	135,503
20%	○	Recreation Areas Infrastructure - New			18,924,820	12,662,364	3,860,888	15,063,931	0
0%	○	Recreation Areas Infrastructure - Upgrade			15,000	11,241	0	15,000	0
19%	○	Recreation Areas Infrastructure - Renewal			671,561	503,532	0	545,863	125,698
		Works In Progress Recreation Areas Infrastructure			0	0	0	0	0
20%	○	Recreation Areas Infrastructure - Total			19,611,381	13,177,137	3,860,888	15,624,795	125,698
65%	●	Roads, F/Paths & Bridges Infrastructure - New			1,718,227	1,287,882	1,119,199	599,028	0
84%	●	Roads, F/Paths & Bridges Infrastructure - Upgrade			1,265,115	1,177,363	1,057,724	207,391	0
15%	○	Roads, F/Paths & Bridges Infrastructure - Renewal			1,021,141	765,540	0	870,334	150,807
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0	0
58%	●	Roads, F/Paths & Bridges Infrastructure - Total			4,004,483	3,230,785	2,176,923	1,676,753	150,807
		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
0%	○	Drainage Infrastructure - Total			25,000	0	0	25,000	0
59%	●	Other Infrastructure - New			151,344	130,134	88,879	62,465	0
No Budget	☒	Other Infrastructure - Upgrade			0	0	(289)	289	0
35%	○	Other Infrastructure - Renewal			319,351	239,400	0	207,336	112,015
		Works In Progress Other Infrastructure			0	0	0	0	0
43%	●	Other Infrastructure - Total			470,695	369,534	88,590	270,090	112,015
34%	○	Mobile Plant & Equip New			359,142	269,235	123,773	235,369	0
		Mobile Plant & Equip Upgrade			0	0	0	0	0
45%	●	Mobile Plant & Equipment Renewal (Replacement)			3,002,052	1,902,424	0	1,649,779	1,352,273
44%	●	Mobile Plant & Equip - Total			3,361,194	2,171,659	123,773	1,885,148	1,352,273
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 March 2024****Appendix A: SUPPLEMENTARY NOTES TO THE MONTHLY REPORT****NOTES TO THIS MONTH'S REPORT****OVERVIEW**

For the period ended 31 March 2024, the following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	75.14%
Total Rates Raised Revenue	100% (of which 94.61% were collected)
Total Other Operating Revenue	79%
Total Operating Expenditure	67%
Total Capital Revenue	31%
Total Capital Expenditure	28%
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 March 2024, the current position stands at \$17M.

Cash

Total Cash Assets are now \$59.2M being \$0.8M increase from prior month.

The major collections this month include receipt of:

- \$1.25M Various rates
- \$116K Development WA
- \$42K Broome Cleanaway

The major expenditure items this month include payments of:

- \$400K Construction Cable Beach Stage 1 (RFT 23-06) – Roadline Civil Contractors
- \$386K ESL – Department of Fire & Emergency
- \$133K Electricity Usage – Horizon Power

Receivables

Sundry debtors including GST refundable stand at \$374K.

Rates and rubbish debtors stand at \$1.4M. 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 \$30K having a \$9K 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 \$672K.

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.

9.4.3 NOTICE OF INTENTION TO IMPOSE 2024/2025 DIFFERENTIAL RATES

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	ARA12
AUTHOR:	Manager Financial Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

As part of the 2024/25 budget process, Council is required to endorse the proposed differential rates for Local Public Notice under section 6.36 of the *Local Government Act 1995*, seeking public comment for not less than 21 days. This provides an opportunity for public submissions to be considered by Council prior to the final adoption of rates.

In summary, the proposed rates for the 2024/25 financial year deliver a general rate increase of 5.97% on all rating categories, plus an additional 0.959% for GRV Commercial properties, required to balance the draft budget for 2024/25. Minimum payments are proposed at \$1,344 for all rate categories with the exception of the GRV Vacant and UV Mining categories which are proposed to have lesser minimum payments of \$1,264 and \$958 respectively.

BACKGROUND

Previous Considerations

The purpose of levying rates is to meet Council's budget requirements to deliver services and community infrastructure in each financial year. The rates levied on properties is equal to the applicable property valuation multiplied by the relevant differential rating categories "rate in the dollar." The Minister for Local Government (the Minister) determines the methods of land valuation with property valuations undertaken by the Valuer General's Office (VGO).

The application of differential rates is subject to the provisions of section 6.33 of the *Local Government Act 1995* (the Act), enabling the rating of properties differentially, based on zoning and/or land use as determined by the local government.

Section 6.35 of the Act also provides the ability to impose a minimum payment higher than the general rate that would otherwise be payable on that land. The application of differential rating based on land use and/or zoning results in a rate in the dollar and minimum payment amounts for each rating category.

Under section 6.36 of the Act, a local government must give Local Public Notice of its intention to impose differential rates (including minimum payments).

The application of differential rates and minimum payments maintains equity in the rating of properties across the Shire of Broome (the Shire), enabling Council to provide facilities, infrastructure and services to the entire community and visitors.

This report has been developed to present to Council:

- The 2024/25 budget process to date including revenue required to be raised from rates as per the 2024/25 draft budget.
- The proposed rating categories and corresponding valuations.
- The proposed rate in the dollar for each rating category reflecting a 5.97% increase to the rate in the dollar from the preceding year, plus an additional 0.959% for GRV Commercial properties to support the cost of the Inter Regional Flight Network.
- The proposed minimum payments for each rating category.
- An illustration of the proposed differential rates and minimum payments required to be raised to balance the 2024/25 budget.
- The statutory requirement to advertise certain rating information through public notice.
- The statutory requirement to consider submissions received concerning the proposed rates.

COMMENT

Summary of the Budget Process to Date and Revenue Required to be Raised from Rates

Several Council presentations and workshops have been held to date, including:

29 November 2023	Finalised Corporate Business Plan and Long Term Financial Plan; 4 Year Balanced Long Term Financial Plan
14 March 2024	Draft Fees and Charges and Operating Budget (including Infrastructure Resource Budgets)
4 April 2024	Capital Budget, Plant Replacement and Project Briefs
9 April 2024	Council Rates Workshop

Council's adopted Corporate Business Plan (CBP), Long Term Financial Plan (LTFP) and Asset Management Plans (AMP's) were considered when developing the draft budget. Project briefs submitted by staff were also tabled with Council for consideration through the above workshops.

Following the Budget Workshop's deliberations and feedback on 4 April 2024, minor amendments were made to the draft budget documents. As part of the budget workshops, which considered both the operating and capital requirements, it was identified that \$28.4M of rate revenue was required to achieve a balanced budget in 2024/25.

Preparation of the 2024/25 budget involved careful consideration of the following:

- Employee costs which account for \$19M, are expected to increase under relevant Enterprise Bargaining Agreements and Employee Contracts.
- Superannuation Guarantee Act mandatory super contribution increases to rise by a further 0.5%, to 11.5%.
- Increased costs of materials and contractors due to inflation and other economic influences particularly in relation to:
 - Software licensing;
 - Fuels and oils;
 - Kerbside rubbish pickup; and
 - Security and Cleaning.

- Increased costs of utilities and insurance due to inflation and other economic influences.
- Conservative growth in population and service usage, therefore, minimal growth in rate base and most user-paid services.

Key achievements in this year's budget include:

- Zero-based budgeting – all operational account budgets start at \$0 not based on historical figures;
- Operational revenues, expenses and net results budgeted with consideration of the 2024/25 year modelled in the Shire's LTFP;
- A continued focus by officers to leverage Council funds to attract grant funding;
- \$2.6M of revenue generated through commercial leases; and
- Anticipating \$6.5M of revenue from the waste management facility.

Efficiency Measures

Council has reviewed its expenditure and considered efficiency measures as part of its budget deliberations. In particular, the following actions have been undertaken:

- reviewed position descriptions and remuneration as vacancies arise;
- continued benefit from the installation of solar grid connection at BRAC;
- renewal of Shire assets based on adopted Asset Management Plan;
- continued use of local suppliers whenever possible and appropriate;
- undertake three budget reviews each financial year;
- continued to outsource waste collection and recycling education cost-effectively;
- disposal of under-utilised plant;
- installation of LED street lighting and energy-efficient fixtures throughout Shire facilities;
- continue to conduct contractor inductions to reduce exposure to occupational health and safety risks;
- conducted several internal audits of governance and legislative compliance; and
- contracting lifesaving services on Cable Beach to reduce costs and overheads.

These factors have resulted in rates being contained within the general 5.97% increase to each rate in the dollar across the differential rating categories.

Upon review of the preceding five financial years, Council has prioritised the cost of living burden on its ratepayers when considering the rates decision, despite significant CPI increases and continual increases to materials and contract and insurance premiums above CPI and interest rates affecting new loans.

The following table demonstrates the continually increasing gap between the cost of providing the Shire's services and maintaining its assets and the general rate increases over the last five financial years plus the impact of the proposed 2024/25 rate decision.

Financial Year	CPI	General Rates Increase	Difference CPI vs Rates Increase	Cumulative
2024/25*	4.00%*	5.97%*	1.97%*	-3.8%*

2023/24	4.90%	5.00%	0.10%	-5.77%
2022/23	7.40%	4.00%	-3.40%	-5.87%
2021/22	4.20%	1.83%	-2.37%	-2.47%
2020/21	0.10%	0.00%	-0.10%	-0.10%

*Proposed Forecast CPI; General Rates Increase

A minimum rate of \$1,344 is recommended for all rating categories except the GRV – Vacant category, for which a minimum payment of \$1,264 is proposed and the UV – Mining category, for which a minimum payment of \$958 is proposed. This ensures compliance with section 6.35 of the Act (where no more than half of the properties in a rating category pay the minimum rates).

Whilst not exhaustive, the following list provides some of the key projects and services to be delivered through the 2024/25 Draft Budget:

Projects	Amount	External Grants & Contributions
Regional Resource Recovery Park – Stage 1	\$9.45M	-
Asset Renewal Programs as per various Asset Management Plans	\$1.47M	-
Frederick St Roundabout (BRAC Entry)	\$1.48M	\$1.48M
Plant Purchase and Replacement Program	\$1.35M	\$376k
Subdivisional Footpath Program	\$151k	\$151k
Reserve 42502 (BRAC) – Site Remediation	\$150k	-
Street Light Upgrades	\$105k	-
Information Systems Projects (Cyber Security)	\$42k	-
Chart of Account Restructure – Finance	\$60k	-
Place Activation	\$100k	\$35k
Review of the Shire's Strategic Community Plan and Corporate Business Plan	\$80k	
Depot Security Gates	\$62k	-
Review of the Coastal Hazard Risk Management Adaptation Plan	\$60k	-
Implementation of the Shire's Arts & Culture Strategy	\$51k	
Review of the State of Environment Report (\$100k over two years)	\$50k	-
Fairway Drive Blackspot Program	\$45k	\$30k
Community Safety Plan Implementation 24/25	\$30k	-

The basis of the proposed rates model is outlined below.

2024/25 Rating Categories and Corresponding Valuation Amounts

Gross Rental Value (GRV)

The Act prescribes those properties with a non-rural purpose be rated using GRV as the basis of calculation of annual rates. The Valuer General's Office (VGO) determines the GRV for all properties within the Shire. As per section 22 of the *Valuation of Land Act 1978*, the VGO determines the frequency of general valuations, although historically, a GRV revaluation

has occurred every three to five years. In September 2021, the VGO commenced reviewing all GRV properties within the Shire, with revised valuations becoming effective from 1 July 2022. The next GRV valuation is expected to happen in 2024/25, with the revised valuations taking effect from 1 July 2025.

Properties rated based on GRV are categorised as follows:

- **GRV Residential:** This rating category consists of properties located within the townsite boundaries with predominantly residential use. This category is the base rate by which all other GRV rated properties are assessed.

The reason for the rate in the dollar for this category is to reflect the level of rating required to raise the necessary revenue to operate efficiently and provide the diverse range of services and programs and associated infrastructure/facilities required for developed residential and urban areas.

Council is focused on sustainably managing its community and infrastructure assets through the funding of renewal and replacement asset programs. These programs include but are not limited to investment in the resealing of roads, replacement and development of footpath networks, refurbishing public ablutions and other building maintenance programs. The rates from this category are expected to meet the community needs and service levels for properties under this category within the Shire of Broome.

The GRV Residential rating category contains 73.19% of all properties within the Shire, accounting for 58.85% of total property value, and generating 54.52% of the rates revenue raised in 2024/25.

- **GRV Vacant:** This rating category consists of vacant properties located within the townsite boundaries, including land zoned as Residential, Tourism or Commercial/Industrial. The objective of the rate for this category is to encourage landowners to develop vacant land, discourage land banking and reflect the different methods used for the valuation of vacant land compared to the GRV Residential rate category. The reasons behind the increased rate include:
 - Desire to continue to increase residential property development to address aspects of the current housing shortage;
 - Excessive vacant land leaves subdivisions and various parts of the town site and Shire appearing barren and unsightly to the detriment of the aesthetics of the area.
 - The GRV Vacant rating category contains 4.86% of all properties within the Shire, accounting for 1.42% of total property value, and is expected to contribute 3.06% of the total rates to be raised for 2024/25.
 - The rate in the dollar for this category is 117.15% higher than the GRV-Residential base rate.

- **GRV Commercial:** This rating category consists of properties used for Commercial, Town Centre or Industrial purposes, including the Airport however excluding all other properties with a designated tourism use.

The objective of the rate for this category is to raise revenue to fund the additional costs associated with the higher level of service provided to properties in this category.

This category recognises the more significant share of costs associated with providing additional services like economic development, maintaining car park infrastructure, landscaping, environmental health, light industrial area infrastructure and other amenities. The total rate in the dollar has an increase of 6.93% in this category. The

RID increase is higher in this category due to the increased costs associated with Council's decision to support inter regional flight network costs.

The GRV Commercial rating category contains 8.18% of all properties within the Shire, accounting for 21.11% of total property value and is expected to contribute 26.83% of the total rates to be raised for 2024/25.

The rate in the dollar for this category is 37.02% higher than the GRV–Residential base rate.

- **GRV Tourism:** This rating category consists of properties with a tourism use inclusive of un-hosted holiday homes. The objective of the rate for this category is to raise additional revenue to fund the costs associated with the higher reliance on Shire resources and the higher level of service provided to properties in this category.

This category is rated higher than the base rate for GRV in recognition of the more significant share of costs associated with the provision of services in addition to the services provided in the GRV Commercial category. Additional rates contribute to economic development, tourism promotion and marketing, environmental health, public safety, and local law enforcement during the tourist season.

The GRV Tourism rating category contains 11.8% of all properties within the Shire, accounting for 7.99% of total property value, and is expected to contribute 12.74% of the total rates to be raised for 2024/25.

The rate in the dollar for this category is 62.03% higher than the GRV–Residential base rate.

Unimproved Value (UV)

Properties that are predominantly used for rural purposes are assigned a UV valuation. The rate in the dollar set for the UV Rural category forms the basis for calculating all other UV differential rates.

UV properties are updated and re-valued by the VGO on an annual basis, with the most recent valuations taking effect from 1 July 2023. UV-Rural revaluations have yet to be received from the VGO at the date of this report and are expected to be received in late May 2024. Council will be consulted should these valuations materially affect the rate model as presented.

Should the adopted differential rates vary from the advertised due to significant changes in valuations, certain disclosures would be made to comply with the requirements of the Local Government (Financial Management) Regulations, Reg 23(b).

- **UV Rural:** This rating category consists of properties that are exclusively for rural use. This category is the base rate by which all other UV rated properties are assessed. The reason is that the different UV rating categories have a higher demand for Shire resources.

The UV Rural rating category contains 0.82% of all properties within the Shire, accounting for 6.33% of total property value, and generating 0.58% of the total rates to be raised for 2024/25.

- **UV Commercial Rural:** This rating category consists of properties with commercial use outside of the townsite and inclusive of:
 - i. Pearling Leases;
 - ii. Pastoral leases or Pastoral use;

This category raises revenue to fund the additional costs of servicing these properties. The reason is that the Shire incurs higher costs in infrastructure maintenance due to

extra vehicle movements on the Shire's road network due to the activities associated with these properties.

The UV Commercial Rural rating category contains 0.32% of all properties within the Shire, accounting for 3.80% of total property value, and is expected to contribute 1.44% of the total rates to be raised for 2024/25.

The rate in the dollar for this category is 318.05% higher than the UV–Rural base rate.

- **UV Mining:** This rating category consists of properties used for mining, exploration or prospecting purposes. This category raises additional revenue to fund the other cost impacts to the Shire. This category is rated higher than UV Commercial Rural to reflect the higher road infrastructure maintenance costs to the Shire because of frequent heavy vehicle use over extensive lengths of Shire roads throughout the year.

The UV Mining rating category contains 0.82% of all properties within the Shire, accounting for 0.50% of total property value, and is expected to contribute 0.82% of the total rates to be raised for 2024/25.

The rate in the dollar for this category is 1591% higher than the UV–Rural base rate.

The Proposed Rate in the Dollar

The draft budget documents reflect a 5.97% general rate in the dollar increase for all differential rating categories except the GRV-Commercial rating category where the applied increase is 6.93%. Rates modelling has been undertaken, and adjustments in the proposed general rates in the dollar and minimum payments have been made with consideration to achieving a minimal rate increase given the current economic climate.

The proposed rate in the dollar and minimum payment for each rating category is summarised in the table below:

Differential Rating Category	Minimum Payment Proposed	Rate in the \$ (Cents) Proposed
GRV – Residential	\$1,344	9.2478
GRV – Vacant	\$1,264	20.0813
GRV – Commercial	\$1,344	12.6712
GRV – Tourism	\$1,344	14.9846
UV – Commercial Rural	\$1,344	3.7704
UV – Mining	\$958	15.2538
UV – Rural	\$1,344	0.9019

Proposed Minimum Payments

As part of the annual budget process, Council must determine the minimum payment for differential rating categories in the 2024/25 financial year.

The setting of minimum rates within rating categories recognises that every property receives a minimum level of benefit from the Shire's works and services, which is shared by all properties regardless of size, value, and use. A minimum payment of \$1,344 is proposed for all categories except the GRV – Vacant category, for which a minimum payment of

\$1,264 is proposed and the UV – Mining category, for which a minimum payment of \$958 is proposed.

The valuations of the UV Mining properties range from \$240 to over \$543,000 with an average UV of \$24,742. The minimum rate for the UV Mining category is set at a lower level than the other rating categories to ensure that the rate burden is distributed equitably between all other property owners paying the minimum amount.

A lower minimum payment will also ensure that less than 50% of the properties in these categories are on the minimum rate and comply with section 6.35 of *the Act*.

Rates from Proposed Differential Rates and Minimum Payments Making up the 2024/25 Budget Deficiency

Applying the rate in the dollar to the rateable value of the various properties within each rating category results in an estimated total rate of \$28.4M, which is 100% of the \$28.4M budget deficiency. This percentage satisfies the requirements of section 6.34 of *the Act*.

Detailed calculations illustrating the resulting rates for all differential rating categories and associated minimum payments are summarised in Attachment 3 of this report.

The proposed objects and reasons for Differential Rating for 2024/25 are found in Attachment 2.

From a statutory perspective, it is important to note that section 6.35 of *the Act* requires a local government to ensure that the general rate is imposed on not less than 50% of the number of separately rated properties, or 50% of the number of properties in a differential general rate category. This requirement has been achieved in all categories.

Ministerial approval must be sought under section 6.33 of *the Act* where a differential rate in the dollar is set at more than twice the lowest applicable base rate. The general rate in the dollar increase across all differential rating categories means that this applies to both valuation types in 2024/25; the proposed GRV Vacant differential general rate is more than twice the lowest GRV general rate (GRV Residential base rate), and the proposed UV Mining and UV Commercial differential general rates are more than twice the lowest UV general rate (UV Rural base rate).

Ministerial approval was sought and granted for these rate categories for the imposition of rates in 2023/24.

The Required Public Notice of Certain Rates

Section 6.36 of the Act requires Council to give Local Public Notice of its intention to impose differential rates or a minimum payment applying to a differential rating category. This provides ratepayers the opportunity to view Council's objects and reasons and make a submission should they wish to.

As per section 1.7 and 6.36 of *the Act*, the Local Public Notice of differential rates will:

- be published on the official website of the local government; and
- be given in the following three ways as prescribed under Regulation 3A(2) of the *Local Government (Administration) Regulations 1996*:
 - published in a newspaper circulating generally in the State;
 - published in a newspaper circulating generally in the district;

- published on a noticeboard at each local government offices and library in the district;
- posting on a social media account administered by the local government.

The Local Public Notice is to contain:

- details of each rate or minimum payment the Council proposes to impose;
- advise where a document can be inspected that provides the objects and reasons for each proposed rate and minimum payment; and
- an invitation for electors or ratepayers to lodge submissions on any of the proposals within 21 days from the date of the notice (i.e. the 21-day submission period excludes the first day of publishing).

The Local Public Notice must be published not earlier than two months before 1 July 2024 (i.e. not before 1 May).

Council must consider any submissions received before seeking *the Minister's* approval (should this be required) before formally adopting the differential rates and minimum payments as part of the annual budget process.

CONSULTATION

Council must give Local Public Notice of its intention to raise differential rates, no earlier than 1 May 2024, which details each rate in the dollar and minimum payment and make available the Statement of Objects and Reasons.

In accordance with section 6.36 of the Act, submissions will be invited through publication of a Local Public Notice with the consultation period open for 21 days. Any submissions received must be considered by Council prior to the request for Minister's approval and adoption of rates.

The Act also requires that rating categories that have fewer than 30 ratepayers, the local government must also contact these ratepayers directly. UV Commercial Rural rating category contains 23 ratepayers, of which will be contacted directly via letter.

STATUTORY ENVIRONMENT

1.7 Local public notice

- (1) *Where under this Act local public notice of a matter is required to be given, a notice of the matter is to be —*
 - (a) *published in a newspaper circulating generally throughout the district; and*
 - (b) *exhibited to the public on a notice board at the local government's offices; and*
 - (c) *exhibited to the public on a notice board at every local government library in the district.*
- (2) *Unless expressly stated otherwise it is sufficient if the notice is —*
 - (a) *published under subsection (1)(a) on at least one occasion; and*
 - (b) *exhibited under subsection (1)(b) and (c) for a reasonable time, being not less than —*
 - (i) *the time prescribed for this paragraph; or*
 - (ii) *if no time is prescribed, 7 days.*

6.28 Basis of Rates

- 1). The Minister is to -
 - (a) determine the method of valuation of land to be used by a local government as the basis for a rate; and
 - (b) publish a notice of the determination in the government gazette.
- 2). In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be -
 - (a) where the land is used predominantly for rural purposes, the unimproved value of the land, and
 - (b) where the land is used predominantly for non-rural purposes, the gross rental value of the land.

6.32 Rates and service charges

- (1) When adopting the annual budget, a local government —
 - (a) to make up the budget deficiency, is to impose* a general rate on rateable land within its district, which rate may be imposed either —
 - (i) uniformly; or
 - (ii) differentially; and
 - (b) may impose* on rateable land within its district —
 - (i) a specified area rate; or
 - (ii) a minimum payment; and
 - (c) may impose* a service charge on land within its district.

* Absolute majority required.
- (2) Where a local government resolves to impose a rate it is required to —
 - (a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and
 - (b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.

6.33 Differential general rates

- (1) A local government may impose differential general rates according to any or a combination, of the following characteristics -
 - (a) the purpose for which the land is zoned under a local planning scheme in force under the Planning and Development Act 2005;
 - (b) the predominant purpose for which the land is held or used as determined by the local government;
 - (c) whether or not the land is vacant land; or
 - (d) any other characteristic or combination of characteristics prescribed.
- (2) Regulations may —
 - (a) specify the characteristics under subsection (1) which a local government is to use; or
 - (b) limit the characteristics under subsection (1) which a local government is permitted to use.
- (3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

- (4) If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.
- (5) A differential general rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 section 39(1)(a) came into operation is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.

6.34 Limit on revenue or income from general rates

Unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to —

- (a) be more than 110% of the amount of the budget deficiency; or
- (b) be less than 90% of the amount of the budget deficiency.

6.35. Minimum payment

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
 - (a) 50% of the total number of separately rated properties in the district; or
 - (b) 50% of the number of properties in each category referred to in subsection (6),
 on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —
 - (a) the number of separately rated properties in the district; or
 - (b) the number of properties in each category referred to in subsection (6),
 unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —
 - (a) to land rated on gross rental value; and
 - (b) to land rated on unimproved value; and
 - (c) to each differential rating category where a differential general rate is imposed.

[Section 6.35 amended by No. 49 of 2004 s. 61.]

6.36 Local government to give notice of certain rates

- (1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.
- (2) A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).
- (3) A notice referred to in subsection (1) —
 - (a) may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency; and
 - (b) is to contain —
 - (i) details of each rate or minimum payment the local government intends to impose; and
 - (ii) an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and
 - (iii) any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed; and
 - (c) is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.
- (4) The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.
- (5) Where a local government —
 - (a) in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or
 - (b) proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),
 it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.

6.47 Concessions

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

* Absolute majority required

POLICY IMPLICATIONS

Rating Policy

Council's Rating Policy outlines the principles and methodology when exercising Council's discretionary powers to determine the level and structure of rates levied under the Act.

FINANCIAL IMPLICATIONS

The proposed differential rates and minimum payments for the 2024/25 financial year will raise estimated rates revenue of \$28.4M. A detailed rates model is in **Attachment 3**.

RISK

Decisions on this matter impact the rates levied on the ratepayers of the district.

There is a possible moderate risk of non-compliance with *the Act*, as well as a risk that Unimproved Valuations once received, may differ to those presented within the rates model. Consideration has been made for this, and any variances which significantly affect the outcome of the proposed rates model will be presented to Council and treated in accordance with *the Act*.

Given the specific timeframes associated with differential rates, if Council resolve against the officer's recommendations, it is likely to delay the presentation of the 2024/25 annual budget for adoption and may impact the timing as to when rates are able to be levied and received.

STRATEGIC ASPIRATIONS

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

Outcome 6 - Responsible growth and development with respect for Broome's natural and built heritage

Objective 6.1 Promote sensible and sustainable growth and development.

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

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

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

VOTING REQUIREMENTS

Absolute Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0424/013

Moved: Cr P Taylor

Seconded: Cr E Smith

That Council:

- Publishes a local public notice proposing the 2024/25 differential general rates and minimum payments set out in the table below and invites electors or ratepayers to lodge submissions about this proposal within 21 days from the date of notice:***

DIFFERENTIAL RATE CATEGORY	MINIMUM PAYMENT	RATE IN THE DOLLAR (cents)
<i>Residential (GRV)</i>	<i>\$1,344</i>	<i>9.2478</i>
<i>Vacant (GRV)</i>	<i>\$1,264</i>	<i>20.0813</i>
<i>Commercial (GRV)</i>	<i>\$1,344</i>	<i>12.6712</i>
<i>Tourism (GRV)</i>	<i>\$1,344</i>	<i>14.9846</i>

	Commercial Rural (UV)	\$1,344	3.7704
	Mining (UV)	\$958	15.2538
	Rural (UV)	\$1,344	0.9019
<p>2. <i>Adopts the Objects and Reasons presented in Attachment 2 for each of the proposed differential general rates and minimum payments in point 1 above; and</i></p> <p>3. <i>Following the close of the public submission period, requests the Chief Executive Officer to report back to Council, presenting any submissions for formal consideration, before seeking Ministerial Approval under section 6.33(3) of the Local Government Act 1995 to impose differential rates which are more than twice the lowest differential rate in the GRV Vacant, UV Mining and UV Commercial Rural differential rating categories.</i></p> <p><i>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, Cr S Cooper.</i></p> <p style="text-align: right;"><i>CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 9/0</i></p>			

Attachments

1. Attachment 1 – 2024-25 Advert - Intention to Impose Differential Rates
2. Attachment 2 – 2024-25 Objects and Reasons for the Differential Rates and Minimum Payments
3. Attachment 3 – 2024-25 Rates Model for Budget Adoption

Shire of Broome Notice of Intention to Impose Differential Rates

Under section 6.36 of the *Local Government Act 1995*, in its budget for the year ending 30 June 2025, the Shire of Broome intends to impose the following differential rates and minimum payments.

Differential Rate Category	Rate in the Dollar (Cents)
Gross Rental Valued Properties	
GRV – Residential	9.2478
GRV – Vacant	20.0813
GRV – Commercial	12.6712
GRV – Tourism	14.9846
Unimproved Valued Properties	
UV – Commercial Rural	3.7704
UV – Mining	15.2538
UV – Rural	0.9019

A minimum payment of \$1,344 is proposed for all Differential Rate Categories except the GRV – Vacant category for which a minimum payment of \$1,264 is proposed and the UV – Mining category for which a minimum payment of \$958 is proposed.

The figures shown above are estimates and may change as part of the Council's deliberations after considering any submissions received.

A statement of the objects and reasons for the proposed Differential Rate Categories is available at the Shire Administration Centre, corner Weld and Haas Streets, Broome Monday to Friday 9am to 4pm and on the Shire of Broome website www.broome.wa.gov.au.

Written submissions from electors and ratepayers on the proposed differential rates and the minimum payments are to be addressed to the Chief Executive Officer, Shire of Broome, PO Box 44, Broome WA 6725 or emailed to shire@broome.wa.gov.au. No submissions will be considered after **4pm, 22 May 2024**.

For further details contact the Manager Financial Services, Libby French, on 08 9191 3456.

S MASTROLEMBO
CHIEF EXECUTIVE OFFICER



Statement of Objects and Reasons

2024/25 Differential Rates and Minimum Payments

Under section 6.36 of the *Local Government Act 1995*, the Objects and Reasons for implementing Differential Rates must be published by the Shire of Broome.

Overall Objective

The purpose of the levying of rates is to meet the Shire's budget requirements each financial year to deliver services and community infrastructure. The Valuer-General provides the property valuations as the basis for the calculation of rates each year. Section 6.33 of the *Local Government Act 1995* provides the ability to differentially rate properties based on zoning or land use as determined by the Shire of Broome. Properties are grouped according to town planning zonings or predominant land use. Each rating category has a separately calculated rate in the dollar to achieve equity across all sectors.

Council has considered the key values contained within the Rating Policy: Differential Rates (s.6.33) released by the Department of Local Government, Sport and Cultural Industries, being:

- Objectivity
- Fairness and Equity
- Consistency
- Transparency and Administrative Efficiency

A copy of this policy can be obtained from this link:

<https://www.dlgsc.wa.gov.au/departments/publications/publication/rating-policy-differential-rates>.

Council determines the required rates yield by reviewing all revenue sources, expenditure and efficiency measures as part of its budget deliberations, and for the 2024/25 financial year a budget deficiency of \$28.4M has been identified. To achieve a balanced budget the rate-in-dollar is proposed to be increased by 5.97% across all rating categories with an additional 0.959% for the GRV Commercial (6.93%) rating category as a result of Council's resolution to support Inter Regional Flight Network costs.

Below is a summary of the proposed Minimum Payments and Rates in the Dollar for 2024/25:

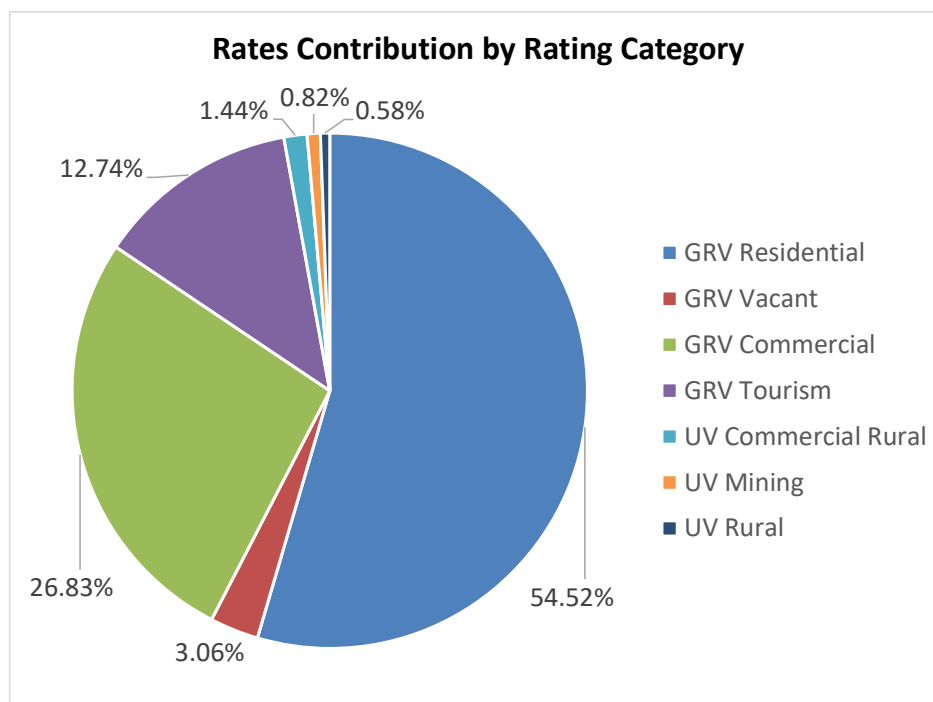
Differential Rate Category	Minimum Payment	Rate in the \$ (Cents)
GRV – Residential	\$1,344	9.2478
GRV – Vacant	\$1,264	20.0813
GRV – Commercial	\$1,344	12.6712
GRV – Tourism	\$1,344	14.9846
UV – Commercial Rural	\$1,344	3.7704
UV – Mining	\$958	15.2538

UV – Rural	\$1,344	0.9019
------------	---------	--------

Rates Contribution Based by Rating Category:

In September 2021, the Valuer General's Office commenced reviewing all GRV properties within the Shire, with revised valuations becoming effective from 1 July 2022. The next valuation review of GRV properties is expected to be effective from 1 July 2025.

The following chart details the rates contribution as a percentage of total rates revenue for each rating category:



Gross Rental Value (GRV)

The *Local Government Act 1995* determines that properties of a non-rural purpose be rated using the Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. The Valuer-General determines the GRV for all properties within the Shire of Broome. Under section 22 of the *Valuation of Land Act 1978*, the Valuer-General also determines the frequency of general valuations. The Valuer-General undertakes a GRV revaluation every three to five years, with the most recent valuation occurring in September 2021 and effective from 1 July 2022. Factors such as age, construction, size, car shelters, pools and location influence the rental value for a house or other GRV property. Interim valuations are provided fortnightly to the Shire by the Valuer-General for properties where changes have occurred (i.e. subdivisions or strata title of a property, amalgamations, building constructions, demolition, additions and/or property rezoning). In such instances, the Shire recalculates the rates for the affected properties and issues interim rates notices.

GRV properties contribute about 97.15% of the total rates as the properties in this category generally have a much higher demand for Shire resources.

GRV – Residential (The Base Rate for Gross Rental Value)

This rating category consists of properties that have a predominant residential use. This rating category is the base GRV rate by which all other GRV rated properties are assessed. The reason for the rate in the dollar for this category is to reflect the level of rating required to raise the necessary revenue to operate efficiently and provide the diverse range of services and programs and associated infrastructure/facilities required for developed residential and urban areas.

Council is focused on sustainably managing its community and infrastructure assets through the funding of renewal and replacement asset programs. These programs include but are not limited to investment in the resealing of roads, replacement and development of footpath networks, refurbishing public ablutions and other building maintenance programs. The rates from this category are expected to meet the community needs and service levels for properties under this category within the Shire of Broome. This category contains 73.19% of all properties within the Shire, accounting for 58.85% of total property value, and generating 54.52% of the rates revenue raised in 2024/25.

GRV – Commercial

This rating category covers the town centre, commercial business, shopping centres, telecom tower sites and the airport. All properties rated under this category are zoned Commercial under the Town Planning Scheme, excluding properties with tourism use. This rating category recognises the impact of commercial properties on infrastructure and the environment within the Shire. This category recognises the more significant share of costs associated with providing additional services like economic development, maintaining car park infrastructure, landscaping, environmental health, light industrial area infrastructure, inter regional flight network costs and other amenities. The total rate in the dollar has increase 6.93% in this category. The rate in the dollar for this category is 37.02% higher than the GRV – Residential base rate. This category contains 8.18% of all properties within the Shire, accounting for 21.11% of total property value and is expected to contribute 26.83% of the total rates to be raised for 2024/25.

GRV – Tourism

This rating category consists of properties with operations related to tourism inclusive of un-hosted Holiday Homes. This category recognises the impact of such properties on infrastructure and the environment within the Shire. This rating category recognises the more significant share of costs associated with the provision of services in addition to the services provided in the GRV Commercial category. Some additional costs contribute to economic development, tourism promotion and marketing activities, environmental health, public safety and law enforcement during the tourist season. The rate in the dollar for this category is 62.03% higher than the GRV – Residential base rate. This category contains 11.8% of all properties within the Shire, accounting for 7.99% of total property value, and is expected to contribute 12.74% of the total rates to be raised for 2024/25.

GRV – Vacant

This rating category consists of vacant properties zoned Residential, Tourist, Commercial or Industrial under the Shire's Local Planning Scheme. The object of the rate for this category is to signify the Council's preference for land to be developed rather than left vacant. Development is encouraged due to its importance and positive effect on local employment and economic diversity. Further community returns are also expected from population-linked investment in the region by both State and Federal funding bodies. The rate is also higher than the base rate to distribute the rates burden equitably considering the different method used for the valuation of vacant land as

compared to other GRV properties. The rate is also intended to discourage land investors from land banking and discourage excessive vacant land leaving subdivisions barren and aesthetically unappealing which may provide prospects for potential antisocial behaviour. The rate in the dollar for this category is 117.15% higher than the GRV – Residential base rate. This category contains 4.86% of all properties within the Shire, accounting for 1.42% of total property value, and is expected to contribute 3.06% of the total rates to be raised for 2024/25.

Unimproved Value (UV)

Properties that are predominantly used for rural purposes are assigned an Unimproved Value supplied and updated by the Valuer-General on an annual basis. The rate in the dollar set for the UV-Rural category forms the basis for calculating all other UV differential rates.

UV properties contribute about 2.85% of the total rates as the number of properties in these categories is low and they generally have a much lower demand on Shire resources.

UV - Rural (The Base Rate for Unimproved Value)

This rating category consists of properties that are exclusively for rural use. This category is the base UV rate by which all other UV rated properties are assessed. Other UV rating categories have a higher demand for Shire resources than properties in the UV - Rural rating category. This category contains 0.82% of all properties within the Shire, accounting for 6.33% of total property value, and is expected to contribute 0.58% of the total rates to be raised for 2024/25.

UV - Commercial Rural

This rating category consists of properties with a commercial use outside of the townsite and inclusive of pearling leases, pastoral leases or other properties with pastoral use.

This category recognises the increased rates required to operate efficiently and provide for rural infrastructure and services. The above services are in addition to the urban services, programs, and infrastructure available to the properties in this category. The Shire incurs higher costs of infrastructure maintenance and renewal of the rural road network due to its vulnerability to extreme weather conditions, further increasing due to extra vehicle movements and activities associated with these properties. The rate in the dollar for this category is 318.05% higher than the UV–Rural base rate. This category contains 0.32% of all properties within the Shire, accounting for 3.80% of total property value, and is expected to contribute 1.44% of the total rates to be raised for 2024/25.

UV – Mining

This rating category consists of properties for mining, exploration or prospecting purposes. The object of the rate for this category is to reflect the impact on utilisation of rural infrastructure (compared to pastoral) by heavy transport and associated higher traffic volumes. Also, these properties have access to all other services and facilities provided by the Shire. This category is rated higher than UV-Commercial due to the higher road infrastructure maintenance costs to the Shire from frequent heavy vehicle use over extensive lengths of Shire roads throughout the year. The rate in the dollar for this category is 1591.30% higher than the UV–Rural base rate. This category contains 0.82% of all properties within the Shire, accounting for 0.50% of total property value, and is expected to contribute 0.82% of the total rates to be raised for 2024/25.

Minimum Payments

Every property, regardless of size, value, and use, receives some minimum level of benefit from the Shire's works and services. Minimum rates ensure that all ratepayers make a reasonable

contribution to essential services and infrastructure. A minimum payment of \$1,344 is proposed for all categories except the GRV – Vacant category, for which a minimum payment of \$1,264 is proposed and the UV – Mining category, for which a minimum payment of \$958 is proposed.

UV of mining properties ranges from \$240 to over \$543,000, with an average of \$24,742. The \$958 minimum rate for the UV-Mining category is set at a lower level than the other rating categories to ensure compliance with section 6.35 of the *Local Government Act 1995* which requires that less than 50% of the properties in any category are on the minimum rate. Given the lower valuation figure assigned to small mining tenements, a lower minimum payment will also ensure that the rate burden is distributed equitably between all other property owners paying the minimum amount.

Yours Faithfully,

Sam Mastrolembo
Chief Executive Officer

SHIRE OF BROOME
PROPOSED DRAFT RATES MODEL
30 JUNE 2025

RATE TYPE	2024/25						2023/24						Rate in \$ Change	Rate Yield Change
	Rate in \$ as cents	Number of Properties	Rateable Value New	2024/25 Budgeted Rate Revenue \$	2024/25 Budgeted Interim Rates \$	2024/25 Budgeted Total Revenue	Rate in \$ as cents	Number of Properties	Rateable Value New	2023/24 Budgeted Rate Revenue \$	2023/24 Budgeted Interim Rates \$	2023/24 Actual Total Revenue		
Differential general rate														
<u>Gross Rental Valuations</u>														
GRV Residential	9.2478	5,136	166,809,999	15,426,255	300,000	15,726,255	8.7268	5,095	165,274,307	14,423,586	150,000	14,573,586	5.97%	6.94%
GRV Vacant	20.0813	173	3,246,770	651,994		651,994	18.9500	161	2,895,550	548,707		535,082	8.67%	18.87%
GRV Commercial	12.6712	557	59,898,332	7,589,837		7,589,837	11.8501	558	59,709,080	7,075,589		7,075,589	6.93%	7.26%
GRV Tourism	14.9846	588	21,937,119	3,287,190		3,287,190	14.1405	577	21,759,799	3,076,935		3,076,935	5.97%	6.76%
<u>Unimproved Value Valuations</u>						0								
UV Commercial Rural	3.7704	22	10,810,860	407,613		407,613	3.5580	22	10,810,860	384,653		384,653	5.97%	5.97%
UV Mining	15.2538	30	1,357,284	207,037		207,037	14.3945	39	1,400,067	201,532		201,532	5.97%	10.35%
UV Rural	0.9019	54	17,809,000	160,619		160,619	0.8510	54	17,809,000	151,563		151,563	5.98%	5.98%
Sub-Totals		6,560	281,869,364	27,730,545	300,000	28,030,545		6,506	279,658,663	25,862,564	150,000	25,998,939		
Minimum payment	Minimum \$						Minimum \$							
<u>Gross Rental Valuations</u>														
GRV Residential	1344	44	578,580	59,136		59,136	1268	45	588,460	57,060		57,060		
GRV Vacant	1264	171	795,308	216,144		216,144	1268	154	701,738	195,272		195,272		
GRV Commercial	1344	22	153,862	29,568		29,568	1268	22	153,862	27,896		27,896		
GRV Tourism	1344	247	782,931	331,968		331,968	1268	247	782,931	313,196		313,196		
<u>Unimproved Value Valuations</u>						0								
UV Commercial Rural	1344	1	3,300	1,344		1,344	1268	1	3,300	1,268		1,268		
UV Mining	958	28	77,775	26,824		26,824	520	20	37,669	10,400		10,400		
UV Rural	1344	4	191,300	5,376		5,376	1268	4	191,300	5,072		5,072		
Sub-Totals		517	2,583,056	670,360	0	670,360		493	2,459,260	610,164	0	610,164		
Total amount raised from general rates		7,077	284,452,420	28,400,905	300,000	28,700,905		6,999	282,117,923	26,472,728	150,000	26,609,103		
Discounts						(51,496)						(47,903)		
Total Rates		7,077	284,452,420	28,400,905	300,000	28,649,409		6,999	282,117,923	26,472,728	150,000	26,561,200		7.34%

9.4.4 PROVISION OF KEY WORKER HOUSING - MAJOR LAND TRANSACTION

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	LSS/GEN
AUTHOR:	Director Infrastructure
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Infrastructure
DISCLOSURE OF INTEREST:	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 for four Shire key worker housing properties.

In accordance with section 3.59 of the *Local Government Act 1995* (the Act) this is considered a 'major land transaction' and a Business Plan is required to be developed and advertised via statewide public notice.

At the Ordinary Meeting of Council held 29 February 2024 Council endorsed the draft Business Plan – Provision of Key Worker Housing to be advertised for 6 weeks seeking public comment. No responses were received during the advertising period.

This report seeks authorisation to continue with the provision of key worker housing by purchasing the four required land parcels.

BACKGROUND

Previous Considerations

OMC 27 July 2023	Item 9.4.1
OMC 31 August 2023	Item 9.3.2
OMC 29 February 2024	Item 13.1

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 containing an annual \$250,000 allocation to the Housing Reserve intended to address the shortfall of Council owned key worker properties. The LTFP also included a longer term project to develop staff housing in year 2027/28 with the \$1,500,000 set aside in the Housing Reserve and further 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 resolved:.

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.**

For: Cr Male, Cr Mitchell, Cr Matsumoto, Cr Rudeforth & Cr Taylor

Against: Cr Foy

CARRIED BY ABSOLUTE MAJORITY 5/1

In accordance with section 6.20 (2) of the Act the proposed borrowings were advertised. No responses were received, and Shire officers commenced the process to loan \$2,966,000 from the WATC for a maximum period of 10 years.

At the OMC held 29 February 2024 Council resolved the following;.

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

COMMENT

In accordance with the Section 3.59 of the Act the Shire prepared the Business Plan – Provision of Key Worker Housing. The Business Plan was advertised via statewide and local public notice inviting public submissions for the minimum period of 6 weeks.

No responses were received and officers recommend that the Business Plan – Provision of Key Worker Housing (**Attachment 1**) be endorsed and that the provision of Key Worker Housing is progressed as planned.

In the report presented to Council at the OMC held 31 August 2023 officers identified the requirement for the land parcels to be capable of containing a 3 bedroom, 2 bathroom dwelling with an assumed living area of between 115 sqm to 130 sqm and at a sale price of approximately \$220,000 including fees i.e. total land cost of \$880,000.

Currently there are approximately 20 land parcels available for purchase in the Broome townsite. Of these there are a number that meet our requirements, noting that the Shire prefers to spread the land parcels throughout the subdivisions, where possible, to avoid having workers living adjacent to one another. Some of the lots available that meet the Shire's requirements are as follows;

Location	Lot No.	Size	Price
Waranyjarri Estate			
Tanami Dr	70	648 sqm	\$ 218,000
Tanami Dr	71	645 sqm	\$ 218,000
Tanami Dr	79	706 sqm	\$ 238,000
Yako Mall	85	690 sqm	\$ 218,000
Roebuck Estate			
Sandpiper Ave	512	742 sqm	\$ 225,000
Sandpiper Ave	514	724 sqm	\$ 225,000
Pandanus Rd	1251	501 sqm	\$ 200,000
Pandanus Rd	1255	605 sqm	\$ 220,000



Figure 1 Waranyjarri Estate - Broome North layout



Figure 2 Roebuck Estate Layout

Officers recommend Council request the Chief Executive Officer (CEO) purchase four land parcels.

Following the purchase of land the Shire will obtain pricing for the construction of four 3 bedroom 2 bathroom properties via an open tender process with a report presented to Council for consideration and seeking authorisation to enter into the building construction Contracts.

CONSULTATION

The Shire advertised the Business Plan seeking public comment in the West Australian on 6 March 2024 and in the Broome Advertiser on 7 March 2024. No public submissions were received by the deadline of 4:00pm Wednesday 17 April 2024.

Shire officers are liaising with the selling agents for Waranyjarri Estate and Roebuck Estate as well as Roebuck Estate Development Pty Ltd directly.

STATUTORY ENVIRONMENT

Relating to the Major Land Transaction

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.

Where the land transaction exceeds \$2,000,000 or 10% of the operating expenditure incurred by the local government from its municipal fund in the last completed financial year, 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.

Local Government (Functions and General) Regulations 1996

8. Exempt land transactions prescribed (Act s. 3.59)

A land transaction is an exempt land transaction for the purposes of section 3.59 of the Local Government Act 1995 if the local government enters into it without intending to produce profit to itself. For this consideration the Shire intends only to provide for staff housing and does not intend to provide property for the purposes of making a profit and the land transaction is therefore considered an exempt land transaction.

30. Dispositions of property excluded from Act s. 3.58

A disposition of land is an exempt disposition if it is the leasing of land to an employee of the local government for use as the employee's residence.

Relating to the purchase of land and execution of documents

Local Government Act 1995

3.57 Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders

9.49A Execution of documents

- (1) a document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) the common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) the common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and
 - (b) the ceo,each of whom is to sign the document to attest that the common seal was so affixed.
- (4) a local government may, by resolution, authorise the ceo, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.

- (5) a document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) a document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) when a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown

POLICY IMPLICATIONS

Purchasing Policy

Purchase of land is not considered goods or services and is not subject to compliance with s3.57 of the Act. In this instance the requirement is to obtain a Council resolution approving the purchase of land and authorising the CEO to negotiate the purchase.

Execution of Documents Policy

When purchasing land there are two types of documents that will need to be authorised being the Landgate land transfer papers and the offer and acceptance forms and associated land purchase documents. The Landgate land transfer papers will require the Shire's Common Seal whereas all other documentation will only require signatures on behalf of the Shire.

In accordance with the Execution of Documents Policy and s9.49A (4) of the Act Council authorisation is required to affix the common seal and to allow the CEO to sign the remaining documents associated with the purchase of land.

FINANCIAL IMPLICATIONS

To inform the approval for borrowings of \$2,966,000 at the OMC held 31 August 2023 the development costs were separated into components for Land Cost, Construction Cost and Ancillary improvements.

House type	Land cost	Construction cost Inc GST	Ancillary Improvements Inc GST
(3x2) 130sqm	\$220,000	\$461,500 / \$3,550 sqm	\$60,000

For four land parcels the budget is therefore \$880,000

In addition to the purchase price the Shire estimates total settlement costs of approximately \$8,000 and Landgate transactional costs of approximately \$1,000.

The total estimated cost for the four land parcels including settlement fees and transactional costs is therefore \$889,000.

Considering the low number of suitable land parcels available and the risk that these land parcels may not be available when the Shire is authorised to undertake the purchase officer recommend that the total amount be increased slightly to provide some flexibility to the CEO should it be required.

Officers recommend Council authorise the Chief Executive Officer to purchase the land parcels, including the associated fees and transactional costs up to the value of \$920,000.

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 is 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/0424/014

Moved: Shire President C Mitchell

Seconded: Cr P Taylor

That Council:

- 1. Endorse the Business Plan – Provision of Key Worker Housing as per Attachment 1.**
- 2. Authorises the Chief Executive Officer to purchase four land parcels up to a total purchase price of \$920,000 including GST and settlement fees and Landgate transactional costs.**
- 3. Authorises the Chief Executive Officer to execute the offer and acceptance of land transfer documentation for the four land parcels.**
- 4. Authorises the Shire President and Chief Executive Officer to affix the Shire of Broome Common Seal to the Landgate Transfer of Land Forms for the four land parcels.**
- 5. Requests the Chief Executive Officer seek pricing, by way of open tender process, for the construction of four (3x2) dwellings and presents the evaluation report to Council for consideration.**

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, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0

Attachments

1. 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

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

has the appropriate systems and staff in place to manage the increase in properties.

f) Any other matter prescribed for the purposes of this subsection

Not applicable.

5. Business Plan Advertising and Submissions

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 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

10. REPORTS OF COMMITTEES

There are no reports in this section.

11. NOTICES OF MOTION WITH NOTICE
--

Nil.

12. NOTICE OF MOTION WITHOUT NOTICE
--

Nil.

13. BUSINESS OF AN URGENT NATURE

Cr M Virgo declared a Financial Interest in item 13.1, the reason being “ I am an Employee of the BVC (paid)”.

Cr M Virgo left the Chambers at 6:17pm.

13.1 MINUTES AND RECOMMENDATIONS FROM AUDIT AND RISK COMMITTEE MEETING HELD ON 22 APRIL 2024

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

SUMMARY:

Council is requested to consider the recommendations of the Audit and Risk Committee to adopt the budget amendments proposed through the 3rd Quarter Finance and Costing Review (FACR) of the Shire's budget for the period ended 31 March 2024, and to receive the progress update of the 2023 audit findings.

BACKGROUND

Item 6.1 3rd Quarter Finance And Costing Review 2023-24

Previous Considerations

SMC 11 July 2023	Item 5.4.1
OMC 14 December 2023	Item 10.1
OMC 29 February 2024	Item 9.4.5

The Shire of Broome has carried out its 3rd Quarter Finance and Costing Review (FACR) for the 2023-24 financial year. This review of the 2023-24 Annual Budget is based on actuals and commitments for the first 9 months of the year from 1 July 2023 to 31 March 2024, 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 on 11 July 2023 as a balanced budget.

The Quarter 3 FACR commenced on 8 April 2024. At the start of the Q3 FACR, a net deficit of \$317,795 was forecast arising from past budget amendments adopted by Council, including the Quarter 1 and Quarter 2 FACR's. Significant amendments approved through the FACR processes to date include:

- a new fully-funded grant program - the Remote Chance Project received \$70,000 grant funding from the Kimberley Development Commission;
- 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;
- savings within the Community Sponsorship program, including \$40,000 budgeted for Magabala Books (funding agreement expired), 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);
- an \$85,000 increase in corporate services consultant expenditure during extended periods of staff vacancies, to deliver the annual financial report, long term financial plan and 2024/25 annual budget, tied to statutory and organisation timeframes;
- a \$171,566 increase in budgeted interest on municipal investments, recognising favourable interest rates received on cash held;
- 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.

Item 6.2 Progress Update - Audit Management Report 2022/23

Previous Considerations

SMC 21 December 2023

Item 5.4.1

Following the completion of the Shire's audit for the 2022/23 financial year, an Audit Exit meeting took place on 14 December 2023. This meeting brought together representatives from the Office of the Auditor General (OAG), the Shire's contracted auditing firm RSM Australia (RSM), and the Shire of Broome, including the Chair of the Audit and Risk Committee and the Chief Executive Officer (CEO). During the meeting, the Auditors delivered their concluding report, addressing critical audit areas, internal control observations, and identified mis-statements.

The Audit and Risk Committee was tasked with reviewing the Auditor's reports after receiving a report from the CEO on the matters presented. The Committee was required to:

- Assess whether any matters raised required action by the local government; and
- Ensure appropriate action is taken in response to those matters.

Furthermore, the Committee must examine a report prepared by the CEO on actions taken concerning matters raised in the Auditor's report and present this report to Council for adoption. A copy of the report must be forwarded to the Minister before the conclusion of the next financial year or within 6 months of receiving the last report prepared by the Auditor, whichever is applicable.

A total of 14 issues were raised during the 2023 audit. The Audit Management Report provides insights into identified risks related to operational controls within the Shire,

accompanied by commentary from Management on each issue. This includes details on the planned mitigation measures for these concerns. The contents of the report are deemed confidential due to the potential risk of increased vulnerability to fraudulent or illegal activities if released publicly. Full details of each issue raised in the 2023 audit can be found in the complete report located in Confidential Attachment 3 of the Audit and Risk Committee Minutes (SMC 21 December 2023).

The 2023 audit demonstrated significant progress as officers worked diligently to enhance internal controls and practices within a short timeframe. Notably, the draft findings from 2022 were initially presented in April 2023, with the final version received in late June 2023. From the 2022 audit, 9 out of the 34 findings remain open, with 4 rated as moderate (indicating sufficient concern to necessitate prompt action by the entity) and 5 rated as minor (not of primary concern but still warranting action). A total of 25 findings were successfully resolved to a standard accepted by the Auditors in the period since April 2023. 5 new findings were issued and rated as moderate. No significant findings were issued, defined as potentially posing a significant risk to the entity if not promptly addressed.

Officers committed to addressing outstanding items, and to present updates at subsequent Audit and Risk Committee meetings until appropriately resolved.

COMMENT

Item 6.1 3rd Quarter Finance And Costing Review 2023-24

The Q3 FACR identifies a cumulative net surplus forecast of **\$213,342**.

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

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

- \$99,355 engineering fee income, recognising the Shire's role in the delivery of the new Broome Road Industrial Stage 2 subdivision;
- \$25,000 in unclaimed fuel tax credits following an external review;
- \$415,000 in increased interest revenue due to favourable interest rates combined with cash held for large capital projects;
- Savings after the completion of asset renewal projects including \$25,000 (Broome Visitor Centre air conditioner renewal) and \$15,000 (Japanese Cemetery works);
- \$30,000 income from planning fees higher than projected.

While the forecast for the 2023/24 financial year shows a positive result, it's crucial to acknowledge that the surplus isn't due to inadequate planning or budgeting. Staff turnover and vacancies have affected service delivery, prompting officers to fill gaps with contractors and defer non-essential tasks. Despite challenges, officers have strived to meet community expectations with the available resources. They face a rigorous review in the third quarter, aiming for realistic outcomes on all accounts and projects. Recognising that operating budgets reset at the start of the new financial year, officers strive to optimise their fund allocations to achieve the best outcomes for the community by 30 June.

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

Quarter 3 FACR Result

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	FACR Q3 Overall (Income) / Expense	FACR Q3 Org (Savings) / Expenses	FACR Q3 Impact (Inc) / Exp (Org Savings subtracted)	YTD Impact (Org Savings Subtracted)	YTD Overall Position
Office of the CEO	\$0	\$34,226	-\$57,075	-\$20,000	-\$37,075	-\$2,849	-\$22,849
Corporate Services	\$0	\$50,716	-\$359,405	-\$355,000	-\$4,405	\$46,311	-\$308,689
Development Services	\$0	\$883	-\$3,000	\$0	-\$3,000	-\$2,117	-\$2,117
Infrastructure Services	\$0	\$258,898	-\$111,657	-\$94,355	-\$17,302	\$241,596	\$147,241
Council approved budget amendments	\$0	\$53,909	\$0	\$0	\$0	\$53,909	\$53,909
Adjustment of Grants received in advance	\$0	-\$80,837	\$0	\$0	\$0	-\$80,837	-\$80,837
	0,000*	\$317,795	-\$531,137	-\$469,355	-\$61,782	\$256,013	-\$213,342

*Council adopted the annual budget with a predicted end-of-year balanced budget, which included previous year carried forward surplus.

Item 6.2 Progress Update - Audit Management Report 2022/23

An update regarding the status of outstanding audit findings is provided in Confidential Attachment 1. Officers are actively addressing the issues highlighted in external audits.

The 14 findings from the 2023 audit have been categorised into sets of recommended actions. Among these, 4 findings are deemed highest priority due to their potential to escalate risk from moderate to significant. Each finding is categorised as not commenced, in progress, or completed.

Currently, 9 actions within the findings have been fulfilled, and several others are underway. Despite some actions yet to commence, progress has been achieved since the Audit Management Report was presented in December, despite the holiday period in December and January.

The interim audit for 2024 is currently in progress, and the auditors will issue a Management Letter in due course. This letter will reflect the status of the existing findings list as well as any newly identified findings.

CONSULTATION

Item 6.1 3rd Quarter Finance And Costing Review 2023-24

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

Item 6.2 Progress Update - Audit Management Report 2022/23

STATUTORY ENVIRONMENT

Item 6.1 3rd 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.

Item 6.2 Progress Update - Audit Management Report 2022/23

Local Government Act 1995

- 6.4 Financial report
- 7.9 Audit to be conducted

Local Government (Audit) Regulations 1996

Local Government (Financial Management) Regulations 1996

In accordance with section 7.9 of the *Local Government Act 1995 (the Act)*, an Auditor is required to examine the accounts and annual financial report submitted by a local government for audit. The Auditor is required to prepare a report by 31 December following the relevant financial year and send a copy of that report to:

- (a) The Mayor or President;
- (b) The Chief Executive Officer (CEO); and
- (c) The Minister.

Additionally, under Regulation 10(4) of the *Local Government (Audit) Regulations 1996 (Audit Regulations)*, the Auditor may, when deemed appropriate, prepare a Management Report to accompany the Auditor's Report. This Management Report is also to be forwarded to the individuals specified in section 7.9 of *the Act*.

POLICY IMPLICATIONS

Item 6.1 3rd Quarter Finance And Costing Review 2023-24

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.

Item 6.2 Progress Update - Audit Management Report 2022/23

Nil.

FINANCIAL IMPLICATIONS

Item 6.1 3rd Quarter Finance And Costing Review 2023-24

The overall result of the **Quarter 3 FACR** is a surplus of **\$531,137**. Within this review process, officers identified \$469,355 of organisational savings.

Taking the existing net deficit of \$317,795 into consideration, being all budget amendments previously endorsed by Council, and the amendments proposed in the Quarter 3 FACR, the **net result** is a surplus of **\$213,342** (forecast to 30 June 2024).

The decision to allocate the surplus, identified as "organisation savings," rests with the Council. Officers recommend offsetting the current Quarter 2 deficit of \$317,795 with Quarter 3 Directorate savings of \$61,782, resulting in a projected end of year deficit of **\$256,013** by 30 June 2024. This is shown as the column "YTD Impact (Org Savings Subtracted)" in the Summary Report table above.

Officers recommended that organisational savings of \$469,355 was used to reduce the \$2,966,000 approved borrowing to fund the Key Worker Housing project. This would reduce

total borrowings to \$2,496,645 and reduce annual loan repayments from a projected \$443,887 to \$373,644, providing ongoing savings and improving Council's debt servicing ratio.

The Audit and Risk Committee commented on the fact that the bulk of organisational savings in the Q3 FACR related to interest income received against grant funding secured to deliver Stage 1 of the Cable Beach Redevelopment. Further it would be reasonable to use the savings against that project particularly to reduce the borrowings and in turn reduce future ratepayers costs in regards to loan repayment obligations. The Cable Beach Redevelopment Stage 1 borrowings are budgeted at \$1,467,072 having been reduced from an original budget of \$2,350,507.

Item 6.2 Progress Update - Audit Management Report 2022/23

No specific financial implications are associated with this item.

Remediation of any of the issues raised within the Audit Management Report may require budget allocations to resolve. Where this requires funding outside of the existing 2023/24 adopted annual budget, Responsible Officers would request budget allocations either through the Shire's Finance and Costing Review process, or as part of the 2024/25 annual budget process.

RISK

Item 6.1 3rd 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.

Item 6.2 Progress Update - Audit Management Report 2022/23

The audit findings provide management with recommendations particularly to strengthen internal controls and reduce the likelihood of certain risks. Delays in progressing and completing the audit findings can be unfavourable to the organisation, but are also weighed against other demands on Shire resources, and the costs to the community.

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/0424/015

Moved: Cr D Male

Seconded: Shire President C Mitchell

3RD QUARTER FINANCE AND COSTING REVIEW 2023-24 (6.1)

Absolute Majority

COMMITTEE RECOMMENDATION 1:

That the Audit and Risk Committee recommends that Council:

- 1. Receives the Quarter 3 Finance and Costing Review Report for the period ended 31 March 2024;**
- 2. Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2024 as attached (Item 6.1 / Attachment 1 of the Audit and Risk Committee Minutes);**
- 3. Approves the allocation of \$469,355 of organisational savings as identified within this report to reduce planned borrowings required for Council's Cable Beach Redevelopment Stage 1 project (Account 114865620); and**
- 4. Notes a forecast net end-of-year deficit position to 30 June 2024 of \$256,013 including previously adopted budget amendments and the budget amendments in recommendations 2 and 3.**

For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr P Taylor, Cr S Cooper.

CARRIED UNANIMOUSLY 8/0

Reason: To recognise that the majority of organisational savings were a result of interest income accrued in the municipal bank account against unspent grant funding for Stage 1 of the Cable Beach Redevelopment.

Cr M Virgo returned to the Chambers at 6.29pm

COUNCIL RESOLUTION:

(RECOMMENDATION)

Minute No. C/0424/016

Moved: Cr E Smith

Seconded: Shire President C Mitchell

PROGRESS UPDATE - AUDIT MANAGEMENT REPORT 2022/23 (6.2)

Simple Majority

COMMITTEE RECOMMENDATION 2:

(OFFICER RECOMMENDATION)

That the Audit and Risk Committee recommends that Council:

- 1. Receive the progress update of findings as per Confidential Attachment 1; and**
- 2. Requests the Chief Executive Officer to progress the finalisation of all outstanding findings as soon as practicable.**

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, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0

Attachments

- 1. Audit and Risk Committee Minutes April 22 2024**
- 2. Confidential Attachments - Audit and Risk Committee Minutes 22 April 2024
(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)((f)(ii)) as it contains "a matter that if disclosed, could be reasonably expected to endanger the security of the local governments property".

Cr M Virgo returned to the Chambers at 6.29pm.



UNCONFIRMED MINUTES

OF THE

AUDIT AND RISK COMMITTEE MEETING

22 APRIL 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
MONDAY 22 APRIL 2024
INDEX – MINUTES

1.	OFFICIAL OPENING	3
2.	ATTENDANCE AND APOLOGIES	3
3.	DECLARATIONS OF FINANCIAL INTEREST / IMPARTIALITY	3
4.	CONFIRMATION OF MINUTES	3
5.	INFORMATION ITEMS	4
	5.1 2023-24 AUDIT ENTRY MEETING	4
6.	REPORTS OF OFFICERS	5
	6.2 PROGRESS UPDATE - AUDIT MANAGEMENT REPORT 2022/23	23
7.	MATTERS BEHIND CLOSED DOORS	27
8.	MEETING CLOSURE	27

**MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING OF THE SHIRE OF BROOME,
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,
ON MONDAY 22 APRIL 2024, COMMENCING AT 10.30AM.**

1. OFFICIAL OPENING

The Chair welcomed Elected Members and officers and declared the meeting open at 11:44am.

2. ATTENDANCE AND APOLOGIES

ATTENDANCE

Members:	Cr D Male Shire President C Mitchell Cr M Virgo	Chair, Deputy Shire President Shire President Councillor
Apologies:	Nil	
Leave of Absence:	Nil	
Officers:	Mr S Mastrolembro Mr J Watt Mr K Williams Mr J Hall Ms L French	Chief Executive Officer Director Corporate Services Director Development Services Director Infrastructure Manager Financial Services

3. DECLARATIONS OF FINANCIAL INTEREST / IMPARTIALITY

Committee Member	Item No	Item	Nature of Interest
Cr M Virgo	6.1	3 rd Quarter Finance and Costing Review 2023-24	Financial – I am a paid employee of the BVC

4. CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION:

Minute No. AR/0424/001

Moved: Shire President C Mitchell

Seconded: Cr D Male

That the Minutes of the Audit and Risk Committee held on 20 February 2024, as published and circulated, be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY 3/0

5. INFORMATION ITEMS

5.1 2023-24 AUDIT ENTRY MEETING

Members of the RSM Australia Audit team and staff from the Office of the Auditor General delivered information relating to the 2023-24 audit process.

6. REPORTS OF OFFICERS

Cr M Virgo declared a financial interest in item 6.1 – 3rd Quarter Finance and Costing Review 2023-24, the reason being "I am a paid employee of the Broome Visitor Centre."

Cr Virgo left the Chambers at 12:45pm.

6.1 3RD QUARTER FINANCE AND COSTING REVIEW 2023-24

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

SUMMARY:

The Audit and Risk Committee is requested to consider results of the 3rd Quarter Finance and Costing Review (FACR) of the Shire's budget for the period ended 31 March 2024, including forecast estimates and budget recommendations to 30 June 2024.

BACKGROUNDPrevious Considerations

SMC 11 July 2023	Item 5.4.1
OMC 14 December 2023	Item 10.1
OMC 29 February 2024	Item 9.4.5

The Shire of Broome has carried out its 3rd Quarter Finance and Costing Review (FACR) for the 2023-24 financial year. This review of the 2023-24 Annual Budget is based on actuals and commitments for the first 9 months of the year from 1 July 2023 to 31 March 2024, 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 on 11 July 2023 as a balanced budget.

The Quarter 3 FACR commenced on 8 April 2024. At the start of the Q3 FACR, a net deficit of \$317,795 was forecast arising from past budget amendments adopted by Council, including the Quarter 1 and Quarter 2 FACR's. Significant amendments approved through the FACR processes to date include:

- a new fully-funded grant program - the Remote Chance Project received \$70,000 grant funding from the Kimberley Development Commission;
- 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;
- savings within the Community Sponsorship program, including \$40,000 budgeted for Magabala Books (funding agreement expired), 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);
- an \$85,000 increase in corporate services consultant expenditure during extended periods of staff vacancies, to deliver the annual financial report, long term financial plan and 2024/25 annual budget, tied to statutory and organisation timeframes;
- a \$171,566 increase in budgeted interest on municipal investments, recognising favourable interest rates received on cash held;
- 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.

COMMENT

The Q3 FACR identifies a cumulative net surplus forecast of **\$213,342**.

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

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

- \$99,355 engineering fee income, recognising the Shire's role in the delivery of the new Broome Road Industrial Stage 2 subdivision;
- \$25,000 in unclaimed fuel tax credits following an external review;
- \$415,000 in increased interest revenue due to favourable interest rates combined with cash held for large capital projects;
- Savings after the completion of asset renewal projects including \$25,000 (Broome Visitor Centre air conditioner renewal) and \$15,000 (Japanese Cemetery works);
- \$30,000 income from planning fees higher than projected.

While the forecast for the 2023/24 financial year shows a positive result, it's crucial to acknowledge that the surplus isn't due to inadequate planning or budgeting. Staff turnover and vacancies have affected service delivery, prompting officers to fill gaps with contractors and defer non-essential tasks. Despite challenges, officers have strived to meet community expectations with the available resources. They face a rigorous review in the third quarter, aiming for realistic outcomes on all accounts and projects. Recognising that

operating budgets reset at the start of the new financial year, officers strive to optimise their fund allocations to achieve the best outcomes for the community by 30 June.

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

Quarter 3 FACR Result

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	FACR Q3 Overall (Income) / Expense	FACR Q3 Org (Savings) / Expenses	FACR Q3 Impact (Inc) / Exp (Org Savings subtracted)	YTD Impact (Org Savings Subtracted)	YTD Overall Position
Office of the CEO	\$0	\$34,226	-\$57,075	-\$20,000	-\$37,075	-\$2,849	-\$22,849
Corporate Services	\$0	\$50,716	-\$359,405	-\$355,000	-\$4,405	\$46,311	-\$308,689
Development Services	\$0	\$883	-\$3,000	\$0	-\$3,000	-\$2,117	-\$2,117
Infrastructure Services	\$0	\$258,898	-\$111,657	-\$94,355	-\$17,302	\$241,596	\$147,241
Council approved budget amendments	\$0	\$53,909	\$0	\$0	\$0	\$53,909	\$53,909
Adjustment of Grants received in advance	\$0	-\$80,837	\$0	\$0	\$0	-\$80,837	-\$80,837
	0,000*	\$317,795	-\$531,137	-\$469,355	-\$61,782	\$256,013	-\$213,342

*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 overall result of the **Quarter 3 FACR** is a surplus of **\$531,137**. Within this review process, officers identified \$469,355 of organisational savings.

Taking the existing net deficit of \$317,795 into consideration, being all budget amendments previously endorsed by Council, and the amendments proposed in the Quarter 3 FACR, the **net result** is a surplus of **\$213,342** (forecast to 30 June 2024).

The decision to allocate the surplus, identified as "organisation savings," rests with the Council. Officers recommend offsetting the current Quarter 2 deficit of \$317,795 with Quarter 3 Directorate savings of \$61,782, resulting in a projected end of year deficit of **\$256,013** by 30 June 2024. This is shown as the column "YTD Impact (Org Savings Subtracted)" in the Summary Report table above.

It is recommended that organisational savings of \$469,355 is used to reduce the \$2,966,000 approved borrowing to fund the Key Worker Housing project. This will reduce total borrowings to \$2,496,645 and reduce annual loan repayments from a projected \$443,887 to \$373,644, providing ongoing savings and improving Council's debt servicing ratio.

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

OFFICER RECOMMENDATION:

That the Audit and Risk Committee recommends that Council:

1. *Receives the Quarter 3 Finance and Costing Review Report for the period ended 31 March 2024;*
2. *Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2024 as attached (Attachment 2);*
3. *Approves the allocation of \$469,355 of organisational savings as identified within this report to reduce planned borrowings required for Council's Key Worker Housing Project (Account 114865620); and*
4. *Notes a forecast net end-of-year deficit position to 30 June 2024 of \$256,013 including previously adopted budget amendments and the budget amendments in recommendations 2 and 3.*

COMMITTEE RESOLUTION:

Minute No. AR/0424/002

Moved: Cr D Male

Seconded: Shire President C Mitchell

That the Audit and Risk Committee recommends that Council:

1. *Receives the Quarter 3 Finance and Costing Review Report for the period ended 31 March 2024;*
2. *Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2024 as attached (Attachment 2);*
3. *Approves the allocation of \$469,355 of organisational savings as identified within this report to reduce planned borrowings required for Council's Cable Beach Redevelopment Stage 1 project (GL 95900); and*
4. *Notes a forecast net end-of-year deficit position to 30 June 2024 of \$256,013 including previously adopted budget amendments and the budget amendments in recommendations 2 and 3.*

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 2/0

Reason: To recognise that the majority of organisational savings were a result of interest income accrued in the municipal bank account against unspent grant funding for Stage 1 of the Cable Beach Redevelopment.

Attachments

1. Quarter 3 Finance and Costing Review

Cr M Virgo returned to the meeting at 12:55pm.

SHIRE OF BROOME SUMMARY REPORT							
BUDGET IMPACT							
	2023/24 Adopted Budget (Income)/ Expense	YTD Adopted Budget Amendments (Income)/ Expense	FACR Q3 Overall (Income)/ Expense	FACR Q3 Org (Savings) / Expenses	FACR Q3 Impact (Inc) / Exp (Org Savings subtracted)	YTD Impact (Org Savings Subtracted)	YTD Overall Position
Office of the CEO	\$0	\$34,226	-\$57,075	-\$20,000	-\$37,075	-\$2,849	-\$22,849
Corporate Services	\$0	\$50,716	-\$359,405	-\$355,000	-\$4,405	\$46,311	-\$308,689
Development Services	\$0	\$883	-\$3,000	\$0	-\$3,000	-\$2,117	-\$2,117
Infrastructure Services	\$0	\$258,898	-\$111,657	-\$94,355	-\$17,302	\$241,596	\$147,241
Council approved budget amendments	\$0	\$53,909	\$0	\$0	\$0	\$53,909	\$53,909
Adjustment of Grants received in advance	\$0	-\$80,837	\$0	\$0	\$0	-\$80,837	-\$80,837
	0,000*	\$317,795	-\$531,137	-\$469,355	-\$61,782	\$256,013	-\$213,342

Finance and Costing Review - Quarter 1 2023/24
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 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) / Expenses
Office of the CEO										
ADMIN1 - Chief Executive Officer - S Mastrolembo										
23450		34	Consultants - Op Exp - Other Governance	\$55,000	\$31,670	-\$10,000	\$45,000		Reduced \$10,000. Balance to be used to prepare flyers and brochures for special projects for lobbying.	
						-\$10,000		\$0		\$0
ADMIN2 - Personal Assistant To CEO - J Wadge										
23015		34	Executive Travel & Accom - Op Exp - Other Governance	\$12,000	\$2,968	-\$7,000	\$5,000		Savings due to more meetings being held via video conference.	
24160		34	Subscriptions Op Exp - Members	\$49,100	\$51,573	\$5,000	\$54,100		North West Defence Alliance Membership.	
						-\$2,000		\$0		\$0
CS3 - Manager People and Culture - J Maccarone										
142015		61	All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads	\$20,000	\$30,929	\$30,000	\$50,000		Amended to capture actual staff on parental leave, including top-up payments.	
142395		14	All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads	-\$20,000	-\$26,553	-\$20,000	-\$40,000		Increased income for parental leave.	
142043		77	Organisational Training - General	\$256,517	\$108,044	-\$20,000	\$236,517		Savings primarily due to reduced conference attendance.	-\$20,000
						-\$10,000		\$0		-\$20,000
ES7 - Special Projects Coordinator - A Clark- Hale										
22218	ME01	11	McMahon Estate Business Case Grant Income	\$4,498	\$0	-\$4,498	\$0		The Finance and Costing Review 2 adjustment applied the budgeted to "grants" rather than "interest". Interest earned on grant funding for the year. Matching expenditure increase ME02.	
22218	ME01	20	McMahon Estate Business Case Grant Income	\$0	-\$5,962	-\$8,500	-\$8,500		Interest earned on grant funding for the year. Matching expenditure increase ME02.	
23449	ME02	34	McMahon Estate Business Case Grant Expenditure	\$250,000	\$23,075	\$8,500	\$258,500		Increase in expenditure reflecting the interest accrued on grant funding ME01.	

2 of 12

Finance and Costing Review - Quarter 1 2023/24
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 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) / Expenses
1181425	WD02	34	Cable Beach Waterpark Detailed Design 23-24 Expenditure	\$300,000	\$0	-\$300,000	\$0		Project deferred pending outcome of stage 2 funding application.	
1367304	WD01	11	Cable Beach Waterpark Detailed Design Income	-\$300,000	\$0	\$300,000	\$0		Project deferred pending outcome of stage 2 funding application.	
132314		34	Sanctuary Caravan Park Op Exp	\$396,934	\$77,004	-\$283,934	\$113,000		Moving the Infrastructure Development Fund grant allocation to a separate account. The budget remaining in this account is municipal funded. The allocation supports engaging a consultant to assist with the preparation of the Developer RFI, marketing, development of lease documents and professional tender review from an external party.	
132315	SRIDF01	34	Sanctuary Road - IDF - 01 CAP Ex Grant Exp	\$0	\$0	\$283,934	\$283,934		Moving the Infrastructure Development Fund grant allocation (100% grant funded) to a newly created account to manage the funding milestones.	
						-\$4,498		\$0		\$0
REQ80 - Place Activation & Engagement Officer - S Fewster										
23040		34	Youth Development Programme & Working Group - Op Exp - Other Governance	\$70,000	\$28,833	-\$10,000	\$60,000		Reduced budget by \$10,000 as Youth Forum rescheduled from April to September 2024 at the request of the schools.	
						-\$10,000		\$0		\$0
REQ4 - Special Projects Coordinator - M Renton										
0112054		34	Town Beach Café preliminary site investigation - Op Exp	\$25,077	\$9,355	-\$20,577	\$4,500		Savings of \$16,880 on marketing contract as no Lessee secured. Outstanding contract amount of \$4,500 to be paid for marketing services relating to re-advertisement of Expression of Interest.	
						-\$20,577		\$0		\$0
			Office of the CEO Directorate (Savings)/Expense			-\$57,075		\$0		-\$20,000

3 of 12

Finance and Costing Review - Quarter 1 2023/24
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 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) / Expenses
Corporate Services										
BA - Coordinator Financial Services										
104282		43	Transfer to Developer Contributions Drainage Reserve - Cap Exp	\$76,243	\$0	\$15,000	\$91,243		Roebuck Estate drainage headworks (income in GL 101044820) transfer developer contributions to reserve. Income reflected in Finance and Costing Review quarter 2.	\$15,000
142212		20	Interest Rec on Muni Investment - Op Inc - General Administration O'Heads	-\$402,003	-\$726,335	-\$415,000	-\$817,003		Anticipated Municipal interest to 30 June, officers secured high interest rates on the funding held in this quarter. Cash currently being held for budgeted large capital projects which are yet to commence or in progress.	-\$415,000
						-\$400,000		\$0		-\$400,000
BRAC1 - Manager Community Facilities - C Zepnick										
114105	114105	34	Tennis Court Lighting Renewal- Cap Ex	\$44,659	\$11,231	-\$20,000	\$24,659		Carry over project from 2022/23, the project has been finalised and savings identified.	
117009		34	Plant & Equip Maint - Aquatic	\$11,000	\$626	\$24,000	\$35,000		Replacement of two pool blankets.	
117010	117011	34	Aquatic Building & Pool General Maint Exp	\$30,000	\$19,191	\$5,000	\$35,000		Grandstand repairs and Tiling. Expenses increased due to unexpected chlorine pump failure. Offset by savings from Civic Centre.	
117015	117015	34	Chemicals - chemical related expenses Aquatic	\$45,000	\$45,051	\$10,000	\$55,000		Chlorine pricing increase. Lost chlorine due to spill.	
117280		02	Group Fitness by BRAC Inc - Aquatic	-\$35,000	-\$33,850	-\$10,000	-\$45,000		Extra classes commencing in quarter 4, income will be higher than budgeted.	

4 of 12

Finance and Costing Review - Quarter 1 2023/24
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 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) / Expenses
117218	117220	34	Medland Pavilion - Reactive Maint - Op Exp	\$5,562	\$2,109	\$7,000	\$12,562		Pavilion Kiosk flooring deteriorating, requiring replacement.	\$7,000
115281	115291	34	Library Reactive Maint - Op Exp	\$12,500	\$11,466	\$5,000	\$17,500		Additional funding requested following recent unexpected costs - airconditioning, plumbing, damage and vandalism, alarm issues, smoke detector, relocation of manhole.	\$5,000
116495		34	Performance Production Expenses - Broome Civic - Op Exp	\$123,000	\$46,535	-\$10,000	\$113,000		Saving offsetting Library and BRAC Reactive increases. There are 3 shows yet to be procured including - Youth Event, 3rd Wheel, Bad Feminist, which account for the currently low actual expenditure.	
117295	FC01	10	Western Australian Football Commission Grant Income - Medland	\$0	\$0	-\$60,000	-\$60,000		Western Australian Football Commission Grant income - upgrades to changeroom facilities at Medland Pavilion	
117400	FC02	34	Western Australian Football Commission Grant Expenditure - Medland	\$0	\$0	\$60,000	\$60,000		Western Australian Football Commission Grant expenditure - upgrades to changeroom facilities at Medland Pavilion	
						\$11,000		\$0		\$12,000
CS2 - Manager Financial Services - E French										
22200		34	Audit Fees Op Exp - Other Governance	\$148,000	\$162,645	\$33,000	\$181,000		2023 Financial audit was \$142,000. \$29,000 required for grant acquittals including 2 to be finalised and pensioner deferred rates for 8 prior financial years. \$10,000 fuel tax credit review, offset by increase in reimbursements.	\$33,000
30106		01	Interim Rates Broome - Op Inc - Rates	-\$150,000	-\$173,405	-\$23,405	-\$173,405		Interim rates ended higher than budgeted, comprising \$81,000 of property valuation changes that occurred before 30 June 2023, and \$92,000 valuation changes that occurred during 2023/24. Interim rates are now closed; all future rate revaluations will be levied in 2024/25.	

5 of 12

Finance and Costing Review - Quarter 1 2023/24
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 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) / Expenses
30145		34	Debt Collection Recovery	\$35,000	\$31,274	\$10,000	\$45,000		Cost to progress debt recovery on outstanding rates. Fully recovered through income account.	
32490		14	Legal Expense Recovery No GST - Op Inc Rates	-\$35,000	-\$24,719	-\$10,000	-\$45,000		Cost to progress debt recovery on outstanding rates. Offset by expense account.	
32250		34	General Expenditure - Op Exp - Rates	\$35,000	\$14,073	-\$10,000	\$25,000		Some expenditure still to be invoiced, but anticipate a saving with new provider in place.	
142004		61	Salary - Op Exp - Finance	\$943,347	\$673,863	-\$20,000	\$923,347		Coordinator Financial Services vacancy - support through contract services.	
142034		79	Other Employment Costs - Finance	\$7,000	\$0	-\$6,500	\$500		Not anticipated to be utilised by June. Reallocate to Relief staff.	
142193		34	Relief Staff - Op Exp - Finance - Corp. Gov. & Support	\$18,000	\$9,788	\$26,500	\$44,500		Employee costs redirected to contract support while recruiting; progressing audit findings, reconciliations and end of year preparation.	
143390		14	Reimb Received No GST Incl Diesel Fuel Rebate & Insurance - Op Inc	-\$56,400	-\$52,531	-\$25,000	-\$81,400		A recent fuel tax credit review uncovered unclaimed and overclaimed credits between 2019 and 2023. The ATO increased credit rates from the prior year.	
						-\$25,405		\$0		\$33,000
CS4 - Acting Manager Governance, Strategy & Risk										
107370		02	Cemetery Fees Inc GST - Op Inc - Other Community Amenities	-\$14,000	-\$18,469	-\$5,000	-\$19,000		Exceeded budget estimates.	
						-\$5,000		\$0		\$0

6 of 12

Finance and Costing Review - Quarter 1 2023/24
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 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) / Expenses
CS6 - Manager Information Services - B Douglas										
146102		34	License Maint and Support - IT Exp	\$767,155	\$780,451	\$100,000	\$867,155		Savings from 146111 of \$50,000. Shortfalls due to unbudgeted software and varying levels of CPI on cloud software subscriptions. Recommend funding \$30,000 from Governance salary savings.	
142010		61	Salary - Op Exp - Gen Admin	\$634,848	\$382,538	-\$30,000	\$604,848		Salary savings from extended Governance vacancy. \$30,000 to offset increase in software licensing costs.	
146105		61	Salary - Op Exp - IT	\$243,422	\$177,500	-\$10,000	\$233,422		Offset licensing costs through vacancy.	
						\$60,000				\$0
			Corporate Services Directorate (Savings)/Expense			-\$359,405		\$0		-\$355,000
Development Services										
DS1 - Director Development Services - K Williams										
106038		341	Legal Expenses - Development Services	\$10,000	\$0	-\$5,000	\$5,000		Legal Fees for Local Government Act for Permits.	
						-\$5,000		\$0		\$0
BS1 - Manager Planning & Building Services - K Wood										
106039		34	Planning Appeals - Op Exp - Town Planning/ Regional Devel	\$10,000	\$6,152	\$5,000	\$15,000		\$15,000 required to seek fire and coastal advice for Bidiyadanga (income for this from the Department of the Premier and Cabinet included below).	
106410		04	Planning Fees (GST Free) - Op Inc - Town Planning/Regional Devel	-\$100,000	-\$107,655	-\$30,000	-\$130,000		Income higher than projected. Based on tracking to date, additional \$30,000 income anticipated for quarter 4.	
						-\$25,000		\$0		\$0

7 of 12

Finance and Costing Review - Quarter 1 2023/24
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 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) / Expenses
HS1 - Manager Environmental Health, Emergency & Ranger Services - S Kipkurgat										
52442		18	Revenue Share - E-Scooters - Op Inc - Ranger Operations	-\$20,000	-\$17,122	-\$5,000	-\$25,000		Expected income from Beam Mobility Shared Revenue arrangement.	
53015		75	Relief Staff Housing Exp - Op Exp - Ranger Operations	\$0	\$2,168	\$5,000	\$5,000		Casual Contract Rangers backfill due to vacancies. Originally unbudgeted but is required to house Contractors.	
53018		34	Rangers Equipment - Op Exp - Ranger Operations	\$15,000	\$15,516	\$5,000	\$20,000		Additional funds required to improve signages around Town.	
74420		04	Health Licences - Op Inc - Preventive - Inspection/Admin	-\$92,000	-\$96,657	-\$8,000	-\$100,000		Fees generated are higher than budgeted.	
1140211		34	General Operating Exp - Swim Areas & Beach Life Guard	\$300,000	\$203,664	\$30,000	\$330,000		Aligning the timing of invoices to the current budget year. The lifeguard service season started on Good Friday, which fell earlier this year. The season will conclude on the last Sunday of October.	
						\$27,000		\$0		\$0
			Development Services Directorate (Saving)/Expense			-\$3,000		\$0		\$0
Infrastructure Services										
ES9 - Manager Engineering - L McKenzie										
107550	107550	34	Japanese Cemetery New Infrastructure by P & G - Cap Exp	\$49,768	\$20,060	-\$15,000	\$34,768		Planned works completed with a project saving.	
121550		58	Statutory Contribution for Crossovers - Op Exp - Crossovers & General	\$30,000	\$20,000	\$5,000	\$35,000		Increase in claims for crossover subsidy. All approvals in line with Shire Policy.	\$5,000
143485		02	Subdivision Engineering Supervision Charges - Op Inc - Eng Off	-\$10,000	-\$109,355	-\$99,355	-\$109,355		Recognition of fees from Shire's role in the delivery of the new Broome Road Industrial Stage 2 subdivision.	-\$99,355
						-\$109,355		\$0		-\$94,355

8 of 12

Finance and Costing Review - Quarter 1 2023/24
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 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) / Expenses
E53 - Manager Operations- M Smith										
143080		34	Works Protective Clothing - Op Exp - Works Operations	\$16,000	\$3,759	-\$10,000	\$6,000		Uniforms are now ordered through People and Culture. The annual top up of uniforms has occurred, and savings are available.	
145102		34	Plant Tyres & Tubes - Op Exp - Plant Operation	\$90,000	\$44,310	-\$25,000	\$65,000		Tracking under the prior year and estimates. Savings are available.	
						-\$35,000		\$0		\$0
E58 - Manager Waste- M Mitchell										
101020		34	Kerbside Refuse Collection - Op Exp - Sanitation Gen Refuse	\$465,500	\$288,061	-\$50,000	\$415,500		Annual purchase order raised based on 100% presentation rates, actual presentation estimated to be 85-90%.	
101022		34	Kerbside Recycling Collection -Op Exp - San Gen Refuse	\$1,060,000	\$687,394	-\$120,000	\$940,000		Annual purchase order raised based on 100% presentation rates, actual presentation estimated to be 85-90%.	
101028	101090	34	Transfer Station Tyres	\$194,825	\$214,638	\$80,000	\$274,825		Additional removal of tyres required to comply with license conditions, processing of rims.	
101028	101091	34	Transfer Station Concrete	\$536,525	\$521	-\$200,000	\$336,525		RFT 24/01 awarded, lower than budgeted unit rate, contingency retained for additional product possibly processed and for moving stockpiles.	
101028	101093	34	Transfer Station Steel - Op Exp	\$14,700	\$4,800	-\$10,000	\$4,700		No further freight or materials needed to 30 June.	
101030	101033	34	Waste Facility Operations -Op Exp - San Gen Ref	\$500,672	\$338,027	\$35,000	\$535,672		Additional wet hire of machinery required due to staff vacancies & leave.	
101030	101054	34	Licence and Operations Expense - Sanitation Gen Refuse	\$64,000	\$63,056	\$34,000	\$98,000		Timing - Mandalay subscription for 24/25 due in May, pay for the year in advance, software upgrades current subscription allocated this financial year, new ground water monitoring contract at higher price.	
101423		18	Sundry Income (Inc. GST) - Op Inc - Sanitation Gen Refuse	-\$206,000	-\$215,796	-\$10,000	-\$216,000		Additional income from scrap steel and Container Deposit Scheme, batteries potentially higher if Contractor returns before 30 June.	

9 of 12

Finance and Costing Review - Quarter 1 2023/24
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 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) / Expenses
101535	101536	34	Fixed Plant & Equip New Cap Exp - San Gen Refuse	\$6,500	\$6,445	\$58,922	\$65,422		Waste Sorted grant successful - \$58,922, matching income and expense.	
101642		10	Non-Operating Grant - Sanitation - General Refuse	-\$81,664	-\$81,664	-\$58,922	-\$140,586		Waste Sorted grant successful - \$58,922, matching income and expense.	
102010	102013	34	Urban Rubbish Bins Servicing - CCC Maint	\$29,967	\$4,032	-\$10,000	\$19,967		Bin bags and consumables ordered. Remaining amount not required in 2023/24.	
101515		43	Transfer to Refuse Reserve - Cap Exp - Sanitation Gen Refuse MUN	\$65,521	\$24,242	\$251,000	\$115,072	\$251,000	Net movements within the waste business unit, transfer to the reserve.	
						\$0		\$251,000		\$0
PK3 - Parks & Gardens Coordinator - A Batt										
113000	113031	34	Palm Leaf Beetle- P&G Maint	\$0	\$5,327	\$10,000	\$10,000		Contract labour has been engaged, was budgeted as employee.	
113000	113581	34	Matsumoto Courts - P&G Maint	\$400	\$0	\$5,000	\$5,400		Backboards need replacing for High School use.	
113000	PR32PA	34	Palmer Road Park Maintenance - Op Ex - Parks	\$5,090	\$6,557	\$4,000	\$9,090		Replaced play set for more robust play set.	
113000	113037	34	Bedford Park - P&G Maint	\$14,116	\$4,844	-\$5,000	\$9,116		Material costs not incurred. Yet to order fertiliser.	
113000	113047	34	China Town - P&G Maint	\$22,010	\$4,459	-\$10,000	\$12,010		Material costs not incurred.	
113000	113043	34	Town Beach - P&G Maint	\$87,150	\$16,754	-\$45,000	\$42,150		Material costs not incurred.	
113000	113069	34	Demco Park - P&G Maint	\$3,800	\$33	-\$2,500	\$1,300		Material costs not incurred.	
113000	113583	34	Herbert St Park - P&G Maint	\$9,570	\$59,212	\$55,500	\$65,070		Tank Replacement invoice from 2022/23 paid in 2023/24. No carry over was requested by responsible officer.	
113005	113010	34	Weed Control- P&G Maint	\$14,200	\$32,270	\$23,000	\$37,200		Purchased all of the Pesticides for 2023/24, plus Contractor backfill for vacancy.	
117210	117211	34	BRAC Ovals - P&G Maint	\$62,832	\$39,950	-\$10,000	\$52,832		Material costs not incurred.	
126000	126124	34	Sector 7 LIA, HIA & Port - P&G Maint	\$2,000	\$7,020	\$15,000	\$17,000		Contractor required to cover vacancy.	
126051	126059	34	Roundabouts - P&G Maint	\$11,050	\$1,177	-\$5,000	\$6,050		Material costs not incurred.	

10 of 12

Finance and Costing Review - Quarter 1 2023/24
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 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) / Expenses
116283	PPART	34	Public Art, Monument & Plaque- P&G Maint	\$20,930	\$0	-\$20,000	\$930		Booked to Asset Public Art account.	
132078	132079	34	Promotional Signage Structures Maint Exp	\$4,500	\$0	-\$4,500	\$0		Material costs not incurred. Used Assets Art Account.	
143510		34	Protective Clothing & Equip Uniforms & Boots - Op Exp - P & G Ops	\$34,000	\$8,680	-\$12,000	\$22,000		Annual order complete, new starters through People and Culture.	
						-\$1,500		\$0		\$0
PM2 - Asset and Building Coordinator - A Waddell										
113000	113039	34	Streeters Jetty Park - P&G Maint	\$10,000	\$2,322	-\$5,000	\$5,000		Underspend due to good condition.	
113551	113795	34	Parks & Gardens Works Renewal Infra - Cap Exp	\$261,065	\$104,847	-\$75,000	\$186,065		Savings can be realised from underspend on budget allocated to BRAC fence renewal	
117450	117452	34	BRAC Oval Upgrade of Infra - Cap Exp	\$339,565	\$0	\$80,000	\$419,565		Savings from other AMP renewal projects to be reallocated to ensure project can be delivered to desired standard. These works will be delivered in quarter 4 or carried over.	
125140	125172	34	Footpaths - Various	\$6,236	-\$11,045	-\$17,281	-\$11,045		Correction of timing issue with invoices and carryover at end of 22/23 and start of 23/24 financial year.	
122000	121031	34	Lighting - Works Maint	\$34,000	\$36,901	\$88,000	\$122,000		Additional \$9,000 authorised by Director for painting poles in Chinatown. Further \$79,000 is required to account for the lightpole replacements from two insurance claims involving vehicles as well as the lightning strike at Town Beach. These shall be recouped through insurance.	
125225	125232	34	Street Lighting at Various Locations - Renewal	\$57,140	\$35,007	\$33,696	\$90,836		\$33,000 is required for the replacement of a light pole near Westpac which is being completed under an insurance claim.	
147585		14	Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General	-\$195,612	-\$196,468	-\$112,696	-\$308,308		Reimbursement of insurance claims for light poles at Town beach (\$79,000) and near Westpac \$33,000).	
						-\$8,281		\$0		\$0

11 of 12

6.2 PROGRESS UPDATE - AUDIT MANAGEMENT REPORT 2022/23

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

SUMMARY:

The Audit and Risk Committee are presented a progress update on the findings identified in the 2022/23 financial audit (2023 Audit Management Report).

BACKGROUNDPrevious Considerations

SMC 21 December 2023

Item 5.4.1

Following the completion of the Shire's audit for the 2022/23 financial year, an Audit Exit meeting took place on 14 December 2023. This meeting brought together representatives from the Office of the Auditor General (OAG), the Shire's contracted auditing firm RSM Australia (RSM), and the Shire of Broome, including the Chair of the Audit and Risk Committee and the Chief Executive Officer (CEO). During the meeting, the Auditors delivered their concluding report, addressing critical audit areas, internal control observations, and identified mis-statements.

The Audit and Risk Committee was tasked with reviewing the Auditor's reports after receiving a report from the CEO on the matters presented. The Committee was required to:

- Assess whether any matters raised required action by the local government; and
- Ensure appropriate action is taken in response to those matters.

Furthermore, the Committee must examine a report prepared by the CEO on actions taken concerning matters raised in the Auditor's report and present this report to Council for adoption. A copy of the report must be forwarded to the Minister before the conclusion of the next financial year or within 6 months of receiving the last report prepared by the Auditor, whichever is applicable.

A total of 14 issues were raised during the 2023 audit. The Audit Management Report provides insights into identified risks related to operational controls within the Shire, accompanied by commentary from Management on each issue. This includes details on the planned mitigation measures for these concerns. The contents of the report are deemed confidential due to the potential risk of increased vulnerability to fraudulent or illegal activities if released publicly. Full details of each issue raised in the 2023 audit can be found in the complete report located in Confidential Attachment 3 of the Audit and Risk Committee Minutes (SMC 21 December 2023).

The 2023 audit demonstrated significant progress as officers worked diligently to enhance internal controls and practices within a short timeframe. Notably, the draft findings from

2022 were initially presented in April 2023, with the final version received in late June 2023. From the 2022 audit, 9 out of the 34 findings remain open, with 4 rated as moderate (indicating sufficient concern to necessitate prompt action by the entity) and 5 rated as minor (not of primary concern but still warranting action). A total of 25 findings were successfully resolved to a standard accepted by the Auditors in the period since April 2023. 5 new findings were issued and rated as moderate. No significant findings were issued, defined as potentially posing a significant risk to the entity if not promptly addressed.

Officers committed to addressing outstanding items, and to present updates at subsequent Audit and Risk Committee meetings until appropriately resolved.

COMMENT

An update regarding the status of outstanding audit findings is provided in Confidential Attachment 1. Officers are actively addressing the issues highlighted in external audits.

The 14 findings from the 2023 audit have been categorised into sets of recommended actions. Among these, 4 findings are deemed highest priority due to their potential to escalate risk from moderate to significant. Each finding is categorised as not commenced, in progress, or completed.

Currently, 9 actions within the findings have been fulfilled, and several others are underway. Despite some actions yet to commence, progress has been achieved since the Audit Management Report was presented in December, despite the holiday period in December and January.

The interim audit for 2024 is currently in progress, and the auditors will issue a Management Letter in due course. This letter will reflect the status of the existing findings list as well as any newly identified findings.

CONSULTATION

Office of the Auditor General (OAG)
RSM

STATUTORY ENVIRONMENT

Local Government Act 1995

- 6.4 Financial report
- 7.9 Audit to be conducted

Local Government (Audit) Regulations 1996

Local Government (Financial Management) Regulations 1996

In accordance with section 7.9 of the *Local Government Act 1995 (the Act)*, an Auditor is required to examine the accounts and annual financial report submitted by a local government for audit. The Auditor is required to prepare a report by 31 December following the relevant financial year and send a copy of that report to:

- (a) The Mayor or President;
- (b) The Chief Executive Officer (CEO); and
- (c) The Minister.

Additionally, under Regulation 10(4) of the *Local Government (Audit) Regulations 1996 (Audit Regulations)*, the Auditor may, when deemed appropriate, prepare a Management Report to accompany the Auditor's Report. This Management Report is also to be forwarded to the individuals specified in section 7.9 of the Act.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

No specific financial implications are associated with this item.

Remediation of any of the issues raised within the Audit Management Report may require budget allocations to resolve. Where this requires funding outside of the existing 2023/24 adopted annual budget, Responsible Officers would request budget allocations either through the Shire's Finance and Costing Review process, or as part of the 2024/25 annual budget process.

RISK

The audit findings provide management with recommendations particularly to strengthen internal controls and reduce the likelihood of certain risks. Delays in progressing and completing the audit findings can be unfavourable to the organisation, but are also weighed against other demands on Shire resources, and the costs to the community.

STRATEGIC ASPIRATIONS

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

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

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

Outcome 14 - Excellence in organisational performance and service delivery

Objective 14.3 Monitor and continuously improve performance levels.

VOTING REQUIREMENTS

Simple Majority

COMMITTEE RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. AR/0424/003

Moved: Shire President C Mitchell

Seconded: Cr M Virgo

That the Audit and Risk Committee recommends that Council:

- 1. Receive the progress update of findings as per Confidential Attachment 1; and**
- 2. Requests the Chief Executive Officer to progress the finalisation of all outstanding findings as soon as practicable.**

CARRIED UNANIMOUSLY 3/0

Attachments

1. 2023 Audit Findings - Update April 2024 (*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)(f)(ii) as it contains “a matter that if disclosed, could be reasonably expected to endanger the security of the local governments property”.

7. MATTERS BEHIND CLOSED DOORS

Nil

8. MEETING CLOSURE

There being no further business the Chair declared the meeting closed at 1:03pm.

13.2 REQUEST TO CHANGE THE TIME OF THE ORDINARY MEETING OF COUNCIL ON 30 MAY 2024 FOR THE RECONCILIATION WEEK EVENT

LOCATION/ADDRESS: Nil
APPLICANT: Nil
FILE: AME01
AUTHOR: Manager Community Engagement and Projects
CONTRIBUTOR/S: Nil
RESPONSIBLE OFFICER: Chief Executive Officer
DISCLOSURE OF INTEREST: Nil

SUMMARY:

This report seeks Council consideration to change the 30 May 2024 Ordinary Meeting of Council to commence at 3.00 pm to allow Elected Members to attend the Shire of Broome Reconciliation Week event and participate in formalities.

BACKGROUND

Previous Considerations

9.4.3 16 November 2023

Each year Council is required to set the Ordinary Meeting of Council (OMC) dates for the following year, which then allows the Chief Executive Officer (CEO) to publish these on the Shire's website as per section 5.25(1)(g) of the *Local Government Act 1995* and regulation 12(2)(a) of the *Local Government (Administration) Regulations 1996*.

At the OMC on 16 November 2023, Council resolved:

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/1123/044

Moved: Cr P Matsumoto

Seconded: Cr J Mamid

That Council:

- 1. Adopts the following dates for Ordinary Meetings of Council in 2024, to be held at the Shire of Broome Council Chambers commencing at 5.00pm:**
 - **January 2024 - Recess**
 - **29 February 2024**
 - **28 March 2024**
 - **24 April 2024**
 - **30 May 2024**
 - **27 June 2024**
 - **25 July 2024**
 - **29 August 2024**
 - **19 September 2024**
 - **31 October 2024**

- **21 November 2024**
- **12 December 2024; and**

2. Requests the Chief Executive Officer to publish the above dates on the Shire of Broome website in accordance with regulation 12(2)(a) of the Local Government (Administration) Regulations 1996.

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

CARRIED UNANIMOUSLY 7/0

This report requests that Council consider changing the OMC on 30 May 2024 to commence at 3:00 p.m. to allow Elected Members to attend the Shire of Broome Reconciliation Week event and participate in formalities.

National Reconciliation Week is scheduled from 27 May to 3 June 2024. It is a time for all Australians to learn about our shared histories, cultures, and achievements and explore how we can contribute to reconciliation in Australia. The Shire recognises the importance of this week for the Broome community and has committed to holding an annual event through an allocation of funding in the annual budget process.

For the past three years, this has taken place at the Thursday evening Town Beach Markets, and in 2023, it included the signing of a Memorandum of Understanding between Nyamba Buru Yawuru (NBY) and the Shire of Broome.

COMMENT

Based on the success of previous years, the 2024 Shire of Broome Reconciliation Week event is again scheduled to take place from 4.00 pm – 8.00 pm on Thursday, 30 May 2024, as part of the Town Beach Markets. Officers have worked with Nyamba Buru Yawuru to include a Smoking Ceremony and Welcome to Country. Formal Speeches will be made by NBY representatives and the Shire President recognising the importance of reconciliation within the community. Local indigenous bands have been booked to play at the event and a local artist has been engaged to provide an art activity for children and youth.

The event schedule is planned as follows:

- 4.00 pm Town Beach markets to commence
- 4.30 pm Local indigenous bands and art activity to commence
- 5.30 pm Smoking Ceremony
- 6.00 pm Welcome to Country and formal speeches
- 8.00 pm Town Beach markets close

Officers have become aware of the clash with the OMC on 30 May 2024. They would like to request that Council consider changing the start time of the OMC to 3:00 p.m. to allow Elected Members to attend the Reconciliation Week event following the OMC. This would allow the Shire President to participate in formalities and offer all Elected Members the opportunity to attend this important community event.

CONSULTATION

Officers have worked with Nyamba Buru Yawuru and the Broome Stallholders Association to plan the 2024 Reconciliation Week event.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 5.25: Regulations about council and committee meetings and committees

- (1) (g) the giving of public notice of the date and agenda for council or committee meetings

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The Shire of Broome's 2023/24 budget allocates funding to hold an event during National Reconciliation Week. The recommendations made in this agenda item have no additional financial implications.

RISK

This item mitigates the reputational risk of not having Councillors present at the Reconciliation Week event.

STRATEGIC ASPIRATIONS

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

Outcome 4 - An inclusive community that celebrates culture, equality and diversity

Objective 4.1 Grow knowledge, appreciation and involvement in local art, culture and heritage.

Objective 4.2 Align services to meet diverse community needs.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. C/0424/017

Moved: Cr J Lewis

Seconded: Cr S Cooper

That Council:

- 1. Adopts a change to the start time of the 30 May 2024 Ordinary Council Meeting to commence at 3.00 pm;**
- 2. Requests the Chief Executive Officer to publish the time change on the Shire of Broome website in accordance with regulation 12(2)(a) of the Local Government (Administration) Regulations 1996.**

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, Cr S Cooper.

CARRIED UNANIMOUSLY 9/0

Attachments

Nil

14. MEETING CLOSED TO PUBLIC

Nil.

15. MEETING CLOSURE

There being no further business the Chairperson declared the meeting closed at 6:31pm.