



# **CONFIRMED MINUTES**

**OF THE**

**ORDINARY COUNCIL MEETING**

**22 MAY 2025**

These minutes were confirmed at a meeting held 26 June 2025 and signed below by the Presiding Person, at the meeting these minutes were confirmed.

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

Signed:

**SHIRE OF BROOME**  
**ORDINARY COUNCIL MEETING**  
**THURSDAY 22 MAY 2025**  
**INDEX – MINUTES**

1.	OFFICIAL OPENING .....	4
2.	ATTENDANCE AND APOLOGIES.....	4
3.	ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION .....	5
4.	DECLARATIONS OF INTEREST .....	5
5.	PUBLIC QUESTION TIME .....	6
6.	APPLICATIONS FOR LEAVE OF ABSENCE.....	7
7.	CONFIRMATION OF MINUTES .....	8
8.	PRESENTATIONS / PETITIONS / DEPUTATIONS.....	8
9.	REPORTS FROM OFFICERS.....	9
	9.1 PEOPLE.....	9
	9.3.1 BEACH HUT - OBJECTION TO REFUSAL OF TRADING LICENCE EXTENSION .....	9
	9.1.1 ARTS AND CULTURE STRATEGY (2023 - 2028) YEAR TWO PROGRESS UPDATE.....	27
	9.1.2 REQUEST TO ENDORSE YOUTH PLAN 2025 - 2029 FOR PUBLIC COMMENT .....	37
	9.1.3 REQUEST TO ENDORSE COMMUNITY SAFETY PLAN 2025 - 2029 FOR PUBLIC COMMENT .....	62
	9.2 PLACE .....	91
	9.2.1 APPLICATION FOR DEVELOPMENT APPROVAL TELECOMMUNICATION BASE STATION - 75 REID ROAD, CABLE BEACH .....	91
	9.3 PROSPERITY.....	138
	9.3.2 BROOME CHAMBER OF COMMERCE & INDUSTRY FUNDING AGREEMENT .....	138
	9.3.3 COMMUNITY DEVELOPMENT FUND APPLICATIONS STREAM 1 2025/26.....	156
	9.3.4 COMMUNITY DEVELOPMENT FUND APPLICATIONS STREAM 2 2025/26.....	164
	9.4 PERFORMANCE.....	174
	9.4.1 POLICY - ELECTION CARETAKER PERIOD.....	174
	9.4.2 ANNUAL REVIEW OF DELEGATION OF AUTHORITY REGISTER.....	196

---

9.4.3	APPOINTMENT OF PRESIDING MEMBERS - COMMITTEES OF COUNCIL.....	454
9.4.4	MONTHLY PAYMENT LISTING - APRIL 2025 .....	468
9.4.5	MONTHLY FINANCIAL REPORT APRIL - 2025 .....	492
10.	REPORTS OF COMMITTEES .....	525
11.	NOTICES OF MOTION WITH NOTICE.....	526
12.	NOTICE OF MOTION WITHOUT NOTICE .....	526
13.	BUSINESS OF AN URGENT NATURE.....	526
14.	MEETING CLOSED TO PUBLIC .....	526
15.	MEETING CLOSURE.....	526

**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE SHIRE OF BROOME,  
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,  
ON THURSDAY 22 MAY 2025, COMMENCING AT 5:00PM.**

**1. OFFICIAL OPENING**

The Chairperson welcomed Councillors, officers and members of the public and declared the meeting open at 5pm.

**2. ATTENDANCE AND APOLOGIES**

**ATTENDANCE**

<b>Councillors:</b>	Shire President C Mitchell Cr D Male Cr S Cooper Cr J Lewis Cr J Mamid Cr P Matsumoto Cr E Smith Cr P Taylor Cr M Virgo	Shire President  Deputy Shire President
<b>Apologies:</b>	Nil	
<b>Leave of Absence:</b>	Nil	
<b>Officers:</b>	Mr S Mastrolembo Mr J Watt Ms S Becker Mr J Hall Ms R Doyle Ms K Cookson  Ms K Wood Mr A Ahtong  Mr F Mammone Ms J Perkins Ms E Pendlebury Ms C Lawton  Ms T Pomery  Ms K Minns	Chief Executive Officer Director Corporate Services Director Development and Community Director Infrastructure Manager Governance, Strategy and Risk Senior Administration and Governance Officer Manager Building and Planning Manager Environmental Health, Emergency and Rangers Manager of Financial Services Coordinator Planning Services Economic Development Coordinator Place Activation and Engagement Coordinator Marketing & Communications Coordinator Marketing & Communications Officer
<b>Media:</b>	R Maloney	ABC
<b>Public Gallery:</b>	J Roberson J McColl A Roberson K Brockenshire	

J Westlake  
 C Smyth  
 J Anderson  
 L Anderson  
 M Ramsey  
 U Sturhann  
 G Perry  
 M Willis  
 L Savage  
 J Emery  
 K Emery  
 B Cox  
 A Hayter  
 N Perry  
 Ingrid O  
 J Mackenzie  
 P Vomiero  
 B Davies  
 B McKenzie  
 K Dudley  
 K Streeter  
 G Streeter  
 L Englebrecht  
 K Englebrecht  
 M Grant  
 M Hall  
 T Buggy  
 R Maloney  
 A Delta  
 N Miller  
 R Grant  
 L Skender  
 J Ruyu  
 K Murakami

### 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	9.3.3	Community Development Fund Applications Stream 1 2025/26	I am the General Manager of the Broome Visitor Centre and the Broome Historical Society is a financial member of the Broome Visitor Centre.
Cr S Cooper	9.3.4	Community Development Fund Applications Stream 2 2025/26	I will be providing services to Untamed Festival through my business.

Cr D Male	9.3.4	Community Development Fund Applications Stream 2 2025/26	Applicant is a client of my business.
Cr J Mamid	9.3.4	Community Development Fund Applications Stream 2 2025/26	Pays a membership to Australia's North West for their support to my tourism business.
Cr M Virgo	9.3.4	Community Development Fund Applications Stream 2 2025/26	I am the General Manager of the Broome Visitor Centre and 2 members have applied. ANW and Music Festival - The Festival is a Financial Member.

**INDIRECT FINANCIAL INTERESTS (s5.61)**

Councillor	Item No	Item	Nature of Interest
		Nil	

**PROXIMITY INTERESTS (s5.60B)**

Councillor	Item No	Item	Nature of Interest
		Nil	

**IMPARTIALITY**

Councillor	Item No	Item	Nature of Interest
Cr S Cooper	9.3.2	Broome Chamber of Commerce & Industry Funding Agreement	I am the immediate vice president of the Broome Chamber of Commerce and Industry and a Member also.
Cr M Virgo	9.3.2	Broome Chamber of Commerce & Industry Funding Agreement	I am the General Manager of the Broome Visitor Centre and we have a contra membership with BCCI.

**5. PUBLIC QUESTION TIME**

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

**Question One (1)**

I am the current Treasurer of the Broome Netball Association (BNA).

BNA has growing concerns regarding the safety of the back toilets at the Broome Recreation and Aquatic Centre (BRAC), particularly for the young people who use them. As an affiliate of Netball WA, we are bound by their Child Safeguarding Policy, which highlights the importance of providing a safe environment for children and young people.

The current state of the toilets at the rear of BRAC raises several concerns, including:

- A single-entry point
- Poor lighting
- Overall design and cleanliness
- Lack of a designated changeroom area

These issues compromise the safety, comfort, and wellbeing of our members, particularly children and young people.

We are seeking feedback from other organisations that utilise the toilets such as Tennis/Pickleball, Theatre Kimberly/Circus, Floorball, Basketball and have a few support letters.

Broome Netball Association would like to ask if the Shire of Broome could actively work towards improving these amenities within a time frame suitable for all parties involved?

**Answer provided by Director Corporate Services**

The amenities at the rear area of BRAC are provided as toilets for users of the outdoor sports courts. Changing facilities and additional toilets are available for use inside the main building.

The ablutions for the outdoor sports courts are not designed or intended to be used as a changing space, they are simply toilets. Those seeking changing space are encouraged to use the indoor changerooms at BRAC.

Regular maintenance is undertaken on the rear toilets as required and they are cleaned on a daily basis. Most recent improvements include the internal lighting being converted to LED to provide a brighter space, and a full internal repaint. External lighting has been improved, but officers will investigate opportunities to improve further.

Officers are unaware of any incidents occurring that would cause the public to consider the rear toilets unsafe.

The proposed BRAC Redevelopment includes new and refurbished toilets and changerooms in the design, but these remain located where they currently are in the main building.

The BRAC Masterplan allows space for a future 'social zone' that services all court sports which would include new amenities, however this is identified as a longer term project and is currently not funded in Council's Long Term Financial Plan.

Significant community consultation was undertaken during the development of both the BRAC Masterplan and the detailed design phase of the BRAC Redevelopment which included consultation with clubs and associations that utilise the facility. The rear toilets were not raised as a priority through that consultation.

It is noted that the Broome Netball Association made the decision to hold some of their junior competition outside of BRAC opening hours on a Saturday morning. BRAC management have put processes in place to facilitate that decision however if changeroom facilities for these activities are a concern, then operating outside BRAC opening hours may need to be reconsidered.

Should that not be possible, there is the opportunity to investigate access to the Medlend Pavilion toilets and changerooms from the outdoor courts. These facilities have recently undergone significant alterations and may be considered more suitable by Broome Netball.

BRAC staff and other officers are available to assist in investigating these options.

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

**COUNCIL RESOLUTION:**

**Minute No. C/0525/016**

**Moved: Cr P Matsumoto**

**Seconded: Cr S Cooper**

**That Council grant Cr M Virgo a Leave of Absence from Councillor duties inclusive of 26 May 2025 through to 10 June 2025.**

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

**CARRIED UNANIMOUSLY 9/0**

**7. CONFIRMATION OF MINUTES**

**COUNCIL RESOLUTION:**

**Minute No. C/0525/017**

**Moved: Cr M Virgo**

**Seconded: Cr S Cooper**

**That the Minutes of the Ordinary Meeting of Council held on 1 May 2025, as published and circulated, be confirmed as a true and accurate record of that meeting.**

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

**CARRIED UNANIMOUSLY 9/0**

**8. PRESENTATIONS / PETITIONS / DEPUTATIONS**

**Angela Roberson from Beach Hut WA Pty Ltd presented a deputation regarding item 9.3.1 Beach Hut – Objection to Refusal of Trading License Extension.**

## 9. REPORTS FROM OFFICERS

### 9.1 PEOPLE

#### **MOVE ITEM OF BUSINESS:**

**Minute No. C/0525/018**

**Moved: Shire President C Mitchell**

**Seconded: Cr P Taylor**

**That Council;**

- 1. Move item 9.31 in order of business in front of item 9.1.1.**
- 2. Note the reason for moving the item is to improve continuity of the meeting proceedings.**

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

**CARRIED UNANIMOUSLY 9/0**

**The Director Development & Community advised that there has been additional text added to the report and an amendment in the officer recommendation since publication. This has been corrected administratively and reflected in the minutes.**

#### 9.3.1 BEACH HUT - OBJECTION TO REFUSAL OF TRADING LICENCE EXTENSION

<b>LOCATION/ADDRESS:</b>	Cable Beach
<b>APPLICANT:</b>	Beach Hut WA Pty Ltd
<b>FILE:</b>	HEA001
<b>AUTHOR:</b>	Coordinator Environmental Health and Event Approval
<b>CONTRIBUTOR/S:</b>	Manager Health, Emergency & Rangers
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### **SUMMARY:**

In November 2024, the Shire received an application to renew a licence to trade in a public place in accordance with the Trading, Outdoor Dining and Street Entertainment Local Law 2016 (the **Local Law**) from Beach Hut WA Pty Ltd (the **Beach Hut**). The Shire did not approve the application and advised the applicant that they could reapply for renewal closer to the licence expiry date in 2027. The Beach Hut subsequently lodged an objection to the decision. This report provides an overview of the renewal application, subsequent objection and consideration of the grounds for objection. This report recommends that Council dismiss the objection and provides a rational for this recommendation.

#### **BACKGROUND**

Previous Considerations

OMC 29 June 2017

Item 9.2.8

OMC 22 November 2018

Item 9.1.1

**COMMENT**

The Beach Hut currently operates on the central section of Cable Beach in front of the Broome Surf Life Saving Club under licence number 711 (**Attachment 1**). The beach equipment hire business has been in operation on Cable Beach since 2003. The operator had managed the beach hire business for the previous owner for 7 years prior to purchasing the business. The Beach Hut is currently the only beach equipment hire service operating on Cable Beach. Approved operations include the hire of beach equipment, and is restricted to the hire of umbrellas, sun lounges, chairs, surfboards, stand up paddle boards, boogie boards, portable shades and children's beach toys. The Beach Hut has a custom-made tandem axle equipment trailer which is towed onto Cable Beach and parked daily by a Toyota Landcruiser vehicle. The vehicle and trailer act as the Beach Hut's hiring point for customers. Operating hours are 7:00am to 5:30pm all year round, however the Beach Hut chooses generally to operate between April and October each year.

Request for Renewal of Trading Licence

The Beach Hut met with the CEO and Acting Manager Environmental Health, Emergency and Rangers on the 21 August 2024, to discuss concerns regarding trading on the beach while the redevelopment works at the Cable Beach Foreshore were occurring. At this meeting the Beach Hut operator requested that trading licence fees be waived due to the disruptions created by the foreshore redevelopment (this was not supported). The Beach Hut operator was advised of the development of a Beach Access Policy review and that this along with the redevelopment of the Cable Beach foreshore may change future beach trading.

The Beach Hut applied to the Shire on 12 November 2024 for the renewal of their licence to trade in a public place for an additional 7 years, until 31 June 2034 (**Attachment 2**). The Beach Hut has a current trading licence which is valid until 30 June 2027. The licensee has stated that an extension of the trading licence is crucial for the long term security and value of the business and to make the necessary investments in equipment and vehicles. The Beach Hut operator has stated that an extension would enable the business to restructure and consider potential business partnerships. The Beach Hut operator has also stated that the construction during the Cable Beach Foreshore Redevelopment Project in 2024 has disrupted and financially impacted the Beach Hut business.

In accordance with clause 2.5.1 of the Local Law, prior to the expiry of a trading licence the licensee may apply for the renewal of the licence. There is no provision in the Local Law that prevents applications from being made a long time ahead of when they are required. The Local Law and Trading in Public Places Policy (**Policy**) does not stipulate the length of a licence, except in relation to commercial camel activities.

The Local Law provides that the Local Government may vary the conditions on a licence at any time for any reason and may also cancel the license on any grounds that it considers the licence should be cancelled meaning that a long-term licence does not necessarily provide more security to a business from cancellation or variations to a trading activity. Further, the Local Law stipulates that a trading licence does not provide the licensee with exclusive possession or use of the trading area.

Refusal of Renewal of Trading Licence

Shire officers considered the renewal application and presented the application for discussion at a Councillor Workshop held 11 February 2025. The workshop was attended by Crs. Cooper, Lewis, Smith, Taylor and Virgo. Consideration was given to the fact that there was over 2 years remaining on the current licence, and while Council can consider an application before the expiry date, with the Walmanyjun Cable Beach Foreshore Redevelopment currently underway, it was deemed that these major changes may alter the way the reserve is accessed and used in the future.

Section 2.3.2 (j) of the Trading, Outdoor Dining and Street Entertainment Local Law 2016, states that "Council can refuse an application where there are other grounds on which the local government considers the application can be refused".

Given the likelihood of a review of trading licenses following the completion of the foreshore redevelopment, the delegated officer of Council advised the Beach Hut via email on 25 February 2025 that the renewal application could not be supported at this time. The Beach Hut was advised by the delegated officer on the 25 February 2025 that, *"the redevelopment underway the arrangements at Cable Beach will look quite different and there will possibly be opportunities for traders which are not possible with previous or current arrangements"*.

The Beach Hut was encouraged to apply again for the renewal of the trading licence, closer to the licence expiry date (in 2 years). The foreshore redevelopment works would also be completed by this time.

### Objection

The Beach Hut operator, following receiving this advice, exercised their right in accordance with the Local Government Act 1995 (the Act) and objected to the Council decision to not approve the renewal application. An objection was lodged on 10 March 2025 (**Attachment 3 & 4**). The Council is statutorily obliged to now consider the objection, pursuant to section 9.6 of the Act.

The objection of the Beach Hut is summarised as follows:

- The extension of the trading licence is crucial for the long term security and value of the business and should not have to wait for the Beach Access Policy or redevelopment of the beach foreshore.
- Not approving the extension will result in financial difficulties and instability of trading conditions.
- The current redevelopment of Cable Beach has financially impacted the Beach Hut business.

### Consideration of the Objection

The Walmanyjun Cable Beach Foreshore Redevelopment represents a \$64 million investment in revitalizing the foreshore area, including both the beach and adjoining park space. Planning for the project has included consideration of power access to the beach, as well as engagement with local event organisers to understand how the upgraded space may be used in the future.

It is anticipated that these improvements could generate increased interest in trading licences across both the beach and park areas. The Shire's current Trading in Public Places Policy allows up to six trading licences to be granted for trading activities on the section of Cable Beach where the Beach Hut operates, however there are currently only two licence holders operating in this space. The Shire intends to assess how the space is utilized following

completion of Stage 2 works and there is an opportunity to explore activating the area for potential traders and also an opportunity to strategically review the relationship between trading activities and the new commercial retail space that will be created on the foreshore. Council is also currently developing a Beach Access Policy, which will include a comprehensive review of trading licences operating on Cable Beach. Further, the current Beach Lifeguard contract also ends in 2027 and it would be beneficial to keep the Beach Hut licence in alignment with this contract due to the related activities between the two and the potential place activation opportunities by reviewing the two activities at the same time.

The applicant has sought a 7 year extension to her trading licence in order to:

- have greater certainty
- have long term security
- value the business
- make investment decisions
- consider restructuring options and:
- explore the potential for business partnerships

The Beach Hut operator advised that these business decisions cannot progress without certainty of an extended 7 year trading licence. Whilst appreciating the applicants concerns, it is also necessary to understand that the Cable Beach Foreshore is undergoing a transformation. Greater certainty regarding trading licences and beach access will follow upon the completion of Stage 2 works and completion of the Beach Access Policy. It is anticipated that this will be completed within 12 months.

It is considered to be in the interests of the Broome community that flexibility around decisions as to the use of the public asset which is Cable Beach, is maintained until the completion of Stage 2 works and completion of the Beach Access Policy. Pre – approving a certain operators right to use a section of beach in a certain way for a long period, ahead of the comprehensive planning following Stage 2 and the Beach Access Policy completion, has the potential to constrain the public interest in having flexibility for a range of different options.

It is acknowledged that the Beach Hut is a long standing, well established business that continues to be an attraction and asset to Cable Beach. There is over 2 years remaining on the current licence. The licensee may apply for the renewal of the trading licence closer to the licence expiry date in 2027 once the changes to Cable Beach Foreshore and the operating environment are better known.

It is recommended that the objection be dismissed based on the above considerations.

If Council however wishes to support the extension of trading licence, Council would be required to dispose of the objection by revoking the decision objected to and substitute this with another decision in accordance with section (4) (c) (i) of the Local Government Act 1995.

Council would be required to provide the basis for its consideration.

## **CONSULTATION**

Shire officers consulted with the Beach Hut operator in relation to the Shire's position, regarding the renewal application.

The Beach Hut was advised by Council officers on the 16 April 2025, that the objection would be considered at the May 2025 Ordinary Meeting of Council. The applicant was advised that the officers recommendation would be to dismiss the objection.

In accordance with section 9.6 (3) of the Act,

*The person who made the objection is to be given a reasonable opportunity to make submissions on how to dispose of the objection.*

The Beach Hut was advised they could make further submissions on how to dispose of the objection, and that this could be tabled at the Council meeting.

The Beach Hut made further submission to Council via email on the 29 April 2025 highlighting the following concerns:

- Unfair process
- Lack of communication
- Negative impact on small business
- Request that Council further consider their recommendation

In response to the above, the application has been considered in accordance with the Local Law and the Local Government Act 1995. Officers have maintained communication with the applicant throughout the process. The applicant has 2 years remaining on the licence and has been encouraged to reapply closer to the expiry date, following the completion of the Cable Beach foreshore redevelopment and Beach Access Policy.

## **STATUTORY ENVIRONMENT**

### **TRADING, OUTDOOR DINING AND STREET ENTERTAINMENT LOCAL LAW 2016**

#### **2.3 Determination of application**

2.3.1 *The local government may, in respect of an application for a licence —*  
*(a) refuse to approve the application; or*  
*(b) approve the application on such terms and conditions, if any, as it sees fit.*

2.3.2 *The local government may refuse to approve an application for a licence, where –*

- (a) it is not in accordance with clause 2.2 or any other clause containing requirements to be complied with when making an application for a licence;*
- (b) the activity will have an unreasonable impact on an established shop or an activity undertaken under an existing licence;*
- (c) the application does not comply with a policy of the local government adopted by the Council and relevant to that application;*
- (d) the proposed activity or location in respect of which a licence is sought is considered by the local government to be undesirable;*
- (e) the proposed stall is considered by the local government to be unsuitable in any respect for the activity or location for which the licence is sought;*
- (f) the applicant is not a suitable person to hold a licence;*
- (g) the applicant is an undischarged bankrupt or is in liquidation;*
- (h) the applicant has entered into any composition or arrangement with creditors;*

- (i) a manager, an administrator, a trustee, a receiver or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property; or*
- (j) there are other grounds on which the local government considers the application should be refused.*

2.3.4 *If the local government refuses to approve an application for a licence, it is to give written reasons for that refusal to the applicant.*

## **2.5 Licence renewal**

2.5.1 *Prior to the expiry of an outdoor dining licence, a market licence or a trading licence, the licensee may apply to the local government for the renewal of the licence.*

## **2.4 Issue of licence**

2.4.4 *The local government may vary the terms or conditions of a licence and the licensee must comply with those terms and conditions as varied on and from the date of notification of the variation.*

## **5.2 Limitations on trading**

5.2.2 *The issue of a trading licence does not give the licensee exclusive possession or use of the approved trading area.*

## **LOCAL GOVERNMENT ACT 1995**

### **9.6 Dealing with an objection**

- (1) The objection is to be dealt with by the council of the local government or by a committee authorised by the council to deal with it.*
- (2) A committee cannot deal with an objection against a decision that it made or a decision that the council made.*
- (3) The person who made the objection is to be given a reasonable opportunity to make submissions on how to dispose of the objection.*
- (4) The objection may be disposed of by —*
  - (a) dismissing the objection; or*
  - (b) varying the decision objected to; or*
  - (c) revoking the decision objected to, with or without —*
    - (i) substituting for it another decision; or*
    - (ii) referring the matter, with or without directions, for another decision by a committee or person whose function it is to make such a decision.*
- (5) The local government is to ensure that the person who made the objection is given notice in writing of how it has been decided to dispose of the objection and the reasons for disposing of it in that way.*
  - (ii) referring the matter, with or without directions, for another decision by a committee or person whose function it is to make such a decision.*

## **POLICY IMPLICATIONS**

The Shire's Trading in Public Places Policy (**Policy**) provides guidance for the issuing of trading licences, with specific provisions for trading activities on Cable Beach. The proposal to dismiss the objection to Council's refusal of the trading licence, is consistent with the Policy.

## **FINANCIAL IMPLICATIONS**

The trading activity is considered high-intensity on the basis that it is being undertaken on Cable Beach, an area to which significant Shire resources are dedicated. The Beach Hut currently pays an annual licence fee of \$1,750 in the 2024/2025 financial year. This fee represents cost recovery only.

Legal advice has recently been received to advise that a fee may be charged for the use of Shire controlled land including Cable Beach. The fee must be reasonable and bear some proper connection to the service provided. The Shire is investigating this fee for trading licence holders operating on Cable Beach to align with both the Beach Access Policy and the completion of the Cable Beach foreshore redevelopment works.

## **RISK**

The Beach Hut may apply to the State Administrative Tribunal (**SAT**) for a review of a decision if they have lodged an objection and, at the expiration of 35 days after it was lodged, the applicant has not been given notice in writing of how it has been decided to dispose of the objection. The 35 days has now elapsed, however Council may still proceed to determine the objection unless the applicant appeals to SAT in the meantime.

There is a risk if the Shire is to dismiss the objection that the decision may be challenged in the SAT nonetheless. The risk of this occurring should the Shire dismiss the objection, is considered moderate. The nature of the review in the SAT would be a merits review, meaning that SAT would "step into the shoes" of the Shire and make the decision that the SAT considers to be the correct and preferable decision on the merit.

## **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** 9.2 Activate the precincts of Broome.

## **VOTING REQUIREMENTS**

*Simple Majority*

### REPORT RECOMMENDATION:

*That Council:*

1. *In accordance with Section 9.6 (4) of the Local Government Act 1995, Council dispose of the objection by dismissing the objection by the Beach Hut WA Pty Ltd in regard to a decision made under delegated authority to refuse support for a 7 year extension to the trading in public places license for the Beach Hut WA Pty Ltd; and*

2. In accordance with Section 9.6 (5) of the Local Government Act 1995, give notice to the objector in writing of its decision to dispose of the objection, by way of dismissing the objection on the grounds that;
  - a. the proposed 7 year extension of trading license for the Beach Hut would compromise the Shire's comprehensive review of future trading licenses following the completion of Stage 2 of the Cable Beach Foreshore Redevelopment and Beach Access Policy.
  - b. the proposed 7 year extension of trading license for the Beach Hut has the potential to constrain the public interest by prematurely limiting flexibility for a range of future beach access and trading options.

**Cr Taylor moved the following motion:**

**COUNCIL RESOLUTION:**

**Minute No. C/0525/019**

**Moved: Cr P Taylor**

**Seconded: Cr M Virgo**

**MOTION:**

**That Council, in accordance with Section 9.6 (4)(c)(1) of the Local Government Act 1995, dispose of the objection made by the Beach Hut WA Pty Ltd in regard to a decision made under delegated authority to refuse support for their application for a 7 year extension to their existing trading in public places license by revoking the decision objected to and substituting it with the following decision:**

**In accordance with Section 9.6 (4)(c)(i) of the Local Government Act 1995, approves a 3 year extension to the existing license for the Beach Hut WA Pty Ltd, with an expiry date of 30 June 2030.**

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

**CARRIED UNANIMOUSLY 9/0**

**Reason: That 2027 is too soon to fully understand and review the impact that the completion of Cable Beach Foreshore Redevelopment Stage 2 which is a major change to the way this reserve is accessed and used in the future.**

**Given the major change to the area following Stage 2 completion, continuity of the services offered by the Beach Hut business is likely to be an advantage to beach goers and activation of the area.**

**The 5-year period until the expiry of the proposed new licence period will provide the operator every opportunity to:**

- **have greater certainty**
- **have longer term security**
- **value the business**
- **make investment decisions**
- **consider restructuring options and:**
- **explore the potential for business partnerships.**

**Attachments**

1. Attachment 1 - Broome Beach Hut Trading Licence 2024/2025
2. Attachment 2 - Letter Requesting Renewal of Trading Licence
3. Attachment 3 - Objection Correspondence from Beach Hut

4. Attachment 4 - Objection Form 4

## LICENCE FOR TRADING IN PUBLIC PLACES

Trading, Outdoor Dining and Street Entertainment Local Law 2016

<b>Licence Number:</b>	711
<b>Licence Expiry Date:</b>	30 June 2027
<b>Annual Renewal Date:</b>	31 July 2025
<b>Business Name:</b>	<b>Beach Hut Equipment Hire</b>
<b>Company Name:</b>	Beach Hut WA Pty Ltd
<b>Person in Charge:</b>	<b>Angela Roberson</b>
<b>Vehicle Registration Number:</b>	Vehicles 1HFO064, 1GEQ436 and Trailer BM70040
<b>Location of Permitted Place:</b>	Cable Beach opposite Surf Club – as depicted in Attachment A.
<b>Approved Operating Dates:</b>	All days of the year
<b>Approved Hours of Operation:</b>	7:00AM – 5:30PM
<b>Selling/Offering:</b>	The offering of beach equipment hire, and is restricted to the hire of umbrellas, sun lounges, chairs, surfboards, stand up paddle boards, boogie boards, portable shades and children’s beach toys; Note- Children’s beach toys are limited to items designed and intended to be operated by a child and include: spades, buckets, balls and other equipment that is unpowered and of a type that could not reasonably be expected to interfere with the comfort or enjoyment of other beach users; and the display and selling of merchandise related only to the approved business and restricted solely within the equipment trailer.



Steven Kipkurgat  
**MANAGER HEALTH, EMERGENCY & RANGERS**  
Date of Issue: 1 August 2024



27 Weld Street, PO Box 44  
Broome WA 6725  
P: 9191 3456  
[www.broome.wa.gov.au](http://www.broome.wa.gov.au)

*people • place • prosperity*

**Conditions:**

1. The licence expiry date is 30 June 2027 and is subject to annual renewal.
2. The trading activity will be operated between the hours between 7:00am and 5:30pm.
3. The trading activity; including placing of a sign, is to occur only on Cable Beach within the area approved for the specific activity as depicted in Attachment A.
4. The only trading activities permitted on the area approved by this licence are:
  - i) the offering of beach equipment hire, and is restricted to the hire of umbrellas, sun lounges, chairs, surfboards, stand up paddle boards, boogie boards, portable shades and children's beach toys; Note: Children's beach toys are limited to items designed and intended to be operated by a child and include: spades, buckets, balls and other equipment that is unpowered and of a type that could not reasonably be expected to interfere with the comfort or enjoyment of other beach users; and
  - ii) the display and selling of merchandise related only to the approved business and is restricted solely within the equipment trailer.
5. All equipment must be located at least 5 metres from the base of the sand dunes or vegetation.
6. All equipment must be removed at the close of operation each day.
7. The trading activity must be carried out in accordance with the following documents submitted with the trading licence application on 1 November 2018 as updated and revised from time to time:
  - i) Beach Hut Risk Management Plan;
  - ii) Beach Hut Safety Management Plan;
  - iii) Safety Management Action Plan;
  - iv) Beach Hut Business and Operation Plan; and
  - v) Environmental Assessment Report.
8. The licensee must, at the conclusion of each business day, remove any refuse and litter associated with the operation of the trading activity and ensure the site is left in a clean and safe condition.
9. No sale of food or beverages is permitted.
10. The licence holder must ensure that public liability insurance cover is in place for the trading activity to the value of \$10,000,000 (\$10 million) at all times.
11. The licensee must immediately comply with any lawful direction given at any time by the Chief Executive Officer of the Shire of Broome or his or her delegate, or an Authorised Officer, including the Shire of Broome Rangers.
12. The licensee must maintain and adhere to, during the period of the licence, all procedures, policies, licences and accreditation outlined in the licence application and allow Shire officers, at any time, to inspect and verify the use and currency of those procedures, policies, licences and accreditation.
13. A licensee must at all times comply with any relevant legislative requirement, including but not limited to the Local Laws, Environmental Protection (Noise) Regulations 1997, Road Traffic Act 1974 and the Work Health and Safety Act 2020 and Regulations 2022.
14. The licensee may place one portable sign within the approved trading area. That sign must:
  - i) not exceed 750mm in height;
  - ii) not exceed 0.9 square metres double sided area (e.g. 750mm x 600mm each face);
  - iii) not indicate or display any matter other than the nature of the trading activity;
  - iv) be placed so as not to cause interference or be hazardous to vehicular traffic or cause any interference or hazard or impede pedestrians;
  - v) be of sound construction, maintained in good condition, neatly written and fixed in position to the satisfaction of the Shire's Building Surveyor;
  - vi) be removed from the land in the event of a cyclone threat; and
  - vii) be removed at the end of each trading session.
15. The Shire of Broome reserves the right to vary licence conditions as required, or to revoke this licence at any stage in accordance with the Trading, Outdoor Dining and Street Entertainment Local Law 2016.
16. The Shire of Broome reserves the right to close Cable Beach to all activities, including commercial activities at any time.
17. The licensee must have current permission in writing under delegation from the Chief Executive Officer to drive a vehicle and/or trailer on Cable Beach.
18. Use of the trading area allocated is non-exclusive.

Shire of Broome  
Telephone (08) 91913456 Email shire@broome.wa.gov.au  
27 Weld Street PO Box 44 BROOME





Angela Roberson  
Beach Hut Equipment Hire - ABN - 44 846 730 288  
Beach Hut WA Pty Ltd - ACN - 151 750 882  
P O Box 363  
Broome. W.A 6725  
[b.hut2@bigpond.com](mailto:b.hut2@bigpond.com)  
Phone: 0488 990 321  
12/11/2024

**To: Shire of Broome**

CEO- Sam Mastrolembro  
Director of Community Development-Kirsten Wood  
Coordinator Environmental Health & Events -Andrew Waters  
Project Officer – Service Development - Rachel Wells

**RE: Extension of Beach Hut Trading Licence Term**

1) Reason for Request to Extend Beach Hut Trading Licence

I am writing to request an extension of Beach Hut's Current Trading in Public Place Licence on Cable Beach. The Beach Hut beach equipment hire business is a long-standing, well established, professional business that has been in operation for 40 years on Cable Beach.

My husband Daryl and I have owned and operated the Beach Hut business for the past 21 years. Daryl managed the business for 10 years prior to that. We have put everything into this business to create the iconic successful tourism business that it is today.

Devastatingly for our family, Daryl passed away last year, and our personal and business matters have dramatically changed. This year I operated the Beach Hut business successfully as sole director/ owner/ operator under challenging circumstances.

In the future, I am hoping to restructure our business so that I have a business partner to assist with managing the Beach Hut business, as well as assist with the physical work load and administration. So that I can offer a business partner the best options, a extended term of Trading Licence is requested to increase Beach Hut's long term business security and value.

Daryl & I have so much invested in our Beach Hut business, so I will only want genuine business partner that will continue Daryl's Legacy and continue to operate a successful Beach equipment hire business.

The Construction during the Cable Beach Redevelopment Project this year has disrupted and impacted me and the Beach Hut business. For the continuity and success of our business I request a more secure Trading Licence for Beach Hut's future.

2) Licence Term Request

I am requesting Beach Hut's current Trading Licence has an additional extension of 7 years, until June 2034 to give the Beach Hut more security and value for the future of the business. I believe this is fair term and has precedent, as the Camel Licences are all issued for 10 years, and our business is as long standing and well established as the Camel Businesses. I am aware the camels require land leases, but this should not influence the decision on our Trading Licence. Beach Hut has business investments and expenses as well, the recent build/purchase of the Beach Hut custom-built trailer was \$55,000 and currently purchasing new hire equipment and our business Insurances have increased significantly.

3) Beach Usage Policy

I understand there is a pending Beach Usage Policy that has been drafted by the previous Broome Shire Director of Development Services. I do not believe this pending Beach Usage Policy should influence the outcome of Beach Hut's licence extension request either. The Beach Usage Policy, as I understand was drafted for Beach areas that involve the mixed use of vehicles and animals like North of the Rocks and Gantheame Point.

Beach Hut's trading location on Cable beach has only a few vehicles that require permits and currently no animals are allowed on this section of Cable Beach. Therefore, this pending Beach Usage Policy should not be required to enable a decision on Beach Hut's Licence Term Extension.

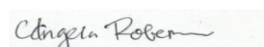
As per the Broome Shire Trading policy the Beach Hut business operates under the Broome Shire Trading in a Public Place Policy and the Local Trading Law, I have already submitted Beach Hut's licence extension application into Shire of Broome.

4) Request for Beach Hut's Trading Application to remain Confidential

I request Beach Hut's trading licence application remain confidential in accordance with 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 or is about, a person other than the local government"

Thank you for your attention to these matters and I look forward to a positive outcome

Regards,



Angela Roberson  
Owner/Operator/Director  
Person in Charge

Beach Hut Equipment Hire  
Beach Hut WA Pty Ltd

**From:** [b.hut2@bigpond.com](mailto:b.hut2@bigpond.com)  
**To:** [Andrew Waters](#); [Kirsten Wood](#); [Rachel Wells](#)  
**Cc:** [Sam Mastrolembo](#)  
**Subject:** Angela Roberson/Beach Hut WA Pty Ltd Objection to Broome Shire decision  
**Date:** Monday, 10 March 2025 5:20:22 PM  
**Attachments:** [Objection Form 4 \(req 33\) Local Government Act.png](#)  
[Trading-in-Public-Places-Policy-OCT-2024-4.pdf](#)  
[Forums-of-Council-Nov-2023 \(2\).pdf](#)

---

Good Afternoon,

Andrew Waters - Manager Health, Emergency & Rangers  
Kirstin Wood - Acting Director of Development Services  
Rachel Wells - Projects Officer -Service Development

Thank you Andrew, for your email received 5/3/25, in response to my email regarding future license applications, trading opportunities, and conditions. I am now aware I have the right to Object to a Broome Shire decision

### **1. Appreciation**

I appreciate the Broome Shire's acknowledgment of Beach Hut's frustration and the uncertainty I currently face with trying to trade on Cable Beach. I also acknowledge the Shire's recognition of the value Beach Hut provides to Cable Beach through its presence and services. The challenges facing Beach Hut business, both now, during the CBFR Project construction and upon completion of the CBFR Project, are significant, and I appreciate the Broome Shire's understanding of these difficulties.

### **2. Pending Drafted Shire Policies**

I am aware that the Broome Shire is currently drafting new trading and beach usage policies to accommodate activating and utilising Cable Beach and the redeveloped foreshore public space to its full potential.

Your letter dated 25/11/25 states:

*"the arrangements at Cable Beach will look different and there will possibly be opportunities for traders which are not possible with previous or current arrangements"*

I find it difficult to reconcile how it is reasonable, given the challenges of trying to trade during the development, to require Beach Hut business to wait until these policies are drafted, approved, and implemented before allowing Beach Hut to reapply for a trading license. Beach Hut is already facing dire financial difficulties due to the CBFR disruptions last season and clearly going forward into 2025 will again. Delaying the decision to extend Beach Huts licence, further exacerbates these challenges.

If the Broome Shire acknowledges that the long-term viability of Beach Hut depends on certainty, it would have been reasonable to recommend the extension of the current trading license at the Councillor Workshop. I have lawfully applied for the renewal of Beach Hut's trading license and have met all required conditions. The decision to delay my application until closer to my license expiry date, has a significant and detrimental impact on the Beach Hut business this year. My intention is simply, to continue providing a beneficial and necessary service that enhances recreation, safety, comfort, memorable experiences and enjoyment on Cable Beach.

### **3. Objection**

I am exercising my right to object to the Broome Shire's decision not to renew, vary Beach Hut's trading license application, in accordance with the Local Government Act 1995, Part 9.5.. The decision not to renew, vary my trading license application was made by Broome Shire on 11th February 2025 at the Council Workshop. This outcome was formally communicated to me in writing on 25th February 2025.

However, the Shire has not yet informed me of my right to object to this decision, I am now aware I have 28 days to Object to this decision.

Objection Form 4 (reg 33) from the Local Government Act ( Functions and General) Regulation 1996 is attached and also sent to the Broome Shire CEO with accompanying relevant supporting policies.

Relevant parts of the Objection in the: Local Government Act 1995, Part 9, Division 9.1(b) & Division 9.4

Pursuant to Part 9.1

*" This division applies when local government makes a decision under this act whether it will-"*

Division 9.1(b):

*"Renew, vary or cancel an authorization that a person has under any of those provisions."*

The decision not to renew, or vary Beach Hut's license is unfavorable to me, the Beach Hut business, and its future operations.

Additionally, under Part 9.4, it is stated that:

*"Whenever a decision is made that the affected person could consider unfavourable, the person making it is to ensure that, as soon as practicable after the decision is made the affected person is given written reasons for the decision and informed of the persons rights under this division to object and appeal against this decision"*

**4 Policies to Support Objection**

Historically and lawfully, for the past 22 years, all decisions regarding Beach Hut's trading licence and licence applications on Cable Beach have been submitted to Council and voted on at Council Meeting, as per the Broome Shire Trading in Public Place Policy, Schedule 2, Provision 1 -

*"trading activities proposed to take place on Cable Beach are to be approved by Council"*

In regards to decisions being made at Broome Shire Workshops (11/2/25), the following policy states no decisions shall be made and fundamentally decisions should be made at Council Meetings to ensure public can see and hear the decisions and debate about Council decisions. As stated:

Broome Shire' s Policy - Forums of Council -Workshops and Agenda Forums, section " Managing Agenda Forums", paragraph 4 as stated

*" Agenda forums shall not be open to the public and therefore no debate on the items shall be entered into during the Agenda Forum there shall be no opportunity for collective Council decision or implied decision that binds local government. Fundamental to this decision is that any debate shall be held at Council Meetings so as to ensure the public in attendance at Council Meetings can see and hear the decisions and debate around Council decision*

I am objecting to this decision to try and secure Beach Hut's future, I require an extension of my trading licence for more stability and value to the Beach Hut business and for the business

to survive financially this year. The instability of trading conditions I have endured and will continue to during the CBFRR project is causing the Beach Hut business to become increasingly unviable, and without a resolution, Beach Hut may not be viable long enough to reapply under new Broome Shire policies.

I respectfully request the Broome Shire review Beach Huts trading licence extension application and provide a transparent resolution. Allowing, Beach Hut's application as per Broome Shire Policies to be put to Council and decided by Broome Shire Councillors at the Broome Shire Council Meeting.

**4. Request for Meeting**

I would like to request a meeting to discuss this matter further at the earliest possible convenience.

Thank you for your time and consideration. I look forward to your prompt response.

Yours sincerely,

Angela Roberson

Director Beach Hut WA Pty Ltd  
Owner/ Operator Beach Hut Equipment Hire

Local Government (Functions and General) Regulations 1996  
Schedule 1 Forms

Form 4

[reg. 33(1)]

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

OBJECTION UNDER SECTION 9.5 OF THE ACT

To the <sup>(1)</sup> Broome Shire  
I, <sup>(2)</sup> Angela Robinson (Beach Hut WA Pty Ltd)  
of <sup>(3)</sup> PO Box 303, Broome, WA 6725  
hereby object to the <sup>(4)</sup> not approving Beach Hut's application  
to <sup>(5)</sup> extend/renew/vary Beach Hut's trading licence.

The grounds of my objection are as follows: AS per Local Govt Act 1995

<sup>(6)</sup> Part 9.4 I am an affected person who is affected by an unfavourable decision to not approve Beach Hut's application to extend/renew/vary Beach Hut's trading licence.

In support of my objection I attach the following:

<sup>(7)</sup> (a) Broome Shire Trading in Public Place Policy Schedule 2 Provision 1 to be approved by Council.  
(b) Broome Shire Council Policy - forums of Council Section - Managing Agenda forums, paragraph 4 (cont.)

Dated the 10<sup>th</sup> day of March 2025

<sup>(8)</sup> Cheryl Polson  
Person objecting

- (1) name of local government
- (2) full name of person objecting
- (3) postal address of person objecting
- (4) identify decision to which objection is made
- (5) give details of decision
- (6) give details of grounds of objection
- (7) plans, specifications, letters, notices, or other documents (if appropriate)
- (8) signature of person objecting

[Form 5 deleted: Gazette 30 Dec 2004 p. 7016.]

ent... 7(b) Forums of Council Policy - Section: managing Agenda forums, paragraph 4 "there be no opportunity for Council decision or implied decision" that binds the local government.

**9.1.1 ARTS AND CULTURE STRATEGY (2023 - 2028) YEAR TWO PROGRESS UPDATE**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	CEN04
<b>AUTHOR:</b>	Place Activation & Engagement Coordinator
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

Council adopted the Shire of Broome's Arts and Culture Strategy and Action Plan at the Ordinary Meeting of Council held on 27 July 2023. This report provides a progress update on the Year 1-2 deliverables.

**BACKGROUND**Previous Considerations

OMC 28 October 2021	Item 5.4.1
OMC 23 July 2023	Item 9.1.1
OMC 16 November 2023	Item 9.4.1
OMC 29 February 2022	Item 9.4.6

The Shire's Arts and Culture Strategy and Action Plan (2023 – 2028) was adopted by Council at the meeting held on 27 July 2023. The Strategy recognises the importance of arts, culture, and heritage to the region while determining the sector's needs and long-term ambitions.

Working in partnership with the local sector and the community, the Strategy develops a strategic pathway for how the Shire's arts and cultural resources can most effectively strengthen and support local arts and culture and reflect the sector's significant value.

The following vision statement was developed to reflect the shared goal for arts and culture in the Shire of Broome. The vision is aspirational and looks five years into the future, where the arts and culture sector's current strengths are maintained and enhanced, development areas are improved, and potential is nurtured.

In five years, the Shire of Broome is:

*A place where diverse arts, culture, and heritage create a vibrant future for everyone.*

The following priorities of the Strategy were developed through stakeholder consultation and responded to the needs of the arts and culture sector and the Shire's overarching strategic goals:

- Celebrate cultural diversity
- Strengthen collaboration and advocacy
- Increase engagement and advocacy
- Increase engagement and accessibility
- Build sector sustainability
- Develop creative spaces

**COMMENT**

Shire officers will provide updates on the Arts and Culture Strategy (2023 -2028) deliverables to the Council twice a year by preparing a progress report in May or June and a presentation to Council in November.

This report tables the key deliverables against the Year 1- 2 deliverables from July 2024 – May 2025.

Action	Comment
1.1 - Provide for the implementation of the Cable Beach Foreshore Redevelopment Public Art and Interpretation Plan.	<p>Local artist Leah Rakabundel was appointed on 2 July 2024 to lead the Cable Beach Youth Mural project, a key initiative under Stage 1 of the Cable Beach Redevelopment. Leah engaged with young people and key stakeholders to co-design the artwork, which included:</p> <ul style="list-style-type: none"> <li>• A hand-painted mural on the rear of the Broome Surf Club building</li> <li>• A custom design for the basketball court surface</li> </ul> <p>Participants in the engagement process included members of the Broome Surf Club Nippers program, Broome Senior High School, PCYC, and the Shire's Youth Advisory Council. Additional public workshops were held at the Broome Public Library and the Skate Park.</p> <p>Stage 1 of the redevelopment is nearing completion. The mural is to be painted in late April 2025, with sandblasting and painting of the basketball court to follow in May.</p> <p>An additional \$9 million in State Government funding has been secured for Stage 2 of the project, which will begin in 2025.</p> <p>Stage 2 will feature a range of integrated artworks, including:</p> <ul style="list-style-type: none"> <li>• Sandblasting at the amphitheatre</li> <li>• A major entrance sculpture at the western side of the Sanctuary Road and Cable Beach West Road roundabout</li> <li>• Minor entrance sculptures near the carpark/youth hub and carpark/plaza interfaces</li> <li>• A digital light and sound show in the plaza</li> <li>• Dinosaur footprint replicas and a cable sculpture on the grassed area north of Cable Beach House</li> <li>• A painted artwork featuring Monsoon Vine Thicket animals (to be confirmed)</li> </ul>
1.2 - Provide for the continued implementation of the Chinatown Public Art Plan.	<ul style="list-style-type: none"> <li>• In June 2024, maintenance work was carried out on public art pieces in Chinatown, including the removal and cleaning of the Pearling Timeline artwork along Dampier Terrace.</li> <li>• Additionally, in July 2024, new graphics were installed for the Interpretive Jetty to Jetty signage in Chinatown and Town Beach.</li> </ul>

<p>1.5 - Facilitate the continued development of markets for remote community Aboriginal art.</p>	<ul style="list-style-type: none"> <li>• The Shire of Broome supported the 2024 Kimberley Art and Photographic Prize, organised by the Shire of Derby West Kimberley, by promoting the competition to local artists.</li> <li>• The Shire also served as the collection point for submitted artworks and entry forms.</li> <li>• The exhibition took place in Derby from 1 – 14 July 2024.</li> <li>• The Shire is once again supporting the promotion of the upcoming 2025 event.</li> </ul>
<p>1.6 - Advocate for Nyamba Buru Yawuru to build the Kimberley Centre for Art, Culture and Story.</p>	<ul style="list-style-type: none"> <li>• As part of Roger Cook's Vision for the Kimberley, an election commitment was made to contribute \$500,000 towards planning for the Janyba Centre for Culture, Story and Arts that will serve as a place to celebrate and share Kimberley culture with tourists.</li> </ul>
<p>1.7 - Advocate for continued investment in locally produced film, media, and associated development programs.</p>	<ul style="list-style-type: none"> <li>• Sharing Stories received Shire funding in 2024/25 to develop a media hub, in partnership with Djugun-Yawuru photographer and filmmaker Michael Jalaru Torres. Together, they will create the Regional Media Hub &amp; Mentoring Program in Broome, aimed at fostering the next generation of media content creators and creative leaders.</li> <li>• Each year, the Mentoring Program will support four early-career Aboriginal artists, enhancing their production skills, technical knowledge, creativity, and confidence while building industry expertise.</li> <li>• The funding has contributed toward the purchase of computers and equipment essential for the program.</li> </ul>
<p>2.1 - Provide letters of support for local artists and arts and cultural organisations seeking external funding where the activity contributes to the Shire's vision.</p>	<p>The following organisations received letters of support:</p> <ul style="list-style-type: none"> <li>• Kimberley Arts Network, for the Barrgan Project 09/08/2024</li> <li>• Magabala Books, for the Rubibi Creative Production Precinct Project 23/08/2024</li> <li>• Broome Historical Society, for the Space Beyond Project 30/08/2024</li> <li>• Nyamba Buru Yawuru, for the Janybagaja Narli Ngan-ga (Sharing true Story) Project 16/09/2024</li> <li>• Broome Lotteries House, for the Water tank Mural Project 12/12/2024</li> <li>• Kimberley Arts Network, for the Ceramics Studio Project 15/01/2024</li> <li>• Kimberley Arts Network, for the Feasibility report project 06/02/2025</li> <li>• Elise Fenn, for the Next Gen Project 17/02/2025</li> <li>• Theatre Kimberley, for the Sandfly Circus Project 27/02/2025</li> <li>• Shinju Matsuri, for the Shinju Matsuri Festival 04/03/2025</li> <li>• Goolarri Media, for the Rubibi Survival Day 14/03/2025</li> <li>• Theatre Kimberley, for the Sandfly Circus and Remote Community Performance 14/03/2025.</li> </ul>

<p>2.2 - Advocate for twice yearly arts and culture sector networking and professional development evenings, hosted in different arts spaces, and Provide Shire support through Councillor and Shire staff attendance and provision of an update on the Arts and Culture Strategy implementation.</p>	<ul style="list-style-type: none"> <li>• On 17 December 2024, the Shire of Broome partnered with Goolarri Media Enterprises to deliver a vibrant industry night celebrating the dynamic arts scene of the West Kimberley region. The event showcased the remarkable creative talent of local artists while providing a platform for connection, collaboration, and inspiration.</li> <li>• The Shire will partner with the Kimberley Arts Network (KAN) to host the second event, scheduled for Friday, 23 May 2025, as the opening event of the Broome Fringe Festival.</li> </ul>
<p>2.5 - Advocate for the State and Federal Government to increase support for the Regional Arts Network Hub through coordinated advocacy activity with relevant partners.</p>	<ul style="list-style-type: none"> <li>• At the Arts and Culture Community Reference Group meeting on 2 April 2025, the Shire was informed that the Regional Arts Coordinator position will cease in June due to a lack of funding.</li> <li>• As a result, the Shire will need to review the upcoming actions previously assigned to this role and communicate its capacity to deliver them in the absence of the Coordinator.</li> <li>• The Shire will continue to advocate for the reinstatement of funding to support this important position.</li> </ul>
<p>3.1 - Provide a review and management plan for the Shire's art collection (fine and public).</p>	<p>The Shire's 2024/25 budget included funding to appoint a consultant to develop a strategic policy for the Shire's Art Collection, alongside conservation works.</p> <ul style="list-style-type: none"> <li>• KAN has been engaged to draft the policy, which will guide acquisition, exhibition, storage, valuation, rotation, and de-accessioning. A working group meeting, led by KAN, was held on 14 March 2025, and KAN presented draft concepts to Council at a workshop held on 8 April 2025.</li> <li>• Funding has also been allocated for conservation works recommended by Professional Arts Management (PAM) in 2023. PAM was appointed to clean, frame, and conserve selected artworks. They visited Broome in April 2025 to prepare pieces for transport to Perth, with works including:             <ul style="list-style-type: none"> <li>- Reframing selected pieces</li> <li>- Float framing canvas works</li> <li>- Conservation treatment of selected artworks</li> </ul> </li> </ul>
<p>3.3 - Fund locally-produced arts and culture events through the Shire's Community Development Fund (CDF) and investigate the introduction of an</p>	<p>The Community Development Fund supported several projects in 2024/25, including:</p> <ul style="list-style-type: none"> <li>• Helping Minds' collaborative Community Mural project with local artist Aisha Valenti</li> <li>• Purchase of new equipment for the Broome Town Band</li> <li>• Sharing Stories media hub equipment</li> </ul>

<p>arts and culture projects stream to the CDF.</p>	<ul style="list-style-type: none"> <li>• Oral history training for volunteers at the Broome Historical Society</li> <li>• The BPAC Ferngully concert</li> <li>• Theatre Kimberley's Sandfly Circus</li> <li>• Shinju Matsuri Festival</li> <li>• Bidyadanga Music Week</li> <li>• Additionally, through the Shire's Quick Response Grants Program, funding was provided to the Arty Crafty Seniors Group at KAN.</li> <li>• A \$1,000 grant was also awarded to the Broome Senior High School P&amp;C to support a youth performance at the Nannup Music Festival.</li> </ul>
<p>3.4 - Provide and Advocate for more opportunities for under-18's musicians to perform.</p>	<ul style="list-style-type: none"> <li>• Youth musicians performed at the Shire of Broome Community Christmas Party on 8 December 2024.</li> <li>• Amber Hurley and Milla Joder were showcased for the first performance, and Ziggy DeBruyn and Lucas Vickery for the second performance.</li> </ul>
<p>3.8 - Advocate for the Regional Arts Hub Coordinator to provide targeted fundraising information to remote communities and to actively encourage partnerships between communities to improve access to funding.</p>	<ul style="list-style-type: none"> <li>• The Regional Arts Coordinator circulates a monthly West Kimberley Arts Hub Newsletter, which provides information on available grant programs. This newsletter is shared with local organisations and remote art centres throughout the West Kimberley region.</li> </ul>
<p>3.9 - Facilitate the development of a social media series celebrating Broome's history and significant sites.</p>	<ul style="list-style-type: none"> <li>• The Shire promoted a grant awarded to the Broome Historical Society for volunteer training in oral history. As part of the promotion, the Shire highlighted the wealth of information available on the museum's website, including the 'Then and Now' page. This information was also shared in the February e-newsletter.</li> </ul>
<p>3.14 - Facilitate ongoing partnerships between schools and arts and heritage organisations to improve cultural and creative education.</p>	<ul style="list-style-type: none"> <li>• The Shire was awarded a grant from Regional Arts Australia for a collaborative art project involving five local artists.</li> <li>• This project is built on the success of the Artist in Residence Program delivered at St Mary's College over the past two years.</li> <li>• The 'Lighting the Bay in Man - Gala Season' Project featured community and school-based workshops focused on designing and creating beautiful lanterns. The lanterns were showcased in a parade, depicting the story of the Yawuru Man-gala Season as part of the annual community Christmas event in 2024.</li> <li>• The Shire has secured \$20,000 from Regional Arts Australia and an additional \$10,000 from INPEX to support this project.</li> </ul>

<p>3.17 - Provide arts school holiday workshops for teenagers, partnering with local arts and culture organisations and artists to deliver a variety of workshops.</p>	<ul style="list-style-type: none"> <li>• During the July 2024 school holidays, the Shire, in partnership with KAN, delivered an artist-led sand sculpture competition for families at Cable Beach.</li> <li>• In the September/October 2024 school holidays, the Shire collaborated once again with KAN to deliver a Shorebird Drawing Competition for young people.</li> <li>• Chrissy Carter was engaged to deliver an arts activity at the Shire's Easter event in Chinatown on 19 April 2025.</li> <li>• Brenton Ezra McKenna was also engaged to lead illustration workshops during Youth Week (10-17 April), with four sessions held at the Broome Public Library and two at Broome PCYC and Broome Youth and Families Hub.</li> </ul>
<p>3.18 - Provide access to creative resources and arts and culture activities within the Broome Library.</p>	<ul style="list-style-type: none"> <li>• The Shire Library provides a 3D printer for participants in the Broome Scratchers Coding Group to print their 3D designs. It is also available to the public for printing 3D items.</li> <li>• The STEAM Club meets weekly during school terms, offering young people opportunities to engage in art projects.</li> <li>• The Craft and Conversation group gathers weekly to work on projects, and the Shire has recently added a Cricut machine to the program for creating iron-on transfers, stickers, and labels.</li> <li>• Each year, the Library uses its Children's Book Week grant to invite an author or illustrator for library sessions, along with outreach sessions at one or two remote community schools in the Shire.</li> <li>• During the Sydney Writers Festival each May, the Library streams Live and Local sessions for the community to enjoy.</li> <li>• The Library also occasionally hosts book launches and meet-the-author events as opportunities arise.</li> </ul>
<p>4.1 - Fund an acquisitional art prize as part of Shinju Matsuri.</p>	<ul style="list-style-type: none"> <li>• As part of the annual Shinju Matsuri Art Awards, an \$8,000 acquisitive art prize was awarded to Edward Badal for his artwork titled 'Clay Pans and Spinifex and Fresh Water.'</li> <li>• The Shire President presented the award during the Opening event on 26 August 2024.</li> <li>• The winning artwork is proudly displayed in the Shire reception, alongside the 2024 Art Prize-winning piece, a collection of Aboriginal artifacts, also by Edward Badal, which were recently framed for display.</li> </ul>
<p>4.2 - Advocate for the Department of Local Government, Sport and Cultural Industries to provide a dedicated staff position for Kimberley arts and culture.</p>	<ul style="list-style-type: none"> <li>• Department of Local Government, Sport and Cultural Industries (DLGSCI) has advised that at this stage they do not have funding for a dedicated staff position for arts and culture located in each region.</li> <li>• Their new strategic plan does provide a vision for what the State Department intends to achieve state-wide. They will be looking at how they can achieve this over the coming 5 years.</li> </ul>

	<p><a href="https://dlgsc.wa.gov.au">Department of Local Government, Sport and Cultural Industries Strategic Plan (dlgsc.wa.gov.au)</a></p> <ul style="list-style-type: none"> <li>Arts organisations interested in seeking funding support can go to the DLGSC website for details. <a href="#">Culture and the arts funding   DLGSC</a></li> </ul>
<p>4.4 - Provide an updated programming strategy for the Broome Civic Centre.</p>	<ul style="list-style-type: none"> <li>The Broome Civic Centre 2024-2027 Program Plan and Broome Civic Centre Engagement Plan 2024 were developed in February 2024.</li> <li>The Shire was awarded a \$69,788 grant from the Department of Local Government, Sport and Cultural Industries. This funding will be used to purchase 50 Mila-wall movable panels and wall lighting to enhance the display of artwork at exhibitions held at the Broome Civic Centre.</li> <li>This new infrastructure will make it possible to host touring exhibitions in Broome and provide more opportunities for local artists to showcase their work, supporting professional artists in our community.</li> </ul>
<p>4.5 - Facilitate ongoing partnerships and connections between tourism operators/ bodies, including cruise ship operators, in the Kimberley and local arts and culture organisations and artists through targeted introductions and networking events.</p>	<ul style="list-style-type: none"> <li>Budget options are being explored to support the implementation of this task, including organising opportunities for stalls during Cruise Ship visits. A meeting was held with the Broome Visitor Centre and ANW Tourism on 30 January 2025. As this action is part of the Year 3 deliverables, further work will continue.</li> </ul>
<p>4.13 - Provide investigation into introducing bookable access to shared Shire owned resources such as elevated work platform.</p>	<ul style="list-style-type: none"> <li>An investigation has found that there is limited equipment available for the Shire to hire or loan to external parties outside of use at the Civic Centre. The artwork panels are fragile and easily damaged during transport, requiring setup by trained staff.</li> <li>The elevated work platform is a specialised piece of equipment that requires a High-Risk license to operate. While contractors have used it in the past, it is generally not available for hire or loan due to liability insurance concerns. For event purposes, there are businesses in Broome that offer similar equipment for hire.</li> </ul>
<p>5.1 - Provide in-kind hire of rehearsal and activity space at Broome Recreation and Aquatic Centre to arts and cultural activities servicing 'juniors' and investigate the extension of this</p>	<ul style="list-style-type: none"> <li>Shire officers have investigated the number of rehearsals conducted at Broome Civic Centre and the associated costs for these bookings.</li> <li>Options to expand in-kind use of the Civic Centre will be presented to Council for consideration as part of the 2025/26 budget development.</li> </ul>

<p>provision to not-for-profit arts and culture activities for young people at the Broome Civic Centre.</p>	
<p>5.6 - Provide public artworks in key Shire-led infrastructure projects.</p>	<ul style="list-style-type: none"> <li>• The Shire has secured funding through the WA Bicycle Network Grant to construct a new footpath along Frederick Street and Port Drive. As part of this project, the Shire will issue a Request for Quote to engage an experienced artist to collaborate with the local community, develop a concept design, and either install the artwork or oversee its installation along the new shared path.</li> <li>• The artwork will serve as a vibrant visual feature, inspiring people to walk, wheel, or ride while promoting an active lifestyle and encouraging greater use of the parks and facilities within the Broome Recreation and Aquatic Centre complex.</li> </ul>
<p>5.7 - Fund a feasibility study and Masterplan to upgrade and redevelop the Broome Museum and adjacent lands</p>	<ul style="list-style-type: none"> <li>• A consultant has been selected as the preferred supplier through an evaluation panel, and the final evaluation process is currently underway. The consultant will be responsible for developing the feasibility study and master plan.</li> </ul>
<p>5.11 - Provide investigation into the feasibility of short/ medium term infrastructure improvements including raked seating and aerial compliant rigging points in the Broome Civic Centre and seek funding if viable.</p>	<ul style="list-style-type: none"> <li>• Spirited Thinking was appointed to prepare a feasibility report on short- to medium-term infrastructure improvements for the Broome Civic Centre.</li> <li>• Consultant Peter visited Broome on 13–14 March 2025 to meet with key stakeholders, including Theatre Kimberley, BPAC, and the Regional Arts Coordinator, Marrugeku and Yuck Circus.</li> <li>• Funding for this work was allocated in the Shire's 2024/25 budget.</li> </ul>
<p>5.15 - Partner with the Chamber of Commerce to deliver the Chinatown Place Management Plan and trial a program with businesses open in the evenings and entertainment by local artists.</p>	<ul style="list-style-type: none"> <li>• The Shire has been liaising with the Chamber of Commerce to develop a Place Management Plan for 2025–2029. The plan includes actions that involve partnerships to activate Chinatown, such as the delivery of place activation initiatives, including street entertainment and performances.</li> <li>• An Easter event was delivered on 19 April 2025, featuring live music on the Chinatown stage.</li> </ul>

<p>5.18 - Provide a review of the Provision of Public Art policy with the intent to improve public art outcomes in the shire.</p>	<ul style="list-style-type: none"> <li>• The Shire's 2024/25 budget included funds to appoint an external consultant to develop a policy for the Shire's Public Art Collection.</li> <li>• This policy will offer strategic direction and establish a transparent, sustainable, and forward-looking framework of principles that reflect the Shire's commitment to the essential role of public art. Work will commence in quarter four, April – June 2025.</li> </ul>
---	--

**CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT**

Nil.

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**RISK**

Nil.

**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.

**VOTING REQUIREMENTS**

*Simple Majority*

<p><b><u>COUNCIL RESOLUTION:</u></b></p>	
<p><b>(REPORT RECOMMENDATION)</b></p>	<p><b>Minute No. C/0525/020</b></p>
<p><b>Moved: Cr P Taylor</b></p>	<p><b>Seconded: Cr S Cooper</b></p>
<p><b>That Council notes the progress update on the Arts and Culture Strategy Year 1 – 2 deliverables from July 2024 – May 2025.</b></p>	
<p><b>For: Shire President C Mitchell, Cr D Male, Cr S Cooper, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr P Taylor, Cr M Virgo.</b></p>	

**CARRIED UNANIMOUSLY 9/0**

**Attachments**

Nil

**9.1.2 REQUEST TO ENDORSE YOUTH PLAN 2025 - 2029 FOR PUBLIC COMMENT**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	COS15
<b>AUTHOR:</b>	Place Activation & Engagement Coordinator
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The draft Youth Plan (2025–2029) has been developed in collaboration with young people and key stakeholders to provide a clear and strategic framework for addressing the needs and priorities of Broome's youth. This report outlines the community engagement and consultation processes that informed the development of the proposed actions and seeks the Council's endorsement to release the draft plan for a four-week public comment period.

**BACKGROUND**Previous Considerations

OMC 25 March 2021	Item 9.1.1
OMC 30 June 2022	Item 9.4.2
OMC 29 June 2023	Item 9.4.2

The Youth Plan (2021 – 2025) was informed by the Youth Framework 2016–2018, the West Kimberley Youth Strategy 2014–2016, and the Kimberley Regional Strategic Framework. These documents provided the foundation for additional community consultation undertaken throughout 2020, which helped shape the actions and priorities.

The priority areas of the Youth Plan (2021 -2025) included:

- Youth Services Coordination
- Youth Facilities and Services
- Youth Diversionary Programs
- Youth Leadership Opportunities

Shire officers provided bi-annual updates to Council on the Youth Plan (2021 – 2025) through an annual progress report, and a workshop presentation, often delivered in collaboration with the Youth Advisory Council. A final progress report on the Youth Plan (2021–2025) will be presented to Council at the Ordinary Council Meeting on 26 June 2025.

With the Youth Plan (2021–2025) approaching the end of its term, the Shire has engaged a consultant Catalyse to undertake background research and lead the development of the new Youth Plan (2025 – 2029) – **Attachment 1**.

**COMMENT**

The draft Youth Plan (2025 – 2029) has been prepared to support the achievement of several outcomes in the Shire of Broome's Council Plan, with the strongest alignment with Outcome 4, Objective 4.2, and Action 4.2.6.

<b>Council Plan 2025-2035</b>	
<b>Vision</b>	Broome – a future for everyone
<b>Outcome</b>	4. An inclusive community that celebrates culture, equality and diversity
<b>Objective</b>	4.2 Align services to meet diverse community needs for all ages and abilities
<b>Action</b>	4.2.6 Implement the new Youth Plan

The Youth Plan (2025–2029) outlines a clear set of priorities and corresponding actions to address the identified needs of young people within the Shire of Broome.

Over the next four years, the Shire is committed to being a voice for young people and working with key stakeholders to deliver priority projects. Together, we aim to:

1. Create spaces where young people feel safe and welcome
2. Make health support easier to find and access for young people
3. Encourage young people to engage in sport, fitness, and fun activities.
4. Inspire young people to get involved in art, music and cultural activities
5. Support personal growth and access to jobs for young people
6. Make it easier for young people to get around
7. Build strong connections between young people and youth service providers.

These priorities reflect the voices of young people and the broader community and aim to foster a supportive, inclusive, and vibrant environment for young people.

## **CONSULTATION**

The draft Youth Plan (2025–2029) has been informed by a community engagement plan that identified key stakeholders and appropriate consultation methods. Guided by this plan, the Shire actively engaged with a diverse range of participants, including young people, schools, government and non-government agencies, to ensure the Youth Plan reflects the voices and priorities of the community.

The actions outlined in the draft Plan have been shaped by the following engagement methods and community feedback.

### **Shire of Broome Community Scorecard (2024)**

A key source of input was the 2024 Community Scorecard, with 1,190 individuals completing the survey. This provided valuable insights into the needs, priorities, and aspirations of the community in regards to youth services and facilities.

### **Stakeholder Consultation**

The following stakeholders participated in in-depth interviews

- Broome Primary School
- Broome Youth and Families Hub
- Broome PCYC

- Headspace
- School of Alternative Learning Settings
- Nyamba Buru Yawuru

## Youth Forum

A Youth Forum was held at the Broome Civic Centre on 24 February 2025, providing a dedicated platform for local young people to share their perspectives and contribute to the development of the Youth Plan 2025–2029. The forum was facilitated by Youth Leadership Academy Australia, a leading organisation in youth engagement and leadership development.

The event was attended by the members of the Shire's Youth Advisory Council alongside 47 student leaders from St Mary's College and Broome Senior High School, fostering meaningful dialogue on the priorities and aspirations of young people in the region.

## Internal consultation

The following Shire departments have been consulted on the draft Plan:

- Place Activation: Leads youth engagement initiatives and delivers youth-focused events.
- Broome Library, Broome Recreation and Aquatic Centre, and Broome Civic Centre: Delivers youth programs across each facility.
- Human Resources: Manages youth traineeships and work experience opportunities.

## Council Workshop

On 12 May 2025, a workshop was held with elected members to review and provide feedback on the draft actions proposed for the Youth Plan (2025–2029). This workshop provided an opportunity for elected members to consider the outcomes of the community engagement process, assess the relevance and feasibility of the proposed actions, and ensure alignment with the Shire's broader strategic priorities.

## Public Comment

Shire officers are seeking Council's endorsement to release the draft Plan (**Attachment 1**) for a four-week public comment period (23 May - 20 June 2025). This will enable officers to promote the draft Plan widely and invite feedback from additional stakeholders and the broader community to help shape the final version.

During the public comment period, the draft Plan will be made available on the Shire's website and promoted through the Shire's social media channels, the Broome Advertiser, and the e-newsletter to ensure broad community awareness and engagement.

To complement this, Catalyse will facilitate community workshops on 3 June 2025 to raise awareness of the draft Plan, respond to questions, and encourage community feedback.

Shire officers will also deliver community engagement stalls at various locations, including shopping centres and community events, to promote the draft Plan and provide opportunities for residents and stakeholders to learn more and share their views.

In addition, the Shire will conduct targeted consultation by reaching out directly to key stakeholders. This will include scheduling one-on-one meetings during the public comment

period to ensure those with specific interests or expertise have the opportunity to provide in-depth input on the draft Plan.

### **STATUTORY ENVIRONMENT**

Nil.

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS**

Nil.

### **RISK**

Nil.

### **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** 3.1 Improve access to health facilities, services and programs to achieve good general and mental health in the 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/0525/021**

**Moved: Cr E Smith**

**Seconded: Cr S Cooper**

**That Council:**

- 1. Endorses the release of the Draft Youth Plan (2025–2029) for public comment for a four (4) week period; and**
- 2. Requests the Chief Executive Officer present the final Youth Plan (2025–2029) for Council consideration of adoption at the August 2025 Ordinary Meeting of Council.**

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

**CARRIED UNANIMOUSLY 9/0**

### **Attachments**

1. DRAFT YOUTH PLAN 2025 - 2029

**Shire of Broome**

# **Youth Plan 2025-2029**

## Contents

## Introduction

The Shire of Broome’s vision is to be a place where there is **a future for everyone**. Aligned with the youth vision for Western Australia, Broome will be a place where all young people feel valued and included, supported to achieve their goals, empowered to shape the world they live in, and able to lead meaningful and fulfilling lives.

This Youth Plan has been prepared to support achievement of several outcomes in the Shire of Broome’s Council Plan, with strongest alignment with outcome 4, objective 4.2 and action 4.2.6.

Council Plan 2025-2035	
<b>Vision</b>	Broome – a future for everyone
<b>Outcome</b>	4. An inclusive community that celebrates culture, equality and diversity
<b>Objective</b>	4.2 Align services to meet diverse community needs for all ages and abilities
<b>Action</b>	4.2.6 Implement the new Youth Plan

To create this Youth Plan, the Shire of Broome engaged with representatives from government and non-government agencies, businesses and the community. 1,190 community members completed a MARKYT® Community Scorecard, 47 young people participated in a Youth Forum, the Shire completed interviews with five key stakeholders, and xx participants attended community workshops.

We extend a special thanks to the **Youth Advisory Council, St Mary’s College, Broome Senior High School, Broome Primary School, Broome Youth and Families Hub, Broome PCYC, Headspace, School of Alternative Learning Settings, and Nyamba Buru Yawuru** for their support with the Youth Forum and in-depth interviews.

Over the next four years, we are committed to being a voice for young people and working with key partners to deliver priority projects outlined in this plan. Together, **our aims** are to:

1. Create spaces where young people feel safe and welcome
2. Make health support easier to find and access for young people
3. Encourage young people to engage in sport, fitness, and fun activities.
4. Inspire young people to get involved in art, music and cultural activities
5. Support personal growth and access to jobs for young people
6. Make it easier for young people to get around
7. Build strong connections between young people and youth service providers.

## Acknowledgement of Country      Shire President's Message

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) together 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 ngangaran liyan nyamba buru yawuru*

We hope you are feeling good in our yawuru country.

**To be inserted**

**Chris Mitchell**  
Shire President

## Youth at a glance

For this plan, the Shire of Broome has defined **young people** as being between the ages of 6 and 17 years, unless otherwise specified.

### Number of young people in Broome aged 6-17 years

Source: 2021 ABS Census

**3,070**

18% of Broome LGA population

Western Australia: 15%

### Aboriginal and/or Torres Strait Islander

Source: 2021 ABS Census

**40%**

of young people in Broome LGA

Western Australia: 5%

### Mainly speak an Australian Indigenous language at home

Source: 2021 ABS Census

**7%**

of young people in Broome LGA

Western Australia: 1%

### Born overseas

Source: 2021 ABS Census

**3%**

of young people in Broome in LGA

Western Australia: 15%

### Require assistance with core activities

Source: 2021 ABS Census

**2%**

of young people in Broome LGA

Western Australia: 4%

### Youth volunteering

Source: 2021 ABS Census

**11%**

of people aged 15-24 in Broome LGA

Western Australia: 17%

### Main industries of employment among young people aged 15-24 in Broome

Source: 2021 ABS Census, excludes inadequately described, not stated and not applicable

Retail trade

**19.7%**

of young people in Broome LGA

Western Australia: 20.9%

Accommodation and food services

**17.9%**

of young people in Broome LGA

Western Australia: 22.0%

Health care and social assistance

**13.5%**

of young people in Broome LGA

Western Australia: 9.4%

Education and training

**6.8%**

of young people in Broome LGA

Western Australia: 5.3%

Agriculture, forestry and fishing

**6.3%**

of young people in Broome LGA

Western Australia: 1.6%

## What's on for young people in Broome

Young people enjoy some of the best beaches in the world, activated precincts like Chinatown, Town Beach and Cable Beach and popular facilities like the Broome Recreation and Aquatic Centre and Broome Library.

The beach is a popular place to visit and take part in various activities like beach volleyball, boogie boarding, surfing, jet-skiing, boating, fishing or walking the dog. At Town Beach, there's an excellent outdoor gym and playground, community night markets and great fishing off the jetty. At Cable Beach, there's a major re-development upgrade underway to further activate the area, including new spaces for children and young people.

Broome Recreation and Aquatic Centre, known locally as the BRAC, invites young people to take part in a range of free and low-cost activities. The centre offers indoor and outdoor facilities for floorball, basketball, netball, volleyball, squash, badminton, tennis, pickleball, gymnastics, fitness classes, circus skills and much more. Young people can cool off in the pool or practice tricks on their skateboard, scooter or BMX in the skate park. Young people can play sports like football, soccer and cricket at BRAC sporting fields or various ovals around town. For a current list of clubs in Broome visit [www.broome.wa.gov.au](http://www.broome.wa.gov.au).

The Shire has big plans to improve sport and recreational facilities – including a new Youth Bike Precinct, improved cricket facilities, new air-conditioned indoor courts, beach volleyball courts and a planned feasibility study for a 50 metre pool. You can learn more by checking out the 10-year Sport and Recreation Plan 2021-2031.

There's plenty of arts and cultural events throughout the year, such as Stompem Ground, Saltwater Music Festival, Shinju Matsuri and Broome Fringe Festival. Young people can participate in arts, cultural and creative activities in Broome Library, enter the Shinju Matsuri Arts Awards, perform on stage in the Broome Civic Centre and take part in various school holiday workshops. The Shire is advocating for better access to musical instruments for young people and improved opportunities for under-18s musicians to perform<sup>1</sup>.

Local schools, community organisations and private businesses are key partners in providing safe and accessible facilities and activities for young people. Two of the most popular service providers are Broome Police & Community Youth Centre (PCYC) and Broome Youth and Families Hub (BYFH). Broome PCYC operates the safeSPACE™ program with access to qualified youth workers. BYFH is an Aboriginal Community Controlled Organisation that provides a drop-in centre and Hype Patrol service to keep children and young people safe and off the streets.

The Shire partners with local service providers to deliver a program of events and activities after-school, for Youth Week and during the school holidays, and partners with local schools to facilitate an annual Youth Forum.

Young people also enjoy hanging out at local shops, in local parks, and places like Sun Pictures outdoor movie theatre, and benefit from Broome's network of paths, trails and cycleways.

---

<sup>1</sup> See Arts and Culture Strategy and Action Plan: action 3.4 and 3.11

## Youth priorities and aspirations

Broome youth share concerns with young people across Australia in relation to their health, wellbeing and climate change<sup>2</sup>. Living in a regional hub in one of the most isolated regions in Australia introduces even bigger challenges related to cost of living, safety, access to education and jobs, and boredom – **young people feel there isn't enough to do**.

Youth services and facilities received a score of 35 points out of 100 in the 2024 MARKYT® Community Scorecard, 12 points below industry average. It was the third highest community priority area to address behind safety and crime prevention, and marine facilities.

The community would like more affordable and accessible places and activities for young people to gather, socialise and be entertained, along with more crisis accommodation, counselling services and educational programs for vulnerable or at-risk youth.



<sup>2</sup> WA Youth Action Plan 2024-2027

### **Health and safety**

To address health and safety concerns, young people would like more police-led initiatives, alternative solutions to detention, better supervision, stronger support systems for families and better access to health services.

Key stakeholders are particularly concerned about the limited access to social, emotional and mental health services for at-risk children and young people under 12 years old. They believe this lack of support can hinder development and lead to ongoing challenges as these children grow older. In addition to improved access to counselling, stakeholders are calling for a more proactive approach to addressing issues facing at-risk youth, such as parental drug use and unstable home environments. They also advocate for more education to help children and young people navigate difficult situations like domestic violence, bullying, and peer pressure. The Shire of Broome has responded to these suggestions in the Community Safety Plan and will make a further investment into addressing youth health needs through development of a Local Public Health Plan.

### **More things to do**

Young people want more places to meet up with friends and more free or low-cost activities to overcome boredom after school, at night and during school holidays. This includes more sports and recreation, creative outlets like music, drama, art and dance, end-of-year productions and youth art exhibitions and more youth targeted events. Requests include gaming arcades, bowling, trampolines, water parks, bike tracks, 50 metre pool, cinemas, special interest clubs and fishing spots. Broome Library was commonly suggested as a place for technology-based activities to take place, such as game playing, coding and video design.

Key stakeholders are concerned that the short-term funding nature of programs at drop-in centres and PCYC is impacting awareness and participation rates. They would like funding for year-round recreational programs to keep young people engaged, such as football or basketball. Other fun ideas proposed include Anime movie nights, Cosplay, interactive gaming sessions, youth music festivals and youth boat parties.

Stakeholders also suggest stronger collaboration between schools and organisations to facilitate easier access to after-school activities, possibly incorporating food to entice young people to engage – such as gaming nights with pizza.

In addition to more activities, stakeholders expressed the need for permanent shade over outdoor youth facilities and more or upgraded indoor spaces with air-conditioning, in particular for use during the wet season. Some suggested a dedicated youth centre or to activate existing spaces by engaging young people to paint murals.

Finding ways to deliver more youth facilities, services and events is a key focus of this plan, supported through the Council Plan 2025-2035, Sport and Recreation Plan 2021-2031 and Arts and Culture Strategy and Action Plan.

### **Personal growth and learning opportunities**

Young people care about their education and getting a job. Living in a remote region, they are concerned about inequity. To be comparable with peers in larger towns and cities, they want access to range of subject choices in high school and quality teaching resources, and to be able to continue further education in university, TAFE or through other training service providers in Broome - possibly with more study groups, online electives and remote learning opportunities.

Adolescence is a period of significant change, with pressure to make decisions about their future. There is a need for more mentoring and counselling support for young people to develop life skills and explore career pathways. Suggestions include after-school work experience and TAFE testers. Key stakeholders express a

concern that the education system does not cater to the needs of some young people. They feel that a lack of cultural understanding can lead to disengagement and marginalisation. They would like greater involvement from Aboriginal Elders in cultural education and more alternative learning pathways.

There is also concern about early child development. In the 2021 AEDC Community Profile<sup>3</sup>, 30% of children in Broome were classified as having vulnerable or at-risk language and cognitive school based skills, compared to 14% across Australia. This domain measures children's basic literacy, advanced literacy, basic numeracy, and interest in literacy, numeracy and memory.

### **Getting around**

A lack of public transport is making it difficult for young people to access existing activities. As transport is an issue that impacts people of all ages in Broome, the Shire is addressing ways to improve public transport, footpaths and cycleways for everyone in the Council Plan 2025-2035 (see outcome 7).

### **Youth voices**

Young people want to be heard and for their ideas and opinions to be valued. They consider Student Representative Councils and Youth Advisory Councils to be easy and effective ways to share ideas and influence decisions. Other ideas include talking to teachers or Shire representatives, taking part in small group discussions or using social media, petitions, polls, surveys or feedback boxes.

Key stakeholders emphasise the importance of having youth-led planning with initiatives endorsed by the Youth Advisory Council (YAC) and Shire of Broome, to empower young people to have a voice in decision-making. They suggest collaborations with local schools, Empowered Young Leaders, Headspace YAC, and Yawuru YAC to create a unified annual Youth Forum to review progress against this Plan.

---

<sup>3</sup> Australian Early Development Census, Community Profile 2021, Broome, WA

**Young people ranking of project ideas**

<p><b>How important is it for the Shire of Broome and key stakeholders to work on these projects to address the needs of children and young people in Broome? Rank responses as: low, medium, high or critical</b>                      Base: Young people who participated in the Youth Forums (n=47 young people)</p>	<p><b>% of young people who ranked project critical</b></p>
Free access to BRAC pool or gym memberships	51%
Air-conditioned places where young people are welcome to hang out	45%
More festivals and events, like the Foam Party	36%
More life skills programs	34%
Free monthly movie nights	32%
More youth activities and events at BRAC	30%
Youth-led micro business development and incubator program	28%
Activate the Skate Park, Pump Track and Mountain Bike Precinct with events, competitions etc.	26%
More early intervention programs, such as reading programs for young children	23%
Activate local parks after school and in the evening with more sport and recreation activities for young people.	19%
More reading, creative and technology-based activities and events at Broome Library	19%
Facilitate Connect with Country programs for Aboriginal and non-Aboriginal youth	19%
Activate the new Cable Beach Youth Hub with events and activities	17%
Annual “Good Vibes Day” with a focus on youth mental health and wellbeing activities and events	17%
Employ an extra Youth Officer to provide more services, programs and events for children and young people.	15%
Better marketing and communication to engage young people	15%
More arts and creative activities	15%
Youth bike-share and repair program to develop youth wellbeing and address transport concerns	6%

## Working together to meet the needs of young people

We all have a role in making Broome a great place for young people. This Plan recognises shared responsibilities between all three tiers of government, government agencies, service providers, businesses, community groups and individuals.

### Australian Government

Responsible for meeting the needs of young people through various agencies and programs, such as providing access to free or subsidised health care through Medicare, providing tertiary education (universities and TAFEs) and financial support (i.e. Austudy), supporting the transition from school to work with youth-specific job programs and lots more.

### State Government

The Youth portfolio, through the Department of Communities, leads a whole-of-government approach to improving outcomes for young people. State Government is directly responsible for local schools, hospitals, health and wellbeing services, child protection, safety, justice, promoting participation and achievement in sport, recreation, arts and culture, and much more.

### Kimberley Regional Group

Made up of representatives from the Shire of Broome, Shire of Derby/West Kimberley, Shire of Halls Creek and Shire of Wyndham/East Kimberley, this group has an ongoing commitment to working with others to build communities that foster the wellbeing of all young people. In 2016, the group developed a *Strategic Framework for Young People*.

### Local schools and alternative learning programs

A variety of educational institutions cater for students from early childhood to higher education, including Broome Primary School, Broome North Primary School, Roebuck Bay Primary School, Cable Beach Primary School, Broome Senior High School, St Mary's College, North Regional TAFE and the University of Notre Dame Broome Campus.

### Community service providers

Community service providers offer programs and services to support young people to improve their health, safety and wellbeing. Examples include Nyamba Buru Yawuru, Kullarri Regional Communities Indigenous Corporation, Nirrumbuk Aboriginal Corporation, Broome Youth and Families Hub, Broome PCYC, HOPE Community Services, Garnduwa, Marlamanu, Broome Circle, Kimberley Child and Adolescent Mental Health Service, Broome Regional Aboriginal Medical Service, Headspace Broome, Helping Minds, FEED the Little CHILDREN inc., and many more.

### Local businesses, clubs, groups and individuals

Local businesses, clubs, groups and individuals provide opportunities for young people to take part in a range of sporting, recreational, entertainment, art and cultural pursuits. To find out about what's available visit [www.broome.wa.gov.au](http://www.broome.wa.gov.au) or contact the Shire to get your service listed.

## Shire of Broome

The Shire provides, facilitates and advocates for services and facilities to improve quality of life for young people.

We are a voice for young people, advocating for and supporting government agencies and other service providers to deliver initiatives to meet the needs of young people. Our direct responsibilities include engaging with young people to inform them about what's happening in the local area and to hear their views, providing safe spaces for young people such as the BRAC, library, parks, reserves and local beaches, maintaining safe roads, footpaths and trails, and delivering a range of youth services, programs and events.

We have adopted an integrated approach to address youth needs. To use resources effectively, the Youth Plan focuses on how the Shire of Broome can deliver facilities, programs, activities and events to meet those needs effectively. Other plans and strategies address related areas of need for youth, such as our Community Safety Plan (with a focus on at-risk youth), Sport and Recreation Plan, Arts and Culture Strategy and Action Plan, Environmental Health Strategy and proposed Public Health Plan. Our Council Plan also covers a range of areas that impact young people, including advocating for further investment in schools and post-school education and training facilities, advocating for improved access to public transport and encouraging the adoption of sustainable practices.

### To fulfil our purpose, we satisfy the following roles:



#### Advocate

We are a voice for the local community on local issues.



#### Facilitate

We help to make it possible or easier to meet community needs.



#### Partner

We form strategic alliances in the interests of the community.



#### Provide

We directly provide infrastructure, facilities, services, events and information to meet local needs.



#### Fund

We help to fund community organisations to deliver essential community services.



#### Regulate

We regulate compliance with legislation, regulation and local laws.

## Shared youth objectives

The Shire of Broome will work with a range of service providers to meet youth needs. This includes other tiers of government, local businesses, community service providers and individuals. Together, we will strive to:

**1. Create spaces where young people feel safe and welcome**

So they can be themselves, feel supported and know they belong.

*Aligns with Council Plan objective 4.2: Align services to meet diverse community needs for all ages and abilities*

**2. Make health support easier to find and access for young people**

Whether it's mental health or physical health, getting help should be simple and judgement-free for young people.

*Aligns with Council Plan objective 3.1: Improve access to health facilities, services and programs to achieve good general and mental health in the community*

**3. Encourage young people to engage in sport, fitness and fun activities**

Staying active is great for health and wellbeing and connecting with others.

*Aligns with Council Plan objective 3.2: Improve access to sport, leisure and recreation facilities, services and programs*

**4. Inspire young people to get involved in art, music and cultural activities**

To deepen their understanding of who they are, express individuality and have a good time.

*Aligns with Council Plan objective 4.1: Grow knowledge, appreciation and involvement in local art, culture and heritage*

**5. Support personal growth and access to jobs for young people**

To build confidence, develop resilience and open doors to their future.

*Aligns with Council Plan objective 8.1: Facilitate economic growth, training and employment opportunities in traditional and emerging industries*

**6. Make it easier for young people to get around**

To help young people to access services, programs and activities.

*Aligns with Council Plan objective 7.2: Provide safe, well-connected paths and trails to encourage greater use of active transport.*

**7. Build strong connections between young people and youth service providers**

So they're aware of local services, feel heard and supported.

*Aligns with Council Plan objective 10.1: Provide community with excellent customer service, relevant, timely information and effective engagement*

In addition, the **Community Safety Plan** describes how the Shire will strive to achieve objectives related to youth safety:

- Expand youth diversion programs to reduce youth crime.
- Reduce use, harm and effects from alcohol and other drugs.
- Reduce the incidence of and impact from family and domestic violence.
- Improve access to safe, affordable accommodation for everyone.

## Objective 1. Create spaces where young people feel safe and welcome

Priority projects	Linked strategies	Key partners	Service Team	25/26	26/27	27/28	28/29
Promote access to safe, welcoming spaces where young people can connect, relax, and engage in positive programs such as BRAC, Broome Library, Broome Youth and Families Hub, and Broome PCYC.		Broome Youth and Families Hub; Broome PCYC	Place Activation and Engagement	●	●	●	●
Deliver a program of events and activities at the Cable Beach Youth Hub to help young people feel safe and welcome in this new space.		Businesses, community service providers and individuals	Place Activation and Engagement	●			
Deliver a launch event for young people in the new BRAC gym and fitness facility (planned for completion in 2026/27).			Place Activation and Engagement		○		
Deliver a launch event to promote the new BRAC Youth Bike Precinct (planned for completion in 2028/29).			Place Activation and Engagement				○
Facilitate a program of events and activities in celebration of National Youth Week.		Businesses, community service providers and individuals	Place Activation and Engagement	●	●	●	●
Design and deliver engaging programs that make use of both indoor and outdoor spaces, featuring a variety of activities such as movie nights, sports, art and cultural experiences.		Businesses, community service providers and individuals	Place Activation and Engagement	●	●	●	●

● / \$ Resourcing or funding secured

\$ Additional operating or capital budget required

○ Additional funding required, amount to be determined

## Objective 2. Make health support easier to find and access for young people

Priority projects	Linked strategies	Key partners	Service Team	25/26	26/27	27/28	28/29
Engage young people when developing the Local Public Health Plan to ensure youth voices and needs are considered.	Council Plan 2025-2035; Local Public Health Plan		Environmental Health	●			
Partner with stakeholders to promote essential health services, including mental health support, to young people in the Broome region.		Kimberley Child and Adolescent Mental Health Service; Headspace Broome; Broome Regional Aboriginal Medical Service	Place Activation and Engagement	●	●	●	●
Work in partnership with the Shire Youth Advisory Council and Headspace Youth Advisory Council to co-design and deliver health and wellbeing initiatives at youth events including R U OK Day.		Headspace Broome; Local schools	Place Activation and Engagement	●	●	●	●

● / \$ Resourcing or funding secured

\$ Additional operating or capital budget required

o Additional funding required, amount to be determined

### Objective 3. Encourage young people to engage in sport, fitness, and fun activities.

Priority projects	Linked strategies	Key partners	Service Team	25/26	26/27	27/28	28/29
Engage young people when reviewing the Sport and Recreation Plan 2021-2031 and BRAC Masterplan to ensure youth voices and needs are considered.	Council Plan 2025-2035; Sport and Recreation Plan 2021-2031; BRAC Masterplan		Place Activation and Engagement; Special Projects		●		
Facilitate increased youth participation in sport through administration of initiatives such as the KidSport program and free facility usage for structured junior sport.		State Government	Place Activation and Engagement	●	●	●	●
Support the delivery of a range of sporting and recreational activities and events for young people at the BRAC.		Businesses, community service providers and individuals	Broome Recreation and Aquatic Centre	●	●	●	●
Promote opportunities for young people to access free BRAC pool entry through KidSport and explore grant funding to deliver free gym memberships for young people.			Place Activation and Engagement; Broome Recreation and Aquatic Centre	●	●		
Activate the Skate Park, Pump Track and Mountain Bike Precinct (once completed) by: <ul style="list-style-type: none"> <li>• hosting youth-focused events like competitions, free bike lock giveaways, safety and wellbeing talks and targeted bike repair education sessions</li> <li>• supporting youth wellbeing initiatives</li> <li>• promoting practical, active transport solutions</li> </ul>		Businesses, community service providers and individuals	Place Activation and Engagement	●	●	●	●

● / \$ Resourcing or funding secured

\$ Additional operating or capital budget required

o Additional funding required, amount to be determined

## Objective 4. Inspire young people to get involved in art, music and cultural activities

Priority projects	Linked strategies	Key partners	Service Team	25/26	26/27	27/28	28/29
Engage young people when reviewing and updating the Arts and Culture Strategy and Action Plan 2023-2028 to ensure youth voices and needs are considered.	Council Plan 2025-2035; Arts and Culture Strategy and Action Plan 2023-2028		Place Activation and Engagement			●	
Promote the range of special interest clubs available at the Broome Library for young people, such as book clubs, gaming clubs and study groups, while also supporting them to access resources, facilities and guidance to start their own clubs.			Broome Library	●	●	●	●
Advocate for better access to musical instruments for young people.	Arts and Culture Strategy and Action Plan 2023-2028		Place Activation and Engagement			●	
Advocate for improved opportunities for under-18s musicians to perform.			Place Activation and Engagement	●	●	●	
Advocate for the introduction of a KidSport-like program for arts and culture activities.	Arts and Culture Strategy and Action Plan 2023-2028	Dept of Local Government, Sport and Cultural Industries	Place Activation and Engagement	●	●	●	
Collaborate with key stakeholders to advocate for on-country programs and initiatives for Aboriginal and non-Aboriginal youth, incorporating cultural opportunities such as hunting, fishing and language into events and activities.			Place Activation and Engagement		●		
Deliver a Cosplay event for young people.			Place Activation and Engagement			●	
Promote the Shinju Matsuri Art Prize and actively encourage young people to submit their work.			Place Activation and Engagement	●	●	●	●

● / \$ Resourcing or funding secured

\$ Additional operating or capital budget required

o Additional funding required, amount to be determined

## Objective 5. Support personal growth and access to jobs for young people

Priority projects	Linked strategies	Key partners	Service Team	25/26	26/27	27/28	28/29
Facilitate access to more early education programs, such as reading programs for young children at the Broome Library.		Department of Education; Department of Communities	Broome Library	●	●	●	●
Advocate for further investment in school and post-school education and training facilities and services, building upon the existing strengths of current TAFE and university offerings.	Council Plan 2025-2035; Broome Growth Plan	Local schools; TAFE; universities	Office of CEO	●	●	●	●
Promote life skills programs for young people, such as driving, job readiness and interview preparation programs, to improve awareness and participation.		Businesses, community service providers and individuals	Place Activation and Engagement	●			
Explore opportunities with Broome CIRCLE to promote volunteering for young people.		Businesses, community service providers and individuals	Place Activation and Engagement	●	●		
Investigate and seek potential partnerships to support a youth-led micro business development and incubator initiative, enabling young people to develop and trial new business ideas, with the potential for a regular stall at community markets.		Local schools; businesses, community service providers and individuals	Place Activation and Engagement	●	●		
Facilitate work experience and youth traineeships in the Shire of Broome organisation and encourage young people to apply for these roles.			Office of CEO	●	●	●	●

● / \$ Resourcing or funding secured

\$ Additional operating or capital budget required

o Additional funding required, amount to be determined

## Objective 6. Make it easier for young people to get around

Priority projects	Linked strategies	Key partners	Service Team	25/26	26/27	27/28	28/29
Advocate for Public Transport Authority to subsidise improved public transport with expanded bus routes in Broome.	Council Plan 2025-2035; State of Environment Report 2015	Public Transport Authority	Office of CEO	●	●	●	●
Support young people to move around the area more easily with improved paths, cycleways and trails (see Objective 7.2 in the Council Plan for planned improvements).	Council Plan 2025-2035		Engineering	●	●	●	●

● / \$ Resourcing or funding secured

\$ Additional operating or capital budget required

o Additional funding required, amount to be determined

## Objective 7. Connect with and support young people and youth service providers

Priority projects	Linked strategies	Key partners	Service Team	25/26	26/27	27/28	28/29
Collaborate with the Broome Youth Coordinators Network and relevant stakeholders to facilitate networking, collaboration, information sharing and a mapping exercise to identify and coordinate youth activity programs.		Broome Youth Coordinators Network	Place Activation and Engagement	●	●	●	●
Coordinate the Broome Youth Advisory Council (YAC).		YAC	Place Activation and Engagement	●	●	●	●
Partner with schools to host an Annual Youth Forum, inviting empowered young leaders to participate and help ensure ongoing connection with youth priorities and perspectives.		Local schools	Place Activation and Engagement	●	●	●	●
Promote the Shire's Quick Response Grant program and Community Development Fund to youth service providers to support and enhance programs for young people.			Place Activation and Engagement	●	●	●	●

● / \$ Resourcing or funding secured

\$ Additional operating or capital budget required

o Additional funding required, amount to be determined

## Measuring our success

Key performance indicators	Source	Current	Target
<b>Community perceptions</b>		Performance score out of 100	Industry average to high
Services and facilities for young people		35	47-65
Services and facilities for children and families		47	54-67
Sport and recreation	2024 MARKYT® Community Scorecard	65	64-79
Festivals, events, art and cultural activities		67	61-76
Library services		76	70-82
Education		50	48-64
<b>Youth engagement</b>			Shire targets
Annual Youth Forum – number of participants	Shire of Broome, 2025	47	55
Number of members on the Youth Advisory Council	Shire of Broome, 2025	5	10

## Do you have an idea or suggestion to improve services and facilities for young people in Broome?

Please contact the Shire of Broome to share your thoughts and ideas.

In person: Shire Administration Centre  
Cnr Weld and Haas Street  
Broome, Western Australia

Phone: +618 9191 3456

Email: [shire@broome.wa.gov.au](mailto:shire@broome.wa.gov.au)

Mail: PO Box 44, Broome, Western Australia 6725

**The Director Development & Community advised that there had been an amendment to the officer recommendation and attachment since publication. The amends were circulated to Council prior to the meeting and has been reflected in the minutes.**

### **9.1.3 REQUEST TO ENDORSE COMMUNITY SAFETY PLAN 2025 - 2029 FOR PUBLIC COMMENT**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	COS15
<b>AUTHOR:</b>	Place Activation & Engagement Coordinator
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### **SUMMARY:**

The draft Community Safety Plan (2025–2029) has been developed in collaboration with key stakeholders to provide a strategic framework for reducing the risk of crime and anti-social behaviour and improving community perceptions of safety. This report outlines the community engagement and consultation processes that informed the development of the proposed actions and seeks the Council's endorsement to release the draft plan for a four-week public comment period.

#### **BACKGROUND**

##### Previous Considerations

OMC 25 March 2021	Item 9.1.1
OMC 30 June 2022	Item 9.4.1
OMC 29 June 2023	Item 9.4.3

The current Community Safety Plan (2021–2025) was developed as an informing strategy under the Community Development Framework

The Shire commenced a consultation and review process in 2019 to develop the Community Safety Plan (2021 – 2025). This process included several methods to gain an understanding of the prevailing perceptions, concerns and priorities of the community in relation to community safety and crime prevention.

The priority areas of the Community Safety Plan (2021 -2025) included:

- Alcohol consumption and other drugs
- Anti-social behaviour in public places
- Itinerancy and rough camping
- Youth crime and diversionary initiatives
- Burglary / theft / stealing
- Family and domestic violence
- Civic leadership

A key initiative of the Community Safety Plan (2021–2025) was the formation of the Community Safety Working Group, comprising of key stakeholders and community

representatives. The group provided collaborative feedback and received quarterly updates throughout the duration of the plan.

In addition to the progress updates provided to the Community Safety Working Group Shire officers provided bi-annual updates to Council through an annual progress report, and a workshop presentation. A final progress report on the Community Safety Plan (2021–2025) will be presented to Council at the Ordinary Council Meeting on 26 June 2025.

With the Community Safety Plan (2021–2025) approaching the end of its term, the Shire has engaged a consultant Catalyse to undertake background research and lead the development of the new Community Safety Plan (2025 – 2029).

## COMMENT

Through the Shire's Council Plan, the Shire is striving to achieve the community's number one desired outcome – to provide a safe community for everyone.

<b>Our Council Plan 2025-2035</b>	
<b>Vision</b>	Broome – a future for everyone
<b>Outcome</b>	1. A safe community
<b>Objective</b>	1.1 Work with key stakeholders to improve community safety and security
<b>Action</b>	1.1.1 Finalise and implement the new Community Safety Plan

Through the Community Safety Plan (2025 – 2029) the Shire will work with the government departments, service providers, businesses, community groups and individuals to achieve the following objectives:

1. Expand youth diversion programs to reduce youth crime.
2. Reduce use, harm and effects from alcohol and other drugs.
3. Enhance law and order with more effective policing, safety patrols and community surveillance.
4. Improve public safety with enhanced infrastructure and environmental design.
5. Improve access to general and mental health services for those at risk.
6. Reduce the incidence of and impact from family and domestic violence.
7. Improve access to safe, affordable accommodation for everyone.
8. Strengthen collaboration between service providers.
9. Improve community engagement and awareness of safety services, programs and key messages

These objectives will guide the actions undertaken by the Shire of Broome in partnership with key stakeholders to reduce the risk of crime and anti-social behaviour and improve community perceptions of safety.

## CONSULTATION

The draft Community Safety Plan (2025–2029) has been developed with guidance from a community engagement plan that identified key stakeholders and suitable consultation methods. In line with this plan, the Shire engaged a broad cross-section of the community,

including WA Police, government agencies, and non-government organisations, to ensure the plan reflects shared priorities and local safety needs.

The actions outlined in the draft Plan have been shaped by the following engagement methods and community feedback.

### **Shire of Broome Community Scorecard (2024)**

A key source of input was the 2024 Community Scorecard, with 1,190 individuals completing the survey. This provided valuable insights into the needs, priorities, and aspirations of the community in regards to youth services and facilities.

### **Community Safety Survey**

A Community Safety Survey was available to complete online or in hard copy from 11 February to 10 March 2025. The Shire promoted the survey through its communication channels including radio, newsletters, social media and public facilities. 401 community members participated in the survey.

### **Community Safety Working Group**

As part of developing the draft plan, meetings with the Community Safety Working Group were held on the following dates: 11 December 2024, 31 March 2025, and 2 May 2025.

Community Safety Working Group Membership:

- Broome Chamber of Commerce and Industry
- WA Police
- Broome Liquor Accord
- Kullarri Patrol
- Broome Youth and Families Hub
- Broome PCYC
- Department of Education
- Department of Communities
- Department of Justice
- Nyamba Buru Yawuru
- Feed the Little Children
- Ardyaloon Community
- Beagle Bay Community
- Bidyadanga Community
- Djarindjin Community
- Lombadina Community
- General Community Representatives

### **Stakeholder Consultation**

The following stakeholders participated in in-depth interviews:

- Men's Outreach
- Nyamba Buru Yawuru
- WA Police
- Community Representatives from the Community Safety Working Group
- Djarindjin Community
- WA Country Health Service

## Internal consultation

The following Shire departments have been consulted on the draft Plan to gather input on addressing community safety priorities:

- Place Activation: Leads community engagement, place activation, program delivery, and advocacy.
- Parks and Gardens: Maintains public open spaces and manages needle collection.
- Community Safety and Rangers: Works in partnership with WA Police to address issues related to itinerancy.
- Environmental Health: Oversees matters related to public health and safety.
- Information Technology: Manages the CCTV network and related systems.
- Engineering: Responsible for the maintenance of roads and street lighting.
- Planning: Oversees town planning.

## Council Engagement:

- Council Workshop – 12 December 2024  
Brainstorming and testing draft concepts
- Council Workshop – 7 April 2025  
Review of Community Safety survey feedback and draft actions
- Council Workshop – 12 May 2025  
Review of the draft Youth Plan

## Public Comment

Shire officers are seeking Council's endorsement to release the draft Plan (**Attachment 1**) for a four-week public comment period (23 May - 20 June 2025). This will enable officers to promote the draft Plan widely and invite feedback from additional stakeholders and the broader community to help shape the final version.

During the public comment period, the draft Plan will be made available on the Shire's website and promoted through the Shire's social media channels, the Broome Advertiser, and the e-newsletter to ensure broad community awareness and engagement.

To complement this, Catalyse will facilitate community workshops on 3 June 2025 to raise awareness of the draft Plan, respond to questions, and encourage community feedback.

Shire officers will also deliver community engagement stalls at various locations to promote the draft Plan and provide opportunities for residents and stakeholders to learn more and share their views.

In addition, the Shire will conduct targeted consultation by reaching out directly to key stakeholders. This will include scheduling one-on-one meetings during the public comment period to ensure those with specific interests or expertise have the opportunity to provide in-depth input on the draft Plan.

Following the public comment period, the draft Community Safety Plan will be reviewed and revised to reflect the community feedback received. Once updated, the revised draft will be presented to the Community Safety Working Group and then to Council for further review. The finalised plan will be tabled for endorsement at the August Ordinary Council Meeting.

## STATUTORY ENVIRONMENT

Nil.

## POLICY IMPLICATIONS

Nil.

## FINANCIAL IMPLICATIONS

The following actions outlined in the plan have financial implications:

- Provide and implement a Local Public Health Plan, as per legislative requirements, to consider major health risk factors and actions needed to address these factors in the Shire of Broome.  
Cost: \$50,000 confirmed for 2025–26
- Provide street lighting upgrades focusing on priority areas identified through the lighting audit, community feedback, and WA Police crime statistics  
Cost: \$100,000 unconfirmed annually 2025–2029
- Develop a CCTV Strategy and Action Plan  
Cost: \$50,000 unconfirmed 2026–27
- Support Mamabulanjin Aboriginal Corporation to deliver Kullarri Patrol services, focused on providing safe transportation for intoxicated people, including transport home or to a designated safe place, and for the delivery of the Return to Country Program.  
Cost: \$20,000 confirmed for 2025-26 and 2026-27

## RISK

Nil.

## 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 1 - A Safe Community***

**Objective** 1.1 Lobby for the State Government to review the effectiveness of community safety service provision in Broome and the Kimberley region to improve social outcomes.

**Objective** 1.2 Modify the physical environment to improve community safety.

**Objective** 1.3 Increase awareness and engagement in community safety education and crime prevention programs.

## VOTING REQUIREMENTS

*Simple Majority*

**COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0525/022**

**Moved: Cr M Virgo**

**Seconded: Cr E Smith**

**That Council:**

- 1. Endorses the release of the Draft Community Safety Plan (2025–2029) for public comment for a four (4) week period; and**
- 2. Requests the Chief Executive Officer present the final Community Safety Plan (2025–2029) for Council consideration of adoption at the August 2025 Ordinary Meeting of Council.**

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

**CARRIED UNANIMOUSLY 9/0**

**Attachments**

- 1. DRAFT COMMUNITY SAFETY PLAN 2025 - 2029**

**Shire of Broome**

# **Community Safety Plan 2025-2029**













































## 9.2 PLACE

### 9.2.1 APPLICATION FOR DEVELOPMENT APPROVAL TELECOMMUNICATION BASE STATION - 75 REID ROAD, CABLE BEACH

<b>LOCATION/ADDRESS:</b>	75 Reid Road, Cable Beach
<b>APPLICANT:</b>	QLD Service Stream Mobile Communications Pty Ltd
<b>FILE:</b>	RES43276
<b>AUTHOR:</b>	Planning Officer
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

The Shire has received a development application seeking approval to construct a telecommunications base station at 75 Reid Road, Cable Beach. The application includes the installation of a 30-metre high monopole, along with associated infrastructure such as antennas and equipment shelters. The proposal aims to address shortfalls in mobile and internet coverage in the Cable Beach area.

The application has been referred to Council as the proposal does not meet Local Planning Policy 5.11 *Telecommunications Infrastructure*, clause 1.1. It is the Shire of Broome's preference that telecommunications are not sited within a 100m radius of residential or sensitive areas. The proposed infrastructure is located 7.7m from the side boundary of a residential property.

Two written objections have been received. Concerns raised relate to health risks from electromagnetic emissions (EME), the visual impact and proximity of the proposed infrastructure to residential homes.

It is recommended that Council approve the application, subject to conditions.

## BACKGROUND

### Previous Considerations

Nil.

### Site and surrounds

Lot 3066 (No. 75) Reid Road, Cable Beach, is a 268m<sup>2</sup> property which is reserved for Public Purpose - Infrastructure Services under Local Planning Scheme No 7 (LPS7). The Reserve is vested with Telstra Corporation Ltd for a Telecommunications Site and its current purpose is a Telephone Exchange. The site is bordered by residential properties to the south and east, the future McMahan Estate to the north, and an Environmental Conservation Reserve to the west.

The site currently is occupied by Telstra and has an existing Telstra exchange station on the premise refer to the image below.



Figure 1- Subject Site

### Proposal

The applicant is seeking approval to construct a Telstra Telecommunications Base Station and associated equipment. The application proposes the following:

- A 30 - metre high monopole with a circular headframe attached at the top of the monopole.
- Six (6) panel antennas and associated equipment attached to the headframe.
- Signs behind of each antenna.
- Telstra 450mm wide cable ladder with support posts.
- Concrete pad footing for proposed 30m high monopole.
- A Telstra equipment shelter that measures 3m(L)x 2.38m(W)x 2.97m(H).
- 1-Off Telstra LTE700 GPS antenna(A100) at E.L 3.5m to be installed on top of the shelter using standard mounting bracket.
- Associated electrical routes, fibre routes, power pits, site signs and other associated equipment (Please see the detailed information in attached plan).

The proposal intends to address the shortfalls in mobile and internet coverage in the Cable Beach area as outlined in **Attachment No 2**. Currently, there are no existing telecommunications base stations within the southern portion of the Cable Beach area (See below Figure 2). The closest facility is located approximately 945 metres southeast of the proposed site and does not adequately cover the target area, meaning co-location is not an option. Modelling and technical input from radio engineers identifies a limited search ring where the infrastructure needs to be position to provide network coverage (also shown in Figure 2 below) and proximity to residential areas is unavoidable. While four sites in the search ring were investigated, all of which are within 100m of residential properties, the subject site was selected as it was the only one tenure could be secured.



Figure 2 – Locations of nearby Telecommunications Infrastructure map extracted from Attachment No.4 - Planning Report

**COMMENT**

An assessment of the application against the local planning framework is outlined below:

Local Planning Scheme No. 7 (LPS7)

As identified above, the subject site is a Public Purpose, Infrastructure Services Reserve under Local Planning Scheme No 7 (**LPS7**). LPS7 states that the objective of Infrastructure Services is to provide for a range of essential infrastructure services. The development proposal is consistent, with LPS7 as it is proposing telecommunication infrastructure that supports and services the local community.

SPP 5.2 – Telecommunications Infrastructure

State Planning Policy 5.2 *Telecommunications Infrastructure* (**SPP 5.2**) provides guidance pertaining to the siting, location and design of telecommunications infrastructure. SPP 5.2 sets out a number of objectives, these have been displayed below:

- a) facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs;
- b) manage the environmental, cultural heritage, visual and social impacts of telecommunications infrastructure;

The proposal meets these objectives as the base station will facilitate efficient provision of telecommunications infrastructure in an environmentally responsible manner, and increase the local community's telecommunication coverage for the Cable Beach Area.

An Electromagnetic Emissions (EME) report was provided by the applicant. This assessment was undertaken in accordance with the Australian Radiation Protection and Nuclear Safety Agency (**ARPANSA**) prediction methodology and report format. The ARPANSA surveys reported that typical exposures to radiofrequency fields were well below one per cent of the Standard's public exposure limits. The proposed development's highest percentage of the public exposure is 0.65% which is below one per cent of the Standard's public exposure limits.

SPP 5.2 outlines the following in relation to the location of telecommunications infrastructure:

- a) be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;
- b) be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;
- c) not be located on sites where environmental, cultural heritage, social and visual landscape values may be compromised and
- d) display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape;

For telecommunications infrastructure to be effective, structures are generally located prominently, at high points in the landscape or on top of buildings, where they are more likely to be visible to the public.

The infrastructure will be co-located with existing Telstra services that will not be visible from significant viewing locations including any scenic routes, lookouts and recreation sites. The base station is not located on an existing environmental, cultural heritage or social site. A landscaping plan has been provided to mitigate the intrusion of the infrastructure on the visual amenity of neighbouring properties, with plants and screening features designed to integrate the facility more seamlessly into the local environment.

#### Local Planning Policy 5.11 – Telecommunications Infrastructure

Local Planning Policy 5.11 (**LPP 5.11**) provides further direction on the assessment of Telecommunication Infrastructure within the Shire of Broome.

The proposal does not comply with clause 1.1 and 1.2 of LPP 5.11:

*1.1 Telecommunication facilities and associated equipment such as shelters and antennas, are encouraged to locate within existing rural, industrial and commercial areas, large recreation grounds (e.g. playing fields, golf courses) in order to provide network coverage.*

*1.2 Telecommunications infrastructure is to be sited in accordance with the relevant State Planning Policy and it is the Shire of Broome's preference that infrastructure is not sited on land currently zoned or proposed to be zoned 'Residential,' or within a 100 metre radius of residential or sensitive areas.*

The proposed telecommunications infrastructure is located approximately 7.7m from the closest residential building. While this proximity does not meet the preferred location criteria of the policy, the applicant has incorporated mitigation measures to address visual amenity impacts, such as a non-reflective grey finish and landscaping at the base of the monopole to reduce its prominence in the streetscape. A photomontage has been provided showing

the visual impact of the telecommunications pole to the north- northwest, north-northeast and southeast (refer to **Attachment No. 3**).

The proposal complies with all other clauses relating to Location and Design. The 30-metre monopole has been designed to accommodate future co-location of antennas. The proposal complies with Broome International Airport's Obstacle Limitation Surface requirements and includes design measures to reduce its visual impact on the surrounding environment.

#### Local Planning Policy 5.7 – Development Standards for Development Applications

Local Planning Policy 5.7 – Development Standards for Development Applications (**LPP 5.7**) requires the submission of a Landscaping Plan as part of a development application. The applicant has proposed a draft landscaping plan which indicates landscaping within the verge as this cannot be accommodated on site. The Shire has required some landscaping in the site, subject to condition C and D of the report recommendation .

#### Local Planning Policy 5.10 – Signs

The proposed signage for the telecommunications facility aligns with Local Planning Policy 5.10 – Signs (**LPP5.10**). The development is proposing, a metal plate (400mm x 350mm), mounted on the monopole at 1.5m above ground level, and a sign on a plate (250mm x 180mm), on the equipment cabinet door. Both signs meet LPP 5.10.

An additional access gate sign is also proposed on a metal plate (250mm x 180mm) which also complies with the LPP5.10, meeting the minimum 20% requirement of the fence section and not exceeding the 4sqm.

These signs are intended for safety and informational purposes and do not constitute advertisements, complying with the relevant exemptions and design standards of LPP 5.10.

### **CONSULTATION**

The application was advertised on the following platforms:

- Website Advertising – A notice was published on the Shire's website under the 'Public Comment' section from 28 November 2024 to 19 December 2024.
- Advertising Letters – Letters were sent to landowners within a 200m radius of the application site. The letters outlined that advertising commenced on 28 November 2024 and closed on 19 December 2024.
- Newspaper – The application was advertised in the Broome Advertiser from 28 November 2024 to 19 December 2024.
- Site Signage – A sign was placed on the property at 75 Reid Road, Broome, on 28 November 2024, in accordance with the advertising requirements.

The advertising period for the proposal was 21 days, from 28 November to 19 December 2024, in accordance with State Planning Policy 5.2 for telecommunications infrastructure, which specifies no more than 21-day consultation period. In response to matters raised in the advertising period, the applicant was requested to provide updated information which was received late March and final updated plans in May 2025.

During the consultation period, two objections were received. The objections focus on health risks from electromagnetic emissions (EME) and concerns over the visual impact and proximity of the proposed infrastructure to residential homes. Further details of the submissions are provided in **Attachment No. 4 – Schedule of Submissions**.

In relation to concerns about health risks, an Electromagnetic Emissions (EME) report submitted by the applicant confirms that the highest public exposure level is 0.65%, which is below the one per cent public exposure limit set by ARPANSA. In accordance with State Planning Policy 5.2, the proposal is therefore considered acceptable in terms of electromagnetic emissions and public safety. In relation to visual impact, as previously noted, site selection within this locality is limited, and some proximity to residential areas is unavoidable. In response to objections, the applicant has reduced the height of the monopole from 35 metres to 30 metres, which is the minimum height necessary to achieve effective signal coverage.

In this instance, the imposition of conditions of approval relating to landscaping is recommended to improve the visual impact at ground level.

## **STATUTORY ENVIRONMENT**

***Planning and Development Act 2005***

***Planning and Development (Local Planning Schemes) Regulations 2015***

## **POLICY IMPLICATIONS**

*Local Planning Policy 5.7 – Development Standards for Development Applications*

*Local Planning Policy 5.10 – Signs*

*Local Planning Policy 5.11 – Telecommunications Infrastructure*

*State Planning Policy 5.2 – Telecommunications Infrastructure*

## **FINANCIAL IMPLICATIONS**

Nil.

## **RISK**

Should Council refuse the application, there is a risk that Telstra's identified signal coverage shortages in the Cable Beach area will remain unresolved. The applicant may also choose to seek a review of the decision through the State Administrative Tribunal (SAT).

## **STRATEGIC ASPIRATIONS**

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

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

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

## **VOTING REQUIREMENTS**

*Simple Majority*

### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Moved: Cr P Taylor**

**Minute No. C/0525/023**

**Seconded: Cr M Virgo**

**That Council**

- 1. Approve the application for development approval for 'Telecommunication Infrastructure' at Lot 3066(No. 75) Reid Road, Cable Beach, subject to the following conditions:**

- a) The development plans, as date marked and stamped 'Approved', together with any requirements and annotations detailed thereon by the Shire of Broome, are the plans approved as part of this application and shall form part of the development approval issued, except where amended by other condition of this approval.**
- b) As the development is of a minor nature or an addition to an existing development, a stormwater drainage system is to be provided that drains to an existing system or Shire roadway/drain to the satisfaction of the Shire.**

**No stormwater is to be discharged onto other private property.**

- c) Prior to any construction or works starting onsite, a Landscaping Plan must be submitted to and approved by the Shire. For the purpose of this condition, a detailed Landscaping Plan must be drawn to an appropriate scale and show the following:**
- i. The location and type of existing trees including girth sizes (to be measured around the width circumference); and how they interact with the proposed development.**
  - ii. The location and type of new trees and shrubs including an estimate of ultimate girth sizes that are proposed to be installed as part of the landscaping.**
  - iii. Any lawns to be established.**
  - iv. Any natural landscape areas to be retained.**
  - v. Those areas to be reticulated or irrigated.**
  - vi. Please note, to allow establishment of landscaping a minimum area of landscaping 1 metre wide shall be installed and a minimum area of 1sqm minimum, should be kept clear of all impervious materials around existing and proposed tree trunks.**
- d) A deed of agreement is to be prepared and executed at the owners cost between the owner and the Shire prior to the commencement of site works, under which the owner agrees and acknowledge the following:**
- i. The owner agrees to maintain the car parking, landscaping and any construction within the road verge; and**
  - ii. The owner agrees to indemnify the Shire over any claim arising from the improvements in the road verge and agrees to take out and maintain public liability insurance for a minimum amount of \$10 million for any one claim;**

**The deed of agreement is to permit the Shire to lodge a caveat against the Certificate of Title to the land to secure the performance of the obligations of the Deed.**

**Advice Notes**

**Note 1:** *If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in this approval after the date of determination, the approval will lapse and be of no further effect.*

**Note 2:** *Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.*

**Note 3:** *If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.*

**Note 4:** *This is a Development Approval of the Shire under its Local Planning Scheme No. 7. It is not a Building Permit or an approval to commence or carry out development under any other law. It is the responsibility of the owner to obtain any other necessary approvals, consents and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.*

**Note 5:** *The granting of this Development Approval is not a clearance that there are no Aboriginal Heritage Sites on the land nor is it an approval under Section 18 of the Aboriginal Heritage Act 1972. The owner will need to make enquiry and application to the Department of Planning, Lands and Heritage in order to ensure compliance with the Aboriginal Heritage Act 1972.*

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

**CARRIED UNANIMOUSLY 9/0**

### **Attachments**

1. Attachment No.1 - Plans
2. Attachment No.2 - Planning Report
3. Attachment No. 3 - Photomontage of Telecommunications Pole
4. Attachment No. 4 - Schedule of Submissions















































































### 9.3 PROSPERITY

**Cr M Virgo declared an impartiality Interest in Item 9.3.2, the reason being “I am the General Manager of the Broome Visitor Centre and we have a contra membership with the Chamber.”**

**Cr S Cooper declared an impartiality interest in Item 9.3.2, the reason being “I am the immediate Vice President of the Broome Chamber of Commerce and Industry and a member also.”**

#### 9.3.2 BROOME CHAMBER OF COMMERCE & INDUSTRY FUNDING AGREEMENT

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	ORL05
<b>AUTHOR:</b>	Economic Development Coordinator
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### **SUMMARY:**

This report provides an overview of the 2022–2025 multiyear funding agreement with the Broome Chamber of Commerce & Industry (**BCCI**) and outlines recommendations for continued funding for the 2025–2028 period.

#### **BACKGROUND**

##### Previous Considerations

OMC 28 July 2022 9.3.39.3.2

Broome Chamber of Commerce & Industry (**BCCI**) is a peak industry body representing and supporting businesses in Broome. Established more than 30 years ago, BCCI are a member driven, not for profit organization that assists the business community and supports economic growth. In 2022, BCCI had approximately 400 members. Currently (2025) the BCCI has 348 members.

Council commenced discussions regarding a formalised multi-year funding agreement in January 2022, with the first three year agreement secured in July 2022. The current agreement ends June 30, 2025, and was a decision of Council as shown below. Listed as **Attachment 1** is the acquittal and evaluation report provided by the BCCI for the 2022-2025 period.

#### **COUNCIL RESOLUTION**

**(REPORT RECOMMENDATION)**

**Minute No. C/0722/088**

**Moved: Cr C Mitchell**

**Seconded: Cr B Rudeforth**

**That Council:**

- 1. Enter into an agreement with Broome Chamber of Commerce and Industry (as per Attachment 1). The agreement includes the following provisions:**
  - a) That the Shire's Economic Development staff work with the Broome Chamber of Commerce and Industry to deliver an Inward Broome Prospectus and Education Guide;**
  - b) That the Broome Chamber of Commerce and Industry project manage and deliver the event 'Ladies Night Chinatown', at a cost of \$10,000 for year 2023 and \$8,000 in 2024.**
  - c) Annual sponsorship of the Broome Business Excellence Awards, a Shire Sundowner, a Business Breakfast and two Doing Business with the Shire Workshops.**
- 2. Endorses a budget amendment of \$14,000 to sponsor the Broome Business Excellence Awards, a Shire Sundowner, a Business Breakfast and two Doing Business with the Shire Workshops in 2022/23. This will be allocated to the Income Account 1367210.**

**CARRIED BY ABSOLUTE MAJORITY 7/1**

**For: Cr Male, Cr Tracey, Cr Matsumoto, Cr Wevers, Cr Taylor, Cr Rudeforth and Cr Mitchell**

**Against: Cr Foy**

The funding agreement was developed with the intent to collaboratively deliver key actions outlined in the Shire's Economic Development Strategy and Corporate Business Plan. A key objective of the funding agreement was to reduce the volume of ad hoc funding requests. Additionally, the agreement aimed to support the relocation of community events back to the Civic Centre, thereby enhancing the use of Shire-owned infrastructure.

Another important focus was to improve recognition of the Shire's contribution to local events. The funding agreement also transferred the event organisation of Ladies Night in Chinatown from the Shire's event team to BCCI to run and manage.

In terms of non-financial outcomes, the partnership has yielded several results. These include capacity support for the Shire's participation in the Designated Area Migration Agreement negotiations with stakeholders across the East Kimberley region. The Shire has also benefited from three years of complimentary access to the Kimberley Business Network.

The relationship has enabled consistent strategic engagement, including regular meetings between the Economic Development Coordinator (EDC) and the Chief Executive Officer (CEO), as well as bi-monthly briefings with the Shire President and Executive team. Through this engagement, there has been an improvement in understanding and awareness of the Shire's procurement processes among local stakeholders. For the past two years, the EDC has also actively visited local businesses and conducted assessments as part of the Broome Business Excellence Awards.

The partnership has supported a range of initiatives and events that have delivered strong community and economic outcomes. The Broome Business Excellence Awards continue to be a flagship event, attracting over 200 attendees annually and celebrating the achievements of outstanding local businesses. The Kimberley Economic Forum hosted more than 150 business leaders and government representatives, fostering regional collaboration and knowledge sharing.

The Shire Sundowner events have maintained strong local engagement, with an average attendance of over 50 business representatives at each gathering. The "Doing Business with the Shire" workshops further contributed to local capacity building, engaging approximately 40 participants to enhance their understanding of procurement and partnership opportunities. In addition, the Chinatown Ladies Night proved to be a highly successful activation, drawing over 300 attendees and providing a significant boost to the local retail and hospitality sectors.

The Shire of Broome received consistent and visible recognition for its funding contributions. Shire branding was displayed on project materials, event banners, and digital promotional content. Social media communications also acknowledged the Shire's support, extending the reach of recognition within the community and online audiences. Shire representatives were invited to participate in sponsored events and initiatives. Post event project reports and marketing collateral consistently featured the Shire of Broome's logo and branding.

Business breakfasts have declined in popularity in recent years, with several recent Chamber-hosted events experiencing low attendance. As a result, BCCI recommends discontinuing these events in the upcoming funding agreement.

## COMMENT

BCCI is requesting sponsorship from the Shire for the 2025-2026, 2026-2027 and 2027-2028 financial years.

A multiyear funding agreement has benefits to both the Shire and BCCI and will solidify a strong partnership and alignment in activities. These are summarised below:

### Benefits to the Shire includes:

- Sponsorship recognition and staff attendance at selected events and activities;
- Longer term planned approach to joint activities of strategic importance to the Shire;
- Improved understanding and relationships of the business community;
- Improved efficiencies by delegating and outsourcing Shire activities that are better resourced by an NGO;
- Reduces the administrative burden of ad hoc requests for funding;
- Meeting the community priority of supporting economic development initiatives.

### Benefits to the BCCI includes:

- Financial security and stability;
- Benefits to their membership from a closer relationship with the Shire.

### Shire's proposed financial support:

PROJECT	2025-26	2026-27	2027-28
LOVE BROOME BUSINESS AWARDS	\$5,000	\$5,000	\$5,000
SHIRE SUNDOWNER	\$4,000	\$4,000	\$4,000
LADIES NIGHT CHINATOWN	\$10,000	\$10,000	\$10,000
COMMERCIAL GROWTH AND INVESTMENT FORUM	\$5,000	\$5,000	
KIMBERLEY ECONOMIC FORUM			\$10,000
<b>TOTAL</b>	<b>\$ 24,000</b>	<b>\$ 24,000</b>	<b>\$29,000</b>

**Love Broome Business Awards – \$5,000 per year**

- SOB would be offered to sponsor an award category. A Shire representative would present an award.
- Builds relationship and business presence.

**Ladies' Night Chinatown \$10,000 (per year)**

- BCCI would continue this popular event which activates Chinatown and promotes buy local.

**Shire Sundowner \$4,000 (per year)**

- The annual business sundowner will be an opportunity to invite all Broome businesses to a casual networking event to engage, consult and collaborate with the Shire on the current and future needs of businesses operating within the community.
- Will be linked to an occasion when the Shire has an activity, project or event to promote or consult with the business community.

**Commercial Growth and Investment Forum (\$5,000 year for 2 years)**

- Conference held in Broome each year (except when the Kimberley Economic Forum is being hosted in Broome).
- Provides a 12-month outlook on commercial opportunities in Broome and the West Kimberley Region.
- Features briefings from key economic stakeholders on investment prospects and major projects.
- Highlights Broome's competitive advantages and encourages local involvement.

**Kimberley Economic Forum (\$10,000 year, when next hosted in Broome)**

- An annual business and industry event in the Kimberley region, inaugurated in 2007 by BCCI in partnership with the East Kimberley and Derby Chambers of Commerce and Industry. Rotates annually between the three regional centres.
- The forum typically features sessions on economic diversification, digital transformation, sustainable tourism, crime and housing challenges and future energy systems.
- Includes networking events and experiences unique to the Kimberley, facilitating connections among leaders, innovators, and changemakers.

As in previous years, a funding allocation will be included in the budget each year to support this agreement.

**CONSULTATION**

Officers consulted with the BCCI CEO over several months to come to the proposed agreement. Officers ensured that proposed activities aligned with the Corporate Business Plan and the Economic Development Strategic Plan.

A workshop was held with Council on April 8, 2025, attended by the Shire President Cr Mitchell, Cr Lewis, Cr Male, Cr Smith, Cr Taylor, and Cr Virgo.

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

The payment structure will include one milestone annually and an annual acquittal. Milestones include, but are not limited to; appropriate Shire recognition, proof of initiation and completion of each activity and evidence of community and business participation. The acquittal will be confirmed by submission of evidence as per the Funding Agreement.

There is some risk in a multiyear agreement if specific events or activities do not go ahead as planned or envisioned. The consent of both parties is required to make adjustments to the agreement.

**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** 9.4 Support business growth, innovation and entrepreneurship.

**VOTING REQUIREMENTS**

*Simple Majority*

**COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0525/024**

**Moved: Cr P Taylor**

**Seconded: Cr S Cooper**

**That Council:**

- 1. Notes the Broome Chamber of Commerce and Industry report as attached and recognises the achievements delivered over the previous funding agreement.**
- 2. Authorises the Chief Executive Officer to Enter into an agreement with Broome Chamber of Commerce and Industry with the following provisions, subject to the approval of the budget for each financial year :**
  - a) Financial allocation of \$24,000 in year 2025/26 and 2026/27 for sponsorship of the Love Broome Business Awards, Shire Sundowner, Ladies Night Chinatown and the Commercial Growth And Investment Forum.**
  - b) Financial allocation of \$29,000 in year 2027/28 for sponsorship of the Love Broome Business Awards, Shire Sundowner, Ladies Night Chinatown, and the Kimberley Economic Forum.**

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

**CARRIED UNANIMOUSLY 9/0**

**Attachments**

1. BCCI SHIRE OF BROOME AQUITTAL & EVALUATION REPORT



























**Cr M Virgo declared a Financial Interest in Item 9.3.3, the reason being “I am the General Manager of the Broome Visitor Centre and the Broome Historical Society is a financial member of the Broome Visitors Centre.”**

**Cr M Virgo left the Chambers at 5:32 pm.**

### **9.3.3 COMMUNITY DEVELOPMENT FUND APPLICATIONS STREAM 1 2025/26**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	GPC16
<b>AUTHOR:</b>	Place Activation & Engagement Coordinator
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### **SUMMARY:**

Council is requested to consider applications submitted under Stream 1 of the Community Development Fund, with funding allocations to be made in the 2025/26 financial year.

#### **BACKGROUND**

##### Previous Considerations

OMC 27 March 2025	Item 9.3.1
SMC 6 June 2024	Item 5.3.1
OMC 27 April 2023	Item 13.1
OMC 30 March 2023	Item 9.3.1
OMC 15 December 2022	Item 9.3.1

The Community Development Fund (CDF) program funds organisations within the Shire of Broome to develop and run initiatives and events that deliver long-term social or economic benefits to the local community. The CDF Guidelines were adopted at the 15 December 2022 Ordinary Meeting of Council (OMC), following the amalgamation of the Events Development Fund (EDF) and the Annual Community Matched Fund (ACMF). This is the third year of CDF.

Community Development Fund Stream 1 applications are funded through a combination of Shire budgeted funds and Energy Developments Limited—West Kimberley Community Fund (EDL) grant funding. Stream 2 and 3 applications are allocated through the Shire's annual budget.

The CDF is separated into 3 streams.

- Stream 1 is for community projects and initiatives seeking a funding contribution of \$500 - \$10,000;
- Stream 2 is for events seeking a funding contribution of \$1,000 - \$40,000;
- Stream 3 is for PEARL events seeking a funding contribution of more than \$40,000 per year (invite only).

This agenda item will consider applications received under Stream 1. Stream 2 is in a separate agenda item, and Stream 3 was considered at the 27 March 2025 OMC.

## COMMENT

### Application Assessment Process

Following the closing date, each application was evaluated according to the CDF guidelines approved by Council. The process involved;

1. Applications are reviewed for eligibility.
2. Applications are scored against the following criteria by officers:
  - a) Quality of the project or event, taking into account the extent to which the application complements other activity planned or proposed in Broome and the legacy of the project for the Broome community.
  - b) The extent to which the event, project or initiative addresses the fund objectives as per Section 2.
  - c) The credibility of the project budget and project delivery plan.
  - d) Value for money in terms of impact, other funding sources secured and organisational need.

Officers will also use the following balancing criteria if required. These will not be scored but may be taken into account when making final recommendations:

- e) balance of projects recommended for funding across type of project and demographics of beneficiaries.
- f) The initiative is a new activity within the Shire that helps fill a gap in current activity (i.e.: a new activity for an audience demographic currently under-catered for).
- g) New projects and organisations that have not received funding, or projects and organisations experiencing growth, may be prioritised over projects that have received funding previously for similar activity.
- h) The level of recognition that the Shire will receive for its funding of the project.

Officers with expertise in club development, place activation, and economic development convened to review applications against the criteria and determine eligibility for funding, following Steps 1 and 2 of the assessment process.

Officers presented their recommendations at a Council workshop, which was attended by Shire President Cr Mitchell, Cr Cooper, Cr Lewis, Cr Smith, and Cr Taylor.

A total of 11 applications were received under Stream 1 for 2025/26, with a total value of \$125,219. Two projects, Kimberley Open Short Course (Broome Barracudas Swimming Club) and Kyle's Camp & Cable Beach Walk 2026 (Kyle Andrews Foundation), were initially submitted under Stream 2 but have been recommended for consideration under Stream 1. This adjustment was made because the expenses for these projects were not related to event delivery, but instead focused on the purchase of equipment or support for specific activities that align better with the Stream 1 guidelines.

### Applications

A detailed project description and the officer's assessment of the application against the guidelines are provided below.

**Broome Catholic Church - Christmas Nativity Play 2025.**

Funding is requested to deliver a children's nativity play that promotes community, education, and the values of kindness, generosity, and understanding. Funds will cover Civic Centre venue hire and sound and lighting technician costs. A one-year allocation is recommended, with the applicant encouraged to seek additional funding sources before reapplying in future rounds. Recommended amount is less than requested due to budgetary constraints.

Requested: \$3,016.50

Recommended: \$1,600

**Broome Little Athletics Centre - WA State Junior Track & Field Championships 2026.**

Funding is requested to cover return airfares from Broome to Perth for Broome Little Athletics Centre athletes aged 8–12 to compete in the 2026 WA State Junior Track and Field Championships. Support will help ease costs for families, as DLGSC travel grants are unavailable for athletes under 13. Recommended amount is less than requested due to budgetary constraints.

Requested: \$9,400

Recommended: \$5,000

**Broome Motorcross - Broome MX Dirt Kart Project 2025.**

Funding is requested to support the Broome MX Dirt Kart Project 2025, which involves building a dirt kart track at the motorplex facility to provide a new activity for young people and the broader community. Funds will assist with labour and track formation. The applicant is contributing significant cash and in-kind support and has sought additional external funding. Approval is recommended, subject to confirmed external funding, with funding directed toward excavation and track formation.

Requested: \$10,000

Recommended: \$10,000

**Judo Broome - Development of Judo Club in Broome.**

Funding is requested to support the growth of Judo Broome through coaching development, event delivery, equipment, venue hire, catering, and travel costs. The project includes coach upskilling in Perth, a three-day event with seminars, competition, and prize-giving, and aims to expand participation across all age groups. Uniform costs, which are ineligible, have been excluded. It is recommended to support the application with \$5,000, consistent with funding provided to other sporting clubs.

Requested: \$10,000

Recommended: \$5,000

**The Skill Engineer, Second Gear - Shifting to Success.**

Funding is requested for the Second Gear – Shifting to Success project, which teaches disengaged youth aged 12–18 technical skills by upcycling bicycles into electric bikes. This new project meets priorities for youth engagement and community safety, has strong community support, and aligns with EDL priorities. Funding through EDL is recommended.

Requested: \$10,000

Recommended: \$10,000

**Broome Historical Society - Renewable Energy Upgrade.**

Funding is requested for the Renewable Energy Upgrade project at the Broome Historical Museum, involving the installation of a 7.92 kW solar system. The project will enhance sustainability, lower operational costs, and free up funds for exhibitions, education, and community programs. Operating from a Shire-leased building, the museum has Shire support for external grants. The project is expected to deliver long-term benefits.

Requested: \$7,678

Recommended: \$7,678

**Pearl Coast Gymnastics Club - Broome Gymnastics Competition.**

Funding is requested to support the Broome Gymnastics Competition, set for 10–12 October 2025, with up to 200 participants across various levels. The event offers local gymnasts the chance to showcase their skills and qualify for higher-level competitions. Funds will assist with costs for coaches, canteen supplies, travel, medals, trailer hire, and a sports physiotherapist. Recommend funding part Shire and part EDL funding with less than requested due to budgetary constraints.

Requested: \$9,740

Recommended: \$7,000

**Little Things for Tiny Tots - Connecting Communities.**

Funding is requested for the Connecting Communities Program, which provides baby and new mother goods and packing supplies. This new initiative, supported by local partnerships, aims to benefit 170 families and reduce barriers to essential goods and services. Partnering with BYFH and BRAMS, the program aligns with EDL objectives. Funding through EDL is recommended with less than requested due to budgetary constraints.

Requested: \$10,000

Recommended: \$5,000

**Chrissy Carter Fund - Feline Rescue and Rehoming Initiative.**

Funding is requested for the Feline Rescue and Rehoming Initiative, which will transport 95 cats from Broome to Perth over one year for foster care and adoption through SAFE Perth. In partnership with local vets and rangers, the Chrissy Carter Fund will manage rescue and transport efforts. The initiative supports animal welfare while easing local resource pressures. Funds will cover care costs in Broome, transport, flights, and veterinary services. Recommended amount is less than requested due to budgetary constraints.

Requested: \$9,814

Recommended: \$7,500

**Broome Barracudas Swimming Club - Kimberley Open Short Course.**

Funding is requested for the Kimberley Open Short Course (KOSC), a three-day SWA-sanctioned event held each September at BRAC for swimmers aged 6 and up. The competition supports progression to higher-level championships and draws around 100 athletes, 50 families, and 200 sundowner attendees. Funds will cover essential timekeeping equipment and a laptop. Although initially submitted under Stream 2, the application is

recommended for Stream 1 (pending confirmed external funding) due to equipment eligibility. This is the first time the event has sought CDF support. Recommended amount is less than requested due to budgetary constraints.

Requested: \$25,570

Recommended: \$8,000

### **Kyle Andrews Foundation - Kyle's Camp & Cable Beach Walk 2026.**

Funding is requested for Kyle's Camp & Cable Beach Walk 2026, offering children with serious health conditions and their families a memorable Broome experience, including visits to local attractions. The Cable Beach Walk, drawing 1,500 participants, promotes community spirit and features a local business mini-expo. Originally submitted under Stream 2, the application is recommended for Stream 1 to better align with guidelines. The camp supports priorities for children and youth and benefits local businesses. It is recommended to fund \$7,500 over two years, with EDL funding in year 1 and Shire funding in year 2, with less than requested due to budgetary constraints.

Requested: \$20,000

Recommended: \$7,500 (multi-year: 2 years)

## **CONSULTATION**

The CDF program was open for submissions from 10 January to 20 March 2025.

The CDF program was promoted through multiple channels, including the Shire website, Facebook, the Shire News section in the Broome Advertiser, radio advertisements, posters, a media release, and targeted emails to community and sporting groups.

Previous applicants were also informed of the opening and closing dates of the funding round.

A community engagement workshop was held on 24 February 2025 to assist with the application process. During the submission period, officers also met with local applicants to discuss their proposed projects.

## **STATUTORY ENVIRONMENT**

Nil.

## **POLICY IMPLICATIONS**

Council has the right to determine funding allocations as per the CDF Guidelines.

## **FINANCIAL IMPLICATIONS**

The Community Development Fund (CDF) for Streams 1, 2, and 3 is allocated through the Shire's annual budget. Council retains the discretion to determine funding allocations each year, both overall and within each stream, based on the quality and number of applications received.

Stream 1 applications are supported through Shire budgeted funds and grant funding from the Energy Developments Limited – West Kimberley Community Fund (EDL).

EDL funding is provided through Reserve Funding, which currently has a balance of \$50,000. Should the officer's recommendations be supported, applications will be recommended to EDL for funding if they meet the EDL-specific guidelines. Funding for projects determined to be eligible through EDL will be assigned to that relative account.

The Shire signed a Memorandum of Understanding with EDL on 8 August 2011; in 2024, EDL generously agreed to contribute an additional \$50,000 to the West Kimberley Community Fund, to be allocated across 2025-26 and 2026-27.

There are three Stream 1 multi-year agreements in place for 2025/26:

- **Broome Sports Association** – for the Broome Sports Awards; this is a three-year agreement concluding in 2025/26.
- **Broome Lotteries House** – for the Chilli Festival; this is also a three-year agreement concluding in 2025/26.
- **Broome Squash Club** – for their annual squash tournament; this is a two-year agreement, with the final year being 2025/26.

The table below outlines the recommendations to the Council with a requested Shire budget allocation of \$70,000 and a total EDL contribution of \$25,000.

Applicant	Funding Source	2025-26	2026-27	2027-28
Broome Sports Association (awarded previously)	Shire	\$10,000.00		
Broome Lotteries House (previously awarded)	Shire	\$7,600.00		
Broome Squash Club (awarded previously)	Shire	\$3,000.00		
Broome Catholic Church	Shire	\$1,600		
Broome Little Athletics Centre	Shire	\$5,000		
Broome Motorcross	Shire	\$10,000		
Judo Broome	Shire	\$5,000		
The Skill Engineer	EDL	\$10,000		
Broome Historical Society	Shire	\$7,678		
Pearl Coast Gymnastics Club	Shire EDL	\$4,500 \$2,500		
Little Things for Tiny Tots	EDL	\$5,000		
Chrissy Carter Fund	Shire	\$7,500		
Broome Barracudas Swimming Club	Shire	\$8,000		
Kyle Andrews Foundation	EDL	\$7,500	\$7,500	
<b>TOTAL</b>		\$94,878	\$7,500	

## RISK

	Risk	Type	Rank	Mitigation
--	------	------	------	------------

<b>Community dissatisfaction with allocations</b>	Perception the Shire is not maximising opportunity to support organisations providing social and economic benefits	Reputational	Medium	All applications were funded, however most at less than the requested amount. Where insufficient detail was provided or ineligible expenses were requested then officers will follow up with applicants for future years.
<b>Funding recipient dissatisfaction with allocations</b>	Perception the Shire is not maximising opportunity to support organisations providing social and economic benefits.	Reputational	Low	Guidelines have been put in place establishing eligibility criteria.

Applicants will be required to submit an acquittal at the completion of the project to demonstrate how the project has met its stated objectives. The acquittal must include evidence of outcomes achieved, how the funding was spent, and how the Shire's contribution has been acknowledged. This ensures accountability and helps the Shire assess the impact of its support within the community.

**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*

**COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)** **Minute No. C/0525/025**

**Moved: Cr J Lewis** **Seconded: Cr E Smith**

**That Council approves the allocation of the following amounts to the applicants under Stream 1 of the Community Development Fund and considers for inclusion in the 2025/26 annual budget:**

- (a) Broome Catholic Church, Christmas Nativity Play 2025, \$1,600**
- (b) Broome Little Athletics Centre, WA State Junior Track & Field Championships 2026, \$5,000**
- (c) Broome Motorcross, Broome MX Dirt Kart Project 2025, \$10,000**
- (d) Judo Broome, Development of Judo Club in Broome, \$5,000**
- (e) The Skill Engineer, Second Gear, Shifting to Success, \$10,000**
- (f) Broome Historical Society, Renewable Energy Upgrade, \$7,678**
- (g) Pearl Coast Gymnastics' Club, Broome Gymnastics Competition, \$7,000**
- (h) Little Things for Tiny Tots, Connecting Communities, \$5,000**
- (i) Chrissy Carter Fund, Feline rescue and rehoming initiative, \$7,500**
- (j) Broome Barracudas Swimming Club, Kimberley Open Short Course, \$8,000**

**(k) Kyle Andrews Foundation, Kyle's Camp & Cable Beach Walk 2026, \$7,500 for 2025/26 and 2026/27.**

**For: Shire President C Mitchell, Cr D Male, Cr S Cooper, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr P Taylor.**

**CARRIED UNANIMOUSLY 8/0**

**Attachments**

There are no attachments for this report.

**Cr D Male declared a Financial Interest in Item 9.3.4, the reason being “An applicant is a client of my business.”**

**Cr S Cooper declared a Financial Interest in Item 9.3.4, the reason being “I will be providing services to Untamed Festival through my business.”**

**Cr M Virgo declared a Financial Interest in Item 9.3.4, the reason being “I am the General Manager of the Broome Visitors Centre and two members have applied, ANW and Music Festival - The Festival is a Financial Member.”**

**Cr J Mamid declared a Financial Interest in Item 9.3.4, he reason being “I pay a membership fee to Australia’s North West for their support to my tourism business.”**

**Cr D Male left the Chambers at 5:33 pm.**

**Cr S Cooper left the Chambers at 5:33 pm.**

**Cr J Mamid left the Chambers at 5:33 pm.**

**Cr M Virgo remained out of the chambers.**

#### **9.3.4 COMMUNITY DEVELOPMENT FUND APPLICATIONS STREAM 2 2025/26**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	GPC16
<b>AUTHOR:</b>	Economic Development Coordinator
<b>CONTRIBUTOR/S:</b>	Place Activation & Engagement Coordinator
<b>RESPONSIBLE OFFICER:</b>	Director Development and Community
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### **SUMMARY:**

Council is requested to consider applications submitted under Stream 2 of the Community Development Fund, with funding allocations to be made in the 2025/26 financial year.

#### **BACKGROUND**

##### Previous Considerations

OMC 27 March 2025	Item 9.3.1
SMC 6 June 2024	Item 5.3.1
OMC 27 April 2023	Item 13.1
OMC 30 March 2023	Item 9.3.1
OMC 15 December 2022	Item 9.3.1

The Community Development Fund (CDF) program funds organisations within the Shire of Broome to develop and run initiatives and events that deliver long-term social or economic benefits to the local community. The CDF Guidelines were adopted at the 15 December 2022 Ordinary Meeting of Council (OMC), following the amalgamation of the Events Development Fund (EDF) and the Annual Community Matched Fund (ACMF). This is the third year of CDF.

Community Development Fund Stream 1 applications are funded through a combination of Shire budgeted funds and Energy Developments Limited—West Kimberley Community

Fund (EDL) grant funding. Stream 2 and 3 applications are allocated through the Shire's annual budget.

The CDF is separated into 3 streams.

- Stream 1 is for community projects and initiatives seeking a funding contribution of \$500 - \$10,000;
- Stream 2 is for events seeking a funding contribution of \$1,000 - \$40,000;
- Stream 3 is for PEARL events seeking a funding contribution of more than \$40,000 per year (invite only).

This agenda item will consider applications that were received under Stream 2. Stream 1 is considered in a separate agenda item, and Stream 3 was considered at the OMC 27 March 2025.

## COMMENT

### Application Assessment Process

Following the closing date, each application was evaluated according to the CDF guidelines approved by Council. The process involved;

1. Applications are reviewed for eligibility.
2. Applications are scored against the following criteria by officers:
  - a) Quality of the project or event, taking into account the extent to which the application complements other activity planned or proposed in Broome and the legacy of the project for the Broome community.
  - b) The extent to which the event, project or initiative addresses the fund objectives as per Section 2.
  - c) The credibility of the project budget and project delivery plan.
  - d) Value for money in terms of impact, other funding sources secured and organisational need.

Officers will also use the following balancing criteria if required. These will not be scored but may be taken into account when making final recommendations:

- e) Balance of projects recommended for funding across type of project and demographics of beneficiaries.
- f) The initiative is a new activity within the Shire that helps fill a gap in current activity (i.e.: a new activity for an audience demographic currently under-catered for).
- g) New projects and organisations that have not received funding, or projects and organisations experiencing growth, may be prioritised over projects that have received funding previously for similar activity.
- h) The level of recognition that the Shire will receive for its funding of the project.

Events seeking funding through the CDF Program Stream 2 must indicate which of the following event types they align with:

- **Drawcards** are events that attract visitors to Broome specifically for the event, injecting new money into the local economy.
- **Enhancers** enrich the experience of existing visitors, encouraging additional spending and, in some cases, extended stays.

- **Community Events** engage the local community, contribute to a vibrant atmosphere, and stimulate local expenditure.

Events that align with two or more of these categories are considered to provide greater overall benefit and are therefore recommended for higher levels of funding.

Officers reviewed applications against the criteria and determined eligibility for funding, following Steps 1 and 2 of the assessment process. Officers presented their recommendations at a Council workshop which was attended by Shire President Cr Mitchell, Cr Cooper, Cr Lewis, Cr Smith and Cr Taylor.

A total of 15 applications were received under Stream 2 for 2025/26, with a total value of \$376,819. An overview of each application and explanation of the recommended funding amount follows.

### Applications

#### **Swimming WA Inc**

Broome's Big Ocean Community Swim

Funds were requested to deliver a large open water community swim event at Cable Beach including travel and honorariums. The event features multiple swim distances (500m to 5km), is open to swimmers aged 9+ and includes a free clinic. Funding being offered was reduced as the event relies solely on Shire support with no other fundraising identified.

Requested: \$25,000

Recommended: \$10,000

#### **Broome Bowling Club Inc**

Broome Bowling Events 2025/2026

The Broome Bowling Club Inc. organises open bowling events over 3 to 4 days, offering prize money and attracting bowlers from WA and interstate. Up to 32 teams compete in both events, with the Shinju event scheduled for 28 August 2025 and the Pairs event on 1 May 2026. Funding is recommended to support the opening ceremony costs for each event.

The applicant received \$15,000 in 2024/25, with funds acquitted and well supported by exit surveys. It is recommended to allocate \$5,000 for each event, as the Broome Bowling Club has demonstrated lasting economic benefits to the local community, having created both an enhancer and drawcard event. Recommended amount is less than requested due to budgetary constraints and to allow for the support of a range of new events that have not already been allocated funding in previous years.

Requested: \$18,075

Recommended: \$10,000

#### **Touch Football Australia**

Beach Touch Footy – Broome Edition

Beach Touch Footy is an annual one-day event held on Cable Beach, aimed at engaging participants from surrounding regional towns and Broome residents. The event features round-robin Touch Football games, providing a fun and inclusive social competition that encourages community involvement and supports Broome Touch Football. The event is scheduled for June 2026. Funding will be provided to cover event permit fees, equipment

hire, game materials, staff accommodation/travel, and catering. The event will also support the activation of Cable Beach during the planned works period, aligning with Shire priorities. Recommended amount is less than requested due to budgetary constraints.

Requested: \$6,500

Recommended: \$5,000

### **Broome Weddings and Events**

Unnamed Project

Broome Weddings and Events plans to invest in an all-weather indoor area to extend services during the shoulder seasons, specifically aiming to add an all-weather section that will allow weddings to be held in April and October/November, increasing the number of weddings by eight per season. However, this project is not classified as an event, as it involves the installation of permanent infrastructure upgrades to a venue to facilitate additional private events. As such, the purchase of bi-fold doors and a generator does not meet the eligibility criteria under the guidelines for event-based funding.

Requested: \$40,000

Recommended: \$0

### **Theatre Kimberley Inc**

Act Belong Commit Sandfly Circus Shows 2025–2027

The Act Belong Commit Sandfly Circus Shows, a long-standing event delivered since 2007, consistently attracts up to 800 attendees and involves 100 cast members ranging from 6 years old to adults. Each performance is developed during a six-week residency, focusing on artistic and creative skill development, including participation from youth in Beagle Bay. A detailed budget report was provided, and the applicant received \$19,190 in 2024/25. Held at a Shire venue, the event has demonstrated long-term economic and social benefits to the local community. It is recommended to support the requested production costs, but the recommended amount is less than requested due to budgetary constraints.

Requested: \$26,244

Recommended: \$15,000

### **Nulungu Research Institute**

Kimberley Indigenous Clean Energy Forum

The Kimberley Indigenous Clean Energy Forum is a two-day event aimed at raising awareness, fostering partnerships, and exploring investment opportunities for renewable energy in Kimberley Indigenous communities, organisations, and businesses. The event is expected to attract around 100 attendees and will be held at Notre Dame. CDF support has been requested for fuel, accommodation, and food while travelling. However, the request primarily supports the travel and attendance of participants, and there is a reputational risk associated with funding participating adults' travel, rather than costs of delivering the event in Broome.

Requested: \$40,000

Recommended: \$0

### **Ramu Productions Pty Ltd**

CinefestOZ Broome – First Nations Film Festival 2025

Funds were requested to support a four-day film festival focused on First Nations content including screenings school programs and community events. Events are a mixture of ticketed and free, meeting the priorities of being an enhancer, community and drawcard event.

Funding is provided to Cinefest Oz due to its demonstrated economic and social impact on the local Broome community. The event, held during the off-peak season, drives tourism, supports local businesses, and fosters community engagement. Detailed reports from 2023 and 2024 highlight its success in attracting visitors and delivering positive outcomes for the region. Recommended amount is less than requested due to budgetary constraints and to allow for the support of a range of new events that have not already been allocated funding in previous years.

Requested: \$40,000

Recommended: \$20,000

### **Broome Performing Arts Coop (BPAC)**

#### BPAC End of Year Concert

The BPAC End of Year Concert is an annual event showcasing the talents of BPAC students and staff over two nights. It attracts local attendees, including families and visitors, and relies on support from parent and community volunteers. As a fundraiser, the event helps sustain BPAC's operations and contributes to arts and cultural development in the region. Held at a Shire venue, BPAC covers the venue costs. The event has demonstrated long-term economic and social benefits to the local community. BPAC received \$7,185 in 2024/25. While the requested amount is \$20,000, \$6,000 is offered due to budget constraints and the need to prioritise events that meet drawcard and enhancer criteria, ensuring the greatest long-term benefit to the community.

Requested: \$20,000

Recommended: \$6,000

### **Goolarri Media Enterprises Pty Ltd**

#### 6725 Postcode Event

The 6725 Postcode Event is being auspiced by Goolarri for Broome creatives Stephen Pigram and Gary Gower, and is scheduled for the weekend of 6–7 July 2025. The event includes:

1. **Bran Nue Dae Show at the Jimmy Chi Hall** – A promising event with strong local outcomes, delivered over several days to a variety of audiences.
2. **Family Show at Notre Dame University with Nulungu** – A family-focused event presented in collaboration with Nulungu.
3. **A Taste of Broome Music Picture Show with Goolarri** – A unique performance with shows presented on the back of a truck with projections.

Expenses include the delivery of the event, rent for the Civic Centre, and performance fees for five artists. One event is ticketed, while the rest are free community events.

The event aligns with the objectives of supporting drawcard and enhancer events that contribute to Broome's tourism and local economy. By showcasing local talent and offering a mix of free and ticketed performances, the event aims to engage the community and attract visitors, thereby benefiting local businesses and fostering cultural enrichment. The

amount recommended is less than requested due to budget constraints and a lack of detail for some expenses in the application.

Requested: \$20,000

Recommended: \$10,000

### **Marrugeku Inc**

Ngurragabu [Yawuru: From the Last Night/Next/Tomorrow]

Funds were requested to develop and present an intercultural Indigenous dance-theatre performance including three ticketed and two student shows. Marrugeku has a track record of delivering successful events that position Broome as a cultural destination. These events consistently attract both tourists and locals, with strong attendance. The organisation also supports local procurement opportunities and utilises Shire venues, contributing to the local economy. Marrugeku has committed strong co-contributions to further support its initiatives. Recommended amount is less than requested due to budgetary constraints.

Requested: \$25,000

Recommended: \$20,000

### **Untamed Music Festival**

The Untamed Music Festival

The UNTAMED Music Festival is a three-day event scheduled for 19–21 September 2025, expecting more than 4,000 attendees. The festival will feature over 20 artists, including local and visiting bands, as well as cultural and family activities. It is likely to have strong economic outcomes for tourism and local businesses. The application is well-written and accompanied by numerous letters of support. A sponsorship prospectus has been provided, offering specific recognition opportunities. This event meets the criteria of a drawcard and enhancer, with the potential to significantly benefit the local community.

The recommended amount is lower than requested due to budget constraints and the view that, as this is the festival's inaugural year, allocating the highest level of sponsorship available within the stream may be premature.

Requested: \$40,000

Recommended: \$20,000

### **Broome Aboriginal Media Association**

2025 Kullarri NAIDOC Festival

The 2025 Kullarri NAIDOC Festival is an inclusive regional celebration, running from 27 June to 13 July. The festival will involve up to 25 entities, including local organisations, schools, and remote communities, collaborating to deliver a dynamic program of events that highlight the region's unique Indigenous culture and heritage. Key events include the Reconciliation Walk and Opening Ceremony, the Kullarri NAIDOC Football Match, and the NAIDOC Awards Ceremony. Funding is recommended at the requested amount of \$10,000 per year for three years, covering catering and equipment hire. This support will help ensure the continued success and impact of the festival.

Requested: \$10,000

Recommended: \$10,000

**Purple Hands Foundation**

## Kimberley 9s Carnival &amp; Student Dining Experience

The Kimberley 9s Carnival & Student Dining Experience is a culmination event for students across the Kimberley, recognising their school participation and positive behaviour. The event brings 500 students to Broome for two days of football and personal growth, with a dining experience for 200 participants.

The inclusive event has strong outcomes in promoting Broome, engaging youth, fostering multi-stakeholder collaboration, and supporting local businesses, while being held during the off-season. The application is well-written and enjoys strong local support. However, due to budget constraints, funding is recommended at \$9,000, with support directed on expenses incurred in Broome. The applicant received \$10,000 in TAP funding for 2024/25 and has a history of delivering successful events with local and economic benefits. CDF support will be directed towards equipment, venue hire, and catering/meals to align with the event's scope.

Requested: \$36,000

Recommended: \$9,000

**Bidyadanga Aboriginal Community La Grange (BACLG)**

## From the Desert to the Seaside Music Festival

The *From The Desert To The Seaside* music festival has garnered strong community support and presents a unique opportunity for collaboration between the Broome community and leadership and Bidyadanga leadership and community. The festival has seen good attendance at events in both Broome and Bidyadanga, with positive health and community outcomes. The event holds strong growth potential, with plans to expand into nearby campgrounds to facilitate attendance from Broome. Funding has been reduced from \$20,000 due to inconsistencies in accommodation costs, administrative fees, and cash contributions. The applicant received \$10,000 in 2024/25 and is requesting multiyear funding to support future growth, which is recommended for two years.

Requested:\$20,000

Recommended: \$10,000

**Australia's NorthWest**

## ANW Tourism Industry Forum &amp; 2026 Season Launch (2027 &amp; 2028)

The ANW Tourism Industry Forum & 2026 Season Launch is an annual event held in March that has successfully attracted visitors to Broome, receiving strong support from local businesses and key stakeholders. The event contributes to the long-term economic benefit of Broome by promoting Broome as a key tourism destination. Recommended amount is less than requested due to budgetary constraints and to allow for the support of a range of new events that have not already been allocated funding in previous years.

Requested: \$10,000

Recommended: \$5,000

**CONSULTATION**

The CDF program was open from 10 January to 20 March 2025.

The CDF program was advertised via the Shire website, Facebook, the Shire News section in the Broome Advertiser, radio ads, poster advertising, media release and targeted emails to community and sporting groups. Previous applicants were also notified of the rounds' opening and closing dates.

One community engagement workshop was held on 24 February 2025 to provide guidance on the application process. Officers also meet with local applicants to discuss their projects whilst the CDF round was open for submissions.

## STATUTORY ENVIRONMENT

Nil.

## POLICY IMPLICATIONS

Council has the right to determine funding allocations as per the CDF Guidelines.

## FINANCIAL IMPLICATIONS

The Community Development Fund for Streams 1, 2, and 3 is allocated through the annual budget. Council has the right to determine the funding allocations annually and across each stream depending on the quality and quantity of funding applications. However, the annual budget for Stream 2 and 3 of CDF has been historically set at \$265,000 per year.

There are five events that have been recommended for multi-year funding, and the future cost implications of these recommended amounts is also shown in the table below.

## RECOMMENDATIONS FOR FUNDING

<b>Applicant</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>
Swimming WA Inc	\$10,000		
Broome Bowling Club Inc	\$10,000		
Touch Football Australia	\$5,000		
Theatre Kimberley Incorporated (TK)	\$15,000	\$15,000	\$15,000
Ramu Productions Pty Ltd	\$20,000	\$20,000	
Broome Performing Arts Coop	\$6,000	\$6,000	\$6,000
Goolarri Media Enterprises Pty Ltd	\$10,000		
Marrugeku Inc	\$20,000		
Untamed Music Festival	\$20,000		
Broome Aboriginal Media Association	\$10,000	\$10,000	\$10,000
Purple Hands Foundation	\$9,000		
Bidyadanga Aboriginal Community La Grange (BACLG)	\$10,000	\$10,000	
Australia's NorthWest	\$5,000	\$5,000	\$5,000
<b>TOTAL</b>	<b>\$150,000</b>	<b>\$66,000</b>	<b>\$36,000</b>

There are existing agreements in place to fund two events, they are: Shinju Matsuri which was awarded \$100,000/year for three years in an agreement ending in 2027/28, and

Kimberley Arts Network was allocated \$11,035 per year, for three years, in an agreement that ends in 2025/26.

If Council supports the recommendations as proposed, in 2025/26, the total amounts allocated will be \$261,035, leaving a remaining balance of \$3,965 from the \$265,000 budget.

**RISK**

	<b>Risk</b>	<b>Type</b>	<b>Rank</b>	<b>Mitigation</b>
<b>Community dissatisfaction with allocations</b>	Perception the Shire is not maximising opportunity to support organisations providing social and economic benefits	Reputational	Medium	Most applications were funded, however most at less than the requested amount. Where insufficient detail was provided or ineligible expenses were requested then officers will follow up with applicants for future years.
<b>Funding recipient dissatisfaction with allocations</b>	Perception the Shire is not maximising opportunity to support organisations providing social and economic benefits.	Reputational	Low	Guidelines have been put in place establishing eligibility criteria.

**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*

**COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)** **Minute No. C/0525/026**

**Moved: Cr P Taylor** **Seconded: Cr E Smith**

**That Council approves the allocation of the following amounts to the applicants under Stream 2 of the Community Development Fund and considers for inclusion in the 2025/26 annual budget:**

- (a) Swimming WA Inc. Broome’s Big Ocean Community Swim \$10,000**
- (b) Broome Bowling Club Inc. Broome Bowling Events 2025/2026 \$10,000**
- (c) Touch Football Australia. Beach Touch Footy – Broome Edition \$5,000**
- (d) Theatre Kimberley Inc. Act Belong Commit Sandfly Circus Shows 2025–2027 \$15,000 per year, for three years.**
- (e) Ramu Productions Pty Ltd. CinefestOZ Broome – First Nations Film Festival 2025 \$20,000 per year, for two years.**

- (f) Broome Performing Arts Coop. BPAC End of Year Concert \$6,000 per year, for three years.**
- (g) Goolarri Media Enterprises Pty Ltd. 6725 Postcode Event \$10,000**
- (h) Marrugeku Inc. Ngurragabu [Yawuru: From the Last Night/Next/Tomorrow] \$20,000.**
- (i) Untamed Music Festival, The Untamed Music Festival \$20,000.**
- (j) Broome Aboriginal Media Association, 2025 Kullarri NAIDOC Festival \$10,000.**
- (k) Purple Hands Foundation, Kimberley 9s Carnival & Student Dining Experience \$9,000.**
- (l) Bidyadanga Aboriginal Community La Grange, From the Desert to the Seaside Music Festival \$10,000 per year, for 2 years.**
- (m) Australia's NorthWest ANW Tourism Industry Forum & 2026 Season Launch \$5,000 per year, for three years.**

**For: Shire President C Mitchell, Cr J Lewis, Cr P Matsumoto, Cr E Smith, Cr P Taylor.**

**CARRIED UNANIMOUSLY 5/0**

### **Attachments**

There are no attachments for this report.

## 9.4 PERFORMANCE

**Cr D Male returned to the Chambers at 5:35 pm.**  
**Cr S Cooper returned to the Chambers at 5:35 pm.**  
**Cr J Mamid returned to the Chambers at 5:35 pm.**  
**Cr M Virgo returned to the Chambers at 5:35 pm.**

**The Chair advised the resolutions had been carried as per the officer recommendation.**

### 9.4.1 POLICY - ELECTION CARETAKER PERIOD

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	ADM28
<b>AUTHOR:</b>	Manager Governance, Strategy And Risk
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

Council is requested to consider and adopt the amended Council Election Caretaker Policy (**Attachment 2**).

#### BACKGROUND

##### Previous Considerations

12 December 2019	Adoption of Policy
16 November 2023	Item

It has been identified that the Council Election Caretaker Policy in **Attachment 1** is required to be amended due to recent changes in legislation. This report recommends the adoption of the tracked changes in **Attachment 2** to the Council Election Caretaker Policy.

#### COMMENT

The State Government's Local Government Reform process has introduced a standardised caretaker period across all local governments in Western Australia. It prevents a local government from making significant decisions while an election is underway, particularly decisions that would bind a future Council to a particular course of action.

The caretaker period will apply to all ordinary local government elections from 2025 onwards. It will also apply to any election to elect a Council after it has been declared vacant or dismissed. It will not apply to extraordinary local government elections.

The caretaker period runs from the close of nominations to declaration of the poll.

While it is proposed that the Shire of Broome undertake a full review of Council Policies late in 2025, it has been identified that due to recent changes in legislation the Council Election Caretaker Policy requires amendment prior to the Election Caretaker Period commencing for the 2025 local government elections.

Policy establishment and review is undertaken as a matter of good governance and forms part of the role of Council under the *Local Government Act 1995*.

## **CONSULTATION**

WALGA have provided a template Caretaker Policy which has formed the consideration of the amendments resulting from the changes to section 3.73 of the *Local Government Act 1995*.

## **STATUTORY ENVIRONMENT**

### ***Local Government Act 1995***

#### ***Section 2.7. Role of council***

- (1) The council —
  - (a) governs the local government's affairs; and
  - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to —
  - (a) oversee the allocation of the local government's finances and resources; and
  - (b) determine the local government's policies.

### **Caretaker Period**

Division 5 outlines what a local government may and may not do during the Caretaker Period, with section 1.4A of the *Local Government Act 1995* defines the Caretaker Period.

### **Division 5 — Caretaker Period**

#### 3.73. Restrictions on what local government may do during caretaker period

- (1) In this section —
  - emergency means —
    - (a) the occurrence, or imminent occurrence, of an event, situation or condition that is a hazard under the definition of that term in the Emergency Management Act 2005 section 3; or
    - (b) a public health emergency as defined in the Public Health Act 2016 section 4(1);
  - land transaction has the meaning given in section 3.59(1);
  - major land transaction has the meaning given in section 3.59(1);
  - major trading undertaking has the meaning given in section 3.59(1);
  - senior employee means a senior employee under section 5.37;
  - significant act means any of the following —
    - (a) making a local law (including making a local law to amend or repeal a local law);
    - (b) entering into, or renewing or terminating, the contract of employment of the CEO or of a senior employee;
    - (c) entering into a major land transaction;
    - (d) entering into a land transaction that is preparatory to entry into a major land transaction;
    - (e) commencing a major trading undertaking;
    - (f) entering into a contract, or other agreement or arrangement, in prescribed circumstances;

- (g) inviting tenders in prescribed circumstances;
  - (h) deciding to do anything referred to in paragraphs (a) to (g);
  - (i) an act done under a written law or otherwise that is a prescribed act.
- (2) During a caretaker period, a local government must not do a significant act.
  - (3) Subsections (4) to (6) apply despite subsection (2).
  - (4) A local government may do a significant act during a caretaker period if — (a) the local government's decision to do the significant act was made before the caretaker period; and (b) any prescribed requirements are met.
  - (5) A local government may do a significant act during a caretaker period if it is necessary for the local government to do the significant act during the caretaker period in order to comply with any of the following —
    - (a) a written law;
    - (b) an order of a court or tribunal; (c) a contractual obligation of the local government under a contract entered into by the local government before the caretaker period.
  - (6) The Departmental CEO may authorise a local government to do a significant act during a caretaker period if the Departmental CEO is satisfied that it is necessary for the local government to do the significant act during the caretaker period —
    - (a) because of an emergency; or
    - (b) to ensure the proper operation of the local government.

#### **Section 4.87. Printing and publication of electoral material**

- (1) A person who prints, publishes or distributes electoral material or causes electoral material to be printed, published or distributed, commits an offence unless —
  - (a) in the case of all electoral material, the name and address (not being 1. a post-office box) of the person who authorised the electoral material appears at the end of the electoral material; and
  - (b) in the case of electoral material that is printed otherwise than in a 2. newspaper, the name and business address of the printer appears at the end of the electoral material.
- (2) Subsection (1) does not apply to electoral material on an item included in a 3. prescribed class of items.
- (3) In this section —
  - electoral material means any advertisement, handbill, pamphlet, notice, letter or article that is intended or calculated to affect the result of an election but does not include an advertisement in a newspaper announcing the holding of a meeting;
  - print includes photocopy or reproduce by any means.

#### **Section 5.93 Improper use of information**

A person who is a council member, a committee member or an employee must not make improper use of any information acquired in the performance by the person of any of the person's functions under this Act or any other written law —

- (a) to gain directly or indirectly an advantage for the person or any other person; or
- (b) to cause detriment to the local government or any other person.

#### **Section 5.103 Model code of conduct for council members, committee members and candidates**

- (1) Regulations must prescribe a model code of conduct for council members, committee members and candidates.

- (2) The model code of conduct must include —
- (a) general principles to guide behaviour; and
  - (b) requirements relating to behaviour; and
  - (c) provisions specified to be rules of conduct.
- (3) The model code of conduct may include provisions about how the following are to be dealt with —
- (a) alleged breaches of the requirements referred to in subsection (2)(b);
  - (b) alleged breaches of the rules of conduct by committee members.
- (4) The model code of conduct cannot include a rule of conduct if
5. contravention of the rule would, in addition to being a minor breach under section 5.105(1)(a), also be a serious breach under section 5.105(3).
- (5) Regulations may amend the model code of conduct.

## POLICY IMPLICATIONS

Nil.

## 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.

## VOTING REQUIREMENTS

*Simple Majority*

### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0525/027**

**Moved: Cr M Virgo**

**Seconded: Cr S Cooper**

**That Council: :**

**1. Notes the tracked changes to the Council Election Caretaker Policy in Attachment 2.**

**2. Adopts the Council Election Caretaker Policy in Attachment 2.**

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

**CARRIED UNANIMOUSLY 9/0**

## Attachments

1. Shire of Broome Council Policy - Election Caretaker
2. Tracked Changes - Shire of Broome Council Policy - Election Caretaker Period





































**9.4.2 ANNUAL REVIEW OF DELEGATION OF AUTHORITY REGISTER**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	ARE02
<b>AUTHOR:</b>	Manager Governance, Strategy And Risk
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

**SUMMARY:**

The purpose of this report is for Council to consider the 2024/2025 annual review of delegations across various legislations.

**BACKGROUND**Previous Considerations

OMC 30 March 2023	Item 9.4.2
OMC 28 September 2023	Item 9.2.3
OMC 30 May 2024	Item 9.4.3

The Register of Delegated Authority was last presented to Council for a full review on 30 May 2024.

Section 5.46(2) of the *Local Government Act 1995* (the Act) requires that a local government keep a register of delegations of authority made under the Act and that these are reviewed at least once every financial year.

In simple terms the need for a delegation occurs where the legislation refers to the local government may do something. In the absence of a delegation from Council, a Council decision would be required each time. Functions able to be delegated are administrative in nature and a function of the Chief Executive Officer (CEO) in accordance with section 5.41(d) of the Act.

Delegations are also required for other legislation such as the *Building Act 2011*, *Bushfires Act 1954*, *Cat Act 2011*, *Dog Act 1974*, *Food Act 2008*, *Graffiti Vandalism Act 2016*, *Public Health Act 2016* and *Planning and Development Act 2005*.

**COMMENT**

Attain is a governance system which administers the delegation register. It is noted that there is one Delegation deletion recommended as detailed below:

<b>Delegation</b>	<b>Local Government Act 1995</b>	<b>Comments</b>
1.3.6	Destruction of Electoral Papers	6. Administrative update removing Senior Administration and Governance Officer.

## CONSULTATION

WALGA

## STATUTORY ENVIRONMENT

### 5.42 *Delegation of some powers and duties to CEO*

- (1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under –
  - (a) this Act other than those referred to in section 5.43; or
  - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

\* *Absolute majority required.*

### 5.46. *Register of, and records relevant to, delegations to CEO and employees*

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

## POLICY IMPLICATIONS

Relevant policies are cross referenced throughout the Instrument of Delegation Register.

## FINANCIAL IMPLICATIONS

Nil.

## RISK

The Register of Delegated Authority is an important governance tool that provides the Chief Executive Officer with the authority to manage the day-to-day operations of the Shire in accordance with section 5.41 of the Act.

The annual review of delegations provides the opportunity for Elected Members to ensure that sufficient controls are in place to meet fiduciary duties whilst being cognisant of the need for operational efficiency.

For compliance purposes, this item will meet the requirements for a review of delegations in the 2024/25 financial year.

## STRATEGIC ASPIRATIONS

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

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

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

## VOTING REQUIREMENTS

*Absolute Majority*

**COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0525/028**

**Moved: Cr M Virgo**

**Seconded: Cr P Taylor**

**That Council:**

- 1. Notes the review of delegations; and**
- 2. Adopts the Register of Delegated Authority 2024/25 as contained in Attachment 1.**

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

**CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 9/0**

**Attachments**

1. Draft 2025 - Shire of Broome Delegations Register































































































































































































































































































































































































































































































































### 9.4.3 APPOINTMENT OF PRESIDING MEMBERS - COMMITTEES OF COUNCIL

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	CTE01
<b>AUTHOR:</b>	Manager Governance, Strategy And Risk
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### SUMMARY:

The purpose of this report is for Council to appoint Presiding Members for its Council Committees due to changes in legislation stemming from *Local Government Act 1995* reforms which came into effect on 7 December 2024 and must be enacted by 1 July 2025.

#### BACKGROUND

##### Previous Considerations

OMC 27 April 2023	Item 9.4.4
OMC 16 November 2023	Item 9.4.1
OMC 27 June 2024	Item 9.4.5

After the 2023 Ordinary Local Government Election at the Ordinary Meeting of Council (OMC) on 16 November 2023, Elected members were appointed for the following Council committees:

- Audit and Risk Committee; and
- Behaviour Complaints Committee.

##### **Audit and Risk Committee**

At the Audit and Risk Management Committee meeting held on 28 November 2023, elected member Cr Desiree Male was appointed as the Chairperson/Presiding Member.

##### **Behaviour Complaints Committee**

At the OMC meeting held on 16 November 2023 Shire President C Mitchell, Cr J Lewis and Cr P Taylor were appointed members and Cr Male, Cr Mamid, Cr Matsumoto, Cr Smith, Cr Virgo and a vacant position were appointed as deputy committee members.

Elected member's representation on each of Council's committees was for the term ceasing at the next ordinary local government election on 18 October 2025.

#### COMMENT

To achieve compliance with the new section 5.12 of the *Local Government Act 1995 (Act)*, Council is requested to formally consider the appointment of one elected member as the presiding member on each of the following established Council committees:

- Audit and Risk Committee; and
- Behaviour Complaints Committee.

The election of presiding members from the membership of Council's committees as detailed in the background section of this report complied with the requirements of the **Act** following the conduct of the last ordinary election.

However, new legislation came into effect on 7 December 2024, requiring presiding and members of committees established under Section 5.8 of the Act to be appointed by the Council, not elected by the membership. In accordance with clause 67 of Schedule 9.3, the Act requires all local governments to enact this change by 1 July 2025.

To ensure the established committees can continue to function effectively to support Council and comply with the legislative requirements, it is recommended that Council reaffirm the presiding member of each of the listed committees, by formally appointing the incumbent Presiding Member, without change, as follows:

<b>Audit and Risk Committee</b>		<b>Current Representatives</b>
<del>Chairperson</del> Presiding Member		Cr D Male
<b>Behaviour Complaints Committee</b>		<b>Current Representatives</b>
Presiding Member		Members of committee are to elect a presiding member from amongst themselves (s.5.12)

The Terms of Reference for each committee have been amended to reflect the changes and are outlined in Audit and Risk Committee, **Attachment 1** and Behaviour Complaints Committee, **Attachment 2**.

The Presiding Member for Behaviour Complaints Committee has been nominated as the first member nominated, being Shire President C Mitchell in **Attachment 2**.

It is noted that the following committees have not been formed under section 5.8 of the Act, they are only guided and not bound by the Act.

- Bush Fire Advisory Committee; and
- Local Emergency Management Committee.

It is further noted that following the October 2025 local government elections all committee memberships, including presiding and deputy members, are vacated and will require appointment by the incoming Council.

## CONSULTATION

Updated Council Committees Appointments circulated and presented to Elected Members at the May Council Workshop held on Tuesday, 13 May 2025.

## STATUTORY ENVIRONMENT

### **Local Government Act 1995**

#### **5.8. Establishment of committees**

A local government may establish\* committees of 3 or more persons to assist the council.

\* Absolute majority required.

### **Part 5, Subdivision 2 — Committees and their meetings, of the Local Government Act 1995**

The *Local Government Amendment Act 2024* introduced amendments to the *Local Government Act 1995* regarding presiding and deputy presiding members of committees. These new provisions, as detailed below commenced on 7 December 2024.

### **5.12. Presiding members and deputies**

- (1) The local government must appoint
  - \* a member of a committee to be the presiding member of the committee.
  - \* Absolute majority required.
- (2) The local government may appoint
  - \* a member of a committee to be the deputy presiding member of the committee.
  - \* Absolute majority required. The prior provisions under Section 5.12 of the Act (now repealed, enabled the members of a committee established under the Act) to elect their own presiding member and deputy presiding member from the committee membership.

There were no express transitional provisions in the recent legislative amendments enabling the current elected presiding and deputy presiding members to be recognised.

Clause 67 of Schedule 9.3 of the Act mandates that all local governments enact new presiding members and deputies no later than 1 July 2025.

### **POLICY IMPLICATIONS**

Shire of Broome Council Policy Code of Conduct for Council Members, Committee Members and Candidates.

Shire of Broome Council Policy Code of Conduct Behaviour Complaints Management Policy.

### **FINANCIAL IMPLICATIONS**

Costs of administering committees, internal working groups and external working groups form part of the Administration Overhead that is funded annually in the Municipal Budget.

### **RISK**

Minor reputational risk if Councillor representation on committees is not addressed.

### **STRATEGIC ASPIRATIONS**

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

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

**Objective** 11.1 Strengthen leadership, advocacy and governance capabilities.

### **VOTING REQUIREMENTS**

*Absolute Majority*

<b>COUNCIL RESOLUTION:</b>
----------------------------

**(REPORT RECOMMENDATION)****Minute No. C/0525/029****Moved: Cr M Virgo****Seconded: Cr P Taylor**

**That Council reaffirms, and formally appoints the following incumbent elected members, as presiding and deputy presiding members of the Shire of Broome committees, as listed, as required by section 5.12 of the Local Government Act 1995, for a term expiring on 18 October 2025:**

**1. Audit and Risk Committee**

- i. Cr D Male as the Presiding Member.**
- ii. Accepts the Amended Terms of Reference for the Audit and Risk Committee in Attachment 1.**

**2. Behaviour Complaints Committee**

- i. Shire President C Mitchell as the Presiding Member.**
- ii. Accepts the Amended Terms of Reference for the Behaviour Complaints Committee in Attachment 2.**

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

**CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 9/0**

**Attachments**

1. Tracked Changes Terms of Reference - Audit and Risk Committee
2. Tracked Changes Terms of Reference - Behaviour Complaints Committee





















**9.4.4 MONTHLY PAYMENT LISTING - APRIL 2025**

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

**SUMMARY:**

This report recommends that Council receives the list of payments made under delegated authority, as per the attachment to this report, for April 2025.

**BACKGROUND**

The Chief Executive Officer (CEO) has delegated authority via Delegation 1.2.20 Payments from the Municipal or Trust Funds, to make payments from the Municipal and Trust funds as per budget allocations and in line with applicable policies.

**COMMENT**

The Shire provides payments to suppliers by Electronic Funds Transfer (EFT and BPAY), cheque, credit card or direct debit. Attachment 1 provides a list of all payments processed under delegated authority in April 2025.

**CONSULTATION**

Nil.

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

12. *Payments from municipal fund or trust fund, restrictions on making*
  - (1) *A payment may only be made from the municipal fund or the trust fund —*
    - (a) *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
    - (b) *otherwise, if the payment is authorised in advance by a resolution of the council.*
  
13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*
  - (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
    - (a) *the payee's name; and*

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

13A. Payments by employees via purchasing cards

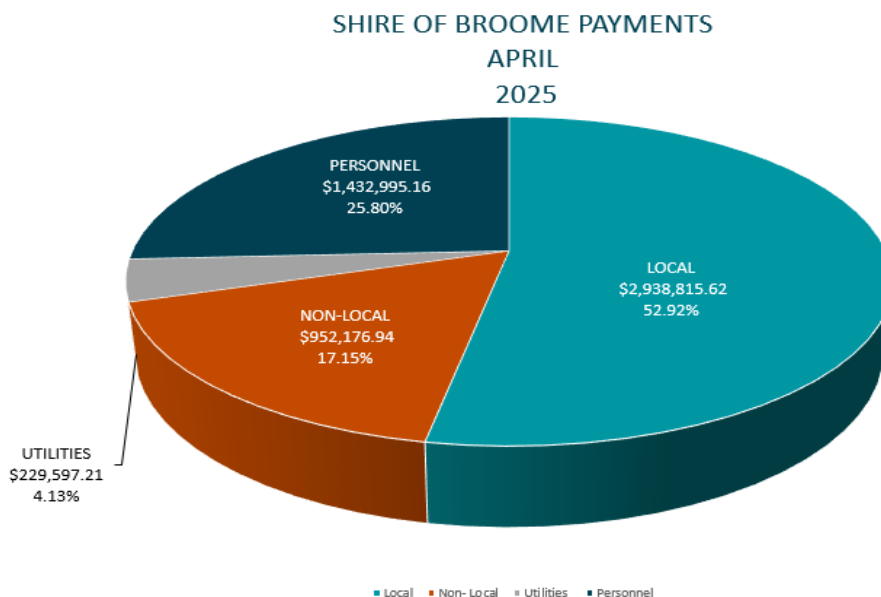
- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —
- (a) the payee’s name;
  - (b) the amount of the payment;
  - (c) the date of the payment;
  - (d) sufficient information to identify the payment.
- (2) A list prepared under sub regulation (1) must be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

**POLICY IMPLICATIONS**

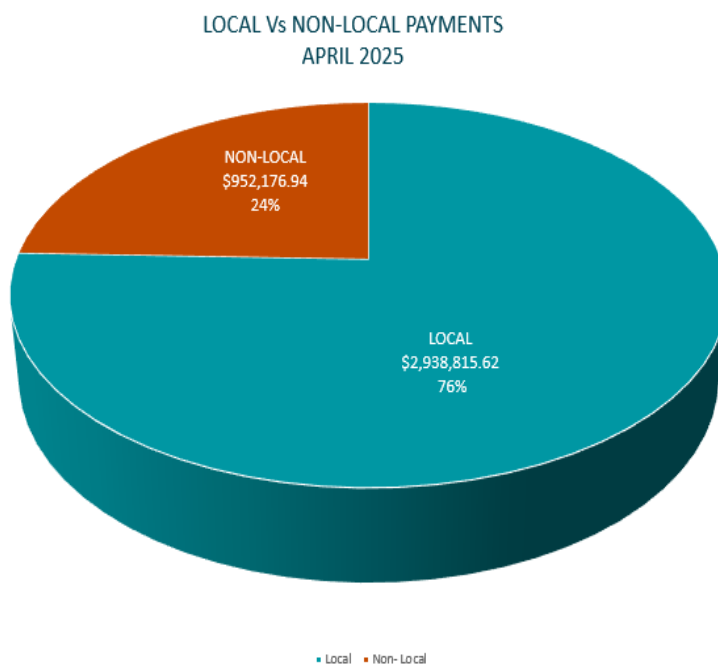
Nil.

**FINANCIAL IMPLICATIONS**

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



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



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for April 2025 after \$1,432,995.16 in personnel payments, \$229,597.21 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-24	\$ 577.84	\$ 2,589,926.74	\$ 417,706.68	\$ 40,214.86	\$ -	\$ 810,379.14	\$ 3,858,805.26
Aug-24	\$ -	\$ 3,339,215.48	\$ 216,884.00	\$ 44,550.61	\$ -	\$ 811,035.25	\$ 4,411,685.34
Sep-24	\$ 1,522.00	\$ 4,377,814.98	\$ 206,644.31	\$ 30,455.57	\$ -	\$ 871,605.88	\$ 5,488,042.74
Oct-24	\$ 319.90	\$ 3,429,201.48	\$ 321,266.66	\$ 30,283.93	\$ -	\$ 1,253,165.45	\$ 5,034,237.42
Nov-24	\$ 4,500.00	\$ 5,328,066.11	\$ 309,561.39	\$ 40,280.98	\$ -	\$ 846,765.67	\$ 6,529,174.15
Dec-24	\$ -	\$ 5,369,457.99	\$ 525,594.31	\$ 37,847.27	\$ -	\$ 825,236.68	\$ 6,758,136.25
Jan-25	\$ 388.90	\$ 5,167,307.63	\$ 289,099.49	\$ 19,948.17	\$ -	\$ 798,876.19	\$ 6,275,570.38
Feb-25	\$ -	\$ 2,459,287.62	\$ 229,572.09	\$ 39,852.13	\$ -	\$ 825,248.60	\$ 3,553,960.44
Mar-25	\$ -	\$ 3,567,009.20	\$ 266,839.87	\$ 27,168.16	\$ -	\$ 837,433.86	\$ 4,698,451.09
Apr-25	\$ -	\$ 4,222,516.98	\$ 423,758.24	\$ 45,293.36	\$ -	\$ 862,016.35	\$ 5,553,584.93
May-25							
Jun-25							
<b>TOTAL</b>	<b>\$ 7,308.64</b>	<b>\$ 39,849,804.21</b>	<b>\$ 3,206,927.04</b>	<b>\$ 355,895.04</b>	<b>\$ -</b>	<b>\$ 8,741,763.07</b>	<b>\$ 52,161,648.00</b>

**RISK**

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

The likelihood of this ever occurring is rare due to the CEO's implementation of procedures to ensure payment details are disclosed to Council in a timely manner, as well as

Procurement and Purchasing policies which ensure these payments are made in accordance with budget and delegated authority and comply with *Local Government (Financial Management) Regulations 1996*.

## **STRATEGIC ASPIRATIONS**

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

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

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

## **VOTING REQUIREMENTS**

*Simple Majority*

### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/0525/030**

**Moved: Cr S Cooper**

**Seconded: Cr E Smith**

**That Council:**

1. **Receives the list of payments made from the Municipal and Trust Accounts in April 2025, totalling \$5,553,584.93 (Attachment 1) per the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996 covering:**
  - a) **EFT Vouchers EFT79149- EFT79597 totalling \$4,222,516.98;**
  - b) **Municipal Cheque Vouchers 00000 - 00000 totalling \$0.00;**
  - c) **Trust Cheque Vouchers 00000 - 00000 totalling \$0.00; and**
  - d) **Municipal Direct Debits DD34259.1- DD34382.1 including payroll totalling \$1,285,774.59**
2. **Receives the list of payments made by credit cards in April 2025, totalling \$45,293.36 (contained within Attachment 1) per the requirements of Regulation 13A of the Local Government (Financial Management) Regulations 1996 covering EFT Vouchers EFT79617 – EFT79643.**
3. **Notes the local spend of \$2,938,815.62 included in the amount above, equating to 76% of total payments excluding personnel, utility, and other external sole supplier costs.**

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

**CARRIED UNANIMOUSLY 9/0**

## **Attachments**

1. Payment Listing - April 2025









































**9.4.5 MONTHLY FINANCIAL REPORT APRIL - 2025**

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

**SUMMARY:**

Council is required under Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996 (FMR)* to consider and receive the Monthly Financial Report for the period ended 30 April 2025.

**BACKGROUND**

Council is provided with the Monthly Financial Report, which has been prepared in line with statutory reporting obligations and includes the:

- Statement of Financial Activity by nature classifications (satisfying Regulation 34 of the FMR);
- Statement of Financial Position (satisfying Regulation 35 of the FMR);
- Basis of Preparation;
- Statement of Financial Activity Information - the adjustments to the Statement of Financial Activity and Net Current Assets Position which agree to the surplus/deficit position (satisfying Regulation 32 of the FMR); and
- Explanation of material variances to year-to-date budget (satisfying Regulation 34 of the FMR).

Supplementary information has been provided per Regulation 34(2) of the FMR to provide Council with a holistic overview of the operations of the Shire of Broome. The Supplementary Information notes include:

- Cash and financial assets;
- Reserve accounts;
- Capital acquisitions – summarised by asset class, detailed to project, plant disposals;
- Aged payables;
- Borrowings;
- Grants – detailed listing of operating grants, capital grants and contributions; and
- Detailed list of Council adopted Budget amendments – by nature classification.

**COMMENT**

The April 2025 Monthly Financial Report provides an overview of operating and capital project progress. Below are the key indicators of the 2024/25 year-to-date budget position:

7. <b>Budget Year Elapsed</b>	8. <b>83%</b>
9. <b>Total Rates levied</b>	10. 100%
11. <b>Total Operating Revenue (excluding Rates and Profit on asset disposals)</b>	12. 95%
13. <b>Total Operating Expenditure (excluding Loss on asset disposals)</b>	14. 73%
15. <b>Total Capital Revenue</b>	16. 17%
17. <b>Total Capital Expenditure</b>	18. 26%

For activity categories where progress notably differs from the 83% budget year elapsed, high-level explanations for the variances are provided:

## **Operating Revenue**

### Grants Subsidies and Contributions

\$419,825 less than estimated YTD income (33.59% variance). \$350,000 of funding was budgeted in respect of the Cable Beach Water Park Detailed Design Project however has not been received. Similarly, \$98,000 of funding for the Broome Housing Affordability Strategy Project has not yet been received. These receipts are expected prior to year end. Temporary variance.

### Interest Revenue

\$598,656 greater than estimated YTD income (46% variance). Interest received on Reserve Accounts has exceeded expectations. There is also a timing variance as shorter term deposits have been done during the year which has resulted in interest being accounted for earlier. Overall interest for Reserves will exceed budget but these funds will be transferred to Reserves, Municipal fund interest is on track to achieve current budget and will have no impact on the Surplus/Deficit for year end. Permanent variance.

### Other Revenue

\$400,114 greater than estimated YTD income (33.52% variance). The variance is primarily a timing difference with the total year budget being \$1.55M compared with \$1.59M of actuals. There is some additional income related to a prior year insurance claim which will result in a year end surplus. This source of revenue is quite variable and is expected to exceed by budget by an amount between \$50k-\$90k. Permanent variance.

## **Operating Expenditure**

### Materials and Contracts

\$4,859,513 less than estimated YTD expenditure (35.63% variance). \$1.2m has been budgeted for contaminated site remediation and asset rehabilitation works which have only recently commenced. Waste facility contracted recycling services and kerbside collections are \$630,000 under YTD budget however this is a timing issue. Expenditure for Parks and Ovals is currently \$240,000 below budget however staff activities have focused on remediation and management have engaged contractors to undertake outstanding works. Temporary variance.

### Utility Charges

\$448,136 less than estimated YTD expenditure (20.27% variance). Maintenance of Parks and Ovals is currently \$200,000 under budget. Staff housing utility expense is running \$70,000 under budget due to vacancies in key roles and the new Staff Housing being due to open

in the coming months. Timing of invoices for street lighting charges has resulted in a budget variance of \$69,000. Temporary variance.

#### Finance Costs

\$69,200 less than estimated YTD expenditure (34% variance). \$61,000 was budgeted for interest on loans for the Key Worker Housing Project and Cable Beach Stage 1. These loans are not expected to be drawn down until the end of the financial year. Permanent variance.

### **Capital Revenue**

#### Proceeds from disposal of assets

\$571,632 less than estimated YTD revenue (100.00% variance). Periodic renewal of Mobile Plant and Equipment is behind schedule. It is expected that replacement vehicles and equipment will be put into service before the end of the financial year. Temporary variance.

### **Capital Expenditure**

#### Payments for property, plant and equipment

\$2,000,355 less than estimated YTD expenditure (37.62% variance). Periodic renewal of Mobile Plant and Equipment is behind schedule causing a timing difference of \$730,000. Building renewal and redevelopment projects including Town Beach Cafe, Shire Admin Building, and Key Worker Housing are seeing budget variances of approximately \$1m due to timing of project works or invoices from major contractors. A detailed capital expenditure schedule can be found at Supplementary Note 5 within the Financial Report. Temporary variance.

#### Payments for construction of infrastructure

\$4,611,183 less than estimated YTD expenditure (23.78% variance). Infrastructure works are running approximately \$4.6m behind budget due to timing of invoices received from major contractors in the Cable Beach Redevelopment project. A detailed capital expenditure schedule can be found at Supplementary Note 5 within the financial report. Temporary variance.

Variances identified in the attached report are classified as either timing or permanent variances. For permanent variances, adjustments will be proposed during quarterly budget reviews to ensure the budget aligns with projected outcomes. For further details on major variances by activity (Actual vs. Budget), refer to Note 3 in the Monthly Financial Report. For a full list of budget adjustments approved by Council in 2024/25, refer to Note 9 in the Monthly Financial Report.

As mentioned earlier in the report, staff have engaged contractors to undertake some outstanding works prior to the end of year and it is anticipated that a clearer financial position will be available for the Monthly Financial Report to be presented in June. This report will contain some recommendations regarding of the allocation surplus or unspent funds.

### **CONSULTATION**

Nil.

### **STATUTORY ENVIRONMENT**

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

- 34(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22 (1)(d), for the previous month (the “relevant month”) in the following detail:
- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
  - (b) budget estimates to the end of the relevant month; and
  - (c) actual amounts of expenditure, revenue and income to the end of the relevant month; and
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) the net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.
- 34(1B) The detail included under subregulation (1)(e) must be structured in the same way as the detail included in the annual budget under regulation 31(1) and (3)(a).
- 34(1C) Any information relating to exclusions from the calculation of a budget deficiency that is included as part of the budget estimates referred to in subregulation (1)(a) or (b) must be structured in the same way as the corresponding information included in the annual budget.
- 34(2) Each statement of financial activity is to be accompanied by documents containing-
- (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
  - (c) such other supporting information as is considered relevant by the local government.
- 34(3) The information in a statement of financial activity may be shown according to nature classification.
- 34(4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and
  - (b) recorded in the minutes of the meeting at which it is presented.
- 34(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.
- 35(1) A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the previous month) and —
- (a) the financial position of the local government as at the last day of the previous financial year; or
  - (b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.
- 35(2) A statement of financial position must be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
  - (b) recorded in the minutes of the meeting at which it is presented.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

The attached financial statements summarise the transactions for the 2024/25 financial year. The closing position as of 30 June 2025 may change due to year-end accruals and non-cash adjustments. The final closing position and statements will be provided in the audited annual financial report.

All budget amendments must be approved by an absolute majority of Council.

## **RISK**

The Monthly Financial 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/0525/031**

**Moved: Cr M Virgo**

**Seconded: Cr D Male**

**That Council adopts the Monthly Financial Activity Statement Report for the period ended 30 April 2025 as attached.**

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

**CARRIED UNANIMOUSLY 9/0**

**Attachments**

1. Monthly Statement of Activity April 2025























































---

<b>10.      REPORTS OF COMMITTEES</b>
---------------------------------------

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**

Nil.

**14. MEETING CLOSED TO PUBLIC**

Nil.

**15. MEETING CLOSURE**

There being no further business the Chairperson declared the meeting closed at 5:37pm.