



**Shire of Derby /
West Kimberley**

CONFIRMED MINUTES

Ordinary Council (Commissioner) Meeting Thursday, 22 May 2025

Date: Thursday, 22 May 2025

Time: 11:00 AM

**Location: Karrayilli Adult Education Centre,
Fitzroy Crossing**



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**MINUTES OF SHIRE OF DERBY / WEST KIMBERLEY
ORDINARY COUNCIL (COMMISSIONER) MEETING
HELD AT THE KARRAYILLI ADULT EDUCATION CENTRE,, FITZROY CROSSING
ON THURSDAY, 22 MAY 2025 AT 11:00 AM**

PRESENT: *Jeff Gooding (Commissioner)*

(In Person)

PRESENT:

(Remote)

IN ATTENDANCE: *Tamara Clarkson (Chief Executive Officer), Wayne Neate (Director Infrastructure), Luke Lawrence (Acting Director Community Planning), Maria O'Connell (Coordinator Communications and Media), Ryan Boldison (Executive Assistant to the CEO)*

(In Person)

IN ATTENDANCE: *Jill Brazil, (Acting Director Corporate Services), Santana Rose (Aboriginal Engagement Manager), Telia Reilly (Governance and Risk Coordinator)*

(Remote)

VISITORS: *Nil*

GALLERY: *1*

APOLOGIES: *Nil*

APPROVED LEAVE OF ABSENCE: *Nil*

ABSENT: *Nil*

1 DECLARATION OF OPENING, ANNOUNCEMENTS OF VISITORS

The Presiding Member opened the meeting at *11:02am*

2 DISCLAIMER

This meeting will be video recorded and live-streamed on the Shire's Youtube Channel, with the exception of confidential items and periods of adjournment as determined by the Presiding Member. By being present at this meeting, members of the public consent to the possibility that their voice and/or image may be live-streamed to the public. Recordings will also be made available on the Shire's Youtube Channel and Website following the meeting. The official record of the meeting will be the written minutes kept in accordance with the Local Government Act 1995 and any relevant regulations.

3 ACKNOWLEDGMENT OF COUNTRY

In the spirit of Reconciliation, the Shire of Derby/West Kimberley acknowledges the traditional custodians of Country throughout the Shire and the continued connection to the land, waters and community.

The Shire of Derby/ West Kimberley would like to pay our respects to the people, the cultures and the Elders past and present and the continuation of cultural, spiritual and educational practices of Aboriginal people.

4 ATTENDANCE VIA TELEPHONE/INSTANTANEOUS COMMUNICATIONS

A Council Member may attend council or committee meetings by electronic means if the member is authorised to do so by the President or the Council. Electronic means attendance can only be authorised for up to half of the Shire's in-person meetings they have attended in total, in any rolling 12 months prior period. Authorisation can only be provided if the location and the equipment to be used by the Council Member are suitable to enable effective, and where necessary confidential, engagement in the meeting's deliberations and communications.

- Nil

5 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

- *"Hello, for those in Fitzroy Crossing who don't know me, my name is Jeff Gooding and I am the appointed Commissioner for the Shire of Derby West Kimberley. This is my second meeting as Commissioner and the first in Fitzroy Crossing.*

Many are aware that I was appointed to this role by His Excellency the Governor of WA, with effect from 18 April 2025. My role is to continue a stable and effective Local Government process till new Council elections are held in October. Until then, as Commissioner I now hold all the powers and functions of the Council and I am regarded as being the Council in its entirety.

At my first meeting, last month in Derby, I spoke about adopting a practical approach that is evidence driven. I remain on that course. I am also seeking out advice from our Community, because even though we have very capable staff, I recognise that the community holds wisdom and knowledge that should be included.

Regular Commissioner's updates have been provided – two are out now and the third can be expected early next week. Those will continue while I am in the role. They will let people know where I've been, but I will also not lose sight of the future, that is predominantly where I am looking.

After my first Shire meeting in April, I have been into Fitzroy and met with some people. I want to do more of that, to better understand the issues facing residents here. Contacts and meetings with key government departmental staff and State Government Ministers have occurred, including the Minister for Regional Development, Ports and the Kimberley Hon Stephen Dawson MLC, Local member for Kimberley Divina D'Anna and senior officers of the Department of Fire and Emergency Services, The Department of Transport and Tourism WA.

I joined a Local Emergency Management Committee meeting and met with Emergency services leaders in Fire, Police, State Emergency Services, Department of Communities and Mainroads. This is an important committee that prepares and co-ordinates emergency responses. People we don't always see these folk unless there's an emergency, but behind the scenes they are always preparing. In that respect let me take the opportunity to remind all residents about the approaching fire season and the need to get your firebreaks done.

I have also attended a Fitzroy Valley Working Group meeting in Fitzroy Crossing where I was able to hear from the many dedicated people that continue to work across communities and agencies, on the issues of Flood recovery.

I continue to reach out to Aboriginal Community Controlled Organisations (ACCOs) doing good work in challenging work areas. My contact with Emama Nguda yesterday is a good example, and I'm strongly aware of the ACCOs here in Fitzroy Crossing. As a Shire we will be trying to build even better partnerships with you, particularly designed around how we can work better in the areas of service delivery that overlap our respective roles.

Some of the internal matters that I'm working on are relevant to highlight. It would be no secret to many in the Community, that the Shire is now, and has probably for many years, facing important financing and budgetary issues. The intense effort of the flood (recovery) and the Shire's involvement has made that worse. I am determined that we will find a budget solution and intend to strike a budget for the 2025/26 year at our June meeting. To that end senior staff lead by our CEO are singularly focussed on that outcome.

Spending time with our external financial advisors is a priority and I plan to devote even more time to that in the coming weeks.

I continue to keep up the longer term advocacy role that the Shire has performed and have further in person meetings planned for the next few weeks with senior decision makers and Ministers of the State Government. Topics include sustaining air services, infrastructure, housing and service projects.

I am busy in this role, you have good Shire staff working with me but my door will remain open to people with contributions to make to improve liveability in our communities.

With those announcements and with a continuing high degree of optimism, I'll proceed with the agenda."

11:11am, a member of public entered the meeting.

6 DISCLOSURE OF INTERESTS

6.1 Declaration of Financial Interests

- Nil

6.2 Declaration of Proximity Interests

- Nil

6.3 Declaration of Impartiality Interests

The Commissioner has previously declared that he is a Member of Council for the Shire of Wyndham/East Kimberley at the Ordinary Council (Commissioner) Meeting held at 5:30pm Thursday, 24 April 2025 in the Council Chambers, Clarendon Street, Derby.

- *The Commissioner declared that he is Director of Gumala Investment Pty Ltd and also a Director of Wunan Foundation.*

7 Applications for Leave of Absence

- *Nil*

8 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

- **Catherine Feeney** advised in writing that she would be unable to attend the Council Meeting and asked the below questions:

Could the Shire confirm that it originally budgeted to receive Lord Mayor Distress Relief Funds to manage the Homemaker Projects, but later adjusted the process so that payments for works were facilitated directly via the City of Perth and with flood recovery teams winding down, how is the development of the Homemaker Facilities being supported, and can we have a project update on the Homemaker facilities.

- **Repsonse**

The Shire can confirm that is correct - the Lord Mayor's Distress Relief Fund (LMDRF) is continuing to manage the Homemakers projects identified as a result of the AGRN 1044 (Ex – TC Ellie and associated Kimberley Flood). It's initially thought the LMDRF would be administered though the Shire hence the requirement for budget line items, but the process has since been adjusted so that payments for works were facilitated directly via the City of Perth.

- *With flood recovery teams winding down, how is the development of the Homemaker Facilities being supported, and can we have a project update on the Homemaker facilities.*

- **Response**

Shire of Derby/West Kimberley Recovery staff continue to support the projects through assistance with administrative tasks to ensure the success of the projects. Recovery staff have conducted community engagement, engaged contractors and suppliers for quotes on goods and services, purchased required goods and sent all invoices directly to the Lord Mayor's Distress Relief Fund who then complete payment. Recovery staff oversee local contractors who have been engaged to complete building works, unpacking, and cleaning of the Homemaker prior to handing it back to community. A Cuppa Circle is then held at the Homemakers on the day of handover allowing all community members the opportunity to attend.

LMDRF Project Update:

Loanbun is complete and was transferred to the community on 21 March 2025.

Bungardi is complete and was transferred to community on 8 May 2025.

Darlgunaya is very near completion, pending power connection. Once done we will organise to transfer to the community before week ending 24 May 2025.

Muludja is complete. Handover is expected to be completed by 28 May 2025.

Kupungarri is complete and was transferred to the community on 9 May 2025.

9 PUBLIC TIME

9.1 Public Question Time

- ***Vicky Bargmann provided in writing prior to the meeting***

Can we be provided with an update on plans for the upgrade/renovation of Madi's Park including replacement of play and other infrastructure?

- ***Response***

Madi's playground was closed due to safety concerns in early 2024.

Between 17 June and 9 September 2024, the Shire conducted a community consultation process to inform the proposed upgrades to Madi's Park playground. This engagement included discussions with Emily and Dave Ford (parents of Madi and project facilitators). The consultation consisted of an 11 question online survey, and collection of hardcopy surveys completed at the NAIDOC Family Fun Day and Derby Youth Centre.

Following strong community input, a bespoke ship-themed playground design has been selected. This theme reflects community preferences and feedback gathered during consultation. The upgraded playground will retain popular features such as multiple slides, climbing structures, and interactive play elements. A flying fox - specifically requested during the consultation, has also been included. The design caters to a broad age range, from toddlers to older children.

To ensure long term durability in Derby's coastal environment, the playground is being constructed using marine-grade materials. Components include durable plastic and steel with high UV rated, powder coated surfaces and UV stabilised plastics - designed to withstand harsh weather and reduce vulnerability to vandalism.

A Request for Quotation (RFQ) process for the supply and installation of the new playground was completed in the first quarter of 2025. Two responses were received and a contract was awarded to A_Space Australia on 28 March 2025.

The RFQ specified a lead time of 14-16 weeks and installation is scheduled to commence on 26 June 2025.

A separate tender process for the installation of a shade structure is currently underway and will close in early June. The installation timeline for the shade structure will be confirmed once the tender is awarded and lead times are finalised.

- **Peter McCumstie (Question 1)** provided in writing
Has the Shire established a maintenance plan and schedule for the upkeep of both cemetery areas and Can the continuing issue of wattle trees and similar shrubs being left to grow to unmanageable heights be addressed as part of the maintenance of the cemetery?
- **Response**
A maintenance schedule has been developed that will commence the week beginning Monday, 26 May 2025. All public areas are scheduled to be serviced at least once per month. The Shire is working on addressing the upkeep of the Derby Cemetery moving forward including fauna overgrowth. The Shire is also working with Derby Landcare group to gain a greater understanding of better weed management practices which we can then implement across the shire.

9.2 Public Statements

- *Nil*

10 PETITIONS, DEPUTATIONS, PRESENTATIONS AND SUBMISSIONS

- *Nil*

11 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RESOLUTION

That the Minutes of the Ordinary Council (Commissioner) Meeting held at the Council Chambers, Clarendon Street, Derby, on 24 April 2025 be CONFIRMED.

RESOLUTION CCO10/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

Noting from the Commissioner that the spelling of the Commissioner's name has been updated since initial publication otherwise that the Minutes are an accurate record proceedings.

REPORTS

12 CORPORATE SERVICES

12.1 GOVERNANCE AND COMPLIANCE - INTERNAL CONTROLS

File Number: 5476

Author: Telia Reilly, Governance and Risk Coordinator

Responsible Officer: Jill Brazil, Acting Director Corporate Services

Authority/Discretion: Executive

SUMMARY

Pursuant to regulation 16 of the *Local Government (Audit) Regulations 1996*, the Audit and Risk Committee assists Council in fulfilling its responsibilities regarding the oversight of internal and external audits at the Shire, ensuring due care, diligence, and skill are applied.

The purpose of this report is to provide Council with the status of internal control management matters within the Shire.

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

Local Government (Audit) Regulations 1996 outline the functions of a local government audit committee. Council at its meeting dated 26 October 2023 confirmed the purpose of the current Audit Committee, which included amongst others the following:

- Review the CEO's Systems and Procedures and progress its implementation.

Due to an increased focus on the accountability of local governments, a review of the effectiveness of all business processes is becoming best practice. Internal auditing is one way to reduce risk and identify improvements in internal controls. There are many benefits to conducting internal audits, such as:

- Improving the performance of the organisation;
- Making the organisation process-dependent instead of person-dependent;
- Identifying redundancies in operational and control procedures and the provision of recommendations to improve the efficiency and effectiveness of procedures;
- Serving as an early warning system, enabling deficiencies to be identified and remediated on a timely basis (i.e., prior to external, regulatory or compliance audits); and
- Increasing accountability within the organisation and supports strategic objectives.

Compliance Calendar

The Shire has a Compliance Calendar (Attain) which is used to track activities and action due dates to ensure compliance is met with critical legislative compliance requirements, operational requirements and also to reduce risk of non-compliance. Data entered in to this system throughout the year supports completion of the annual Compliance Audit Return. This is a requirement from

State Government and is reported to the Audit and Risk Committee (Commissioner) Meeting prior to being submitted for Council (Commissioner) resolution.

STATUTORY ENVIRONMENT

Local Government Act S.2.7 (Role of Council) outlines that Councils are to govern the local government's affairs; take responsibility for the performance of their local government's functions, and oversee the allocation of their local government's finances and resources.

Local Government Act 5.41 (Functions of CEO) outlines that the functions of the CEO include the requirement to manage the day to day operations of the local government, including coordinating the undertaking of the legislative requirements of the local government.

Local Government Act 7.1A (Audit committee) requires that every local government is to establish an audit committee of three or more persons to exercise the powers and discharge the duties conferred on it (the functions of which are outlined in Regulation #16 of Local Government (Audit) Regulations 1996.

POLICY IMPLICATIONS

Nil applicable.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: Non-compliance with legislation.	Possible	Moderate	Medium	Continue to build and monitor internal procedures and to train/manage staff on legislative compliance
Reputation: Adverse media and lack of community confidence.	Possible	Moderate	Medium	Continue to build and monitor internal procedures and to train/manage staff on legislative compliance

CONSULTATION

Nil.

COMMENT

This report highlights to Council (Commissioner), the actions taken by the Chief Executive Officer to ensure compliance and minimise risk.

It also promotes an improved understanding by officers, of the strategic risk/compliance expectations of Council (Commissioner).

The Shire is continuing to build best practice in this area using staff training, information sessions and provision of support.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS**1. Governance and Compliance - Internal Controls - May 2025****RESOLUTION**

That Council (Commissioner) note the information contained in the Shire of Derby/West Kimberley Internal Controls – May 2025 report.

RESOLUTION CCO11/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

Governance and Compliance - Internal Controls

	Task Number	Calendar task	Category	Legislation	Comment	Status
1	C236-5	Review Risk Management Framework (Risk Management). The Risk Management Framework is to	Compliance Requirement	Local Government (Audit) Regulations 1996, Reg.17 CEO to review certain systems and procedures	This item is currently being reviewed and developed	Progressing
2	C121-6	Review work, health and safety processes	Legislative Requirement	Work Health and Safety Act 2020	CEO directives have been prepared for CEO's approval	Progressing
3	C94-75	Gift & Travel Register Online	Legislative Requirement	Local Government (Administration) Regulations 1996, Reg. 28A Register of gifts (Act s.5.89A(3))	Available on Shire website: https://www.sdwk.wa.gov.au/council/governance/council-registers.aspx	Completed
4	C274-2	Local Heritage Survey	Legislative requirement	Heritage Act 2018, s103, s104, s105 and s44C	The Draft Local Heitage Survey 2025 and Draft Heritage List 2025 Council Report is being presented to the Commissioner at the 22 May 2025 OCM	Progressing
5	C166-4	Aerodrome Manual Review	Operational Task	N/A	Both reports for Derby and Fitzroy Crossing have been completed. CASA provided the Aerodrome certificate for FX on the 24 January 2025, and for Derby on the 15 November 2024	Completed
6	C233-1	Review of CEO Directives	Operational Task	N/A	CEO directives are regularly reviewed for relevance	Completed
7	C312-1	Derby and Fitzroy Crossing Airports Framework Agreements	Operational Task	N/A	Completed	Completed
8	C161-4	Waste Management Annual Audit Compliance Report	Operational Task	N/A	This item is progressing and is due for completion in December 2024	Progressing
9	C39-8	Official Conduct Complaints Register	Legislative Requirement	Local Government Act 1995, s.5.121 Register of certain complaints of minor breaches	Updated as required. Available on the website: https://www.sdwk.wa.gov.au/council/governance/council-registers.aspx	Completed
10	C221-12	Financial Interests Register (Primary, Annual and Related Party Returns, CEO Gifts)	Legislative Requirement	Local Government Act 1995, s.5.88 Register of financial interests	Updated as required. Available on the website: https://www.sdwk.wa.gov.au/council/governance/council-registers.aspx	Completed
11	C261-5	Financial Interests Register (Interest Disclosures at Council Meetings and within Officer Reports) - Internal	Legislative Requirement	Local Government Act 1995, s.5.88 Register of financial interests	Updated as required. Available on the website: https://www.sdwk.wa.gov.au/council/governance/council-registers.aspx	Completed
12	C269-5	Common Seal Register	Legislative Requirement	Local Government Act 1995, s.9.49A Execution of Documents	A review of the Common Seal Register and Policy has been undertaken. A Council report will be presented to the Commissioner at the 26 June 2025 OCM	Progressing
13	C107-51	Local Emergency Management Committee (LEMC)	Legislative Requirement	Emergency Management Act 2005, s.38 Local Emergency Management Committee	Meetings are held at a minimum three times a year. No meetings have been held in 2025 due to Council resignation. Th next LEMC Meeting is booked for the 20 May 2025	Progressing
14	C113-5	Local Laws Review	Legislative Requirement	Local Government Act 1995, s.3.16 Periodic Review of Local Laws	Consultant has been appointed. Review of local laws to be completed by the 7 December 2026	Progressing
15	C128-79	Financial Interest Register - Primary Returns for New Employees	Compliance Requirement	Local Government Act 1995, s.5.75 Primary Returns	Updated as required. Available on Shire website: https://www.sdwk.wa.gov.au/council/governance/council-registers.aspx	Completed
16	C147-5	Tender Register - Review of register for compliance	Compliance Requirement	Local Government (Functions and General) Regulations 1996, Reg.17 Tenders Register	This is an ongoing action item	Completed
17	C154-6	Annual Staff Performance Reviews	Legislative Requirement	Local Government Act 1995, s.5.38 Annual Review of employees performance	Staff performance reviews are progressing. Planning – 68.18% In Progress – 28.32% Finalised – 7.08% Complete – 4.42%	Progressing
18	C226-2	Community Strategic Plan - Collection of Key Performance Indicators	Legislative Requirement	Local Government Act 1995, s.5.56 Planning for the future	CEO is currently reviewing	Progressing
19	C237-25	Monitor Legislative Changes	Operational Task	N/A	Regular Review - DLGSC, WALGA, Department of Premier and Cabinet, Parliament House - Hansard	Completed
20	C170-7	RCD/Smoke Alarm/Grounding - Electrical Safety Certificates for Residential Accommodation	Operational Task	N/A	review is currently being undertaken	Progressing
21	C227-3	Fitzroy Crossing Council Meetings - Scheduling yearly Council Meetings	Operational Task	N/A	This is an ongoing action item - Annual review in November	Completed
22	C280-1	Yearly Tender Register to be recorded into Synergy Records	Operational Task	N/A	Updated as required: https://www.sdwk.wa.gov.au/council/doing-business-with-the-shire/tenders.aspx	Completed
23	C255-2	Councillor Service Register and Honour Board Update	Operational Task	N/A	Updated following each local government election. Next Review in October 2025	Completed
24	C189-3	Annual Electrical Technical Inspections (Derby and Fitzroy Crossing Airports)	Operational Task	N/A	Annual Review. Last inspection completed on the 24 September 2024. Next inspections due in November 2025.	Completed
25	C193-3	Local Public Notice - Council / Committee Meeting Schedule	Legislative Requirement		Completed	Completed
26	C162-4	Waste Management License - Fitzroy Crossing	Operational Task	N/A	Completed	Completed
27	C260-21	Derby Port Monthly Report Coordination and Submission	Compliance Requirement	N/A	This is an ongoing action item	Completed
28	C270-32	Financial Position Statement	Legislative Requirement	Local Government (Financial Management) Regulations 1996 - Reg.34 and 35	Completed	Completed
29	C120-5	MRRG Road Improvement and Rehabilitation and Black Spot Road Project Grants	Operational Task	N/A	Annual Review	Progressing
30	C163-23	Airports Inspections and Reports (Derby and Fitzroy Crossing) - Weekly Report	Operational Task	N/A	This is an ongoing action item	Completed
31	C204-10	Leases - Renewals /Extensions	Operational Task	N/A	This is an ongoing action item	Completed
32	C205-6	Leases - Annual Fee Recalculation	Operational Task	N/A	Lease register monthly review to identify calculation required	Completed
33	C242-16	Derby Youth Partnership Agreement - Rio Tinto Funding /Quarterly Partnership Meetings	Legislative Requirement	N/A	This is an ongoing action item. Report reviewed and submitted on the 28 February 2025	Completed
34	C262-20	Financial Interests Register (Interest Disclosures at Council Meetings)	Legislative Requirement	Local Government (Administration) Regulations 1996, Reg. 28 Register of financial interests, form of (Act s.5.88(2))	This is an ongoing action item. Available on the website: https://www.sdwk.wa.gov.au/council/governance/council-registers.aspx	Completed
35	C313-2	Confirmed Minutes of Council or Committee Meetings to be published to Shire website	Legislative Requirement	Local Government Act 1995, s.5.96A Information published on official website	Updated and available on website monthly: https://www.sdwk.wa.gov.au/council/council-meetings/meeting-agenda-and-minutes.aspx	Completed
36	C169-2	National Strategic Plan for Asbestoss Awareness and Management 2019-2023 (NSP 2019-2023)	Operational Task	N/A	This is an ongoing action item	Ongoing Action Item
37	C206-12	Elected Member Training Register Review	Compliance Requirement	N/A	Updated as required. Available on the website: https://www.sdwk.wa.gov.au/council/governance/council-registers.aspx	Completed
38	C263-2	Financial Interest Register (Interest Disclosure at Council Meetings) - Yearly Register to be recorded	Compliance Requirement	N/A	Updated as required. Available on the website: https://www.sdwk.wa.gov.au/council/governance/council-registers.aspx	Completed
39	C268-13	Outstanding Compliance Calander Tasks	Operational Task	N/A	Ensures internal compliance. Updated as required	Completed

	Task Number	Calendar task	Category	Legislation	Comment	Status
40	C143-46	Roads to Recovery - Online Submission Expenditure Report and Forecast for the Next Quarter	Operational Task	N/A	Quarterly Review	Completed
41	C168-20	Fitzroy Crossing Checklist of Regular Activities	Operational Task	N/A	This is an ongoing action item of regular activities required to be undertaken by staff in Fitzroy Crossing	Completed
42	C223-30	Managed Services Contract Management - IT Management Meetings and Site Visits	Operational Task	N/A	It is expected that the next site visit will occur in June 2025	Completed
43	C329-1	Corporate Firearms License - Information Review	Operational Task	N/A	Due to legislative changes, the Shire is currently awaiting contact from the Police and further direction	Progressing
44	C144	Senior Employees - Review - Review status of employees who have been designated as Senior Employees under	Legislative Requirement	Local Government Act 1995	Annual Review. The Shire has no senior designated employees (2024/2025)	Completed
45	C96	Gazettal and Notice of Health Fees and Charges - Gazettal and Notice of new fees and charges for next	Legislative Requirement	Health (Miscellaneous Provisions) Act 1911	Review of fees and charges occurring. Advertising will occur once budget has been adopted by Council	Progressing
46	C86	Equal Opportunity Management Plan Report to Senior Management	Legislative Requirement	Equal Opportunity Act 1984	Annual Review. Report has been completed and submitted to Executive for review	Completed
47	C176	Public Interest Disclosure Procedures - Internal Audit	Legislative Requirement	Public Interest Disclosure Act 2003	Annual Review. Review has been completed and new staff member allocated to the position	Completed
48	C228	Annual submission of DWER Annual Audit Compliance Report (AACR) - Waste Management Facilities Submission of AACR	Legislative Requirement	Environmental Protection Act 1986	Both reports for Derby and Fitzroy Crossing have been signed and submitted	Completed
49	C286	Authorisations Register Review	Legislative Requirement	Local Government Act 1995	Regular review. Last reviewed on the 28 March 2025	Completed
50	C232	Authorised Persons Identifying Cards	Legislative Requirement	Local Government Act 1995	Cards are issued / cancelled as required	Progressing
51	C198	Statutory Register Review - Delegations Register	Legislative Requirement	Local Government Act 1995	Review currently being undertaken. Report to Council at the 29 May 2025 OCM	Progressing
52	C198 (Subtask)	Review of Delegation letters following Delegation and Authority Review	Operational Task	N/A	Reviewed as required. Review currently being undertaken	Progressing
53	C202	Annual Salaries and Allowances Tribunal Remuneration Update	Legislative Requirement	Local Government Act 1995	Local Government Chief Executive Officers and Elected Council Members Determination No 1 of 2025 released on the 4 April 2025. Determination considered at budget development	Completed
54	C279	Kimberley Mineral Sands - Additional Payments Review Capacity	Operational Task	N/A	Agreement to be terminated by the 30 June 2025	Completed
55	C284	Review of Shire Presidents Allowance	Operational Task	N/A	Reviewed every two years	Progressing
56	C308	Kimberley Mineral Sands - Confirm Insurance type	Operational Task	N/A	Agreement to be terminated by the 30 June 2025	Completed
57	C220	Kimberley Mineral Sands - Port User Agreement	Operational Task	N/A	Agreement to be terminated by the 30 June 2025	Completed
58	C201	Foreign Arrangements - Reporting and Portal Registrations	Operational Task	N/A	Agreement to be terminated by the 30 June 2025	Completed
59	C103	Integrity in Procurement - Internal Audit Review	Legislative Requirement	Local Government (Financial Management) Regulations 1996 Local Government (Audit) Regulations 1996	Last reviewed 31 March 2024. Review currently being undertaken	Progressing
60	C42	Review of Corporate Business Plan	Legislative Requirement	Local Government Act 1995 Local Government (Administration) Regulations 1996	Annual Review - Review currently being undertaken	Progressing
61	C325	Economic Development Funding Reports - Kimberley Development Commission	Operational Task	N/A	Due every three months until the 30 January 2026	Ongoing Action Item
62	C245	Satellite Phone Serviceability Review	Operational Task	N/A	Bi-Annual Review - Review currently being undertaken	Progressing
63	C276	Review Vehicle Schedule for Registration	Operational Task	N/A	Reviewed as required. Vehicle registration renewal anniversaries do not fall on the same date and are in most cases, spread across a financial year	Ongoing Action Item

12.2 GOVERNANCE AND COMPLIANCE - RISK MANAGEMENT**File Number:** 5476**Author:** Telia Reilly, Governance and Risk Coordinator**Responsible Officer:** Jill Brazil, Acting Director Corporate Services**Authority/Discretion:** Executive**SUMMARY**

This report presents an update on controls developed and implemented in ensuring effective risk management.

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

The Audit and Risk Committee provides guidance and assistance to Council. The Committee assumes a key role in assisting the Shire fulfil its governance and oversight obligations related to financial reporting, internal controls, risk management systems, legislative compliance, ethical accountability and internal and external functions.

There are a number of audits that local governments are required to complete to address these obligations, and the reports from these audits are presented for endorsement at the time. Managing risk requires all Council Members and officers to use an interactive process consisting of steps that, when undertaken in sequence, enable a sound basis for decision-making and facilitates continuous improvement in performance.

STATUTORY ENVIRONMENT

Local Government Act 5.41 (Functions of CEO) outlines that the functions of the CEO include the requirement to manage the day to day operations of the local government, including coordinating the undertaking of the legislative requirements of the local government.

Local Government (Audit) Regulations 1996 outlines requirements for financial and systems audits.

Local Government (Financial Management) Regulations 1996 outlines requirements for financial and systems audits.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: Non-compliance with legislation	Possible	Moderate	Medium	Continue to build and monitor internal procedures and to train/manage staff on legislative compliance
Reputation: Adverse media and lack of community confidence	Possible	Moderate	Medium	Continue to build and monitor internal procedures and to train/manage staff on legislative compliance

CONSULTATION

Internal consultation.

COMMENT

The Shire currently has a total of 116 audit actions. The below table highlights the current status of the Shire's Risk Register.

STATUS	NUMBER
Identified risk items at beginning of reporting	94
Risk Items added to register	23
Completed (Since 23 May 2024)	52
TOTAL OUTSTANDING	65
COMPRISES OF:	
No further action	2
Not Started	1
Ongoing	11
Programmed for 2024	1
Programmed for 2025	4
Progressing	46
TOTAL	65

VOTING REQUIREMENT

Simple majority

ATTACHMENTS**1. Governance and Compliance - Risk Register - May 2025****RESOLUTION**

That Council (Commissioner) receive and note the information contained in the Shire of Derby/West Kimberley Risk Register – May 2025.

RESOLUTION CCO12/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

Noting from the Chief Executive Officer that the risk management framework is an ongoing process and will be enhanced in future presentations.

Shire of Derby / West Kimberley Risk Register
30 April 2024

Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed	
Regulation 17 Review - December 2022												
1	Risk Management	5.1 Risk management framework (Risk Management)	<p>The Shire maintains a Risk Management Framework (March 2020). We understand from officers that this was developed in consultation with LGIS and is due to be reviewed in 2023. The framework includes the Risk and Opportunity Management Policy (June 2021).</p> <p>The Shire's Risk Dashboard Report (February 2020) covers various topics for each business unit of the Shire. It includes control areas, ratings, and actions proposed by the Shire to address risk weaknesses.</p>	<p>Ensure the Risk Management Framework makes adequate reference to the operation of the Risk Dashboard.</p> <p>Include a table of review details, including review deadlines in the Risk Management Framework.</p> <p>Review and update the Risk Dashboard Report. Present it to the audit committee as an update and request that the audit committee consider resourcing needs.</p>	Reg 5 5.3 Audit Finding Procurement & Purchasing Process Compliance ISA 2022 8. Risk Management ISA 2023 5. Risk Management	Extreme	Corporate Services	Draft review to Executive June 2024	<p>The Risk Management Framework is complete.</p> <p>Ongoing review of operational and strategic risks occurs, reported to Executive meetings.</p> <p>This will be further developed, and presented to the Audit and Risk Committee Meeting every three months.</p>	Ongoing	Director Corporate	
2	Risk Management	5.1 Risk management reporting (Risk Management)	<p>The Risk Management Framework contains guidance on risk reporting including a risk matrix and acceptance criteria. Key controls and actions are listed in the Risk Dashboard Report under each category. Each action is assigned to a responsible officer.</p> <p>There is no formal system for reporting and escalating internal risks (e.g. issues with financial procedures). Staff are expected to bring such risks to the attention of their supervisor.</p> <p>Apart from the Risk Dashboard Report, the Shire does not maintain a risk register.</p>	<p>Add the topic of 'risk management' to senior management group meeting agenda templates.</p> <p>Ensure employees are regularly encouraged to report internal/ business/strategic risks. For example, employees could be regularly reminded during team meetings.</p> <p>Ensure all risks identified are recorded, including follow-up actions. This may be in the form of a risk register.</p>		Extreme	Corporate Services		<p>This has been included on the Organisational Management Team agenda, occurring monthly.</p>	Ongoing	Director Corporate	
3	Business Continuity	5.1 Business Continuity Plan (Risk Management)	<p>The Shire has a draft Business Continuity Management Procedures Manual (March 2020) and Business Continuity Response Plan (March 2020). Both are yet to be endorsed.</p> <p>The drafts were prepared with assistance from LGIS consultants. The plan considers loss of IT or communications and refers to an IT Disaster Recovery Plan.</p> <p>The Shire has recently initiated a structure of regular Shire/Managed IT services management meetings. The first meeting had not yet been held at the time of this Review.</p>	<p>Review and adopt the draft Business Continuity Plan and Business Continuity Management Procedures Manual.</p> <p>Ensure the Shire's IT contractors are consulted regarding business continuity of IT systems.</p> <p>Ensure the IT Disaster Recovery Plan referred to in the Business Continuity Response Plan is regularly reviewed. Ensure Managed IT are involved in the review process.</p> <p>Schedule regular management meetings between the Shire and Managed IT. Create a status report of tasks for Managed IT to undertake and monitor actions relating to those tasks at the management meetings.</p>	ISA 4. IT Governance and Strategy ISA 5. Physical and Environmental Security Management ISA 6. Business Continuity Management	Extreme	Corporate Services		<p>The Business Continuity Plan has been approved.</p> <p>The introduction of process mapping has identified a number of processes, this will continue.</p> <p>Shire staff meet bi monthly with Managed IT. DRP implemented.</p>	Completed	Closed	
4	Budget	5.1 Addressing incorrect accounting estimates (Risk Management)	<p>The Shire undertakes quarterly budget reviews, where the budget is rebalanced. Where a significant variation occurs between budget reviews, a budget review item may be presented directly to council, rather than waiting for the next quarterly budget review.</p> <p>Where an item is found to be more than the purchase order, checks will be undertaken into other areas of underspending to allow for the additional expense.</p> <p>The Synergy accounting system will warn officers if the item they are drafting a purchase order for something that is beyond the budgetary allocation for that cost area.</p>	No suggested action.			Corporate Services			No Further Action	NFA	
5	Claims and Litigation	5.1 Dealing with claims and litigation (Risk Management)	<p>The Shire does not have a formal internal process for dealing with claims and litigation. However, we understand from officers that it is well understood that engagement of legal advisors requires approval of the CEO.</p>	<p>Draft a CEO directive to provide guidelines for how to manage a claim in a manner that minimises risk. This should include consulting with the Shire's insurers and guidance on how to appropriately communicate to the claimant (if at all).</p>		Medium	Corporate Services		<p>There is a draft CEO Directive (D-CP5) Criminal Investigations and Prosecutions that continues to be reviewed to include claims and litigation against the Shire. Liaison ongoing with LGIS.</p>	Progressing	Director Corporate	
6	Code of Conduct	5.1 Preventing and uncovering misconduct, fraud and theft (Risk Management)	<p>The Fraud, Misconduct Control and Resilience Policy (February 2022) refers to relevant Australian standards and outlines basic reporting requirements. The policy also refers to public interest disclosure requirements. The Shire's management of public interest disclosures are guided by the Shire's Public Interest Disclosure Guidelines (August 2022).</p> <p>The Shire's Code of Conduct for Employees (March 2022) states the integrity and ethical standards expected from employees of the Shire. All new employees are required to sign to confirm that they have received the Code of Conduct for Employees.</p> <p>The Code of Conduct for Council Members, Committee Members and Candidates states the standards expected of the conduct and behaviour of councillors, committee members and candidates. This is supported by the Code of Conduct Behaviour Complaints Management Policy (June 2022). We understand from officers that the CEO generally promotes the importance of procedures dealing with misconduct, fraud and theft at senior manager meetings and staff meetings.</p>	<p>Include adoption/review details as well as a review deadline in the Code of Conduct for Council Members, Committee Members and Candidates.</p>		Medium	Corporate Services		<p>Inclusion of a compliance task C150 to review every two years.</p> <p>Reviewed document following 2023 Ordinary Elections. To be presented to a future Council meeting for adoption.</p> <p>Next Review Due 1 January 2026</p>	Progressing	Director Corporate	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Regulation 17 Review - December 2022											
7	Environmental Management Plan	<p>The Shire does not maintain a Shire-wide environmental risk management plan.</p> <p>The Shire does maintain a Derby Port Environmental Policy which sets out high-level goals regarding the environmental management of the port and surrounding waters. Specific mitigation strategies are not identified.</p> <p>The Derby Waste Disposal Site is nearing the end of its capacity.</p>	<p>Develop environmental management plans for high-risk areas of the Shire. All plans must comply with relevant legislation vesting/management orders, and head leases. High-risk areas may include waste management sites, the Derby Port, and the Derby and Fitzroy Crossing depots and their respective airports.</p> <p>If not done so already, ensure all contaminated sites are being managed in accordance with their waste site licence requirements and other relevant statutory requirements. Plan for the future of the Shire's (and its community's) waste disposal requirements.</p> <p>Consider developing a Shire-wide Environmental Risk Management plan to address the Shire's environmental targets. This may include factors such as responsible disposal of chemicals, waste reduction targets, water consumption and electrical consumption.</p> <p>Ensure the Derby Port Environmental Policy is dated and includes review details.</p>	FA 2022 3. Rehabilitation Provision Assessment FA 2023 3. Rehabilitation Provision Assessment	Medium	Technical and Development Services		Consultant engaged and project plan developed.	Programmed for 2025	Director Community Planning	
8	Work Health and Safety	<p>We understand from officers that the Shire recently created a Work Health and Safety Committee which will meet every two months. Any incidents and risks identified are to be discussed during these meetings. Executive employees will attend these meetings.</p> <p>LGIS recently completed a 3 Steps to Safety review of the Shire's WHS systems and procedures. The Shire has been provided with an OSH Action Plan (April 2022) following this review.</p> <p>We understand from officers that the Shire is currently receiving some assistance from WHS representatives from the City of Perth. A new employee has begun in the new role of Senior Work Health and Safety Officer. This new employee will continue to action items listed in the OSH Action Plan provided by LGIS, although we understand further training will be required for this officer.</p>	<p>Ensure a clear procedure is established for employees to report incidents and concerns to the Work Health and Safety Committee or Senior Work Health and Safety Officer.</p> <p>Monitor progress made in relation to tasks listed in the OSH Action Plan and ensure all actions are dealt with in a timely manner. A regular update via a status report to the Executive Team Meeting is one way of maintaining momentum on this.</p> <p>Where necessary, ensure adequate resources are provided to support officers undertaking these tasks.</p>			Executive Services		Clear Process now in place. Reporting to Executive once a month. Continuous improvements to the process based on feedback.	Completed	Manager People & Culture	
9	Insurance	<p>LGIS assesses the Shire's insurable risk by inspecting the Shire's asset register and completing site inspections. LGIS compose an insurance list that is sent to the Shire for approval.</p> <p>Everything that may amount to an insurance claim is reported to the Senior Administration Officer - Infrastructure, who will open a claim file. The Asset Maintenance Officer, Directors and Managers are aware of this process. All new employees are told to report incidents regarding damages or work health and safety to their managers.</p> <p>The Senior Administration Officer - Infrastructure follows an operational procedure for insurance claims.</p>	<p>Periodically remind staff to report insurance claimable incidents to their managers during staff meetings/team meetings.</p> <p>Ensure operational procedures, including the Operational Procedure - Insurance, are dated.</p> <p>Consider including insurance claims in the ProMapp initiative.</p>			Corporate Services		Ongoing update to team meetings. Process and Procedure to be developed	Ongoing	Governance and Risk Coordinator	
10	Insurance	<p>A claims status list is stored in the X-Drive as an excel spreadsheet. This includes file numbers, basic descriptions of each claim and their status. The spreadsheet is managed by the Manager Administration.</p> <p>The Manager Administration will notify the finance team if a claim is approved.</p>	<p>Ensure the procedure for monitoring insurance claims is captured in a written document. It could be captured when developing the ProMapp initiative.</p>			Corporate Services		Process Map developed.	Completed	Closed	
11	Auditor Process	<p>We understand from officers that a task is set in the Compliance Calendar which outlines the process for addressing auditor comments following the annual audit. All auditor comments are allocated to responsible officers to make commentary and update the calendar task. Once all are addressed, the task is closed and regenerated for the next audit.</p> <p>We note that the officer was unable to provide a copy of this compliance calendar task.</p>	<p>Ensure that control weaknesses identified by the auditors are captured in the Compliance Calendar.</p> <p>Conduct a review of actions from last year's auditors to check that the above process is working.</p>		Medium	Corporate Services		C298 Review of Audit Findings has been added to the compliance calendar.	Completed	Closed	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Regulation 17 Review - December 2022											
12	Procurement 5.1 Controls for unusual types of transactions or high-risk transactions (Risk Management)	We understand from officers that business cases have historically been presented to council in relation to proposed projects requiring significant investment. This practice has not been used in recent times. We understand from officers that large projects are generally discussed in corporate planning sessions and are addressed to the Corporate Business Plan. The Shire regularly uses the WALGA and the local Derby Vendor Panel system to seek suppliers to ensure a suitable level probity and transparency.	Consider developing a CEO's directive regarding the practice of drafting business cases and risk assessments for unusual, expensive or high-risk activities or projects. This will assist the Shire to assess risk, ensure costings are accurate and consider whether a project manager is needed.			Corporate Services		Procurement review occurring, Senior Procurement Advisor to further develop templates and implement.	Progressing	Senior Procurement Advisor	
13	Procurement 5.1 Procurement Framework (Risk Management)	The Shire's procurement system is supported by the Procurement of Goods and Services Policy (February 2022), the Procurement Purchasing Limits CEO Directive (May 2022) and the Record and Evaluation of Quotes Form. Purchasing limits are defined in the Procurement Purchasing Limits CEO Directive. A purchase order system is included in the Finance Department's Procedure Manual. The Shire regularly uses the WALGA and the local Derby Vendor Panel system to seek suppliers to ensure a suitable level probity and transparency.	Review and update the Finance Department's Procedure Manual to reflect the new digital Purchase Orders system (ref: pages 60/161).	Reg 5 5.3 Audit Finding Procurement & Purchasing Process Compliance		Corporate Services		Complete. Policy reviewed regularly.	Completed	Closed	
14	Changes to control environment 5.1 Communicating changes to the Shire's control environment employees (Risk Management)	Senior employees including managers and directors are updated on an ad hoc basis in relation to changes to the Shire's control environment. This may include updates regarding upcoming elections or changes to statutory obligations.	Include 'changes to control environment' in the agenda template for management team, executive team meetings and directors' meetings. Changes to policies, procedures, legislative obligations or industry standards can be raised under this system.			Corporate Services		Policies and Directives - process has been developed to include a broadcast to staff when policies / directives have been adopted. New Compliance Calendar C237 Monitor Legislative Changes is undertaken on a monthly basis. Governance Officer now receives RSS emails from WA Legislation and have developed a process to notify relevant managers and staff when legislation has been changed. Also monitors Dept. of Local Government and WALGA website.	Completed	Closed	
15	Induction process 5.1 Induction procedures (Risk Management)	The People and Culture Team are guided by the Recruitment Process and Timeline CEO Management Directive (August 2021). A calendar invitation is sent to the new employee's supervisor attaching induction information. The relevant manager and the People and Culture Team will receive a reminder the following week to ensure the process has been completed. The inductions and management of Trainees or Workplace Students are guided by the Administration Trainee/Workplace Student Handbook & Checklist. The supervisor of a new employee is provided with Checklist New Employee Induction to ensure the employee receives all necessary information in their induction. The checklist is to be completed by the Supervisor and signed by both the supervisor and the new employee. This document is saved in the relevant personnel folder. Online safety training and cultural awareness training must be completed by new employees prior to commencing work online safety training. Further training, including and IT Systems training, is conducted during the induction process.	Schedule a meeting with new employees approximately a month into their employment with the Shire to ensure the employee is comfortable with all systems and procedures. Ensure a review deadline is included in all management directives. Ensure the induction process emphasises cultural and ethical expectations of Shire employees, including encouraging employees to report issues or concerns. This may be addressed in the Code of Conduct but should be emphasised.	ISA 2022 1. IT Governance - Cyber Security Awareness Training		Executive Services		Induction processes reviewed and updated. Managed IT to provide structured Induction process document as well as facilitate for cyber security awareness training in Managed Portal - which will be trackable in terms of staff completion to meet this requirement. Elmo software program has resulted in automatic updates and simplified forms to enable an easier process. Training programs are delivered face to face and online. Improvements to the induction process are ongoing, Corporate Services (Governance and IT) work closely with People and Culture to ensure operational needs are met.	Ongoing	Manager People & Culture	
16	IT Management 5.1 IT management plan and data recovery procedure (Risk Management)	The Shire has engaged an external contractor to manage its IT requirements. The officers identified that the contractual documents between the Shire and its external contractor address service details including backup service agreements and products. We understand from the Shire's IT contractor that the Shire's data is stored at multiple backup points. Backups of the Shire's data are replicated both onsite and offsite (Perth). Officer emails are also backed-up. Shire officers are able to send a service request to the external contractor to restore a document or other lost information. If restoring the information may result in loss of new information, the contractor will contact the Manager Administration for approval. This process appears to be well understood but is not captured in a written procedure.	Ensure the IT contract and the associated tender requirements are managed and upheld. This could be achieved through the regular joint meetings between the Shire and Managed IT. Maintain a status sheet to monitor whether the managed services tender requirements are being met. Ensure the Shire is satisfied that the external contractor has in place the necessary practices and procedures to satisfy terms and conditions of the contract and tender requirements. Especially in relation to protecting the Shire's IT systems from cyber security risks. Capture the procedure for requesting and approving the restoration of a document in a written procedure.	ISA 2022 3. IT Governance - Standards, Policies and Procedures ISA 2023 3. IT Governance - Standards, Policies and Procedures ISA 2022 4. IT Governance and Strategy Reg 5 Back-Up Procedures		Corporate Services		Managed IT and Customer Services, and Deputy CEO meet with Managed IT bi monthly. A Steering Group has been established that meets quarterly. Membership consists of Management and relevant Officers responsible for IT projects Ongoing review of cyber risks, together with improvements to Essential 8. Budget 2024/25 includes provision for additional risk controls. Managed IT to provide policy documentation around backup and restore process for SDWK. Adding a field in Managed Portal for test restores of specific files will be added, which then will allow the request to be actioned, and documented for further audits. To be completed no later than 15/2/25.	Progressing	MIT	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Regulation 17 Review - December 2022											
17	IT Management 5.1 Cyber security protocols (Risk Management)	The Shire's external IT contractor monitors government security bulletins for any threats that might affect the Shire. We understand from the external IT contractor that a number of tools are used to perform internal and external network scans. They also regularly update the Shire's IT programs. As required reporting is issued to the Shire if potential risks or issues are identified.	Ensure that the external IT contractor completes periodic risk assessments and reports, as opposed to ad hoc reports. We understand it is a contractual requirement to complete quarterly reports. These should be included as agenda items at the regular management meetings between the Shire and Managed IT.	ISA 2022 8. Risk Management ISA 2023 5. Risk Management ISA 2022 9. Network Security Management ISA 2023 8. Network Security Management ISA 2022 10. Password Management ISA 2023 9. Password Management		Corporate Services		Managed IT to provide risk management policy documentation for approval. Process to be absorbed into bi-monthly vCIO meetings as an agenda item. Quarterly assessment report will be created, showing progress towards Essential 8 ML1 and other Risks. To be completed no later than 28/2/25.	Progressing	Manager ICT and Customer Service	
18	Work Health and Safety 5.1 Emergency evacuation procedures (Risk Management)	The Shire has written procedures for various emergency situations including threats by fire, lighting, armed robbery and bombs. All buildings contain evacuation plans and maps to muster points. However, we understand from officers that some of these documents are outdated. The Shire does not conduct regular evacuation drills for its occupiable buildings. Some Shire employees have recently undergone fire warden training.	Review and update evacuation procedures and maps to muster points for all occupiable buildings. Review and update written procedures for fire, lightning, armed robbery, bombs, etc. Include a review deadline on all written procedures, including evacuation procedures. Conduct periodic evacuation drills for all occupiable buildings. Include a reminder to do so in the Compliance Calendar.			Executive Services		Evacuation Diagrams installed. Emergency Response Plans currently being reviewed for all Shire facilities. Chief and Area Wardens, provide training. Signage and relevant equipment installed. Emergency Drills scheduled and conducted. LGIS continue to assist and provide warden and emergency drills training.	Progressing	Manager People & Culture	
19	Delegations 5.2 Delegation register review (Internal Control)	The Delegated Authority Register (July 2022) can be accessed by employees through the internal SharePoint or the Shire's website. A task has been programmed into the Compliance Calendar to ensure the Delegation Register is reviewed annually. The task details the steps required to undertake the annual review. It was last reviewed in July 2022.	No suggested action.		High	Corporate Services		Delegation Register is annually reviewed, along with changes made throughout the year.	Completed	Closed	
20	Delegations 5.2 Recording use of delegations (Internal Control)	New employees who have delegated authority will receive an induction package outlining how their delegations are to be used and recorded. It is the responsibility of the employee to ensure they are recording their use of delegation in the Attain system, in accordance with statutory requirements.	Ensure a suitable procedure is in place to monitor officer use and recording of the use of delegations. For example, this could be via periodic sample audits or considered as part of annual staff performance reviews.		High	Corporate Services		Note that not all use of delegations are recorded in Attain - eg. Some are via the Synergy Finance System - cat and dog registrations. Staff receive a CEO notification letter with the delegations, responsibilities for Primary & Annual Returns and information regarding the recording of the use of delegations, including an Employee Quick Guide for Attain. Continue to provide training to staff using Attain to record.	Completed	Closed	
21	Policies and Directives 5.2 Policy manual review (Internal Control)	The Shire has council policies and CEO directives. A task has been programmed into the Compliance Calendar to ensure the Shire's council policies are reviewed annually. We understand from officers that a Microsoft Teams channel is allocated to each policy. Responsible officers are assigned alerts to make required amendments to the policy in the relevant channel. All amended or new council policies are presented to council. Changes in policies are highlighted to ensure the council can easily recognise all amendments. Adoption and review details are included at the bottom of all council policies. CEO directives are dated but do not include review details.	Ensure all policies include a deadline for the next review. Ensure all CEO directives provide review details, including a review deadline.		High	Executive Services		All draft policy documents include next review details - once they have been reviewed, the revised policy will be published to the website. This will be in a cycle of two years. CEO directives continue to be updated. Develop a process for reviews, but a process similar to the policy review is in draft (including a compliance calendar task). Currently have a CEO Directive Register.	Completed	Closed	
22	Policies and Directives 5.2 Informing employees of policies (Internal Control)	All Shire policies are available in the internal SharePoint and on the Shire's website. Policies that are amended or adopted by council are circulated at management team meetings. Employees and their manager/supervisor are required to sign a Code of Conduct Employee Acknowledgement that they have received and read the CEO directives and sought explanation from their manager as necessary.	Ensure all relevant staff are directly notified of changes to policies or procedures via the relevant team meeting/staff meeting. Require all officers to sign that they have read and understood all council policies (as well as CEO Directives) relevant to their role during the induction process.		High	Corporate Services		An all staff broadcast email has been imbedded into the process of when Policies and Directives have been amended. People and Culture will provide an update regarding the induction process.	Completed	Closed	
23	Risk Management 5.2 Documenting risk identification and assessment activities (Internal Control)	Currently, the documentation of risk identification and assessment activities is not undertaken in a prescribed, formal manner. The Risk Dashboard has previously been used as the key risk identification and assessment tool. We understand from the officers that the Risk Dashboard was regularly updated and presented in Organisational Management Team meetings. However, this process has not been consistently undertaken in recent years. The Shire officers indicated that the Shire intends to reactivate this tool and reinforce a similar procedure. The Shire officers indicated that the Shire will be implementing the ProMapp system, which enables processes to be developed and accessed. This will ensure that the Shire's risk management procedures are embedded into formalised processes.	Prioritise the implementation of the ProMapp system, particularly for what the Shire considers to be high-risk activities. Ensure the documentation of risk identification and assessment activities is implemented into the ProMapp system in a timely manner. Ensure risk identification and assessments are regularly discussed at Organisational Management Team meetings and reported to the Audit Committee.		Extreme	Corporate Services		Promapp progressing well, 113 processes have been identified and documented. Risk management continues to be a priority for 2025.	Progressing	Governance and Risk Coordinator	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Regulation 17 Review - December 2022											
24	Agendas 5.2 Drafting reports to council (Internal Control)	The Shire has a template document for drafting reports to council and a Report Writing Guide (April 2020). The Report Writing Guide is not specific to council reports but can be used as a guide for drafting reports to council. There are no formalised supporting guidance documents to assist those officers who are new or unfamiliar with drafting reports to council. Officers are required to confer with other officers and consider previous reports to council.	Review the Report Writing Guide and provide review details at the base of the document, including a review deadline.			Governance		This has stalled due to anticipated legislation changes.	Programmed for 2025	EA to the CEO	
25	Research 5.2 General research procedures (Internal Control)	Officers who currently undertake research tasks as a part of their role at the Shire do so on the basis of their own prior understanding and experience in the local government industry. Where required, they will consult with their supervisor.	Create a guidance document to support officers new to the local government industry when conducting research tasks. This might include links to key sources of information such as websites of authoritative organisations (WALGA, Department, LGIS), links to relevant legislation, regulations and industry standards and contact details for neighbouring local governments.						Completed	Manager People & Culture	
26	Position Descriptions 5.2 Confirmation of employee qualifications (Internal Control)	All employees must comply with the relevant position description and essential criteria identified during the recruitment process. Required qualifications are also listed in the letter of offer. Copies of all required qualifications must be provided during the onboarding process. Position descriptions are reviewed prior to each position being advertised and amended according to the Recruitment Requisition Form completed by the relevant director. The CEO signs off on all position descriptions. The review of the position description is referenced in the Recruitment Process and Timelines CEO Management Directive.	No suggested action.			Executive Services		Implementation of Elmo software captures this information and flags renewal dates	Completed	Closed	
27	Compliance Calendar 5.2 Internal audits/reviews (Internal Control)	We are advised by officers that the Shire undertakes internal audits and checks in accordance with various Compliance Calendar tasks. Individual calendar tasks are assigned to a responsible officer with a set timeframe and details regarding the required process. The responsible officer will receive weekly email reminders. Once complete, the responsible officer is required to attach evidence of completion to the task. We understand from the officers that an internal People and Culture audit has recently been completed. We understand that there are currently over 70 outstanding items on the compliance calendar.	Ensure that compliance calendar tasks have adequate supporting information within them, to enable their actioning and completion. Actively monitor the completion of calendar tasks to ensure they are completed and closed out in a timely fashion. Refer to the outstanding Compliance Calendar status report during the annual budget process to identify gaps in resourcing.		High	Corporate Services		A process has been developed and placed in Teams for staff bi-monthly review. A compliance calendar task C268 - Outstanding Compliance Calendar Tasks - follow up with staff, has been completed for Governance to review and provide an outstanding task report bi monthly with a required due date.	Completed	Closed	
28	Auditor Process Policies and CEO Directives 5.2 Liaising with auditors (Internal Control)	The Shire is usually in contact with its auditors twice a year; for the interim audit and annual final audit. Correspondence regarding those audits is ongoing as required in regard to those audits. Communications with the auditors are generally limited to that of financial management concerns. Currently, the Shire is in contact with its auditors approximately once a fortnight while the current audit is near being signed off.	Consider engaging on an 'as required basis' with auditors for feedback and guidance in relation to matters both inside and outside the scope of required audits.		Extreme	Corporate Services		Risk Register Audit Actions has been developed to capture all recommendations/action items and monitoring of same for ALL audits undertaken.	Completed	Closed	
29	Legal advice 5.2 Liaising with legal advisors	The Shire regularly engages with various legal advisors, all of whom are in the WALGA Preferred Supplier Directory. Some of those advisors have been supporting the Shire for a number of years. We understand from officers that the advisor is often selected based on the type of matter being dealt with. Executive staff or the CEO will determine when legal advice is required. We understand from officers that the CEO encourages advice to be sought if there is doubt.	Create a register of advice received, including a brief matter description and reference numbers to the relevant documents. This will enable employees to use (but not necessarily apply) as a reference material advice received in the past. A guideline must accompany the register to ensure that employees seek an updated version of advice, to cater for changes in law and application to circumstances different from those prevailing at the time of the original advice. Draft a CEO directive for seeking legal advice. This may include how to request legal advice, what needs to be considered before seeking legal advice, who can seek advice from lawyers, and contacts for lawyers who specialise in certain areas.			Governance			Progressing	Coordinator Governance and Risk	
30	Document Authorisation 5.2 Authorising documents, letters, emails and financial records (Internal Control)	The authorisation of documents is not addressed in a formal document. When a document needs to be authorised by a more senior officer, the officer undertaking the task collates the required information and sends it on to the relevant senior officer to authorise. Employees are expected to consult with their supervisor if they are unsure as to who can authorise a particular document. Where the CEO is required to sign a document, the initiating officer and relevant director is required to complete the Documents for signing by the CEO – Officer Declaration.	Develop a document that identifies the authority of the Shire's officers in relation to the authorisation of documents and records on behalf of the Shire. These details may also be included in relevant officer job descriptions.			Corporate Services		Delegation Register to be expanded to accommodate requirements. Ongoing review of position descriptions and authorisations occurring.	Progressing	Coordinator Governance and Risk	

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Regulation 17 Review - December 2022											
31	Procurement	5.2 Separation of roles and functions (Internal Control)	The procurement process requires multiple employees to review and/or sign off on the required documentation. For example, the invoice ought not to be signed off by the officer procuring the good or service.	Conduct periodic internal reviews to ensure that the various components of the purchasing process include a separation of roles and functions.		Corporate Services		Full review of Procurement occurring in 2025 Document this process	Progressing	Director Corporate	
32	Assets and Records	5.2 Restricting access to physical assets and records (Internal Control)	Physical archived documents are restricted by key access. Only three officers have keys to access the strong room and safe which stores leases, contracts and other important items. Property records in Coleman Centre can be accessed by anyone in the building. The records are not permitted to leave the building. A member of the public may access property records by submitting an application and fee. The Records Officer or administrative officers will access records on their behalf. The IT server room is only accessible by key. Executive officers and the Manager Administration have a key to access this room. There is a sign-in sheet for all external visitors to the IT server room. Mobile phones, laptops and other assets are also kept in the IT server room. The Manager Administration can distribute these items at the request of the People and Culture business unit or a director. This procedure is not captured in a written document. Officers are issued with keys to the administration building during their induction. People and Culture records indicate which officers have been issued with certain keys. Alarm codes for the administration building are issued to employees during their induction. Alarm codes are also provided to access the Council Chamber. These codes are limited to allow access within set access times. Keys to access Shire buildings can be issued to officers and contractors. This must be recorded on the Key Register.	Implement a written procedure for accessing records in Coleman Centre to ensure documents are suitably protected. This may include using lockable compactors or relocating the records to a room that can be locked. Draft a written procedure for the issuing of phones, laptops and other assets stored in the server room. Ensure that the Server Room Access Log is located in the vicinity of the server room. Implement a written procedure for the management of the Key Register. Noting that both of the above could be included in the ProMapp initiative. Ensure procedural documents are dated and include review periods, including the Facility Hire Procedure. Review the Employee Exit Checklist to ensure it captures the need to return access keys and other shire equipment like phones, computers, and vehicles, etc. on departure from the Shire.		Corporate Services		The server room in the Administration Office is locked by key and is only accessible by Governance. Record keeping in Coleman is being investigated. Asset Management has completed a full review of key register in 2023. Process map being developed for key register. The Employee Exit Checklist is being reviewed by People and Culture and Governance.	Progressing	Manager ICT and Customer Service	
33	IT Management	5.2 Restricting access to electronic documents and records (Internal Control)	Security ratings can be applied to files in Synergy Records. For example, People and Culture files have high-security ratings. Confidential codes can also be applied. Personnel files on the X-Drive also have security ratings. Some drives are restricted to certain employees. Officers can make requests to the Shire's external IT contractor to apply security ratings to files, including files in Synergy file. When an employee ends their employment with the Shire, a ticket request is sent to the Shire's IT Contractor to cease that employee's access to the Shire's electronic systems and records. The requirement to update Synergy records is listed in the Employee Exit Checklist. The Shire also has a User Exit Process to guide officers regarding disabling electronic access of exiting employees.	Capture the process for requesting restricted access to files in a written procedure.	ISA 2022 2. Financial Application - User Access Management ISA 2022 7. Network Access Management ISA 2023 2. Network Access Management	Corporate Services		This includes ongoing review as part of annual audit.	Completed	Closed	
34	IT Management	5.2 Updating computer applications and information systems (Internal Control)	The Shire's external consultant conducts regular updates on the Shire's computer applications and information systems. They will also advise the Shire when an item is outdated and requires replacing. We understand from officers that an external IT audit to assess the Shire's processes and procedures was recently conducted by Moore Australia. This is an annual audit.	Ensure required updates and/or replacements are included in the quarterly meetings required by the IT consultant's service contract.	ISA 2022 3. IT Governance - Standards, Policies and Procedures ISA 2023 3. IT Governance - Standards, Policies and Procedures ISA 2022 4. IT Governance and Strategy ISA 2023 4. IT Governance and Strategy	Corporate Services		Deputy CEO and Managed IT meet bi monthly.	Completed	Closed	
35	IT Management	5.2 Authorising changes to data files and systems (Internal Control)	The Shire currently lacks significant control in relation to authorising changes to data files as the Shire currently does not have an administrator for its IT software. The Shire significantly relies on its external IT contractor to assist with these matters.	Introduce an authorisation procedure for occasions when changes to data files are proposed.	ISA 2022 3. IT Governance - Standards, Policies and Procedures ISA 2023 3. IT Governance - Standards, Policies and Procedures ISA 2022 4. IT Governance and Strategy Reg 5 Back-up Procedures	Corporate Services		Managed IT developing with CEO. This occurs but require a formal procedure to be documented.	Progressing	MIT	
36	Accounting	5.2 Maintaining and reviewing financial control accounts (Internal Control)	Reconciliation procedures are completed at the end of each month. Managers are responsible for completing a variance analysis each month for their relevant accounts. The threshold for this review is a variance greater than 10% or \$30,000. Weekly invoicing procedures provide a quick review for both the finance and accounts team to ensure purchase orders have been allocated to the correct accounts. We understand from officers that an induction module regarding accounting/financial matters is currently being developed	Finalise and roll out the new accounting induction module		Corporate Services		The finance manual captures this process, in time the ProMapp system will include details of finance tasks.	Completed	Closed	

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Regulation 17 Review - December 2022											
37	Accounting 5.2 Comparing financial results against budgeted amounts (Internal Control)	As previously stated, reconciliation procedures are completed at the end of each month. We understand from officers that every costing line in the financials has a responsible employee allocated to it. Managers are responsible for completing a variance analysis each month for their relevant accounts. The threshold for this review is 10% variance or \$30,000. Reports are made to the Audit Committee on a monthly basis. Major variances are highlighted in these reports, including management comments. The financial dashboard provides graphical representation of the Shire's accounts	No suggested action.			Corporate Services		Monthly management financial report is provided for discussion at the monthly Organisational Management Team.	Completed	Closed	
38	Accounting 5.2 Ensuring (arithmetical) accuracy of records (Internal Control)	End-of-day checks and regular reviews are completed for particular records, including the Key Register. We understand from officers that a responsible officer is allocated to each line item in the budget. This officer is in charge of the relevant accounts and ensures finances are taken or deposited into the correct account. These procedures are not captured in written documents. Instead, employees receive on-the-job training as the processes occur.	Take active steps to promote a culture of accuracy. For example, accuracy of data, accuracy of information provided, and accuracy of records. One potential initiative to promote this would be for the CEO to establish accuracy, or the discharge of responsibility for accuracy, as being a performance indicator and highlight this at team meetings. Review costing process to ensure accuracy prior to reports being presented to the Audit Committee. Ensure staff who are involved in purchasing and costing are trained to have a full understanding of the systems/procedures involved.			Corporate Services		compulsory training for those staff involved in procurement.	Completed	Closed	
39	Accounting 5.2 Reviewing and reporting on the approval of financial payments (Internal Control)	The finance department maintains a Procedures Manual. When an invoice is received, the data is entered into the system by a member of the finance team. This is reviewed by a secondary officer and posted in preparation for the payment run. The payment details are checked to ensure they match the corresponding invoice. The Finance Manager performs checks through Synergy which is captured in an audit trail, before loading to the bank and informing directors (who then authorise the payment).	Ensure the Finance Department Procedure Manual is dated and includes a review deadline. Establish a procedure to regularly review and update the Finance Manual. Consider including the processes that are in the Finance Manual in the ProMapp initiative. These should capture the specific steps and checks of each process (e.g. the separation of roles with the payment of accounts).			Corporate Services		The finance team maintain the Procedure Manual however it will be included in promapp 2025	Progressing	Director Corporate	
40	Accounting 5.2 Comparing physical cash and inventory counts with accounting records (Internal Control)	Cash is accepted at some public facilities including the pool and the library. Daily reconciliation procedures are undertaken. All cash is brought to the Shire administration offices for processing. We understand from officers that written documents detail the procedures which must be undertaken prior to depositing the cash with the bank including procedures for entering cash into the Shire's systems. For example, the pool staff follow a Balancing the Till Procedure. The team leader is required to sign to verify that the cash collected corresponds with the receipts. The cash is then brought to the administration office where the reconciliation process is completed. The cash is then deposited into the bank. The refuse disposal area does not receive any cash. All payments are entered through a Cooe system, with invoices sent out monthly.	Ensure that the process for controlling cash transactions is in writing (i.e. included in the <i>Finance Team Manual</i>) and complied with. Introduce a Compliance Calendar task to review this procedure on an annual basis. Include review details in the Balancing the Till Procedure.			Corporate Services		CEO Directive D-CP7 Cash Handling and Cash Security approved, published and broadcast to staff.	Completed	Closed	
41	Accounting 5.2 Use of credit cards (Internal Control)	A credit card is allocated to both the CEO and the Director Technical and Development Services. A Request to use Corporate Credit Card Form must be completed and signed off by the relevant line manager before the cards are used. The procedure to use a corporate credit card is captured in the Finance Department Procedure Manual. The use of credit cards is reconciled with bank statements, invoices and completed Request to use Corporate Credit Card Forms.	Establish a system for the storage and distribution of credit card details. Include adoption and review details for procedures within the Finance Department Procedure Manual.	Reg 5.5.5 Audit Finding - Corporate Credit Cards		Corporate Services		Details recorded in SynergySoft and this has been included within the Finance Manual.	Completed	Closed	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Regulation 17 Review - December 2022											
42	Record Management	5.2 Records management procedures (Internal Control)	<p>Conduct a comprehensive review of the Shire's record systems to identify and address issues such as consistency of filing.</p> <p>Implement a centralised and consistent filing system supported by staff training and written procedures. This will require a managed transition from the use of the X-Drive and personal drives to Synergy Records or a dedicated digital records management system.</p> <p>Consider if additional support/resourcing is needed to assist with records management.</p> <p>Ensure records of individual officers are effectively managed. For example, by addressing these requirements in job descriptions and discussing records management during performance reviews.</p>			Corporate Services		Ongoing process development. Staff turnover results in delays.	Progressing	Records Management Officer	
43	Assets	5.2 Asset management plan (Internal Control)	<p>The Shire has drafted Asset Management Plans for buildings, roads, the plant, land and other assets. The Shire also has an Asset Management Policy (June 2021). The Asset Management Plan is a part of the Integrated Planning Process and identifies when replacements, refurbishments and maintenance are required. Reference is made to the draft Asset Management Plans when formulating the annual budget. Expenditure outside of the draft Asset Management Plans requires justification. A gap may at times exist between what is required in the draft Asset Management Plan and the expenditure provided in the budget.</p> <p>We understand from officers that the Shire maintains a working document of assets and an Assets Register. The Assets Register does not include any items valued under \$5,000, in accordance with relevant accounting standards.</p> <p>Physical inspections of large assets are undertaken for insurance purposes.</p> <p>We understand from officers that smaller items such as phones and laptops may not be captured on the Assets Register or the Asset Management Plans. Similarly, crew gear are mostly unaccounted items. These items are managed using a Small Plant Register and are replaced at end of their useful life.</p> <p>We understand from the officers that the Shire's IT service provider keeps track of the Shire's IT equipment needs and will contact the Shire when items require updates or replacing.</p>	<p>Prioritise endorsing the draft Asset Management Plans.</p> <p>Ensure relevant budgeting reports to council identify the long-term consequences of not meeting the requirements of the Asset Management Plan. Asset management training may also be appropriate if this is a concern of the Shire.</p>	<p>FA 2022 1. Impairment Assessment of Roads</p> <p>FA 2022 4. Fixed Asset Depreciation Rates</p> <p>FA 2023 7. Fixed Asset Depreciation Rates</p> <p>FA 2022 5. Fixed Asset Additions</p> <p>FA 2023 8. GST Capitalised on Fixed Asset Additions</p> <p>FA 2022 7. Fixed Asset Management Policy</p> <p>FA 2023 4. Fixed Asset Management Policy</p> <p>FA 2022 8. Fixed Asset Capitalisation Policy</p> <p>FA 2023 5. Fixed Asset Capitalisation Policy</p> <p>FA 2022 10. Fixed Asset Capitalisation Dates</p> <p>FA 2023 1. Impairment Assessment of Roads</p>	Corporate Services		Ongoing, Corporate Services in consultation with Infrastructure Services	Progressing	Director Infrastructure	
44	Compliance Calendar	5.3 Ensuring compliance with legislation, regulations, industry standards and internal policies (Legislative Compliance)	<p>The Senior Governance Coordinator maintains a Compliance Calendar. Automated tasks are disseminated to relevant officers to ensure specified timeframes (set by legislation or internally) are complied with. We understand from officers that an automated task is sent to the Senior Governance Coordinator quarterly to review the Compliance Calendar and add to the tasks it captures.</p> <p>Monthly reports of outstanding actions are generated and reviewed by the Senior Governance Coordinator. There is currently a significant list of outstanding actions. The Executive Team is provided with these reports to assess barriers and address priorities for completing outstanding tasks.</p> <p>The Senior Governance Co-ordinator reviews the WA legislation website for changes to relevant legislation on a weekly basis. This is supported by a weekly Compliance Calendar task.</p> <p>The Senior Governance Coordinator undertakes regular monitoring of websites for relevant authorities including the Department, WALGA and LG Pro to ensure industry updates are accounted for.</p>	<p>Review and execute tasks on the Compliance Calendar action list. Consider what operational, resourcing, or prioritisation changes are required to ensure outstanding actions are kept to a minimum. Report the results of this review to the Audit Committee.</p> <p>Implement a system of consultation with relevant managers in relation to outstanding actions following the monthly reports.</p>	High	Corporate Services		<p>A compliance calendar task C268 - Outstanding Compliance Calendar Tasks - follow up with staff, has been completed for Governance to review and provide an outstanding task report on a monthly basis.</p> <p>Governance to provide to Executive Team to review and progress (what items need to have resourcing, prioritisation and impacts on operational requirements).</p> <p>Outstanding tasks reviewed by the Exec Team on a monthly basis.</p> <p>A compliance calendar task C311 Audit Committee Report (Governance and Compliance Internal Controls and Performance Reports) has been set to ensure a regular report is provided to the Audit Committee.</p>	Completed	Closed	
45	Compliance Calendar	5.3 Reviewing the annual Compliance Audit Return (CAR) and reporting the results to council (Legislative Compliance)	<p>A CAR task is included in the Compliance Calendar. Responsible business units and officers are identified for the topics addressed in the CAR. Subtasks are allocated accordingly.</p> <p>The Governance Team is responsible for collating responses from the various officers and ensuring it is endorsed by the audit committee.</p>	<p>Ensure the Compliance Calendar tasks are explained clearly so officers know how to collect, assess and report on each question. For example, by specifying the number of samples required to reach a conclusion.</p>	Low	Corporate Services		2023 CAR was completed with a minimum use of staff hours with oversight from the Governance Team. The compliance task calendar tasks are set up each year in Attain.	Completed	Closed	

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Regulation 17 Review - December 2022											
46	Changes to control environment	5.3 Monitoring legislative change and implementing relevant amendments to the local government's systems and policies (Legislative Compliance)	<p>The Governance and Risk Coordinator reviews the WA legislation website for changes to relevant legislation on a weekly basis. Other officers whose roles involve compliance with certain legislation are responsible for monitoring changes to the relevant legislation.</p> <p>Officers can request that a new task be added to the Compliance Calendar by filling in a Compliance Calendar Entry Request Form. The Senior Governance Coordinator can then input the task into the calendar.</p> <p>Promote the Compliance Calendar to relevant staff who have tasks that can be embedded in the Compliance Calendar, particularly those involving legislative deadlines. This may include notifications at management team meetings and providing training where needed.</p> <p>Continue to allocate one officer (e.g. the Senior Governance Coordinator) to manage the Compliance Calendar, to ensure consistency. For example, that important tasks are not accidentally erased.</p> <p>Ensure all employees with legislative responsibilities have a process for ensuring regular monitoring of legislative change within the area of their discipline. This may be done using the Compliance Calendar.</p>		Medium	Corporate Services		<p>Compliance Calendar C237 Monitor Legislative Changes is undertaken on a monthly basis. Governance Officer now receives RSS emails from WA Legislation and have developed a process to notify relevant managers and staff when legislation has been changed. Also monitors Dept. of Local Government and WALGA website.</p> <p>An agenda item to be added to the Senior Management Team to include changes to relevant legislation, and industry processes.</p>	Progressing	Governance and Risk Coordinator	
47	Complaints	5.3 Receiving, recording and addressing complaints (Legislative Compliance)	<p>The Code of Conduct for Council Members, Committee Members and Candidates addresses how complaints regarding councillors are to be reported and dealt with. This is supported by the Code of Conduct Behaviour Complaints Management Policy (June 2022). The Code of Conduct - Complaint About Alleged Breach form is available on the Shire's website.</p> <p>Information regarding making a complaint relating to an officer or a service is broadly addressed in the Customer Service Charter (2018). We understand from officers that complaint forms are available at the front counter of the administration building. Completed forms are scanned into the Shire's records system and allocated to the relevant manager by the Records Officer. If no action is taken, this will become an outstanding action within the records system. This process is not captured in a written document.</p> <p>Internal complaints regarding other employees are dealt with by the People and Culture business unit.</p> <p>Public interest disclosure guidelines outline the process of reporting an issue to the CCC or Ombudsman WA.</p> <p>Review the Customer Service Charter to ensure it is not out of date. Include a review deadline for the Customer Service Charter in the Compliance Calendar.</p> <p>Ensure a copy of the complaint form is available on the Shire's website.</p> <p>Ensure the procedure for dealing with complaints regarding employees is captured in a written document. This should address for example, how the actioning of such complaints will be monitored to ensure they have been addressed.</p> <p>If the Shire had not reviewed the draft Model Code of Conduct (as seen in the Local Government (Model Code of Conduct) Regulations 2021 (WA)) before adopting it, conduct a review of it to ensure it suits the Shire's requirements.</p>			Corporate Services		<p>Code of Conduct was endorsed by the CEO in March 2022. The CEO Directive Details box will include a review date.</p> <p>Manager Administration currently conducting a review of the Customer Service Charter including complaints process.</p> <p>Code of Conduct for Council Members - document reviewed</p>	Progressing	Governance and Risk Coordinator	
48	Changes to control environment	5.3 Identifying and managing adverse trends (Legislative Compliance)	<p>Staff meetings are held each month. The CEO uses this as an opportunity to set the tone of the organisation.</p> <p>Organisation Management meetings are held approximately once a month or on an ad hoc basis. During these meetings, attendees have discussed how to encourage the adoption of the Shire's values within individual teams.</p> <p>We understand from officers that the directors have recently discussed the various systems and procedures at the Shire and how to ensure they are regularly used and complied with.</p> <p>People and Culture oversee the issues and concerns of employees. The Shire has historically assisted employees who required significant cultural and mental health support. The Shire has offered free counselling for all staff through LGS.</p> <p>Regularly raise the topic of adverse trends at Organisation Management meetings and at Executive Team meetings. Such adverse trends may include, for example, concerns about the organisation's culture, non-compliance with policies or procedures, and financial variances. Consider adding this topic to meeting agenda templates. Issues identified can then be addressed at staff meetings or meetings with the relevant team.</p>			Executive Services		<p>Ongoing discussions at monthly Management Team meeting.</p> <p>Manager People and Culture presents to the Executive Team on a monthly basis.</p>	Progressing	CEO	
49	Induction process	5.3 Minimising ethical breaches (Legislative Compliance)	<p>General ethical training is not provided to Shire employees. However, we understand from the officers that behavioural requirements are regularly discussed at management meetings and staff meetings. These meetings provide an opportunity for staff to raise any concerns they may have.</p> <p>Ethical expectations are reflected in and supported by the Code of Conduct for employees.</p> <p>Continue to develop a culture of transparency and strong ethics by regularly encouraging employees to raise concerns with their supervisors (or People and Culture). This message should be emphasised in the induction program.</p>			Executive Services		<p>Mandatory Accountable and Ethical Decision Making training to be provided to all staff. Two face to face sessions were held in 2024 for new starters, online option to be developed.</p>	Progressing	CEO	

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Regulation 17 Review - December 2022											
50	Council Committees	<p>The Audit Committee is reappointed every two years, including the Chairperson.</p> <p>A workshop is undertaken by all members of the Audit Committee following every appointment. This workshop provides initial training regarding the role of the Audit Committee. We understand from officers that new committee members are provided with an Orientation Manual which includes the Compliance and Strategic Review Committee Terms of Reference (March 2015) (now referred to as the 'Audit Committee'), the Integrated Planning and Reporting Framework and Guidelines (October 2010); and the Shire's Standing Orders Local Law (2001). They are also provided with a copy of the Local Government Act 1995 (WA) and relevant regulations.</p> <p>The Audit Committee usually meet on the third Thursday of each month (the week before the general council meeting). The Audit Committee receives the annual Compliance Audit and Financial Audit.</p> <p>We understand from the Shire officers that a new system is being introduced in which the Audit Committee will also receive quarterly Compliance Calendar updates.</p> <p>The Audit Committee has not been involved in the adoption or review of the Code of Conduct for Council Members, Committee Members and Candidates.</p>	<p>Review the name of the Audit Committee and consider if the term 'Risk' should also be included in the name of the committee.</p> <p>Review the Compliance and Strategic Review Committee Terms of Reference, including updating the title of the document to reflect the committee's current name. Ensure the document is reviewed prior to each appointment to the committee. This is to ensure it captures the current needs of the organisation and all legislative and regulatory requirements of the committee.</p> <p>consider appointing an independent member to the Audit Committee under its Terms of Reference.</p> <p>Present the Councillors' Code of Conduct to the Audit Committee, including any proposals for review and improvement, for consideration prior to it being presented to council.</p>			Executive Services		<p>Committee changed to Audit and Risk Committee February 2024.</p> <p>Review ongoing.</p>	Progressing	CEO	
51	Procurement	<p>5.3 Monitoring compliance with legislation and regulations in regard to tendering and procurement (Legislative Compliance)</p> <p>Tendering and purchasing requirements are captured in the Procurement of Goods and Services Policy (February 2022) and the Regional Price Preference Policy (February 2022).</p> <p>The Record and Evaluation of Quotes Form requires a dual sign off. When they are signed off, the relevant officer is expected to ensure the policy has been complied with. If there is a valid reason for not complying with the policy, sign-off is required by the CEO or a director.</p> <p>The Purchasing limits of authorised officers are specified in the Procurement of Goods and Services Policy (February 2022). All purchases must be signed off by an officer with the required authority.</p> <p>Staff are generally encouraged to get multiple quotes, even if it is not required by law.</p>	<p>Ensure the purchasing procedure is captured as part of the new ProMapp initiative.</p>			Corporate Services		Process Map developed.	Completed	Closed	
52	Local Laws	<p>5.3 Local Laws</p> <p>A task is set in the Compliance Calendar to remind the relevant officers to conduct a review of all local laws in accordance with statutory requirements. The Shire's procedure for reviewing local laws will follow the guidelines issued by the Department of Local Government, Sport and Cultural Industries. The local law review (for all local laws) is currently overdue.</p>	<p>Prioritise the review of the local laws (currently overdue). CEO to review the reasons for the Shire's failure to undertake the reviews of local laws in a timely manner and address those issues in a report to the Audit Committee.</p>		Extreme	Corporate Services		Consultant to be engaged	Programmed for 2025	Governance and Risk Coordinator	
Compliance Audit Return - 2023											
53	Financial Interests	<p>Q4. Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day? (Disclosure of Interests)</p> <p>No - One employee submitted their return outside of the three month requirement. As required, in these circumstances, the matter was referred to the Corruption and Crime Commission of Western Australia, which after their inquiries, an outcome of "No further action" was required.</p>	<p>No suggested action.</p>	Nil	Low	Corporate Services	N/A	No suggested action.	No Further Action	NFA	
54	Elected Member Training	<p>Q7. Did the local government prepare a report on the training completed by council members in the 2021/2022 financial year and publish it on the local government's official website by 31 July 2022. (Optional Questions)</p> <p>No - Report was not able to be completed by the 31 July deadline. Process reminder put in place, but staff resources were insufficient to enable the task to be completed. Responsibility for the ongoing task has been reallocated to the Governance Team to undertake.</p>	<p>Ensure that the Elected Member Training Register is regularly updated and published to the website.</p>	Nil	Extreme	Corporate Services	31-Jul-23	A task has been added to the Compliance Calendar to ensure updates occur every 3 months.	Completed	Closed	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Annual OAG Financial Audit - 22/23 Financial Year											
55	Assets	1. Impairment Assessment of Roads	<p>Finding: Our review of the Shire's assessment of impairment indicators for infrastructure – Roads revealed that certain assets that were damaged by floods should be impaired at 30 June 2022.</p> <p>The Shire initially did not bring to account the financial impact of the impairment.</p> <p>The financial impact was assessed and addressed during the audit, with an impairment of \$1.5 million being brought to account by the Shire.</p> <p>Implication: Failure to determine and bring to account impairment of assets may cause the Shire's financial statements to be misstated.</p>	<p>Recommendation: The Shire should conduct impairment assessments in a timely manner and bring to account any necessary adjustments to the carrying value of assets to minimise the risk of material misstatement in its financial statements.</p> <p>Management Comment: Flood Damage occurs frequently, the Shire will review assets for impairment as part of the annual financial reporting process.</p> <p>Rating: Significant</p>	Reg 17 5.2 Asset management plan FA 2023 June 1. Impairment Assessment of Roads	Extreme	Corporate Services	Ongoing review and action during financial process. In consultation with Moore Australia.	Completed	Closed	
56	Assets	1. Impairment Assessment of Roads	<p>Finding: As noted in the 2021-22 signed financial statement under subsequent events, certain roads assets were damaged by floods. The Shire engaged APV to conduct a revaluation exercise to value the roads category.</p> <p>RSM noted the valuer conducted a sampled approach to physical sight roads to allocate a condition rating and relied upon management to provide condition rating for assets not sighted by the valuer, which was factored in determining the fair value of roads.</p> <p>After further investigation it was noted the Shire did not update the condition rating of the roads impacted by the floods. The financial impact was assessed and addressed during the audit, with an impairment of \$4.5 million being brought to account by the Shire.</p> <p>A similar finding was first raised in 2021-22.</p> <p>Implication: Failure to determine and bring to account impairment of assets may cause the Shire's financial statements to be misstated.</p>	<p>Recommendation: The Shire should conduct impairment assessments in a timely manner and bring to account any necessary adjustments to the carrying value of assets to minimise the risk of material misstatement in its financial statements.</p> <p>Management Comment: In a year where no valuation was undertaken then yes, recognition of impairment of roads would be required due to flood damaged roads. However, in 2022/23 a full valuation of road infrastructure assets was undertaken and management does not believe that impairment recognition was required or appropriate in these circumstances.</p> <p>Rating: Significant (2021-22) Significant</p>	Reg 17 5.2 Asset management plan FA 2022 June 1. Impairment Assessment of Roads	Extreme	Corporate Services	Ongoing Road Valuations occurred in 2023 and Finance will continue to review in consultation with Moore Australia.	Progressing	Director Corporate	
57	Accounting	2. Revenue Recognition (AASB 15 and AASB 1058)	<p>Finding: From our sample testing of revenue transactions, we identified for one transaction that the Shire has incorrectly applied AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for-Profit Entities. The grant of \$1.1 million received was recognised as a revenue when the specific grant conditions have not been fulfilled which resulted in an overstatement of revenue and an understatement of contract liabilities.</p> <p>The error was addressed during the audit with the necessary adjustments being subsequently recognised by the Shire.</p> <p>Implication: Incorrect application of accounting standards may cause the Shire's financial statements to be misstated.</p>	<p>Recommendation: The Shire should review its interpretation and application of AASB 15 and AASB 1058 for grant revenue and amend its accounting treatment accordingly.</p> <p>Management Comment: Policy and process will be finalised in May 2023.</p> <p>Rating: Significant</p>	FA 2023 2. Revenue Recognition (AASB 15 and AASB 1058)	Extreme	Corporate Services	Review commenced. Grant Management including Register has been developed and implemented. This includes details of grants received and accounting treatment is conducted. Grant Management Framework is currently being developed.	Progressing	Director Corporate / Strategic Development Advisor	
58	Accounting	2. Revenue Recognition (AASB 15 and AASB 1058)	<p>Finding: From our sample testing of revenue transactions, we identified two transactions that the Shire has incorrectly applied AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for-Profit Entities.</p> <p>a. Capital Grants of \$0.9 million received was recognised as a revenue when the specific grant conditions have not been fulfilled which resulted in an overstatement of revenue and an understatement of contract liabilities.</p> <p>b. Grant of \$0.3 million received and recognised as deferred revenue under AASB 15 (specific performance obligation) upon further review the grant should be recognised under AASB 1058. The initial accounting treatment resulted in an overstatement of liability and understatement of revenue.</p> <p>The error was addressed during the audit with the necessary adjustments being subsequently recognised by the Shire.</p> <p>A similar finding was first raised in 2021-22.</p> <p>Implication: Incorrect application of accounting standards may cause the Shire's financial statements to be misstated.</p>	<p>Recommendation: The Shire should review its interpretation and application of AASB 15 and AASB 1058 for grant revenue and amend its accounting treatment accordingly.</p> <p>Management Comment: Due to reduced staff resources, the treatment of grant funds received was undertaken at end of financial year. We now have the resources to understand and address the treatment of grant funding as it is received during the financial.</p> <p>Rating: Significant (2021-22) Significant</p>	FA 2022 2. Revenue Recognition (AASB 15 and AASB 1058)	Extreme	Corporate Services	Corporate Services review and action accordingly.	Completed	Closed	

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30 April 2024

Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Annual OAG Financial Audit - 22/23 Financial Year											
59	Assets	<p>Finding: The external waste management plan used in the provision of landfill computation for Fitzroy Crossing and Derby for was generated in 2016 and 2014 respectively. The plan was developed by a third party.</p> <p>Since the last plan was developed, the cost estimates have been increased in line with inflationary increases. The Shire has not performed a formal re-assessment to determine if the cost and scope to remediate landfill sites are still appropriate since the last external waste management plan was developed back in 2016 for Fitzroy Crossing and 2014 for Derby.</p> <p>A similar finding was first raised in 2021-22.</p> <p>Implication: The valuation data and assumption used may be outdated which increases the risk of misstatement to the provision and landfill asset amounts in the financial statements. This assumes more significance, in light of the significant inflationary pressures experienced over the last 12-18 months.</p>	<p>Recommendation: The Shire should assess the assumptions used in its valuation model to ensure cost and scope of its obligation to rehabilitate and remediate landfill sites have not significantly changed annually to comply with AASB 137.59. Where there have been significant changes to the cost and scope identified, an updated external waste management plan and projected cost estimates should be obtained.</p> <p>Management Comment: In 2023/24, we will investigate the need for and the cost of the revision of waste management plans for inclusion in the 24/25 budget.</p> <p>Rating: Significant (2021-22) Moderate</p>	Reg 17 5.1 Environmental risk management FA 2022 3. Rehabilitation Provision Assessment	Extreme	Technical and Development Services	31-Mar-24	Review in process, Consultants engaged and project team is investigating.	Progressing	Director Corporate	
60	AccountingAssets	<p>Finding: From our testing over depreciation expenses, we noted several assets were not being depreciated in accordance with the depreciation policy: - Per the depreciation policy, the useful life of Buildings is 40 years, however 69 out of a total of 94 Buildings were depreciated over a longer useful life (up to 107.5 years); a further 11 out of 94 Buildings were depreciated over a shorter useful life (as low as 12.7 years). - All Wharf infrastructure was depreciated over a useful life of 10-34 years, instead of 34 years. - All Parks and Gardens infrastructure was depreciated over 8.8 to 61.7 years, instead of 25 years.</p> <p>The depreciation policy outlines the original useful life over which the assets are depreciated over. However, these useful lives are re-assessed at every revaluation exercise to reflect as 'remaining useful life'. As a result, the actual period over which the assets are being depreciated are out of sync with the formal policy.</p> <p>A similar finding was first raised in 2021-22.</p> <p>Implication: We recommend that the Shire review its depreciation policy and update, where required, the useful lives of the various asset categories to bring them in line with the actual useful lives over which the assets are being depreciated over.</p>	<p>Recommendation: The Shire should conduct a full review of the Fixed Asset Register to verify that the depreciation rates are consistent with the Shire's depreciation policy. The review should also include an evaluation of the asset's useful life.</p> <p>Management Comment: A full review of depreciation rates and our approach to depreciation will be undertaken.</p> <p>Rating: Moderate (2021-22) Moderate</p>	Reg 17 5.2 Asset management plan	High	Corporate Services	30-Jun-24	Review ongoing.	Progressing	Director Corporate	
61	AccountingAssets	<p>Finding: During our fixed asset additions testing we noted 4 fixed assets had incorrectly capitalised GST into the Fixed Asset Register, with the GST error totalling \$138,422.</p> <p>Implication: The capitalisation of GST into the Fixed Asset Register has resulted in an overstatement of the carrying amount of assets being reported in the financial statement and an incorrect Business Activity Statement submission to the Australian Tax Office.</p>	<p>Recommendation: The Shire should implement a procedure to ensure GST is excluded during the capitalisation process into the Fixed Asset Register.</p> <p>Management Comment: Matter has been included in the Asset Capitalisation Policy. Process change implemented on 1 April 2023.</p> <p>Rating: Minor</p>	Reg 17 5.2 Asset management plan FA 2023 8. GST Capitalised on Fixed Asset Additions	Low	Corporate Services		Review conducted and the Significant Accounting Policy to include details.	Completed	Closed	
62	AccountingAssets	<p>Finding: From our testing over fixed asset additions, we identified 5 samples out of 41 tested where GST totalling \$4,792 was capitalised into the Fixed Asset Register instead of claiming this back through the Business Activity Statement (BAS). Amount identified was immaterial hence no adjustment has been proposed.</p> <p>A similar finding was first raised in 2021-22.</p> <p>Implication: The capitalisation of GST into the Fixed Asset Register has resulted in an overstatement of the carrying amount of assets being reported in the financial statement and an incorrect Business Activity Statement submission to the Australian Tax Office.</p> <p>It also effectively means that the Shire has not claimed the cash of \$4,792 that it is entitled to.</p>	<p>Recommendation: The Shire should review its processes and controls to ensure that transactions that involve GST are appropriately coded and accounted for. The Shire should also ensure that staff involved in recording the transactions are trained and reminded of the importance of correct coding as it has a direct cash impact on the finances of the Shire.</p> <p>Management Comment: Management agrees with this recommendation.</p> <p>Rating: Moderate (2021-22) Minor</p>	Reg 17 5.2 Asset management plan FA 2022 5. Fixed Asset Additions	High	Corporate Services	30-Jun-24	Review conducted and the Significant Accounting Policy to include details.	Completed	Closed	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Annual OAG Financial Audit - 22/23 Financial Year											
63	Accounting	9. Revenue Cut-Off	<p>Finding: From our review of fees & charges we noted transactions worth \$0.2 million have been incorrectly recorded in FY2024 instead of FY2023.</p> <p>The error was addressed during the audit with the necessary adjustments being subsequently recognised by the Shire.</p> <p>A similar finding was first raised in 2021-22.</p> <p>Implication: Failure to correctly recognise revenue in correct period could result in the financial statements being misstated.</p>	<p>Recommendation: The Shire should develop year-end procedures to assist with identification and accrual of revenue for each reporting period.</p> <p>Management Comment: Procedures are in place, additional staff training and resourcing will support this in end of financial year processing.</p> <p>Rating: Moderated (2021-22) Minor</p>	FA 2022 6. Revenue Cut-Off	Medium	Corporate Services	Finance Manual updated.	Completed	Closed	
64	Assets	7. Fixed Asset Management Policy	<p>Finding: During our risk assessment procedures over the fixed assets transaction cycle, we noted that there is no formal policy to help ensure the existence of fixed assets, such as physical asset tagging and regular stock takes.</p> <p>We acknowledge the Shire has advised that a formal policy and associated procedures for fixed asset management are still being developed to help ensure the existence and safeguarding of fixed assets.</p> <p>A similar finding was first raised in 2019-20 with the following management comment received in 2020-21: In accordance with the requirements to ensure the proper management of assets under Financial Management Regulation 5.1 and 5.2 the CEO intends to review current procedures and where considered necessary develop documented procedures for the safeguarding of the Shire's fixed assets utilising a risk based approach. As this is a regulatory requirement on the CEO rather than a Policy decision of Council the Shire currently sees no benefit in formation of Council Policy in regards to control of fixed assets.</p> <p>Depreciation expenses and remaining useful life of assets is required to be assessed annually under AASB 116 and as such is not viewed as a Policy decision of Council beyond the adoption of broad asset useful lives when adopting the Annual Statutory budget.</p> <p>This is not considered an area of Council Policy but a responsibility of the CEO under Financial Management Regulation 5.1 and 5.2. Management continues to develop procedures for all areas of finance.</p>	<p>Implication: Failure to have a formal policy and associated procedures for fixed asset management could result in: a.errors and omissions remaining undetected; b.incorrect depreciation expense; and c.undetected theft or misplacement.</p> <p>These matters could in turn lead to misstatements in the Shire's financial reporting. There is a further risk of non-compliance with Regulation 5(2)(a) of the Local Government (Financial Management) Regulations 1996 which requires the Chief Executive Officer to ensure that the resources of the local government are effectively and efficiently managed.</p> <p>Recommendation: The Shire should develop, document and implement policies and procedures for fixed asset management.</p> <p>Management Comment: Policy is expected to be finalised in June 2023.</p> <p>Rating: Significant</p>	Reg 17 5.2 Asset management plan FA 2023 4. Fixed Asset Management Policy	Extreme	Corporate Services	Review conducted and the Significant Accounting Policy to include details.	Completed	Closed	
65	Assets	4. Fixed Asset Management Policy	<p>Finding: During our risk assessment procedures over the fixed assets transaction cycle, we noted that there is no formal policy to help ensure the existence of fixed assets, such as physical asset tagging and regular stock takes.</p> <p>We acknowledge the Shire has advised that a formal policy and associated procedures for fixed asset management have been developed to help ensure the existence and safeguarding of fixed assets but has not yet been approved for implementation.</p> <p>Implication: Failure to have a formal policy and associated procedures for fixed asset management could result in: a. errors and omissions remaining undetected; b. incorrect depreciation expense; and c. undetected theft or misplacement.</p> <p>These matters could in turn lead to misstatements in the Shire's financial reporting. There is a further risk of non-compliance with Regulation 5(2)(a) of the Local Government (Financial Management) Regulations 1996 which requires the Chief Executive Officer to ensure that the resources of the local government are effectively and efficiently managed.</p>	<p>Recommendation: The Shire should develop, document and implement policies and procedures for fixed asset management.</p> <p>Management Comment: The draft policy that was proposed and provided to RSM, has been incorporated in to the existing Council Policy F3 Significant Accounting Policies. This will be reviewed by Council in the policy review in early 2024. Further, a full review of depreciation rates and our approach to depreciation will be undertaken.</p> <p>A similar finding was first raised in 2019-20.</p> <p>Rating: Significant (2021-22) Moderate</p>	Reg 17 5.2 Asset management plan FA 2022 7. Fixed Asset Management Policy	Extreme	Corporate Services	31-Mar-24 Review conducted and the Significant Accounting Policy to include details.	Completed	Closed	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed	
Annual OAG Financial Audit - 22/23 Financial Year												
66	Assets	8. Fixed Asset Capitalisation Policy	<p>Finding: We noted that the Shire does not have a formal policy for the capitalisation of assets with extended useful lives. During the current year audit the Shire advised that a formal policy and associated procedures for Asset capitalisation policy is still being developed.</p> <p>A similar finding was first raised in 2018-19 with the following management comment received in 2020-21:</p> <p>2020-21 Management comment This is not considered an area of Council Policy but a responsibility of the CEO under Financial Management Regulation 5.1 and 5.2. Management continues to develop procedures for all areas of finance.</p> <p>Management is of the view that operating control procedures should be developed that determine the capitalisation of assets on a case-by-case basis taking into account extended useful lives.</p> <p>Management to make a determination whether to expense an item or capitalise item as an asset depending on the circumstances of the transaction, for example, taking into consideration asset aggregation and whether items should be placed on a Portable Items Register.</p>	<p>Implication: Failure to design and implement a formal policy for the capitalisation of assets with extended useful lives increases the risk of: a. errors and omissions remaining undetected; b. incorrect depreciation expense; and c. undetected theft or misplacement.</p> <p>Recommendation: The Shire should develop, document and implement a formal asset capitalisation policy to help control, record and depreciate assets with extended useful lives.</p> <p>Management Comment: Policy is expected to be finalised in June 2023.</p> <p>Rating: Significant</p>	Reg 17 5.2 Asset management plan FA 2023 5. Fixed Asset Capitalisation Policy	Extreme	Corporate Services	30-Jun-23	Review conducted and the Significant Accounting Policy to include details.	Completed	Closed	
67	Assets	5. Fixed Asset Capitalisation Policy	<p>Finding: We noted that the Shire does not have a formal policy for the capitalisation of fixed assets with extended useful lives. During the current year audit the Shire advised that a formal policy and associated procedures for Asset capitalisation policy has been developed but has not yet been approved for implementation.</p> <p>A similar finding was first raised in 2018-19.</p> <p>Implication: Failure to design and implement a formal policy for the capitalisation of assets with extended useful lives increases the risk of: a. errors and omissions remaining undetected; b. incorrect depreciation expense; and c. undetected theft or misplacement.</p>	<p>Recommendation: The Shire should develop, document and implement a formal asset capitalisation policy to help control, record and depreciate assets with extended useful lives.</p> <p>Management Comment: The draft policy that was proposed and provided to RSM, has been incorporated in to the existing Council Policy F3 Significant Accounting Policies. This will be reviewed by Council in the policy review in early 2024. Further, a full review of depreciation rates and our approach to depreciation will be undertaken.</p> <p>Rating: Significant (2021-22) Significant</p>	Reg 17 5.2 Asset management plan FA 2022 8. Fixed Asset Capitalisation Policy	Extreme	Corporate Services	31-Mar-24	Review conducted and the Significant Accounting Policy to include details.	Completed	Closed	
68	Accounting	9. Recognition of Accrued Expenses	<p>Finding: We noted that the Shire's process for assessing and reviewing year-end accruals of disbursement payments is inadequate. From our review of subsequent disbursements made post 30 June 2022, 1 payment of \$320,419 relating to work performed for the 30 June 2022 year was left unaccrued at year end.</p> <p>A similar finding was raised in 2020-21 with the following management comment received:</p> <p>2020-21 Management comment The Shire has developed procedures to ensure that invoices received after balance date, which relate to the prior year, will be identified resulting in accrued expenses being recorded.</p> <p>Implication: Without a process to review payments at or after year end to determine if an accrual should be processed, the financial statements may not include all accruals to accurately reflect the Shire's results and financial position at year end.</p>	<p>Recommendation: The Shire should develop procedures to assist with identification and accrual of invoices received after balance date to identify year end accruals.</p> <p>Management Comment: The Shire should develop procedures to assist with the identification and accrual of invoices received after balance date to identify year end accruals.</p> <p>Rating: Significant</p>		Extreme	Corporate Services	Completed May 2023	Completed	Closed		

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Annual OAG Financial Audit - 22/23 Financial Year											
69	Assets	6. Review of Infrastructure Revaluation and Inputs	<p>Finding: During our year-end review of the roads, drainage and footpath infrastructure valuation carried out on 30 June 2023, we observed a significant increase in the valuation of assets held by the Shire. Upon further investigation and discussions with the Valuer, we noted that:</p> <p>a. There were input/calculation errors in the workings provided, resulting in a material adjustment of ~\$17.7 million to infrastructure assets;</p> <p>b. It was not evident that the damage rating to the Shire's infrastructure was factored into the valuation provided, (also refer to Finding 1);</p> <p>c. The revaluation of footpath and drainage infrastructure was recorded under roads infrastructure, without derecognising the old valuation of footpath and drainage assets. This resulted in the drainage and footpath assets being recorded twice in the Shire's accounts.</p> <p>Implication: Without appropriate understanding of the assumptions applied in valuations performed on the Shire's assets there is an increased risk that the valuation adopted may be incorrect resulting in the Shire's financial statements being materially misstated.</p> <p>Recommendation: The Shire adopt a process of reviewing valuation outcomes involving an understanding of underlying assumptions, examination of large movements, along with challenging the valuer's assessment as appropriate. Adoption of the valuation should only occur once management has gathered sufficient evidence to validate the recommended valuation with evidence of review and sign-off maintained.</p> <p>Management Comment: Management agrees that reasonable checks will occur with infrastructure valuation in future.</p> <p>Rating: Significant</p>		Extreme	Corporate Services	Ongoing	To be noted for future valuation processes.	Completed	Closed	
70	Accounting	10. Expected Credit Losses Model (ECL)	<p>Finding: During our testing of sundry debtors and rates debtors, we noted the Shire wrote off \$178,000 and \$334,000 respectively in the current year on account of doubtful debts. The Shire did not revisit ECL model at year end which should take into account the write-offs history including the current year.</p> <p>Further, during our sampling testing for rates, we identified 3 samples with a higher risk of being unrecoverable, that were not factored into the ECL at 30 June 2023 and our testing of Sundry Debtors, identified 1 sample with a higher risk of being unrecoverable, that was not factored into the ECL at 30 June 2023.</p> <p>Overall, taking into account the update to the write-offs in the current year and the residual risk in respect of the specific debtors, we have concluded that the provision for debtors was not materially misstated.</p> <p>Implication: The Shire's receivable balance recognised in the Shire's financial statements is materially misstated.</p> <p>Recommendation: The Shire should review its ECL model on an annual basis to take into account the latest history available. The Shire should also review the debtor listing and consider specific provision, if required.</p> <p>Management Comment: Management agrees that there are unresolved issues with aged debts and these will be investigated and appropriately treated, including changes to ECL model if required.</p> <p>Rating: Moderate</p>	Reg 5 5.7 Audit Finding - Collection of Aged Debt	High	Corporate Services	30-Jun-24	To completed as part of End of Financial Year activities.	Progressing		
Annual OAG Audit - 23/24 Financial Year											
71	Waste	Rehabilitation Provision Assessment	<p>Finding: The external waste management plans for Fitzroy Crossing and Derby were developed by a third party in 2016 and 2014, respectively. Since then, cost estimates have been adjusted for inflation. However, the Shire has not formally reassessed whether the costs and scope for remediating the landfill sites remain appropriate since the plans were last developed.</p> <p>After reviewing the cost estimate model, we discovered several incorrect inputs, resulting in a net adjustment of \$3 million. This issue was addressed during the audit, and the necessary corrections were made by the Shire, which are now reflected in the FY2024 financial statements.</p> <p>Implication: The valuation data and assumption used may be outdated which increases the risk of misstatement to the provision and landfill asset amounts in the financial statements.</p> <p>Recommendation: The Shire should assess the assumptions used in its valuation model to ensure cost and scope of its obligation to rehabilitate and remediate landfill sites have not significantly changed annually to comply with AASB 137.59. Where there have been significant changes to the cost and scope identified, a formal updated external waste management plan and projected cost estimates should be obtained.</p> <p>Rating: Significant (2023: Significant)</p>		Extreme		30-Apr-25	<p>Management Comment: The Shire continues to progress this matter. Consultants have been engaged to review waste management plan, and investigate project requirements for both Derby and Fitzroy Crossing landfill sites.</p>	Progressing	Director Infrastructure	
72	Finance and Accounting	Cut-off procedure at year end	<p>Finding: As part of our year end cut-off testing procedures, we noted the following errors:</p> <ol style="list-style-type: none"> Under accrual of payroll expense amounting to \$186,000 Over recognition of expenses in FY24, which should pertain to FY25, amounting to \$356,000 Double accrual of revenue at year-end amounting to \$384,000 <p>These errors were addressed during the audit, and the necessary adjustments were subsequently recognized by the Shire and reflected in the FY2024 financial statements.</p> <p>Implications: Incorrect recognition of expenses and revenue at year-end may cause the Shire's financial statements to be misstated.</p> <p>By implementing these recommendations, the Shire can improve the accuracy of its financial statements, enhance internal controls, and reduce the risk of errors in accrual recognition.</p> <p>Rating: Moderate</p>		Medium		30-Jun-25	<p>Management Comment: Procedures are in place, additional staff training and resourcing will support end of year processing</p>	Progressing	Director Corporate Services	
73	Finance and Accounting	Revenue Recognition (AASB 1058)	<p>Finding: Identified errors in the application of AASB 15 Revenue from Contracts with Customers and AASB 1058 Income for Not-for-Profit Entities to various transactions.</p> <p>The errors resulted in a decrease in revenue of \$0.2 million. The errors were corrected during the audit.</p> <p>Implications: Incorrect application of accounting standards may cause the Shire's financial statements to be misstated.</p> <p>Recommendation: The Shire should develop a more robust technical process to ensure that the interpretation and application of AASB 15 and AASB 1058 for grant revenue is appropriate.</p> <p>Rating: Moderate (2022-23: Significant)</p>		Medium		30-Jun-25	<p>Management Comment: Noted. Shire staff will continue to review and implement improvements.</p>	Progressing	Director Corporate Services	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
74	Finance and Accounting	<p>Finding: During the review of the new policy implemented by the Shire to manage fixed assets, it was noted that the following aspects of a fixed assets management were not considered:</p> <p>1. processes or controls to ensure the existence of fixed assets, such as physical asset tagging and regular stocktakes; and 2. approval of asset disposals.</p> <p>Implications: The omission of procedures for validating existing assets and the approval of asset disposals could result in:</p> <p>1. Lack of Asset Verification: Without specific processes like physical asset tagging and regular stocktakes, there is a risk that the Shire may not be able to verify the existence of its fixed assets. This could lead to:</p> <ul style="list-style-type: none">• Misappropriation or Theft: Assets could be stolen or misused without detection.• Inaccurate Records: The Shire's asset records may not accurately reflect the actual assets on hand, leading to discrepancies in financial reporting. <p>2. Uncontrolled Asset Disposals: Without proper approval procedures for asset disposals, the Shire might face:</p> <ul style="list-style-type: none">• Unauthorized Disposals: Assets could be disposed of without proper authorization, potentially resulting in financial losses.• Lack of Accountability: There would be no clear accountability for the disposal of assets, making it difficult to track and manage asset lifecycle effectively.	<p>Recommendation: The Shire should document and implement policies and procedures for the mentioned items</p>		Low		30-Jun-25	<p>Management comment: Amendments to be implemented.</p>	Progressing	Director Corporate Services	
75	Finance and Accounting	<p>Finding: We noted the shire had \$827,402 worth of fully depreciated assets in the fixed asset register. Upon inquiry, it was revealed that some of these assets are no longer in use or no longer held by the Shire. The gross carrying amount of assets tested was \$333,715, of which \$256,215 is no longer in use.</p> <p>Implication: Overstatement of gross carrying value, including in the note disclosure for fully depreciated assets. More broadly, there are potentially other assets no longer in use or no longer held by the Shire that also remain in the fixed asset register.</p>	<p>Recommendation: It is recommended the Shire reviews the asset register to identify whether there are any assets that should be disposed from the general ledger and the fixed asset register.</p> <p>Rating: Minor</p>		Low		30-Jun-25	<p>Management Comment: Noted. Resources have been allocated for this task in early 2025.</p>	Progressing	Manager Corporate Services	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Information Systems Audit - 22/23 Financial Year											
76	Accounting	11. Reconciliation of Landgate Valuation of Rateable Properties	<p>Finding: During our reconciliation rates revenue, RSM noted that the valuation of GRV Residential and Commercial rateable properties between the Landgate report and the Shire's Synergy system did not reconcile by \$396,897.</p> <p>Implication: Potential misstatement in property valuation uploaded that will impact the rates issued and revenue recognised.</p> <p>Management Comment: Management agrees that a formal reconciliation will be implemented.</p> <p>Rating: Moderate</p>		High	Corporate Services	30-Jun-24	To be progressed.	Programmed for 2025	Director Corporate	
77	Accounting	10. Fixed Asset Capitalisation Dates	<p>Finding: From our review of a sample of 15 fixed asset additions, we noted 11 samples were capitalised on the incorrect date.</p> <p>The assets were placed in service during the financial year however were only capitalised on the fixed asset register on 30 June 2022.</p> <p>A similar finding was raised in 2020-21 with the following management comment received: 2020-21 Management comment Increased staffing numbers will allow more timely assessment of works completed on work in progress.</p> <p>Implication: The delay in the capitalisation of fixed assets would result in an understatement of depreciation expenses and consequently overstatement of the asset balances in the financial report.</p>	Reg 17 5.2 Asset management plan	High	Corporate Services		Review conducted and the Significant Accounting Policy to include details.	Completed	Closed	
78	IT Management	1. IT Governance - Cyber Security Awareness Training	<p>Finding: We identified there is currently no mandatory cyber security awareness training in place.</p> <p>We acknowledge that there is a program underway to make cyber security awareness training mandatory for all staff once they are onboarded at the Shire.</p> <p>Implications: Without mandatory training and awareness in relation to information / cyber security, staff members and contractors may not be aware of their information security related duties and responsibilities. This could lead to unintentional disclosures or loss of data, or successful cyber and social engineering attacks.</p>	Reg 17 5.1 Induction procedures	Low	Corporate Services		Cyber Security training mandatory for all staff.	Completed	Closed	
79	IT Management	2. Financial Application - User Access Management	<p>Finding: We identified the following issues relating to the user management of the SynergySoft financial application: • There is no formal periodic review process in place to verify if generic / system accounts are still appropriate; • 3 out of 20 generic / system accounts that are no longer needed should be disabled; • 2 out of the 95 enabled SynergySoft accounts belonged to terminated employees; • 4 additional enabled SynergySoft accounts are no longer needed should be disabled; • There is no protocol to periodically review the segregation of duties matrix; and • There were no user access reviews conducted during the audit period.</p> <p>We acknowledge that the segregation of duties matrix has been created and was reviewed during the audit period.</p> <p>A similar finding was raised in 2020-21 with the following management comment received: The Shire has entered into a new contract with our current information and technology service provider – Managed IT. Part of the contractual agreement involves quarterly reviews of the Shire's information and technology capabilities, governance, and performance. Recommendations (i) and (ii) will be addressed in the quarterly reviews: (i) regularly review and monitor user access to the application to ensure it is still appropriate and needed. Appropriate records of these reviews should be retained, and accounts not needed should be removed or disabled. This should include unused generic accounts, and terminated employee accounts are removed appropriately; and (ii) document and implement a segregation of duties review frequency.</p>	Reg 17 5.2 Restricting access to electronic documents and records FA 2023 1. Financial Application - User Access Management Reg 5 5.1 Audit Finding Payroll	Extreme	Corporate Services		Managed IT to provide policy documenting process for audit of SynergySoft system in terms of staff access and security levels. Export of access groups and user security levels to be provided bi-yearly to a delegated shire staff member to audit, to meet this requirement. Manager ICT and Customer Service receives the exported data to carry out audit of users and security to highlight concerns, IT to support this process and provide additional information as required. Aidan (MIT) working on policy documentation to present and discuss with CEO by end of Feb 2025.	Progressing	Director Corporate	

Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Information Systems Audit - 22/23 Financial Year											
80	IT Management	<p>1. Financial Application - User Access Management</p> <p>Finding: We identified the following issues relating to the user management of the Synergysoft financial application: - 8 enabled accounts belonged to terminated employees and should have been disabled. - The following previous year findings (2021-22) remain unresolved in this audit period: o There is no formal periodic review process in place to verify if generic or system accounts are still appropriate. o There is no protocol to periodically review the segregation of duties matrix. o There were no user access reviews conducted during the audit period. We acknowledge that the segregation of duties matrix has been created and was reviewed during the audit period.</p> <p>This finding was first identified in 2021-22.</p> <p>Implication: - Without effective user access management processes in place, there is an increased risk of unauthorised access to the finance application. This could impact the confidentiality, integrity, and availability of the Shire's information. - Without effective review of user access and segregation of duties controls, there is an increased risk of making unauthorised changes and approvals to application transactions. This could impact the integrity of the data in Synergysoft application and lead to unauthorised and fraudulent transactions.</p>	<p>Recommendation: The Shire should: - Regularly review and monitor user access to the Synergysoft to ensure it is still appropriate and needed. Appropriate records of these reviews should be retained, and accounts not needed should be removed or disabled. This should include unused generic accounts and terminated employee accounts. - Document and implement a segregation of duties review procedure including frequency of review.</p> <p>Management Comment: Regular review does occur; however it is not documented by a formal process. The Shire is working with IT provider to develop, implement and will continue to be reviewed.</p> <p>Rating: Significant (2021-22) Significant</p>	Reg 17 5.2 Restricting access to electronic documents and records FA 2022 2. Financial Application - User Access Management Reg 5 5.1 Audit Finding Payroll	Extreme	Corporate Services	30-Jun-24	Regular Review occurring and documented	Completed		
81	IT Management	<p>3. IT Governance - Standards, Policies and Procedures</p> <p>Finding: We identified that the Shire has not: • created formal policies / procedures / guidelines / governance documents for change management or identity and access management • reviewed the "Internet and Email usage" policy since 2002 and no next review date or review frequency has been defined.</p> <p>A similar finding was raised in 2020-21 with the following management comment received: The Shire has engaged the services of a dedicated Senior Governance Officer. Duties performed by the Senior Governance Officer will involve IT governance - standards, policies and procedures that are aligned to best practice governance.</p> <p>Implication: There is a risk that out of date or missing Policies / Procedures / Guidelines / Governance documents may not be supporting the needs of the Shire and staff may not be fulfilling management expectations.</p>	<p>Recommendation: The Shire should: • Develop, document, review, approve and publish missing Policies / Procedures / Guidelines / Governance documents as required and ensure that these documents are appropriately governed • Periodically review and update Policies / Procedures / Guidelines / Governance documents following any relevant internal or external changes.</p> <p>Management Comment: Policy review occurs twice a year, policies identified as required are developed and implemented continually.</p> <p>Rating: Moderate</p>	Reg 17 5.1 IT management plan and data recovery procedure Reg 17 5.2 Updating computer applications and information systems Reg 17 5.2 Authorising changes to data files and systems ISA 2023 3. IT Governance - Standards, Policies and Procedures ISA 2022 6. Business Continuity Management ISA 2023 7. Business Continuity Management	High	Corporate Services		Governance developing in consultation with Managed IT. CEO directives implemented. Managed IT to review existing policies and provide policy advice/documentation to fill gaps. Currently ongoing. Several CEO directives have been approved. Data access and passwords, acceptable use, Acceptable use employee acknowledgement, Asset Management, Operational Security. To be sent to CEO for approval no later than 20/2/25	Ongoing	MIT	
82	IT Management	<p>3. IT Governance - Standards, Policies and Procedures</p> <p>Finding: We identified that the following policies are in a draft yet to be endorsed by the Shire's Council: - D-CP4 Information and Communications Technology CEO Directive - NEW DRAFT 310323 - D-CP5 Asset Management_Policy - D-CP6 Cookie_Policy - D-CP7 Data_Classification_Policy - D-CP8 Information_Security_Committee_Policy - D-CP9 Information_Security_Risk_Assessment_Policy - D-CP10 Security_Incident_Response_Policy - D-CP11 Service_Provider_Security_Policy - D-CP12 Human_Resource_Security_Policy - D-CP13 HR_Corrective_Action_Procedure.</p> <p>This finding was first identified in 2021-22.</p> <p>Implication: There is a risk that out of date or missing Policies, Procedures, Guidelines, and Governance documents may not be supporting the needs of the Shire and staff may not be fulfilling management expectations.</p>	<p>Recommendation: The Shire should: - Develop, document, review, approve and publish missing Policies, Procedures, Guidelines, and Governance documents as required.</p> <p>Management Comment: Management agrees and as noted, draft policies exist. The Shire has been working towards achieving this recommendation with support from current IT provider, Managed IT.</p> <p>Rating: Moderate (2021-22) Moderate</p>	Reg 17 5.1 IT management plan and data recovery procedure Reg 17 5.2 Updating computer applications and information systems Reg 17 5.2 Authorising changes to data files and systems ISA 2022 3. IT Governance - Standards, Policies and Procedures	High	Corporate Services	Ongoing in 2024		Completed	MIT	

Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed	
Information Systems Audit - 22/23 Financial Year												
83	IT Management	4. IT Governance and Strategy	<p>Finding: Appropriate and defined IT governance structures and processes enable alignment with business strategies and help to efficiently manage/monitor outsourced IT systems.</p> <p>We identified that the Shire does not have an up to date IT strategic plan which aligns to the overall business strategy in place, however we acknowledge that an IT improvement roadmap was created for the 2021/2022 financial year with the third party service provider Managed IT and that project outcomes were reported to the Shire during the audit period.</p> <p>A similar finding was raised in 2020-21 with the following management comment received:</p> <p>The Shire's Senior Governance Officer will be involved with IT governance and strategy and the management of strategic direction of the Shire's IT service providers.</p> <p>The Shire has entered into a new contract with our current information and technology service provider – Managed IT. One condition of the contract is for Managed IT to comply with service level agreements. IT compliance will be part of regular reviews.</p>	<p>Implication: Without appropriate and defined IT governance structures and processes the Shire may not be able to:</p> <ul style="list-style-type: none">•Effectively align IT with business strategies, increasing the risk of sub-optimal achievement in relation to business plans and initiatives•Efficiently manage, monitor and ensure effective outsourced IT systems requirements, functionality and availability. <p>Recommendation: The Shire should:</p> <ul style="list-style-type: none">•Develop an appropriate IT governance structure to govern and manage the strategic direction of IT with third party vendors•Periodically review executive summary reports from Managed IT to ensure compliance with SLA. <p>Management Comment: Due to an internal promotion, the role of Senior Governance Officer has been vacant for a period of time, this has resulted in a delay of progressing the IT strategy. Recruitment of a Governance Officer will allow progress of the strategy.</p> <p>Rating: Moderate</p>	Reg 17 5.2 Updating computer applications and information systems ISA 2023 4. IT Governance and Strategy	High	Corporate Services	31-Dec-23	Managed IT - IT Strategy is in progress, and will be completed for May 2025.	Progressing	MIT	
84	IT Management	4. IT Governance and Strategy	<p>Finding: Appropriate and defined IT governance structures and processes enable alignment with business strategies and help to efficiently manage/monitor outsourced IT systems.</p> <p>We identified that the Shire does not have an up-to-date IT strategic plan which aligns to the overall business strategy in place.</p> <p>This finding was first identified in 2021-22.</p> <p>Implication: Without appropriate and defined IT strategic plan, the Shire may not be able to effectively align IT with business strategies, increasing the risk of sub-optimal achievement in relation</p>	<p>Recommendation: The Shire should develop an IT strategic plan to ensure alignment of IT strategy to overall business strategy.</p> <p>Management Comment: Progress on the development of a strategy has occurred and will continue in 2024.</p> <p>Rating: Moderate (2021-22) Moderate</p>	Reg 17 5.2 Updating computer applications and information systems ISA 2022 4. IT Governance and Strategy	High	Corporate Services	30-Jun-24	Managed IT - IT Strategy is in progress, and will be completed for May 2025.	Progressing	MIT	
85	IT Management	6. Physical and Environmental Security Management	<p>Finding: We identified the following issues in the physical and environmental security management of the Shire's datacentre / server room is still outstanding:</p> <ul style="list-style-type: none">- No documented process is in place to manage the datacentre / server room including physical access and environmental controls.- No equipment is installed to monitor humidity controls.- The air conditioner in place is a split system that leaks water into a drip tray in the inside of the server room.- The glass window in the server room has a metal security frame, however the window has security weaknesses as we noted that there were break ins through this window previously.- Access to the datacentre is not appropriately restricted and reviewed. We noted that five employees have access to the datacentre and three out of five are non-IT staff. Further, no logbook or CCTV is in place to track/ record access to the datacentre.- We acknowledge that there is a CO2 fire extinguisher in place, however there were no fire / smoke detection devices installed within the datacentre. <p>We further identified that there was flammable material in the Shire's data centre, (server room) which poses a fire hazard.</p> <p>We acknowledge that the Shire's intend on migrating all IT systems to a cloud-based platform by the end of 2023.</p> <p>This finding was first identified in 2021-22.</p>	<p>Recommendation: The Shire should:</p> <ul style="list-style-type: none">- Develop, document, and implement datacentre management policies and procedures which contain appropriate physical and environmental controls management.- Investigate and implement appropriate physical security measures to protect the data centre against unauthorised access and damage.- Investigate and implement appropriate environmental measures to protect physical sites and the data centre against environmental threats and damage. <p>Management Comment: The Shire's server was moved to cloud based storage in 2023.</p> <p>Rating: Moderate (2021-22) Moderate</p>	ISA 2022 5. Physical and Environmental Security Management	High	Corporate Services	31-Jul-23	Cloud based server, managed remotely. By Managed IT.	Completed	Closed	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Information Systems Audit - 22/23 Financial Year											
84	IT Management	7. Business Continuity Management	<p>Finding: We identified that the Shire has yet to develop a Disaster Recovery Plan (Plan).</p> <p>We acknowledge that the service provider (Managed IT) is in the processing of developing a DRP for the Shire.</p> <p>This finding was first identified in 2021-22.</p> <p>Implication: Without an appropriate disaster recovery plan (DRP), the Shire may not be able to recover critical services in a timely manner, in line with business requirements. This could impede the Shire in providing key operations and business functions.</p> <p>Recommendation: The Shire should develop, document, and endorse a BCP and DRP so they meet the Shire's recovery requirements. To help maintain the effectiveness of the BCP and DRP it should be regularly reviewed and appropriately tested to ensure key operations and business functions are recovered in accordance with the agreed recovery requirements.</p> <p>Management Comment: The Business Continuity Plan has been endorsed and was provided. The Shire will continue to work with Managed IT to develop and implement the Disaster Recovery Plan. Review will occur.</p> <p>Rating: Moderate (2021-22) Moderate</p>	ISA 2023 3. IT Governance - Standards, Policies and Procedures ISA 2022 6.. Business Continuity Management	High	Corporate Services	30-Jun-24	Business Continuity Plan is in place. Disaster Recovery Plan is in place. Regular testing occurs. Managed IT to develop a ICT Disaster Recovery Plan, Framework. The DR plan has been completed and approved by CEO. Continuity plan is in progress and draft will be sent for approval by no later than 28/2/25	Ongoing	MIT	
85	IT Management	2. Network Access Management	<p>Finding: During our audit, we identified the following issues with the management of user access within the Shire's network: - 28 enabled accounts have not logged on in the past 6 months. - 18 enabled accounts that have never logged on and are older than 6 months. - 2 enabled accounts were identified as belonging to terminated employees. - The following previous year findings (2021-22) remain unresolved in this audit period: o There is no process established to govern the periodic review of generic or system accounts during the audit period. o There is no process established to govern the periodic review of Network AD accounts or user access to validate if appropriate during the audit period.</p> <p>We acknowledge that the Shire plans to establish formal periodic review process to implement periodic reviews of all accounts in the Network AD.</p> <p>We also identified that there is currently no periodic review process in place for Network AD accounts to verify if they are still appropriate and there were no user access reviews conducted during the audit period.</p> <p>This finding was first identified in 2021-22.</p> <p>Implication: Without appropriate management of network user accounts, there is an increased risk that unauthorised or unintentional modifications of IT systems will occur. This could impact the confidentiality, integrity, and availability of information.</p> <p>Recommendation: The Shire should develop, document, and implement access management policies and procedures including remote access that should include: - Onboarding and offboarding of users, including privileged and generic accounts. - Privileged and generic account management. - Performing periodic user access reviews. - Deactivate inactive and dormant account.</p> <p>Management Comment: Regular review does occur; however it is not documented by a formal process. The Shire is working with IT provider to develop, implement and will continue to be reviewed.</p> <p>Rating: Moderate (2021-22) Moderate</p>	Reg 17 5.2 Restricting access to electronic documents and records ISA 2022 7. Network Access Management	High	Corporate Services	30-Jun-24	Ongoing process with People and Culture, Managed IT and Governance. To be included within Pro Mapp.	Ongoing	Clay	
86	IT Management	5. Risk Management	<p>Finding: We identified that the Shire has yet to develop an IT risk register.</p> <p>We acknowledge that the Information Security Risk Assessment policy is pending official endorsement by the Shire's Council.</p> <p>This finding was first identified in 2021-22.</p> <p>Implication: Without effective risk management policies and processes in place, there is an increased risk that the Shire will not be able to identify and address key risks affecting the IT environment.</p> <p>Recommendation: The Shire should: - Ensure that there is a current risk management policy. - Develop and maintain a risk register.</p> <p>Management Comment: Risk Management Framework including a policy and register is scheduled for 2024.</p> <p>Rating: Moderate (2021-22) Moderate</p>	Reg 17 5.1 Risk management framework Reg 17 5.1 Cybersecurity protocols ISA 2022 8. Risk Management	High	Corporate Services	30-Jun-24	Governance progressing with Managed IT.	Progressing	MIT	
87	IT Management	9. Network Security Management	<p>Finding: During our audit we identified that: • The network diagram and infrastructure has not been reviewed since June 2020 and does not have a next review date defined • There is no periodic firewall review process in place • There is no documented process in place to perform vulnerability assessments or penetration testing • No security / penetration tests were conducted during the audit period.</p> <p>We acknowledge that Managed IT performs monthly internal and external vulnerability scans, however the Shire does not have any process documented to define when and how vulnerability scans should occur.</p> <p>A similar finding was raised in 2020-21 with the following management comment received: The Shire will develop, document, and implement a formal vulnerability and security penetration testing policy / procedure to include: • requirements for periodic vulnerability scanning • requirements for performance of penetration testing • defined process to periodically review network diagrams and firewall rules</p> <p>Implication: Without effective security management policies, processes and procedures in place, there is an increased risk that the Shire will not be able to maintain an effective and secure cyber security posture. This could lead to potential cyber breaches, downtime, loss or exposure of critical systems or information.</p> <p>Recommendation: The Shire should: • Develop, document, and implement a formal vulnerability and security penetration testing policy / procedure. This document should contain the requirements for periodic vulnerability scanning and penetration testing requirements to be performed. • Define a process to periodically review network diagrams and firewall rules.</p> <p>Management Comment: Managed IT continue to work with the Shire to develop a number of suitable policies relating to IT.</p> <p>Rating: Minor</p>	Reg 17 5.1 Cybersecurity protocols ISA 2023 8. Network Security Management	Low	Corporate Services	Ongoing	CEO Directives drafted based on template policies provided by Managed IT. Review for suitability, and implementation in place.	Completed	MIT	

	Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Information Systems Audit - 22/23 Financial Year												
88	IT Management	9. Password Management	<p>Finding: We identified that the Shire's formal password policy in place to enforce strong password settings within the IT environment is still outstanding.</p> <p>We acknowledge that the Shire has aligned the password parameters with the recommended better practise and the draft password policy is pending official endorsement from the Shire's Council.</p> <p>This finding was first identified in 2021-22.</p> <p>Implication: Without adequate password management, there is an increased risk of unauthorised access or compromise to the network security. The network may become susceptible to potential security breaches such as brute force or social engineering attacks.</p>	<p>Recommendation: The Shire should develop, document, and publish an appropriate password policy to govern password configuration and management.</p> <p>Management Comment: This will be developed and implemented.</p> <p>Rating: Minor (2021-22) Minor</p>	Reg 17 5.1 Cyber security protocols ISA 2022 10. Password Management	Low	Corporate Services	30-Jun-24	Satisfactory password management occurs, improvements as identified will continue to be implemented.	Completed	Closed	
89	Payroll	5.1 Audit Finding Payroll	<p>Finding: A sample of payroll payment and the supporting exception reports for July 2021, February 2022, and September 2022 were obtained, but they do not contain evidence of review and approval of payroll payments.</p> <p>It was also noted that 5 members of the Finance team appear to have the same level of access to Synergysoft for human resources and payroll functions, which does not enable effective segregation of duties.</p> <p>Implication: - The absence of segregation of duties can lead to unauthorised access to sensitive payroll data. - Users may have the ability to make unauthorised changes or view confidential information. - A lack of performance of review and authorisation of payroll reports could result in error or inappropriate payments being made and a lack of accountability.</p>	<p>Recommendation: 5.1.1 A review of user access to payroll and human resource system functions should be performed to ensure only required officers have access and that segregation of payroll and HR activity is maintained. 5.1.2 The preparation, review and approval of payroll payments should be performed and clearly documented to evidence performance.</p> <p>Management Comment and Action: Payroll is prepared by Payroll Officer and Reviewed by Senior Finance Officer. This is then authorised by Deputy Chief Executive Officer. This has been implemented since February 2023 so management is confident this control exists. A review of user access has occurred. This will be documented and implement for regular review in the future.</p> <p>Risk Rating: High Risk</p>	Reg 17 5.2 Restricting access to electronic documents and records FA 2022 2. Financial Application - User Access Management FA 2023 1. Financial Application - User Access Management	High	Corporate Services	Ongoing	Regular Review occurring and documented. This evidence will be provided.	Completed	Clay	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
90	Long Term Financial Plan	<p>Finding: There is no current Long Term Financial Plan (LTFF) in place for the Shire. This document provides a framework to help assess the short, medium and long term impact of funding decisions on the Shire's financial sustainability and is a required element of the Integrated Planning & Reporting Framework.</p> <p>Management are aware of this and we understand that development has commenced but is in its preliminary stages.</p> <p>Implication: The absence of an LTFF may expose the Shire to financial sustainability risks due to lack of financial forecasting information to assess the impact of decisions</p>	<p>Recommendation: The LTFF should be developed and annually reviewed as part of the budgeting process to ensure it remains relevant to inform financial decision making.</p> <p>Management Comment and Action: The LTFF will be developed and implemented in 2024.</p> <p>Risk Rating: High Risk</p>		High	Corporate Services	30-Jun-24	To be developed in collaboration with Annual Budget, and Council Plan. Awaiting legislation update.	Programmed for 2024	CEO	
Information Systems Audit - Year Ended 2024											
91	Financial Application – User Access Management	<p>Finding The following previous year finding remains unresolved in this audit period:</p> <ul style="list-style-type: none"> There is no formal periodic review process verifying whether generic or system accounts are still appropriate. There were no user access reviews conducted during the audit period. There is no process to periodically review the segregation of duties matrix. <p>In addition, we identified several deficiencies in the access management of the SynergySoft financial application:</p> <ul style="list-style-type: none"> 1 out of 131 user accounts belonged to terminated employees. The identified user did not log in after termination date. We acknowledge that the account was disabled on 28 June 2024. 8 out of 131 user accounts were not found in the HR active employee list. We acknowledge that the identified accounts were disabled on 28 June 2024. 2 out of 23 system or generic accounts' purposes and their use could not be substantiated by the Shire. 6 out of 12 active administrator level accounts were not required. We acknowledge that these accounts were disabled on 28 June 2024. <p>This finding was first raised in 2021-22. Rating: Significant (2022-23: Significant)</p> <p>Implication</p> <ul style="list-style-type: none"> Without effective user access management processes, there is an increased risk of unauthorised access to the finance application. This could impact the confidentiality, integrity, and availability of the Shire's information. Without an effective review of user access and segregation of duties controls, there is an increased risk of making unauthorised changes and approvals to application 	<p>Recommendation</p> <ul style="list-style-type: none"> Ensure terminated users are disabled in a timely manner. Regularly review and monitor all SynergySoft accounts to ensure they are still appropriate and required. Appropriate records of these reviews should be retained, and accounts not needed should be disabled in a timely manner. User access reviews should include a review over: <ul style="list-style-type: none"> Generic and system accounts and verify their purposes. Administrator level accounts to verify if they are still required. Document and implement a segregation of duties review procedure, including frequency of review. 		Extreme		30-Jun-25	<p>Management comment: Management agrees with the recommendation. Council's existing procedure ensures terminated employee system access is removed promptly, normally immediately after the date/time of termination which effectively removes user access. This is followed up monthly to follow up removal of access to systems, eg Citrix.</p>	Progressing	CEO	
92	Network Access Management	<p>Finding We identified several deficiencies in the access management of the Shire's Network:</p> <ul style="list-style-type: none"> 2 out of 154 user accounts belonged to terminated employees with 1 of the account logged into the Shire's network after their termination date. 25 out of 154 user accounts were not found in the HR active employee list and the Shire was unable to substantiate that the accounts belonged to current employees. 10 out of 154 user accounts have not logged on in the past 180 days. 16 out of 76 system or generic accounts' purposes and their use could not be substantiated by the Shire. 16 out of 24 administrator accounts' purposes could not be substantiated by the Shire with 7 of them not logged in for more than 180 days. Within 2 out of 4 sampled user access reviews, there were accounts flagged to be removed but have yet to be actioned accordingly within that review period (October and November 2023). There is no process to periodically review generic and system accounts. This finding was first raised in 2021-22. <p>This finding was first raised in 2021-22</p> <p>Implication Without appropriate management of network user accounts, there is an increased risk of unauthorised or unintentional modifications of IT systems, which could impact the confidentiality, integrity, and availability of information.</p>	<p>Recommendation Ensure terminated users are disabled in a timely manner.</p> <ul style="list-style-type: none"> Regularly review and monitor all network accounts to ensure they are still appropriate and required. Appropriate records of these reviews should be retained, and accounts not needed should be disabled in a timely manner. User access reviews should include a review over: <ul style="list-style-type: none"> Generic and system accounts and verify their purposes. Administrator level accounts to verify if they are still required. This should include unused generic accounts and terminated employee accounts. 		Medium		30-Jun-25	<p>Management comment: Council believes that terminated employee accounts are disabled in a timely manner, i.e. promptly after the date/time of termination. Some legacy issues with previous terminations and access management process have and are being resolved. Negotiations are progressing with Council's contracted IT provider with respect to monitoring, review and documenting of access accounts.</p>	Progressing	CEO	
93	IT Governance - Standards, Policies & Procedures	<p>The following CEO Directives, policies, or procedures have not yet been approved.</p> <ol style="list-style-type: none"> Information Security Committee Policy* Security Incident Response Policy* Information Technology Acceptable Use Policy Cyber Security Protection Policy Data Classification Policy* Human Resource Security Policy* Service Provider Security Policy* Change Management Policy Facility Security Policy Risk Management Policy Information Security Risk Assessment Policy* IT Acceptable Use CEO Directive* Operational Security CEO Directive IT Asset Management CEO Directive* Data Access and Passwords CEO Directive Use of Cookies CEO Directive* HR Corrective Action Procedure* <p>* Outstanding from 22/23</p>	<p>This finding was first raised in 2021-22. Rating: Moderate (Moderate: 2022-23)</p> <p>Implication There is a risk that out-of-date Policies, Procedures, Guidelines, and Governance documents may not support the Shire's needs, and staff may not fulfill management expectations.</p> <p>Recommendation: The Shire should review, approve, and endorse Policies, Procedures, Guidelines, and Governance documents as required.</p>		Medium		30-Aug-24	<p>Management Comment: Appropriate policies and procedures are being developed and approved.</p>		CEO	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
94	Risk Management	IT General Controls Audit	<p>Finding: the Shire had not established an IT risk register according to the agreed Information Security Risk Assessment Policy.</p> <p>This finding was first raised in 2021-22. Rating: Moderate (2022-23: Moderate)</p> <p>Recommendation: The Shire should develop and maintain a risk register, ensuring the mitigation actions have been properly defined and actioned.</p> <p>This finding was first raised in 2021-22. Rating: Moderate (2022-23: Moderate)</p>		Medium		30-Jun-25	Management Comment: Council has devel	Progressing	CEO	
95	Business Continuity Management	IT General Controls Audit	<p>Finding: The Disaster Recovery Plan (DRP) is still in draft.</p> <p>From the review of the draft DRP, we have identified that it does not cover the responsible parties for the execution of the plan, including any involvement of the IT vendors, recovery time objectives (RTO), and recovery point objectives (RPO) of the financial application, and the plan's testing, review, and update requirements.</p> <p>This finding was first raised in 2021-22. Rating: Moderate (Moderate: 2022-23)</p> <p>Implication Without an appropriate DRP, the Shire may not be able to recover critical services in a timely manner, in accordance with business requirements. This could impede the Shire's provision of key operations and business functions.</p> <p>Recommendation: The Shire should develop, document, and endorse a DRP that meets its recovery requirements. To help maintain effectiveness, the DRP should be regularly reviewed and appropriately tested to ensure key operations and business functions are recovered within the agreed recovery requirements.</p>		Medium		30-Aug-24	Management Comment: The DRP was reviewed and close to adoption but required revision following identified amendments by Council's contracted IT service provider. The DRP is now again ready for adoption.		CEO	
96	Network Security Management	IT General Controls Audit	<p>Finding: We identified that the network diagram has not been reviewed since June 2020 and does not have a next review date defined.</p> <p>We were also unable to obtain sufficient appropriate audit evidence to confirm whether the Shire has reviewed and updated its network diagram and infrastructure.</p> <p>This finding was first raised in 2021-22.</p> <p>Rating: Minor (2022-23: Minor)</p> <p>Implication Without effectively maintaining the network diagram, there is a risk that the Shire is unaware of the network's architecture and security posture. This could lead to potential cyber breaches, downtime, and loss or exposure of critical systems or information.</p> <p>Recommendation: The Shire should develop a process to regularly review and update the network diagram.</p>		Low		30-Jun-25	Management Comment: Management considers that there is sufficient information available with respect to network architecture and security position, such that a diagram, although beneficial in articulating circumstances, does not materially change the risk rating. On that basis, management will discuss with Council's contracted IT provider the cost/benefit of regularly reviewing and updating the network diagram.	Ongoing	CEO	
97	Password Management	IT General Controls Audit	<p>Finding: We identified that the Shire's password configuration for password length, history, and account lock-out threshold does not align with the recommended better practice.</p> <p>Additionally, although password settings have been configured within the system, the Shire's current Password Policy has not covered requirements relating to password history, minimum and maximum password age, and storing passwords using reversible encryption.</p> <p>This finding was first raised in 2021-22.</p> <p>Implication: Without adequate password management, there is an increased risk of unauthorised access or compromise to the network security. The network may become susceptible to potential security breaches.</p>		Low			Management Comment: The password configuration has been amended to the appropriate level of strength for better practice. The draft CEO's Directive, to be adopted in the near future, incorporates this requirement.	Ongoing	CEO	

Shire of Derby / West Kimberley Risk Register
30 April 2024

Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Regulation 5 Review - November 2023											
98	Procurement & Purchasing Process Compliance	<p>Finding:</p> <p>Paxon performed testing of a sample of procurement transaction and noted the following points:</p> <ul style="list-style-type: none">- The Shire does not require evaluation panel members to sign the evaluation to evidence participation or to complete conflict of interest forms.- PO73158's procurement threshold is between \$50,001 to \$250,000 (exclusive of GST), therefore at least three written quotations were required. Only two quotations were received and there is no evidence as to how many were sought, as this is not documented.- There is no documented justification for the exemption of procurement processes relating to PO79201. <p>Paxon also noted findings in relation to the three way matching of purchase order, goods and service receipting and invoices, which is a key financial control.</p> <ul style="list-style-type: none">- There is no invoice payment approval noted for PO75908.- Total invoice amount is more than the original purchase order amount for PO77065 and no approval of the was provided for the approximate \$600,000 variance noted.- For PO79201 the purchase order and invoice, but they contain different descriptions for the service provided. The PO description relates to the supply of security to look after machinery and materials and the invoice description relates to supply of fuel trailer.- Purchase order date does not precede invoice date on 3/10 of the procurement samples for PO75129, PO77126, and PO74550.	<p>Implication:</p> <p>Non-compliance with procurement and three way matching processes may result in a lack of appropriately authorised transactions and potentially misappropriation.</p> <p>Recommendation:</p> <p>5.3.1 Evaluation forms should be signed as evidence of outcome and participation and conflicts of interest should be included to record evidence of their consideration.</p> <p>5.3.2 All steps of review and authorisation through procurement and three way matching processes should be evidenced and any deviations from process documented, authorised and recorded.</p> <p>5.3.3 A report should be run monthly to assess the volume and value of invoices being received before purchase orders are raised. These should be reviewed and investigated with officers not following process receiving training to increase process compliance.</p> <p>Management Comment and Action:</p> <p>Management agrees with the recommendations and will develop appropriate evaluation forms and declarations.</p> <p>Risk Rating:</p> <p>High Risk</p>	Reg 17 5.1 Procurement Framework (Risk Management) Reg 17 5.3 Monitoring compliance legislation and regulations in regard to tendering and procurement (Legislative Compliance)	High	Corporate Services	Ongoing	A full review of procurement is currently occurring. While the procurement policy can not always be met due to regional and remote situations, an accompanying memo must be signed by the relevant Director or CEO.	Progressing	Director Corporate	
99	Financial Delegations	<p>Finding: There are two documents within the Shire that set out delegated authority limits to authorise purchases:</p> <ul style="list-style-type: none">- Policy F1 Procurement of Goods and Services includes officers authorised to sign purchase orders and requisition of goods and services for amounts >\$50,000- D-CP3 Procurement Purchasing Limits CEO Directive includes authorised officers to sign purchase orders and requisition of goods and services on behalf of council for amounts <\$50,000 <p>The content of these two documents was compared to the access granted to officers within the Synergysoft finance system to authorise purchase orders and the following differences were noted: Delegation within System but no documented delegation o Manager of Administration \$30,000, Deputy Chief Executive Officer \$125,000, and Executive Services Project Director \$125,000</p> <ul style="list-style-type: none">- Different amounts, noted between documented delegation and finance system CEO - \$250k - Finance System \$10m, Director Strategic Business - \$125K, Finance System \$250k, Director TDS - \$125K - Finance System <p>*We understand that this difference may be due to the practicality of a CEO undertaking activity authorised by Council.</p> <ul style="list-style-type: none">- Documented delegation, not included within finance system o Manager of Community Development Fitzroy Crossing (\$30,000) <p>Implication: If delegation amounts in Synergysoft are not aligned with documented authority limits, it can lead to unauthorised or inappropriate spending resulting in fraud and/or non-compliance with procurement policies and regulations.</p> <p>Manager of Infrastructure \$60,000, Manager of Engineering (\$60,000), Manager of</p>	<p>Recommendation:</p> <p>Perform regular review to ensure that the detail of the purchasing limits documents (F1 and D-CP3) are reflected within Synergysoft. This should be performed on at least an annual basis and before the Delegated Authority Register is presented to Council.</p> <p>Management Comment and Action:</p> <p>This will be reviewed annually and changes made.</p> <p>Risk Rating:</p> <p>High Risk</p>		High	Corporate Services	1-Feb-24	Quarterly review to be conducted and reported to Executive Team as part of Risk Management.	Ongoing	Governance & Risk Coordinator	
100	Corporate Credit Cards	<p>Finding:</p> <p>Review and testing of corporate credit card processes highlighted the following:</p> <ul style="list-style-type: none">- For the period reporting 13th May 2021 to 13th June 2021, the Chief Executive Officer, Director of Technical Development, and Director Corporate Services have not signed to evidence that all transactions on the corporate credit card were for work related purchases in accordance with the transaction card policy and procurement policy of the Shire. Other periods had been evidenced as signed.- For the three credit card expenditure activities recorded in May to June 2021, the reconciliation is processed by the accounts payable officer on 30th July 2021. However, the reconciliation has been reviewed and the senior finance officer's name is provided but not signed off.- Internal Guidance documents do not include authorised corporate credit card holders nor the limits allowed for each card holder. <p>Implication:</p> <p>Expenditure may not be incurred or acquitted appropriately, is not reconciled effectively</p>	<p>Recommendation:</p> <p>5.6.1 Credit card statements should be signed by the holder to evidence review of appropriate expenditure.</p> <p>5.6.2 Reconciliations should be signed and dated by the performer to evidence timely performance.</p> <p>5.6.3 The positions allocated credit cards and the approved limits should be documented within internal guidance and aligned with delegated authority.</p> <p>Management Comment and Action:</p> <p>Credit Card statements are signed. Signed version provided. Management will implement recommendation 5.6.3</p> <p>Risk Rating:</p> <p>Medium Risk</p>	Reg 17 5.2 Use of credit cards (internal control)	Medium	Corporate Services	1-Mar-24		Completed	Governance & Risk Coordinator	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
Regulation 5 Review - November 2023											
101	Financial Risk	<p>Finding: The financial risks identified and assessed by the Shire were requested, but only the risk management framework was received, not specific documented risks.</p> <p>A financial task calendar to identify required activity during the financial year is kept, however there are no responsible employees for the tasks and there is also an absence of deadlines recorded.</p> <p>Implication: - Financial risks may not be appropriately identified, assessed and managed. - Financial processes may not be performed completely and timely.</p>	<p>Recommendation: 5.6.1 A plan should be developed to make the risk management framework operational. 5.7.2 Within the task calendar it should clearly define responsibility and the timeframe.</p> <p>Management Comment and Action: Management agrees with this recommendation and a full review of the Risk Framework is scheduled for 2024</p> <p>Risk Rating: Medium Risk</p>		High	Corporate Services	1-Dec-24	Risk Management review is occurring in 2024.	Progressing	Governance & Risk Coordinator	
102	Collection of Aged Debt	<p>Finding: From a review of debtor's trial balances the following were noted: The July 2021 debtors trial balance amount for debtors over 90 days is \$538,058.51, which related mainly to three organisations; Thunderbird Operations Pty, Pluton Resources Ltd and Royal Flying Doctor Service.</p> <p>The February 2022 debtors trial balance amount for debtors over 90 days is \$480,930.61, which related mainly to three organisations; Kimberley Mineral Sands, Pluton Resources Ltd and WA Aboriginal Environment.</p> <p>The September 2022 debtors trial balance amount for debtors over 90 days is \$191,127.80, which related mainly to three organisations; Pluton Resource Ltd, Mowanjam Aboriginal Corporate and Cleanaway Co Pty Ltd.</p> <p>Within F4 Sundry Debtors Collection Policy, clause 2.1 d) it states that debt over 90 days will be referred to the debt collection agency.</p> <p>Within the legal active files report and the legal letter of demand provided to Paxon none of the debtors were included and there was no explanation as to why they were exempted.</p>	<p>Recommendation: In-line with policy debt should be referred to the collection agency or reasons for non-referral documented and reviewed periodically to assess if circumstances change.</p> <p>Management Comment and Action: Review of debtors to occur.</p> <p>Risk Rating: Low Risk</p>	FA 2023 10. Expected Credit Losses Model (ECL)	Low	Corporate Services	30-Jun-24	Debt management is clearly detailed and adhered to. Debtors are reviewed at regular intervals and referred if appropriate. End of Year review commences May to ensure complete by end of June. Report may be presented to Council dependant on write off amounts.	Completed	Closed	
103	Back-up Procedures	<p>Finding: The monthly backup report was obtained for July 2023 and it was determined that not all reports have been backed up successfully. The verified success rate noted within the report was 67.74% for the service performed by Managed IT. In terms of the success-failure status, 15 reports were backed up successfully, with 28 reports having either a 'no result', 'pending', or 'failure' indication for the back-up of the reports during the month.</p> <p>There was no evidence of follow-up that failed back-ups had been reperformed effectively, apart from an email from the service provider that this is performed.</p> <p>Implication: Unsuccessful backing up of data can lead to data loss.</p>	<p>Recommendation: Failed back-up processes should be followed-up timely and evidence obtained that it has been performed effectively.</p> <p>Management Comment and Action: Will follow up with Managed IT.</p> <p>Risk Rating: Low Risk</p>	Reg 17 5.1 IT mangement plan and data recovery procedure (Risk Management) Reg 17 5.2 Authorising changes to data files and system (Internal Control) ISA 2022 5. Physical and Environmental Security Management.	Low	Corporate Services	1-Mar-24	Managed IT implement improvements and a procedure for errors and next action steps.	Completed	Closed	
104	Cash Discrepancies	<p>Finding: D-CP7 Cash Handling and Security sets out the process for dealing with discrepancies, which are reported to the Director Corporate Services, but there is not a log of differences kept from which trends could be identified.</p> <p>The shire uses a daily till receipting analysis summary to record all daily till receipts. The daily till receipting analysis summary as of 3 November 2023 was selected for review and Paxon noted that it does not have a preparer and reviewer signature and date recorded, though the name of the preparer and reviewer is typed.</p> <p>Implications: Without a record of differences, it becomes challenging to identify trends that may indicate internal theft or fraud.</p>	<p>Recommendation: 5.9.1 A log of cash discrepancies should be maintained to identify trends or patterns. 5.10.2 The preparer and reviewer of the till receipting summary should be fully documented and dated.</p> <p>Management Comment and Action: Procedure improvements have been made and will continue to be reviewed</p> <p>Risk Rating: Low Risk</p>		Low	Corporate Services	Ongoing	Procedure updated, staff training and secondary sign off implemented.	Completed	Closed	
Financial Audit											
105	Financial Application – User Access Management	<p>Finding: We have noted the following previous year finding remains unresolved in this audit period: There is no formal periodic review process verifying whether generic or system accounts are still appropriate. There were no user access reviews conducted during the audit period. There is no process to periodically review the segregation of duties matrix.</p> <p>Implication Without effective user access management processes, there is an increased risk of unauthorised access to the finance application. This could impact the confidentiality, integrity, and availability of the Shire's information. Without an effective review of user access and segregation of duties controls, there is an increased risk of making unauthorised changes and approvals to application transactions. This could impact the integrity of the data in the SynergySoft application and lead to inappropriate segregation controls, unauthorised and fraudulent transactions.</p>	<p>Recommendation: The Shire should: Ensure terminated users are disabled in a timely manner. Regularly review and monitor all SynergySoft accounts to ensure they are still appropriate and required. Appropriate records of these reviews should be retained, and accounts not needed should be disabled in a timely manner. User access reviews should include a review over: Generic and system accounts and verify their purposes. o Administrator level accounts to verify if they are still required. Document and implement a segregation of duties review procedure, including frequency of review.</p> <p>Management comment: Management agrees with the recommendation. Councils existing procedure ensures terminated employee system access is removed promptly, normally immediately after the date/time of termination which effectively removes user access. This is followed up monthly to follow up removal of access to systems, eg Citrix.</p> <p>Current processes do not effectively manage changes to user access. It is intended to implement a process of reviewing and amending user access positions on every change of position with an annual review of user access permissions.</p>		High	Corporate Services	30th June 2025	A process is in place for P&C to review active users on a monthly basis	Completed	Closed	45748

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
106	Network Access - Management	<p>Finding: We identified several deficiencies in the access management of the Shire's Network.</p> <p>Implication: Without appropriate management of network user accounts, there is an increased risk of unauthorised or unintentional modifications of IT systems, which could impact the confidentiality, integrity, and availability of information.</p>	<p>Recommendation The Shire should: • Ensure terminated users are disabled in a timely manner. • Regularly review and monitor all network accounts to ensure they are still appropriate and required. Appropriate records of these reviews should be retained, and accounts not needed should be disabled in a timely manner. User access reviews should include a review over o Generic and system accounts and verify their purposes o Administrator level accounts to verify if they are still required.</p> <p>Management comment: Council believes that terminated employee accounts are disabled in a timely manner, ie promptly after the date/time of termination. Some legacy issues with previous</p>		Medium	Corporate Services	30th June 2025	A process is in place for P&C to review active users on a monthly basis	Completed	Closed	45748
107	IT Governance - Standards, Policies & Procedures	<p>Findings: We identified that some CEO Directives, policies, or procedures have not yet been approved.</p> <p>Implication: There is a risk that out-of-date Policies, Procedures, Guidelines, and Governance documents may not support the Shire's needs, and staff may not fulfil management expectations.</p>	<p>Recommendation The Shire should review, approve, and endorse Policies, Procedures, Guidelines, and Governance documents as required.</p> <p>Management Comment Appropriate policies and procedures have now been developed and expected to be adopted in the near future.</p>		Medium	Corporate Services	30th June 2025	Policies are under development with IT Service Provider	Progressing		
108	Risk Management	<p>Finding We identified that the Shire had not established an IT risk register according to the agreed Information Security Risk Assessment Policy.</p> <p>Implication Without establishing the IT risk register, the Shire might be unaware of risks and fail to mitigate or manage the risks affecting the IT environment</p>	<p>Recommendation The Shire should develop and maintain a risk register, ensuring the mitigation actions have been properly defined and actioned.</p> <p>Management comment Council has developed and intends implementing a broader risk management process including relevant risk registers. IT risks are being reviewed for incorporation into this process.</p>		Medium	Corporate Services	30th June 2025	Risk Management Framework being developed	Progressing	Governance & Risk Coordinator	
109	Business Continuity Management	<p>Finding We identified that the Disaster Recovery Plan (DRP) is still in draft.</p> <p>Implication: Without an appropriate DRP, the Shire may not be able to recover critical services in a timely manner, in accordance with business requirements. This could impede the Shire's provision of key operations and business functions.</p>	<p>Recommendation The Shire should develop, document, and endorse a DRP that meets its recovery requirements. To help maintain effectiveness, the DRP should be regularly reviewed and appropriately tested to ensure key operations and business functions are recovered within the agreed recovery requirements.</p> <p>Management comment The DRP was reviewed and close to adoption but required revision following identified amendments by Council's contracted IT service provider. The DRP is now again ready for adoption.</p>		Medium	Corporate Services	30th June 2025	DRP Plan adopted by council	Not Started		
110	Network Security Management	<p>Finding We identified that the network diagram has not been reviewed since June 2020 and does not have a next review date defined.</p> <p>Implication Without effectively maintaining the network diagram, there is a risk that the Shire is unaware of the network's architecture and security posture. This could lead to potential cyber breaches, downtime, and loss or exposure of critical systems or information.</p>	<p>Recommendation The Shire should develop a process to regularly review and update the network diagram.</p> <p>Management comment Management considers that there is sufficient information available with respect to network architecture and security position, such that a diagram, although beneficial in articulating circumstances, does not materially change the risk rating. On that basis, management will discuss with Council's contracted IT provider the cost/benefit of regularly reviewing and updating the network diagram.</p>		Low	Corporate Services	30th June 2025	Discussion on going with service provider review of network diagram	Progressing	Manager ICT and customer Service	
111	Password Management	<p>Finding We identified that the Shire's password configuration for password length, history, and account lockout threshold does not align with the recommended better practice.</p> <p>Implication Without adequate password management, there is an increased risk of unauthorised access or compromise to the network security. The network may become susceptible to potential security breaches.</p>	<p>Recommendation The Shire should develop, document, and publish an appropriate password policy to govern password configuration and management.</p> <p>Management comment The password configuration has been amended to the appropriate level of strength for better practice. The draft CEO's Directive, to be adopted in the near future, incorporates this requirement.</p>		Low	Corporate Services	30th June 2025	CEO Directive under development	Progressing	Governance & Risk Coordinator	

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Category	System or Procedure	Description	Suggested Actions	Other Audit Reference	Risk Rating	Directorate Responsible	Date Due	Progress Update	Status	Officer	Date Completed
112	Rehabilitation Provision Assessment	<p>Finding The external waste management plans for Fitzroy Crossing and Derby were developed by a third party in 2016 and 2014, respectively. Since then, cost estimates have been adjusted for inflation. However, the Shire has not formally reassessed whether the costs and scope for remediating the landfill sites remain appropriate since the plans were last developed.</p> <p>Implication: The valuation data and assumption used may be outdated which increases the risk of misstatement to the provision and landfill asset amounts in the financial statements</p>	<p>Recommendation: The Shire should assess the assumptions used in its valuation model to ensure cost and scope of its obligation to rehabilitate and remediate landfill sites have not significantly changed annually to comply with AASB 137.59. Where there have been significant changes to the cost and scope identified, a formal updated external waste management plan and projected cost estimates should be obtained.</p> <p>Management comment The Shire continues to progress this matter. Consultants have been engaged to review waste management plan, and investigate project requirements for both Derby and Fitzroy</p>		High	Corporate Services	30th June 2025	Landfill Closure plan completed - being reviewed by auditors	Progressing		
113	Cutt-off procedure at year end	<p>Findings As part of our year end cut-off testing procedures, we noted cut-off errors.</p> <p>Implications Incorrect recognition of expenses and revenue at year-end may cause the Shire's financial statements to be misstated.</p>	<p>Recommendation: Establish thorough review and approval processes for all accruals. Ensure that multiple levels of review are in place to catch errors before they are recorded.</p> <p>Management comment Procedures are in place, additional staff training and resourcing will support end of year processing.</p>		Medium	Corporate Services	30th June 2025	Internal Process has been developed for addition review of batches to ensure compliance.	Completed	Closed	45748
114	(AASB 15 and AASB 1058)	<p>Findings During our sample testing of the Shire's revenue transactions, we identified errors in the application of AASB 15 Revenue from Contracts with Customers and AASB 1058 Income for Not-for-Profit Entities to various transactions.</p> <p>Implications Incorrect application of accounting standards may cause the Shire's financial statements to be misstated.</p>	<p>Recommendation: The Shire should develop a more robust technical process to ensure that the interpretation and application of AASB 15 and AASB 1058 for grant revenue is appropriate.</p> <p>Management comment Noted. Shire staff will continue to review and implement improvements</p>		Medium	Corporate Services	30th June 2025	This identification of AASB 15 and 1058 is included in the grants register.	Completed	Closed	45748
115	Fixed Asset Management Policy	<p>Finding During our review of the new policy implemented by the Shire to manage fixed assets, we noted the following aspects of a fixed assets management were not considered.</p> <p>Implication 1. Lack of Asset Verification: Without specific processes like physical asset tagging and regular stocktakes, there is a risk that the Shire may not be able to verify the existence of its fixed assets. This could lead to:</p>	<p>Recommendation: The Shire should document and implement policies and procedures for the above mentioned items.</p> <p>Management comment Amendments to be implemented.</p>		Low	Corporate Services	30th June 2025	This is currently under review. Was awaiting appointment of commissioner to accept any changes.	Progressing		
116	Fully depreciated assets no longer in use	<p>Finding We noted the shire had \$827,402 worth of fully depreciated assets in the fixed asset register. Upon inquiry, it was revealed that some of these assets are no longer in use or no longer held by the Shire. The gross carrying amount of assets tested was \$333,715, of which \$256,215 is no longer in use.</p> <p>Implication Overstatement of gross carrying value, including in the note disclosure for fully depreciated assets. More broadly, there are potentially other assets no longer in use or no longer held by the Shire that also remain in the fixed asset register.</p>	<p>Recommendations: It is recommended the Shire reviews the asset register to identify whether there are any assets that should be disposed from the general ledger and the fixed asset register.</p> <p>Management comment Resources have been allocated for this task in early 2025.</p>		Low	Corporate Services	30th June 2025	Project has commenced and will be completed by EOFY.	Progressing		
117	ARGN	<p>ARGN Claims may not be fully paid to the Shire. Current claim response success is approx 65%.</p>	The Shire will continue to work with DFES to progress claims		High	Corporate Services	30th June 2025	Claims are progressing with currently \$5.7M owing to the Shire.	Progressing		

12.3 TERMS OF REFERENCE - AUDIT, RISK AND IMPROVEMENT COMMITTEE**File Number:** 5476**Author:** Telia Reilly, Governance and Risk Coordinator**Responsible Officer:** Jill Brazil, Acting Director Corporate Services**Authority/Discretion:** Legislative**SUMMARY**

Amendments to the *Local Government Act 1995* (the Act) incorporating the amendments included in the Local Government Amendment Bill 2024 Part 2 (other than section 52(2)) and Part 3 Division 4 (Bill No. 181-1) (the Amendments) impact certain documents related to the Audit and Risk Committee, including renaming the committee.

Actual activities of the renamed 'Audit, Risk and Improvement Committee' are not impacted given the Shire's Audit and Risk Committee's existing scope of work includes all activities required by the Amendments.

The amendments require the appointment of a Presiding Member and Deputy Presiding Member both of whom are now required to be independent members.

The effective date for the amendments is 1 July 2025, and will require transition and interim measures to bridge the effective date to the natural committee cycle in an efficient and effective manner.

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

The objective of Council's Audit and Risk Committee is to provide independent assurance to Council by monitoring, reviewing and providing advice about the Council's governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.

There are various changes contained in the *Local Government Act 1995* incorporating the amendments included in the Local Government Amendment Bill 2024 Part 2 (other than section 52(2)) and Part 3 Division 4 (Bill No. 181-1) (the Amendments), that impact the Audit and Risk including, the committee being renamed as the 'Audit, Risk and Improvement Committee'. A summary of the relevant changes and the required amendments to existing Shire documents to ensure compliance with the new requirements is as follows:

1. Inclusion of "Improvement"

There is no impact on or change to the Shire as the Committee already considers non-audit type reports issued by, but not restricted to, the Corruption and Crime Commission, the Office of the Auditor General and LGIS that provides valuable information on standards, expectations and benchmarks. These improvement opportunities are captured into the Shire's governance systems and are monitored to completion, on behalf of Council, by the Committee.

2. Independent Presiding and Deputy Presiding Member

The appointment of the Independent Presiding and Deputy Presiding Members will be made following public advertising in June 2025 (expression of interest). The evaluation of potential members will be reviewed by the CEO for recommendation to Council. Appointments will be approved through absolute majority of Council based on the potential member's experience and qualifications.

3. Documentation

The Terms of Reference have been updated to reflect the requirements of the legislative amendments.

STATUTORY ENVIRONMENT.

Local Government Act 1995

Local Government (Administration) Regulations 1996

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Remuneration to external independent members of the committee which will be included in budgeting for the 2025/2026 financial year.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: That Council does not meet its requirements as part of the amendments to the <i>Local Government Act 1995</i>	Unlikely	Minor	Low	Continue to monitor, communicate with Council and implement relevant changes as part of the amendments to the <i>Local Government Act 1995</i>

CONSULTATION

Nil.

COMMENT

The effective date for the Amendments to the Audit and Risk Committee is the 1 July 2025, and will require transition and interim measures to bridge the effective date to the natural committee cycle in an efficient and effective manner.

Upon approval by Council, the Shire will progress to appointing the Presiding and Deputy Presiding Members following public advertisement. The evaluation of potential members will be reviewed by the Chief Executive Officer for recommendation to Council, and will be approved through Absolute Majority based on experience and qualifications.

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS**1. Revised Terms of Reference - Audit, Risk and Improvement Committee****RESOLUTION**

That Council (Commissioner) by ABSOLUTE MAJORITY adopts the Audit, Risk and Improvement Committee Terms of Reference and Delegates authority under Section 257(1)(b) of the *Local Government Act 2009* and authorises the Chief Executive Officer to finalise any administrative matters in relation to publishing the Terms of Reference.

RESOLUTION CCO13/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0 BY ABSOLUTE MAJORITY



AUDIT, RISK AND IMPROVEMENT COMMITTEE TERMS OF REFERENCE

1. Establishment

In accordance with section 7.1A of the *Local Government Act 1995* (the Act) the Council of the Shire of Derby / West Kimberley (the Shire) has established an Audit, Risk and Improvement Committee (the Committee).

The committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

These terms of reference set out the committee's objectives, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

2. Authority

As prescribed in Regulation 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

The Committee is a formally appointed Committee of the Council and is responsible to the Council.

The Terms of Reference imposes the obligations above on the Committee from the date the Committee commences

The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislated responsibility and it does not have any delegated financial responsibility. The Committee does not have management functions and cannot involve itself in management processes or procedures. The Committee does not have decision making authority, the power to bind Council, nor the power to incur expenditure.

All Committee members will be required to adhere to the Shire's confidentiality requirements. In particular, no confidential information received or generated by the Committee will be disclosed to persons not authorised by the Committee to receive such information.

3. Membership

3.1 Composition

The Committee will consist of five members:

- a. A Presiding Member;
- b. A Deputy Presiding Member; and
- c. Three Council Members.

The Council Members can appoint one or more deputies of the Audit, Risk and Improvement Committee at any time.

An induction session will be conducted for Members who are appointed to the Committee at the first meeting following the appointment to equip the Members to fulfil their duties on the committee.



Committee members must declare conflicts of interest in accordance with regulation 22 of the *Local Government (Model Code of Conduct) Regulations 2021*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the Code of Conduct for Elected Members, Committee Members and Candidates. Any instances where a Committee member has a commercial interest or is closely associated with an organisation that has an interest in the business of the Shire which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, must be declared to the CEO before or at the Committee meeting.

The quorum at any meeting shall be three voting members.

3.2 Presiding and Deputy Presiding Member

Appointment of independent Presiding and Deputy Presiding Member will be made following a public advertisement. The evaluation of potential members will be reviewed by the CEO for recommendation to Council.

Appointments will be approved through absolute majority of Council based on experience and qualifications in any or all the following:

- a) Internal audit;
- b) Risk management;
- c) Financial management/reporting;
- d) Information and Systems Technology;
- e) Audit Committee practices; and
- f) Understanding of complexities associated with regional local government.

Per section 7.1B (3) of the Act, if the office of Presiding Member is vacant; or the Presiding Member is not available or is not able or unwilling to perform the functions of Presiding Member, then the Committee Members present at the meeting must choose the Presiding Member.

3.3 Tenure

The tenure of all members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years terminating on the day of the Ordinary Council elections, at which time positions will become vacant.

The terms and conditions of each independent member's appointment to the Committee are to be set out in a letter of appointment.

4. Meetings

- The committee shall meet every three months or more regularly as required at the discretion of the Presiding Member of the committee, the Shire President or the CEO.
- Members are expected to attend the committee in person, however, electronic attendance is permitted where a member is unable to be present in person. The Presiding Member and CEO must be informed of electronic attendance by a member 24 hours prior to the meeting.
- Elected Members who are not part of the committee are invited to observe meetings, however they are not entitled to participate in the meeting.
- The CEO, Director Corporate Services and relevant staff will attend meetings to provide advice and guidance to the committee, however they are not members of the committee.



- The CEO will invite staff, auditors and other relevant persons to attend meetings as observers and to provide pertinent information, as necessary.
- The Presiding Member will preside at all meetings and in their absence, the Deputy Presiding Member will assume the Presiding Member role for that meeting.
- Each member of the Committee will have one vote. The Presiding Member will have a casting vote and simple majority will prevail. A simple majority is the agreement of not less than half of the members present at the meeting.
- As prescribed in section 5.19 of the Act, the quorum shall be at least 50% of the number of members of the Committee, including at least one of the Presiding Member or Deputy Presiding Member, which equates to three (3) members.
- Meeting agendas will be prepared and will be provided at least three days prior to the meeting.
- Minutes will be taken at each meeting and presented to the next available Council meeting for adoption.

5. Role

The Committee is to undertake the tasks as outlined in the *Local Government (Audit) Regulations 1996*, namely:

1. Guide and assist the local government in carrying out:
 - a. Its functions under Part 6 (Financial management);
 - b. Its functions relating to other audits and matters related to financial management; and
 - c. The local government's functions in relation to audits.
2. Review the Chief Executive Officer's (CEO) Systems & Procedures ("Regulation 17" report) and progress its implementation;
3. Support the auditor to conduct the Shire's audits and the auditor's other functions;
4. Oversee the implementation of any action that the local government is required to take in respect to:
 - a. Examining the audit report received by the local government;
 - b. Determining if any matters raised by the audit report require action to be taken and ensuring that appropriate action is taken in respect of those matters;
 - c. Reviewing what actions, the Shire has stated it has taken or intends to take, in a report prepared to address any matters identified as significant by the auditor in the audit report
 - d. Ensuring that a copy of that report is provided to the Minister within three months after the audit report is received by the local government; and
5. Review the Compliance Audit Return and report to Council the results of that review; and
6. Advise on how the Shire should proactively consider and deal with risk management.

Functions

The Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in regulation 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the CEO.



The duties and responsibilities of the Committee are as follows:

5.1 Risk Management

- Review whether management has in place a current and comprehensive risk management framework and associated procedures for effective identification and management of the Shire's business and financial risks, including fraud.
- Assess whether a sound and effective approach has been followed in managing the Shire's major risks including those associated with individual projects, program implementation, and activities.
- Assess the impact of the Shire's risk management framework on its control environment and insurance arrangements.
- Review the process of developing and implementing the Shire's fraud control arrangements and satisfy itself that the Shire has appropriate processes and systems in place to detect, capture and effectively respond to fraud-related information.
- Review results of relevant OAG audit reports and better practice publications for guidance on good practices, including any self-assessment by management

5.2 Business Continuity

- Assess whether a sound and effective approach has been followed in establishing the Shire's business continuity planning arrangements, including whether business continuity and disaster recovery plans have been periodically updated and tested.

5.3 Internal Control

- Review whether management's approach to maintaining an effective internal control framework is sound and effective.
- Review whether management has in place relevant policies and procedures and that they are periodically reviewed and updated.
- Assess whether the appropriate processes are in place to assess whether key policies and procedures are complied with.
- Review whether appropriate policies and supporting procedures are in place for the management and exercise of delegations.
- Consider how management identifies any required changes to the design or implementation of key internal controls.

5.4 Financial Reporting

- Review the annual financial statements and recommend whether Council should receive the annual financial statements.
- Review performance audits conducted at the Shire and ensuring that agreed recommendations are implemented.
- Review significant financial and reporting issues, including related party transactions, complex or unusual transactions and significant accounting and financial reporting issues.
- Consider the appropriateness of the accounting controls, principles and policies adopted and the methods of applying those principles and policies.
- Other matters for noting or reporting to Council.



5.5 Compliance

- Review the processes that track the effectiveness of compliance monitoring systems with legislation and regulations and the results of management's investigation and follow-up (including disciplinary action) of any instances of non-compliance.
- Keep informed of the findings of any examinations by regulatory agencies and any auditor (internal or external) observations and monitor management's response to those findings.
- Obtain regular updates from management about compliance matters.
- Review the annual Compliance Audit Return and report to the Council the results of the review.

5.6 Audit

- Note the auditor's proposed audit scope and approach for financial performance audits.
- Review all audit reports and provide advice to the Council on significant issues identified in audit reports and action to be taken on issues raised, including identification and dissemination of good practice.
- Provide an opportunity for the Committee to meet with the external auditors to discuss any matters that the Committee or the external auditors believe should be discussed privately.
- Annually review the performance of external audit including the level of satisfaction with external audit function.
- Monitor management's implementation of audit recommendations.

Document Control

Document control	
Document approvals:	
Version #	Adoption
1.	
Document Responsibilities:	
Custodian: Executive Director Corporate	Custodian Unit: Governance
Document Management:	
Risk Rating: Low	Review Frequency: Biennial
Next Review: July 2027	Record Number:
Compliance Requirements:	
Legislation: Local Government Act 1995 Local Government (Administration) Regulations 1996	
Industry: Department of Local Government and Communities - Operational Guideline Audit in Local Government: The appointment, function and responsibilities of Audit Committees A Guide to Local Government Auditing Reforms - June 2018 A Guide to Meetings (Department of Local Government, Communities and Cultural Industry publication) Office of the Auditor General WA Public Sector Audit Committees – Better Practice Guide Institute of Internal Auditors - Global Internal Audit Standards 2024	

12.4 REVIEW OF DELEGATIONS

File Number: CM-6

Author: Telia Reilly, Governance and Risk Coordinator

Responsible Officer: Jill Brazil, Acting Director Corporate Services

Authority/Discretion: Legislative

SUMMARY

In accordance with section 5.46 of the *Local Government Act 1995* (the Act), Council must review its delegations at least once each financial year. The last significant review was conducted and approved by Council on 24 April 2024 (Item 12.2, Resolution 48/24).

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

Delegations provide an appropriate level of authority to the CEO and committees to undertake effective and timely day to day statutory functions and to allow Council to focus on strategic planning, decision making and community leadership. Effective delegations promote accountability and facilitate efficient service delivery to the community. The Delegation Register was last reviewed at the Ordinary Meeting of Council (Commissioner) dated 24 April 2024 (Item 12.2, Resolution 48/24).

Using the power of delegation appropriately assists local governments with the following:

- To efficiently deal with a wide range of operational matters that are minor, administrative in nature and potentially time consuming
- Certain safeguards are incorporated into delegations such as limiting the use of when a delegation can be exercised as well as granting appeal rights to Council when an impacted individual is aggrieved with an officer's decision, as set out in Part 9 – Division 1 of the Act
- It is important to note that officers are not obliged to use a delegation. Where a matter is determined to be of a contentious nature, the matter can be referred to Council
- The current register of delegations can be found on the Shire's website for public information and noting

This review has been based upon a best practice approach to delegations in local government, based upon the West Australian Local Government Association model delegations.

STATUTORY ENVIRONMENT

The *Local Government Act 1995* regulates the ability of a local government to delegate the exercise of its powers or discharge its duties under the Act.

Local Government Act 1995 s5.16 Delegation of some powers and duties to certain committees

A local government may delegate to a committee any of its powers and duties. Delegations are to be in writing and may be general or as otherwise provided in the instrument of delegation.

Local Government Act 1995 s5.42. Delegation of some powers and duties to CEO

A local government may delegate to the CEO (absolute majority required) the exercise of any of its powers or the discharge of any of its duties under (subject to limitations). Delegations are to be in writing and may be general or as otherwise provided in the instrument of delegation.

POLICY IMPLICATIONS

A number of delegations are subject to compliance with Council's policy on the matter. Changes to either can require complementary modifications to occur.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Organisation's Operations: Not amending the current delegation to provide clarity on functions may impact operations.	Unlikely	Minor	Low	Amendment to the existing delegation will ensure accurate and efficient operational outcomes.

CONSULTATION

Nil.

COMMENT

A register of delegations of authority is essential in order to inform the public of the activities, functions, powers and duties of the local government, as well as meeting the requirements of section 5.46 of the Act.

Proposed changes to delegations have been tracked in the attached document, with additions in blue (underlined) and deletions in red (strike-through).

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS**1. Draft Delegated Authority Register 2024/2025 (under separate cover)****RESOLUTION**

That Council (Commissioner) by **ABSOLUTE MAJORITY** adopts the attached Shire of Derby/West Kimberley Delegated Authority Register 2024/2025 and directs the Chief Executive Officer to publish the Delegated Authority Register on the Shire's website.

RESOLUTION CCO14/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0 BY ABSOLUTE MAJORITY

Placeholder for Attachment A

Review of Delegations

Draft Delegated Authority Register 2024/2025 (under
seperate cover)

11:29am, member of the public left the meeting.

12.5 STATEMENT OF FINANCIAL ACTIVITY MARCH 2025

File Number: 5179

Author: Aaron Gloor, Senior Finance Officer

Responsible Officer: Jill Brazil, Acting Director of Corporate Services

Authority/Discretion: Legislative

SUMMARY

This report provides a summary of Council's financial position for the period ending 31 March 2025.

DISCLOSURE OF ANY INTEREST

Nil by Author and Responsible Officer.

BACKGROUND

Local governments are required to prepare, on a monthly basis, a statement of financial activity that reports on the Shire's financial performance in relation to its adopted/amended budget.

The Shire's financial reporting framework provides Council, management and employees with a broad overview of the Shire's wide financial position.

STATUTORY ENVIRONMENT

In accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*, a Statement of Financial Activity is required to be presented to Council as a minimum requirement.

Section 6.4 of the *Local Government Act 1995* provides for the preparation of financial reports.

In accordance with Regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, a report must be compiled on variances greater than the materiality threshold adopted by Council of \$30,000 or 10% whichever is the greater. As this report is composed at a program level, variance commentary considers the most significant items that comprise the variance.

POLICY IMPLICATIONS

F3 – Significant Accounting Policies

F4 – Sundry Debtors Collection

F5 – Outstanding Rates Collection

F13 – Reserve Accounts

F16 – Cash Flow Management

F17 – Investments

FINANCIAL IMPLICATIONS

Expenditure for the period ending has been incurred in accordance with the 2024/25 Annual Budget as adopted by Council at its meeting held 27 June 2024 (Resolution No. 84/24). The budget is structured on financial viability and sustainability principles.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: The Shire is exposed to a number of financial risks. Most of these risks exist in respect to recurrent revenue streams which are required to meet current service levels. Any reduction in these revenue stream into the future is likely to have an impact on the Shire's ability to meet service levels or asset renewal funding requirements, unless the Shire can replace this revenue or alternatively reduce costs.	Possible	Moderate	Medium	The completion of the Monthly Financial Activity Statement report is a control that monitors this risk.

CONSULTATION

Moore Australia.

COMMENT

Financial integrity is essential to the operational viability of the Shire but also as the custodian of community assets and service provision. An ability to monitor and report on financial operations, activities and capital projects is imperative to ensure that financial risk is managed at acceptable levels. The ability for the Shire to remain financially sustainable is a significant strategy for a region that is continually under pressure from the pastoral industry, private enterprise and State Government obligations for the ongoing development of infrastructure and services. Any material variances are highlighted in the Operating Statement and included by way of note to the Operating Statement (as attached).

Priorities identified in the monthly report are addressed as follows:

Topic - Item	Explanation	Action Required	Shire Comment
Sundry Debtors	Sundry debtors aged trial balance includes invoices totalling \$343,834 outstanding for over 90 days with some more than 200 days old.	We recommended reviewing overdue debtors collection procedures to ensure debtors outstanding for over 30 days are subject to regular review and reminder notices are issued to improve the collection rates	Finance regularly issues reminders and follow-ups for overdue invoices. The majority of the debt referenced in this item is contained in two invoices that are subject to ongoing activity.
Capital Expenditure	Transactions have been allocated to capital expenditure accounts without budget allocation for 2024/25.	We recommend a review of expenditure to date, to determine if expenditure is correctly recorded with the capital account and allocated to the correct asset class.	Capital Expenditure is monitored and recognised on a monthly basis as part of asset reconciling process.
Funding Statements – Opening Surplus	The net current assets brought forward for the 2024-25 adopted budget was \$329,086 and the adjusted audited surplus carried forward as of 1 July 2024 is \$4,266,700 resulting in a \$3,937,614 difference.	We recommend the difference in funds be considered in the annual budget review	This has been addressed in the Statutory Budget Review on 24 April 2025 at the Ordinary Council (Commissioner) Meeting (Item 12.1 Resolution CCO02/25)

VOTING REQUIREMENT

Simple majority

ATTACHMENTS**1. Monthly Financial Report March 2025****RESOLUTION**

That Council (Commissioner) receives the Monthly Financial Management Reports incorporating the Statement of Financial Activity for the period ending 31 March 2025.

RESOLUTION CCO15/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

Noting from the Commissioner, recognition of ongoing sustainability challenges where the ability of the Shire to remain under financial stability is a significant strategy for a region that is continually under pressure from past industry, private enterprises and State Government obligations for the ongoing development of infrastructure and services.



17 April 2025

Ms Tamara Clarkson
Chief Executive Officer
Shire of Derby/West Kimberley
PO Box 94
DERBY WA 6728

Moore Australia

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Dear Tamara

COMPILATION REPORT TO SHIRE OF DERBY/WEST KIMBERLEY

We have compiled the accompanying special purpose financial report of Shire of Derby/West Kimberley which comprise the statement of financial position as at 31 March 2025, the statement of financial activity, notes providing statement of financial activity supporting information, explanation of material variances for the year then ended and a summary of material accounting policy information. These have been prepared in accordance with *Local Government Act 1995* and associated regulations as described in Note 1 to the financial report. The specific purpose for which the special purpose financial statements have been prepared is also set out in Note 1 of the financial report. We have provided the supplementary information Shire of Derby/West Kimberley as at 31 March 2025 and for the period then ended based on the records of Shire of Derby/West Kimberley

THE RESPONSIBILITY OF SHIRE OF DERBY/WEST KIMBERLEY

The CEO of Shire of Derby/West Kimberley is solely responsible for information contained in the special purpose financial report and supplementary information, the reliability, accuracy and completeness of the information and for the determination that the basis of accounting used is appropriate to meet their needs and for the purpose that the financial report was prepared.

OUR RESPONSIBILITY

On the basis of information provided by Shire of Derby/West Kimberley we have compiled the accompanying special purpose financial report in accordance with the requirements of *APES 315 Compilation of Financial Information* and the *Local Government Act 1995*, associated regulations and to the extent that they are not inconsistent with the *Local Government Act 1995*, the Australian Accounting Standards.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the basis of accounting described in Note 1 to the financial report except for the matters of non-compliance with the basis of preparation identified with Note 1 of the financial report. We have complied with the relevant ethical requirements of *APES 110 Code of Ethics for Professional Accountants*.

Supplementary information attached to the financial report has been extracted from the records of Shire of Derby/West Kimberley and information presented in the special purpose financial report.

ASSURANCE DISCLAIMER

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial report was compiled exclusively for the benefit of Shire of Derby/West Kimberley who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, the special purpose financial report may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial report.

A handwritten signature in black ink, appearing to read 'Russell Barnes'.

Russell Barnes
Director
Moore Australia (WA) Pty Ltd

Moore Australia (WA) Pty Ltd trading as agent – ABN 99 433 544 961.
An independent member of Moore Global Network Limited - members in principal cities throughout the world.
Liability limited by a scheme approved under Professional Standards Legislation.

SHIRE OF DERBY-WEST KIMBERLEY**MONTHLY FINANCIAL REPORT****(Containing the required statement of financial activity and statement of financial position)****For the period ended 31 March 2025*****LOCAL GOVERNMENT ACT 1995******LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*****TABLE OF CONTENTS**

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**SHIRE OF DERBY-WEST KIMBERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Vari
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	9,247,510	9,247,510	9,033,974	(213,536)	(2.31%)	▼
Rates excluding general rates	466,841	466,841	483,935	17,094	3.66%	▲
Grants, subsidies and contributions	27,323,097	16,410,749	6,691,719	(9,719,030)	(59.22%)	▼
Fees and charges	6,493,603	6,809,644	6,174,103	(635,541)	(9.33%)	▼
Interest revenue	187,500	140,610	158,558	17,948	12.76%	▲
Other revenue	1,915,600	1,759,776	852,717	(907,059)	(51.54%)	▼
Profit on asset disposals	209,546	157,158	95,902	(61,256)	(38.98%)	▼
	45,843,697	34,992,288	23,490,908	(11,501,380)	(32.87%)	
Expenditure from operating activities						
Employee costs	(16,416,880)	(11,400,767)	(11,114,587)	286,180	2.51%	▲
Materials and contracts	(24,669,894)	(16,900,959)	(10,625,976)	6,274,983	37.13%	▲
Utility charges	(858,300)	(643,212)	(433,226)	209,986	32.65%	▲
Depreciation	(7,996,421)	(5,997,060)	(6,019,089)	(22,029)	(0.37%)	▲
Finance costs	(229,272)	(171,951)	(110,320)	61,631	35.84%	▲
Insurance	(1,775,510)	(1,287,041)	(1,237,631)	49,410	3.84%	▲
Other expenditure	(449,957)	(337,428)	(1,004,672)	(667,244)	(197.74%)	▼
	(52,396,234)	(36,738,418)	(30,545,501)	6,192,917	16.86%	
Non cash amounts excluded from operating activities	2(c) 7,786,875	5,839,902	5,923,187	83,285	1.43%	▲
Amount attributable to operating activities	1,234,338	4,093,772	(1,131,406)	(5,225,178)	(127.64%)	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	29,562,057	18,560,543	5,466,290	(13,094,253)	(70.55%)	▼
Proceeds from disposal of assets	215,850	104,236	104,236	0	0.00%	▲
	29,777,907	18,664,779	5,570,526	(13,094,253)	(70.15%)	
Outflows from investing activities						
Payments for property, plant and equipment	(7,096,370)	(4,919,460)	(1,162,469)	3,756,991	76.37%	▲
Payments for construction of infrastructure	(29,415,885)	(19,227,245)	(3,516,246)	15,710,999	81.71%	▲
	(36,512,255)	(24,146,705)	(4,678,715)	19,467,990	80.62%	
Amount attributable to investing activities	(6,734,348)	(5,481,926)	891,811	6,373,737	116.27%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Proceeds from new borrowings	10,000,000	2,000,000	2,000,000	0	0.00%	▲
	10,000,000	2,000,000	2,000,000	0	0.00%	
Outflows from financing activities						
Repayment of borrowings	(4,829,076)	(3,346,974)	(3,346,974)	0	0.00%	▲
	(4,829,076)	(3,346,974)	(3,346,974)	0	0.00%	
Amount attributable to financing activities	5,170,924	(1,346,974)	(1,346,974)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 329,086	329,086	4,266,700	3,937,614	1196.53%	▲
Amount attributable to operating activities	1,234,338	4,093,772	(1,131,406)	(5,225,178)	(127.64%)	▼
Amount attributable to investing activities	(6,734,348)	(5,481,926)	891,811	6,373,737	116.27%	▲
Amount attributable to financing activities	5,170,924	(1,346,974)	(1,346,974)	0	0.00%	▲
Surplus or deficit after imposition of general rates	0	(2,406,042)	2,680,131	5,086,173	211.39%	▲

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF DERBY-WEST KIMBERLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MARCH 2025**

	Actual 30 June 2024	Actual as at 31 March 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	7,895,069	2,978,095
Trade and other receivables	3,585,642	3,723,558
Other financial assets	975,801	975,801
Inventories	26,222	22,822
Other assets	57,207	0
TOTAL CURRENT ASSETS	12,539,941	7,700,276
NON-CURRENT ASSETS		
Trade and other receivables	124,147	124,147
Property, plant and equipment	48,148,506	48,306,668
Infrastructure	307,458,558	305,951,688
TOTAL NON-CURRENT ASSETS	355,731,211	354,382,503
TOTAL ASSETS	368,271,152	362,082,779
CURRENT LIABILITIES		
Trade and other payables	5,740,736	1,717,519
Other liabilities	947,063	1,773,328
Borrowings	5,539,077	4,192,103
Employee related provisions	955,938	955,938
Other provisions	56,144	0
TOTAL CURRENT LIABILITIES	13,238,958	8,638,888
NON-CURRENT LIABILITIES		
Borrowings	1,908,378	1,908,378
Employee related provisions	129,936	129,936
Other provisions	9,162,020	9,162,020
TOTAL NON-CURRENT LIABILITIES	11,200,334	11,200,334
TOTAL LIABILITIES	24,439,292	19,839,222
NET ASSETS	343,831,860	342,243,557
EQUITY		
Retained surplus	63,410,169	61,821,866
Reserve accounts	975,801	975,801
Revaluation surplus	279,445,890	279,445,890
TOTAL EQUITY	343,831,860	342,243,557

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Measurement of employee benefits
- Measurement of provisions

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 17 April 2025

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Adopted Budget Opening 1 July 2024	Actual as at 30 June 2024	Actual as at 31 March 2025
Note	\$	\$	\$
Current assets			
Cash and cash equivalents	2,682,279	7,895,069	2,978,091
Trade and other receivables	2,497,543	3,585,642	3,723,551
Other financial assets	975,801	975,801	975,801
Inventories	33,828	26,222	22,821
Other assets	0	57,207	1
	<u>6,189,451</u>	<u>12,539,941</u>	<u>7,700,271</u>
Less: current liabilities			
Trade and other payables	(1,746,407)	(5,740,736)	(1,717,519)
Other liabilities	(377,478)	(947,063)	(1,773,328)
Borrowings	(4,829,076)	(5,539,077)	(4,192,103)
Employee related provisions	(963,120)	(955,938)	(955,938)
Other provisions	(2,200,000)	(56,144)	1
	<u>(10,116,081)</u>	<u>(13,238,958)</u>	<u>(8,638,888)</u>
Net current assets	<u>(3,926,630)</u>	<u>(699,017)</u>	<u>(938,617)</u>
Less: Total adjustments to net current assets	2(b) 4,255,716	4,965,717	3,618,741
Closing funding surplus / (deficit)	329,086	4,266,700	2,680,131

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets			
Less: Reserve accounts	(975,801)	(975,801)	(975,801)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	4,829,076	5,539,077	4,192,103
- Current portion of employee benefit provisions held in reserve	402,441	402,441	402,441
Total adjustments to net current assets	2(a) 4,255,716	4,965,717	3,618,741

(c) Non-cash amounts excluded from operating activities

	Adopted Budget Estimates 30 June 2025	YTD Budget Estimates 31 March 2025	YTD Actual 31 March 2025
	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(209,546)	(157,158)	(95,902)
Add: Depreciation	7,996,421	5,997,060	6,019,081
Total non-cash amounts excluded from operating activities	7,786,875	5,839,902	5,923,179

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2024-25 year is \$30,000 or 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
General rates	(213,536)	(2.31%)	▼
Concession applied to UV properties not included in adopted budget.		Timing	
Grants, subsidies and contributions	(9,719,030)	(59.22%)	▼
DRFAWA funding not yet received.		Timing	
FAGS funding and other health grants received less than YTD budget.		Timing	
Sculptures on the Marsh grant received more than budget.		Permanent	
Fees and charges	(635,541)	(9.33%)	▼
Waste charges raised in 2024/25 Rates billing lower than adopted budget.		Permanent	
Standpipe water and other YTD actuals higher than YTD budget.		Timing	
No private works income received.		Timing	
Interest revenue	17,948	12.76%	▲
Penalty interest and instalment interest are higher than YTD budget offset by reduced interest earned - Municipal fund.		Timing	
Other revenue	(907,059)	(51.54%)	▼
Other culture reimbursements received with no budget.		Permanent	
DoT Commission fees received higher than budget.		Permanent	
Profit on asset disposals	(61,256)	(38.98%)	▼
Timing of asset disposals.		Timing	
Expenditure from operating activities			
Employee costs	286,180	2.51%	▲
Some employment positions are vacant.		Permanent	
Materials and contracts	6,274,983	37.13%	▲
AGRN Recovery expenditure lower than YTD budget.		Timing	
Offset by timing of roads and park maintenance expenditure, YTD actuals are higher than YTD budget, profiled monthly.			
Utility charges	209,986	32.65%	▲
YTD actuals for street lighting, airport and depot buildings are lower than YTD budget.		Timing	
YTD actuals for town oval and recreation facilities are higher than budget.		Permanent	
Finance costs	61,631	35.84%	▲
Loan interest repayments.		Timing	
Insurance	49,410	3.84%	▲
Staff housing insurance is lower than budgeted.		Timing	
Other expenditure	(667,244)	(197.74%)	▼
Increased private work allocations. Admin training and development higher than annual budget.		Permanent	
Non cash amounts excluded from operating activities	83,285	1.43%	▲
Fixed asset depreciation.		Timing	
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(13,094,253)	(70.55%)	▼
Timing of grant revenue and acquittals not aligned to YTD budget for roads and recreation capital grants, budget profiled monthly.		Timing	
DRFAWA and other capital grants yet to be received.			
Outflows from investing activities			
Payments for property, plant and equipment	3,756,991	76.37%	▲
Staff housing project below YTD Budget.			
Payments for construction of infrastructure	15,710,999	81.71%	▲
Timing of parks & ovals and roads project not aligned to YTD budget, profiled monthly.			
Surplus or deficit at the start of the financial year	3,937,614	1196.53%	▲
Refer to Note 2(a) for detail of variances.			
Surplus or deficit after imposition of general rates	5,086,173	211.39%	▲
Due to variances described above.			

SHIRE OF DERBY-WEST KIMBERLEY**SUPPLEMENTARY INFORMATION****TABLE OF CONTENTS**

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.33 M	\$0.33 M	\$4.27 M	\$3.94 M
Closing	\$0.00 M	(\$2.41 M)	\$2.68 M	\$5.09 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$3.95 M	% of total
Unrestricted Cash	\$2.98 M	75.3%
Restricted Cash	\$0.98 M	24.7%

Refer to 3 - Cash and Financial Assets

Payables	
	\$1.72 M
Trade Payables	\$0.73 M
0 to 30 Days	38.0%
Over 30 Days	61.9%
Over 90 Days	10.2%

Refer to 9 - Payables

Receivables	
	\$1.65 M
Rates Receivable	\$2.07 M
Trade Receivable	\$1.65 M
Over 30 Days	49.5%
Over 90 Days	23.6%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.23 M	\$4.09 M	(\$1.13 M)	(\$5.23 M)

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$9.03 M	% Variance
YTD Budget	\$9.25 M	(2.3%)

Grants and Contributions		
YTD Actual	\$6.69 M	% Variance
YTD Budget	\$16.41 M	(59.2%)

Refer to 12 - Grants and Contributions

Fees and Charges		
YTD Actual	\$6.17 M	% Variance
YTD Budget	\$6.81 M	(9.3%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$6.73 M)	(\$5.48 M)	\$0.89 M	\$6.37 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.10 M	%
Adopted Budget	\$0.22 M	(51.7%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$3.52 M	% Spent
Adopted Budget	\$29.42 M	(88.0%)

Refer to 5 - Capital Acquisitions

Capital Grants		
YTD Actual	\$5.47 M	% Received
Adopted Budget	\$29.56 M	(81.5%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$5.17 M	(\$1.35 M)	(\$1.35 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$3.35 M)
Interest expense	(\$0.11 M)
Principal due	\$6.10 M

Refer to 10 - Borrowings

Reserves	
Reserves balance	\$0.98 M
Net Movement	\$0.00 M

Refer to 4 - Cash Reserves

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

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

2 KEY INFORMATION - GRAPHICAL



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

SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash On Hand	Cash and cash equivalents	900	0	900	0	Cash on Hand	Nil	Nil
Municipal Bank Account	Cash and cash equivalents	2,728,368	0	2,728,368	0	ANZ	Variable	Nil
CBA Bank Acc - Fitzroy Deposits	Cash and cash equivalents	161,911	0	161,911	0	CBA	Nil	Nil
Municipal Investment Account	Cash and cash equivalents	86,916	0	86,916	0	ANZ	Variable	Nil
Reserve Bank Account	Financial assets at amortised cost	0	975,801	975,801	0	ANZ	5.02%	Jul-25
Trust Cash at Bank	Cash and cash equivalents	0	0	0	295,981	ANZ	Nil	Nil
Total		2,978,095	975,801	3,953,896	295,981			
Comprising								
Cash and cash equivalents		2,978,095	0	2,978,095	295,981			
Financial assets at amortised cost - Term Deposits		0	975,801	975,801	0			
		2,978,095	975,801	3,953,896	295,981			

KEY INFORMATION

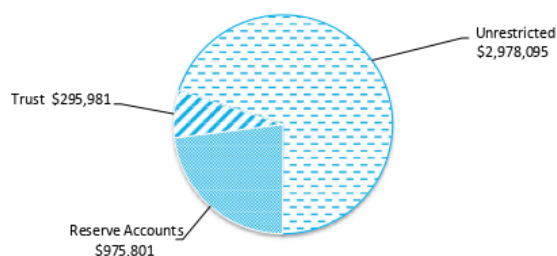
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing
	Balance	In (+)	Out (-)	Balance	Balance	In (+)	Out (-)	Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by Council								
Leave reserve	402,441	0	0	402,441	402,441	0	0	402,441
Office building reserve	314,511	0	0	314,511	314,511	0	0	314,511
Airport reserve	28,456	0	0	28,456	28,456	0	0	28,456
Derby wharf maintenance reserve	3,721	0	0	3,721	3,721	0	0	3,721
Economic development reserve	19,936	0	0	19,936	19,935	0	0	19,935
Fitzroy Crossing recreation hall reserve	46,771	0	0	46,771	46,772	0	0	46,772
Staff housing Reserve	159,965	0	0	159,965	159,965	0	0	159,965
	975,801	0	0	975,801	975,801	0	0	975,801

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	5,748,000	4,130,414	180,837	(3,949,577)
Furniture & Equipment	90,000	68,738	81,238	12,501
Plant & Equipment	1,258,370	720,308	900,394	180,081
Acquisition of property, plant and equipment	7,096,370	4,919,460	1,162,469	(3,756,991)
Infrastructure Roads	22,018,725	13,213,992	2,579,685	(10,634,307)
Infrastructure Footpaths	321,000	261,681	0	(261,681)
Infrastructure Drainage	0	0	366,526	366,526
Infrastructure Parks & Ovals	6,384,660	5,220,495	238,536	(4,981,959)
Infrastructure - Wharf	180,000	147,488	0	(147,488)
Infrastructure Other	511,500	383,589	331,499	(52,090)
Acquisition of infrastructure	29,415,885	19,227,245	3,516,246	(15,710,999)
Total capital acquisitions	36,512,255	24,146,705	4,678,715	(19,467,990)
Capital Acquisitions Funded By:				
Capital grants and contributions	29,562,057	18,560,543	5,466,290	(13,094,253)
Borrowings	10,000,000	2,000,000	2,000,000	0
Other (disposals & C/Fwd)	215,850	104,236	104,236	0
Capital funding total	39,777,907	20,664,779	7,570,526	(13,094,253)

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

























































In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of an asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

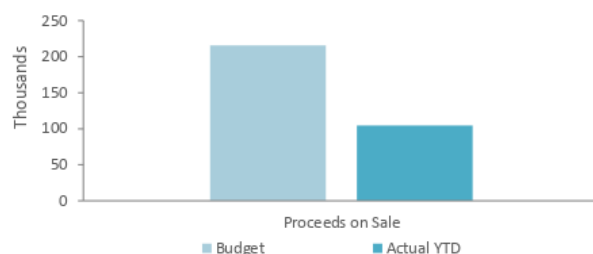
Capital expenditure total		Level of completion indicators				
	0%	Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.				
	20%					
	40%					
	60%					
	80%					
	100%					
	Over 100%					
Account Description		Current Budget	Adopted Year to Date Budget	Year to Date Actual	Variance (Under)/Over	
Capital Expenditure						
Buildings						
	4050210	ANIMAL - Building (Capital)	10,000	7,497	0	(7,497)
	4080710	WELFARE - Building (Capital)	200,000	49,994	86,960	36,966
	4090110	STF HOUSE - Building (Capital)	5,118,000	3,824,855	0	(3,824,855)
	4090210	OTH HOUSE - Building (Capital)	5,000	3,744	0	(3,744)
	4110110	HALLS - Building (Capital)	200,000	49,994	75,328	25,334
	4110610	HERITAGE - Building (Capital)	210,000	189,330	18,549	(170,781)
	4120610	AERO - Building (Capital)	5,000	5,000	0	(5,000)
	Buildings Total	5,748,000	4,130,414	180,837	(3,949,577)	
Plant & Equipment						
	4070730	OTH HEALTH - Plant & Equipment (Capital)	489,681	35,010	17,312	(17,698)
	4080730	WELFARE - Plant & Equipment (Capital)	50,646	50,646	6,219	(44,427)
	4120130	ROADC - Plant & Equipment (Capital)	104,680	104,680	76,177	(28,503)
	4140230	ADMIN - Plant and Equipment (Capital)	39,418	29,556	122,311	92,755
	4140330	PWO - Plant and Equipment (Capital)	573,945	430,416	619,865	189,449
	4040130	MEMBERS - Plant & Equipment (Capital)	0	0	58,510	58,510
	Plant & Equipment Total	1,258,370	720,308	900,394	180,087	
Infrastructure Roads						
	4120140	ROADC - Roads Built Up Area - Council Funded	232,000	173,988	15,980	(158,008)
	4120142	ROADC - Roads Outside BUA - Gravel - Council Funded	678,201	508,644	0	(508,644)
	4120146	ROADC - Roads Outside BUA - Gravel - Roads to Recovery	1,910,120	1,432,584	201,233	(1,231,351)
	4120158	ROADC - Roads Outside BUA - Gravel - Flood Damage	10,900,000	8,174,997	1,232,733	(6,942,264)
	4120168	ROADC - Infrastructure Roads Other	7,550,000	2,362,485	579,918	(1,782,566)
	4120179	ROADC - DBCA Funds Works (Capital)	198,404	148,797	0	(148,797)
	4120692	AERO - Airport Road Repairs & Improvement - Capital	550,000	412,497	0	(412,497)
	4120156	ROADC - Roads Built Up Area - Flood Damage	0	0	2,388	2,388
	4120172	ROADC - Road Project Grant (RPG)	0	0	343,840	343,840
	4120173	ROADC - Remote Aboriginal Access Road (RAA)	0	0	203,593	203,593
	Infrastructure Roads Total	22,018,725	13,213,992	2,579,685	(10,634,306)	
Infrastructure Footpaths						
	4120170	ROADC - Footpaths and Cycleways (Capital)	120,000	120,000	0	(120,000)
	4120174	ROADC - Horizon Power Project	201,000	141,681	0	(141,681)
	Infrastructure Footpaths Total	321,000	261,681	0	(261,681)	
Infrastructure Parks & Ovals						
	4110370	REC - Infrastructure Parks & Gardens (Capital)	6,384,660	5,220,495	238,536	(4,981,959)
	Infrastructure Parks & Ovals Total	6,384,660	5,220,495	238,536	(4,981,959)	
Infrastructure - Wharf						
	4120710	WATER - Building (Capital)	80,000	59,994	0	(59,994)
	4120790	WATER - Infrastructure Other (Capital)	50,000	50,000	0	(50,000)
	4120791	WATER -- Infrastructure Wharf (Capital)	50,000	37,494	0	(37,494)
	Infrastructure - Wharf Total	180,000	147,488	0	(147,488)	
Infrastructure Other						
	4110390	REC - Infrastructure Other (Capital)	56,500	42,363	0	(42,363)
	4110790	OTH CUL - Infrastructure Other (Capital)	250,000	187,488	41,580	(145,908)
	4120190	ROADC - Infrastructure Other (Capital)	0	0	166,659	166,659
	4140390	PWO - Infrastructure Other (Capital)	205,000	153,738	74,156	(79,582)
	4090190	STF HOUSE - Infrastructure Other (Capital)	0	0	49,104	49,104
	Infrastructure Other Total	511,500	383,589	331,499	(52,091)	
Infrastructure Drainage						
	4120165	ROADC - Drainage Built Up Area (Capital)	0	0	16,497	16,497
	4120166	ROADC - Drainage Outside BUA	0	0	350,029	350,029
	Infrastructure Drainage Total	0	0	366,526	366,526	
Furniture & Equipment						
	4040110	MEMBERS - Building (Capital)	65,000	48,744	0	(48,744)
	4040240	OTH GOV - Furniture & Equipment (Capital)	20,000	14,994	10,000	(4,994)
	4040290	OTH GOV - Infrastructure Other (Capital)	5,000	5,000	71,238	66,238
	Furniture & Equipment Total	90,000	68,738	81,238	12,500	
	Grand Total	36,512,255	24,146,705	4,678,715	(19,467,989)	

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Plant and equipment	6,304	215,850	209,546	0	0	0	0	
4901	Caterpillar 432D-02 Backhoe	0	0	0	0	0	23,587	23,587	
4938	Toyota Troop Carrier	0	0	0	0	0	9,045	9,045	
5015	Toyota Prado	0	0	0	0	4,334	15,909	11,575	
5026	Ford Ranger	0	0	0	0	4,000	10,682	6,682	
5049	Hilux Dual Cab	0	0	0	0	0	17,318	17,318	
5055	Holden Commodore	0	0	0	0	0	10,000	10,000	
5077	Toyota Hilux	0	0	0	0	0	12,709	12,709	
5084	Kubota Mower	0	0	0	0	0	4,986	4,986	
		6,304	215,850	209,546	0	8,334	104,236	95,902	

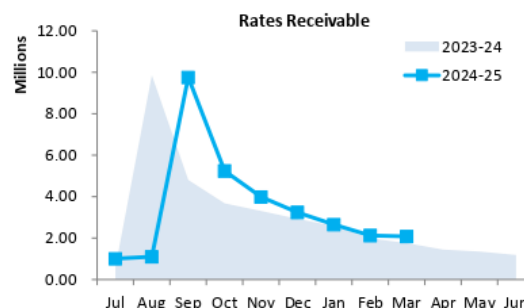


**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable	30 June 2024	31 Mar 2025
	\$	\$
Opening arrears previous year	1,285,777	1,266,658
Levied this year	9,116,320	9,517,909
Less - collections to date	(9,092,455)	(8,667,059)
Gross rates collectable	1,309,642	2,117,508
Allowance for impairment of rates receivable	(42,984)	(42,984)
Net rates collectable	1,266,658	2,074,524
% Collected	87.4%	80.4%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,930)	739,450	23,302	354,082	343,834	1,458,738
Percentage	(0.1%)	50.7%	1.6%	24.3%	23.6%	
Balance per trial balance						
Trade receivables						1,458,738
GST receivable						402,000
Allowance for credit losses of trade receivables						(211,700)
Total receivables general outstanding						1,649,038

Amounts shown above include GST (where applicable)

KEY INFORMATION

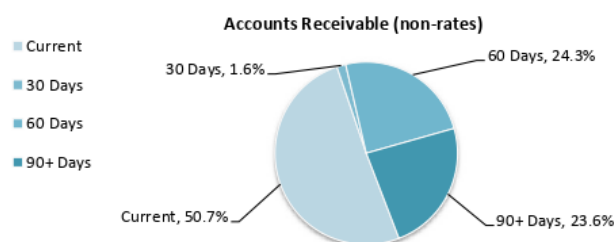
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 March 2025
	\$	\$	\$	\$
Other current assets				
Financial assets at amortised cost	975,801	0	0	975,801
Inventory				
Fuel	9,251	98,903	(102,303)	5,851
Stock on hand	16,971	0	0	16,971
Other assets				
Accrued income	57,207	0	(57,207)	0
Total other current assets	1,059,230	98,903	(159,510)	998,623
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

OPERATING ACTIVITIES

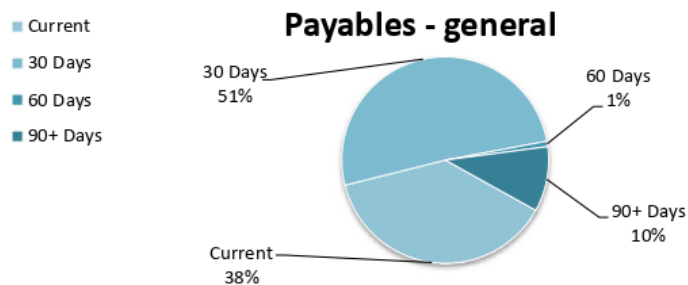
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	275,195	368,568	6,100	73,567	723,43
Percentage	0.0%	38.0%	50.9%	0.8%	10.2%	
Balance per trial balance						
Sundry creditors						732,70
ATO liabilities						156,24
Other payables						714,08
Payroll creditors						3,65
Prepaid rates						110,84
Total payables general outstanding						1,717,51

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

FINANCING ACTIVITIES

10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Staff housing	146	410,498	0	0	(28,654)	(58,216)	381,844	352,282	(6,284)	(25,07
Staff housing	148	213,663	0	0	(21,158)	(32,093)	192,505	181,570	(4,512)	(13,68
Staff housing	TBA	0	0	5,000,000	0	0	0	5,000,000		
Wharf fenders, boat ramp	145	122,201	0	0	(32,019)	(48,858)	90,182	73,343	(3,637)	(10,95
Derby wharf infrastructure	151	192,935	0	0	(40,655)	(61,443)	152,280	131,492	(2,580)	(7,82
Derby airport infrastructure & wharf	152	1,241,080	0	0	(198,042)	(298,350)	1,043,038	942,730	(9,829)	(29,64
Derby visitors centre	149	267,078	0	0	(26,446)	(40,116)	240,632	226,962	(5,640)	(17,10
WATC short term loan	2	2,000,000	0	0	(2,000,000)	(2,000,000)	0	0	0	
WATC short term loan	3	1,000,000	0	0	(1,000,000)	(1,000,000)	0	0	0	
WATC short term loan	4	2,000,000	0	0	0	(1,290,000)	2,000,000	710,000	(77,838)	(40,00
WATC short term loan	TBA	0	2,000,000	5,000,000	0	0	2,000,000	5,000,000	0	(85,00
Total		7,447,455	2,000,000	10,000,000	(3,346,974)	(4,829,076)	6,100,481	12,618,379	(110,320)	(229,27
Current borrowings		5,539,077					4,192,103			
Non-current borrowings		1,908,378					1,908,378			
		7,447,455					6,100,481			

All debenture repayments were financed by general purpose revenue.

New borrowings 2024-25

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Staff Housing Project	0	5,000,000	WATC	Short Term	3	0	TBC	0	5,000,000	
WATC Extension of short term loan for AGRN 1044 Flood expenditure	2,000,000	5,000,000	WATC	Short Term	3	0	TBC	0	5,000,000	
	2,000,000	10,000,000				0		0	10,000,000	

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

OPERATING ACTIVITIES

11 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 March 2025
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		166,370	0	856,420	(518,527)	504,263
Capital grant/contributions liabilities		780,693	0	3,571,079	(3,082,707)	1,269,065
Total other liabilities		947,063	0	4,427,499	(3,601,234)	1,773,328
Employee Related Provisions						
Provision for annual leave		620,098	0	0	0	620,098
Provision for long service leave		335,840	0	0	0	335,840
Total Provisions		955,938	0	0	0	955,938
Other Provisions						
Derby Wharf Incentive		56,144	0	0	(56,144)	0
Total Other Provisions		56,144	0	0	(56,144)	0
Total other current liabilities		1,959,145	0	4,427,499	(3,657,378)	2,729,265

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

OPERATING ACTIVITIES

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Grants, subsidies and contributions revenue		
	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$
Grants and subsidies			
GEN PUR - Financial Assistance Grant - General	5,874,355	875,619	875,616
GEN PUR - Financial Assistance Grant - Roads	833,874	131,168	0
GEN PUR - Financial Assistance Grant - Aboriginal Access Roads	336,667	400,000	300,000
ANIMAL - Grants	0	52,800	52,543
PEST - Grants	16,500	16,500	9,314
OTH HEALTH - Grants	827,000	620,250	560,825
WELFARE - Aged grant	0	0	0
WELFARE - Grants	319,000	239,250	162,655
COM AMEN - Grants (State Aware grant)	0	0	0
LIBRARY - Grants	2,000	1,500	1,500
HERITAGE - Climate Smart	0	0	0
OTH CUL - Grants - Other Culture	67,000	54,500	25,500
OTH CUL - Sculptures on the Marsh - Grant	10,000	10,000	30,000
ROADC - Other Grants	0	0	6,667
ROADM - Street Lighting Subsidy	20,000	20,000	21,747
AGRN 1044 - Recovery - DRAFWA	5,886,942	4,415,202	4,598,822
AGRN 1044 - Recovery - DRFWA Income 24/25	12,799,909	9,599,931	0
DPIRD Milestone 1	0	0	0
	26,993,247	16,436,720	6,645,189
Contributions			
RATES - Reimbursement of Debt Collection Costs	20,000	(6)	2,369
MEMBERS - Reimbursements	0	10,000	9,715
OTH GOV - Grant Funding	0	31,650	34,356
WELFARE - Fees & Charges	300,000	(75,000)	0
WELFARE - Contributions & Donations	0	0	0
SWIM AREAS - Reimbursements	50	50	0
REC - Reimbursements - Other Recreation	(5,000)	(3,744)	90
LIBRARY - Fees & Charges	100	72	0
HERITAGE - Contributions & Donations	200	144	0
OTH CUL - Contributions & Donations - Other Culture	12,000	9,000	0
TOUR - Contributions & Donations	500	369	0
TOUR - Commission	1,000	747	0
BUILD - Commission - BSL & CTF	1,000	747	0
	329,850	(25,971)	46,530
TOTALS	27,323,097	16,410,749	6,691,719

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

INVESTING ACTIVITIES

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grants, subsidies and contributions revenue		
	Adopted Budget	YTD	YTD Revenue
	Revenue	Budget	Actual
	\$	\$	\$
Capital grants and subsidies			
OLOPS - OTH GOV - Capital Grants - NDRR FS Fire Working Group	50,000	37,500	
OLOPS - Grants	0	0	25,69
WELFARE - Grants (Capital)	0	232,781	
REC - Capital Grants	7,244,660	5,557,355	139,88
ROADC - Financial Assistance Grants – Roads	603,445	(150,862)	98,37
ROADC - Regional Road Group Grants (MR WA)	0	0	335,12
ROADC - Roads to Recovery - Grants	769,001	576,750	134,69
ROADC - Other Grants – Roads/Streets	9,070,951	3,417,115	1,263,91
ROADC - Other Grants – Footpaths	120,000	134,000	
ROADC - Other Grants – Aboriginal Roads	624,000	468,000	1,084,31
ROADC - Other Grants – Flood Damage	10,900,000	8,175,000	2,237,03
AERO - Other Grants	0	0	19,78
WATER - Grants	0	0	15,27
WATER - Grant Capital	180,000	112,904	112,19
	29,562,057	18,560,543	5,466,29

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

14 TRUST FUND

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 31 March 2025
	\$	\$	\$	\$
Public open spaces	295,981	0	0	295,981
	295,981	0	0	295,981

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17 April 2025

Ms Tamara Clarkson
Chief Executive Officer
Shire of Derby/West Kimberley
PO Box 94
DERBY WA 6728

Dear Tamara

**MATTERS IDENTIFIED DURING COMPILATION OF STATUTORY MONTHLY FINANCIAL REPORT FOR
THE PERIOD ENDED 31 MARCH 2025**

We advise we have completed the compilation of your statutory monthly financial report for the period ended 31 March 2025 and identified certain matters additional to those identified in the compilation report we wish to bring to your attention.

We are required under APES 315 *Compilation of Financial Information* to report certain matters in our compilation report and we draw your attention to the note regarding basis of preparation. Other matters which arise during our compilation we wish to bring to your attention are raised in the following pages of this letter along with suggestions to resolve these issues.

It should be appreciated, our procedures are designed primarily to enable us to compile the monthly financial report and therefore may not bring to light all weaknesses in systems and procedures, or all financial matters of interest to management and council, which may exist. However, we aim to use our knowledge of the shire's financial operations gained during our work to make comments and suggestions, which, we hope, will be useful to you.

Should you wish to discuss any matter relating to our service or any other matter, please do not hesitate to contact us.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Russell Barnes', written over a light blue horizontal line.

Russell Barnes
Director
[Moore Australia \(WA\) Pty Ltd](http://www.moore-australia.com.au)



Shire of Derby/West Kimberley

Period ended 31 March 2025

Topic	Item	First Identified	Explanation	Action Required	Priority
Sundry debtors	Outstanding	March 2025	Sundry debtors aged trial balance includes invoices totalling \$343,834 outstanding for over 90 days with some more than 200 days old.	We recommend reviewing overdue debtors collection procedures to ensure debtors outstanding for over 30 days are subject to regular review and reminder notices are issued to improve the collection rate.	Medium
Capital expenditure	Allocations	August 2024	Transactions have been allocated to capital expenditure accounts without budget allocations for 2024/25.	We recommend a review of expenditure to date, to determine expenditure is correctly recorded within the capital account and allocated to the correct asset class. If no misallocations have occurred and the current balance is correct, a budget amendment adopted by an absolute majority of Council may be required to authorise further expenditure occurring.	Medium
Funding statements	Opening surplus	December 2024	The net current assets brought forward for the 2024-25 adopted budget was \$329,086 and the adjusted audited surplus carried forward as of 1 July 2024 is \$4,266,700 resulting in a \$3,937,614 difference.	We recommend the difference in funds be considered in the annual budget review.	Low

12.6 ACCOUNTS FOR PAYMENT - MARCH 2025

File Number: 5110 - Accounts Payable
Author: Aaron Gloor, Senior Finance Officer
Responsible Officer: Jill Brazil, Acting Director Corporate Services
Authority/Discretion: Information

SUMMARY

Council to receive the list of accounts paid under delegated authority during March 2025.

DISCLOSURE OF ANY INTEREST

Nil by Author and Responsible Officer.

BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the Shire's municipal and trust funds. In accordance with regulation 13 of the Local Government (Financial Management) Regulations 1996, a list of accounts paid by the Chief Executive Office is to be provided to Council.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

12. Payments from municipal fund or trust fund, restrictions on making
 - 12(1) A payment may only be made from the municipal fund or a trust fund

The Chief Executive Officer has delegated authority to make payments from the municipal and trust funds.
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.
 - (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires Council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.

- (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.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

All expenditure from the municipal fund was included in the annual budget as adopted or revised by Council.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: In accordance with section 6.8 of the <i>Local Government Act 1995</i> , a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority of Council.	Rare	Minor	Low	Expenditure to only be incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles.

CONSULTATION

Internal consultation within the Corporate Services Department.

COMMENT

All municipal fund expenditure included in the list of payments is incurred in accordance with the 2024-25 Annual Budget as adopted by Council at its meeting held 27 June 2024 (Resolution 84/24) and subsequently revised or has been authorised in advance by the President or by resolution of Council as applicable.

The table below summarises the payments drawn on the funds during the month. Lists detailing the payments made are appended as an attachment.

REPORT TO COUNCIL

March 2025

FUND	DETAILS	AMOUNT
MUNICIPAL ACCOUNT		
EFT Payments	EFT 61855 - EFT 62072	\$2,214,063.20
Municipal Cheques	CHQ	\$0.00
Direct Debits	Fees & Charges, Credit Card Payments, Payroll, Payroll Liabilities	\$1,032,481.83
Manual Cheques	CHQ	\$0.00
TRUST ACCOUNT		
EFT Payments		\$0.00
Trust Cheques		\$0.00
TOTAL		\$3,246,545.03

Creditors Outstanding as at 31/03/2025

\$723,429.73

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. List of Accounts - March 2025
2. Credit Card Reconciliation - March 2025

RESOLUTION

That Council (Commissioner) notes the List of Accounts for March 2025 paid under Delegated Authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 attached to this report, totalling \$3,246,545.03

RESOLUTION CCO16/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

REPORT TO COUNCIL – MARCH 2025

EFT PAYMENTS – MUNI ACCOUNT

PAYMENT ID	DATES	CREDITOR / INVOICE DETAILS	AMOUNT
EFT61855	07/03/2025	ARAC REFRIGERATION & AIR CONDITIONING	274.47
INV 13055	21/02/2025	Replace damaged door seal on commercial fridge	274.47
EFT61856	07/03/2025	BUCKLEYS EARTHWORKS & PAVING PTY LTD	281,222.85
INV 2850	18/11/2024	MRDWA Orphan Roads Project 2023-2024 C09 21-27/10/2024	281,222.85
EFT61857	07/03/2025	BREANNA HARRINGTON	646.17
INV REIMB1902	19/02/2025	Utility Subsidy Power: 29/09/2024 - 28/11/2024	646.17
EFT61858	07/03/2025	CLEANING GARDENING & TREE SERVICES	30,127.15
INV 10767	10/02/2025	FX Cleaning – January 2025	30,127.15
EFT61859	07/03/2025	CITY OF SOUTH PERTH	1,551.00
INV 8512	11/02/2025	City of South Perth - Planning Consultancy Fees - January 2025	1,551.00
EFT61860	07/03/2025	CMT BUILDING WA PTY LTD	20,009.94
INV 1575	14/02/2025	Re-secure steel strapping from aircon outdoor unit to roof – FX admin	247.50
INV 1576	14/02/2025	Replace front gate with associated fencing to FX waste facility	19,619.44
INV 1588	20/02/2025	Install 2x restricted cylinder locks at FX Rec Centre	143.00
EFT61861	07/03/2025	DERBY BUILDING SUPPLIES	137.06
INV 579166	07/02/2025	Supply tube patio	120.82
INV 579354	11/02/2025	Supply 2x door handles	12.19
INV 579696	18/02/2025	Supply 3m strip	4.05
EFT61862	07/03/2025	DERBY FUELS	2,360.00
INV 289580	20/02/2025	Catering for Youth Program 06-08/02/2025	2,360.00
EFT61863	07/03/2025	DERBY PROGRESSIVE SUPPLIES	142.95
INV 103471	05/02/2025	Supplies for admin kitchen	114.36
INV 103954	17/02/2025	Supplies for admin kitchen	28.59
EFT61864	07/03/2025	DERBY HARDWARE MITRE10	274.91
INV 10620077	05/02/2025	Supply accent 4L	89.99
INV 10620220	07/02/2025	Supply padbolt	11.99
INV 10620474	12/02/2025	Supply SHS GAL 6.5M	34.99
INV 10620481	12/02/2025	Supply screws	24.99
INV 10620495	12/02/2025	Supply screen door closer	29.99

INV 10620516	13/02/2025	Supply Dulux white 500ml	18.99
INV 10620829	19/02/2025	Supply wheel x2	33.98
INV 10620831	19/02/2025	Supply 10L pail	11.00
INV 10620857	19/02/2025	Supply Dulux white 500ml	18.99
EFT61865	07/03/2025	FITZROY HARDWARE PTY LTD	210.00
INV 10023272	20/02/2025	Supply 10x 15L water	210.00
EFT61866	07/03/2025	HOATH REFRIGERATION & AIRCONDITIONING	11,689.60
INV 4776	06/02/2025	Replace outdoor unit & test – Council Chambers	2,474.56
INV 4816	13/02/2025	Replace fixed speed compressor – Derby Admin Centre	7,481.12
INV 4823	13/02/2025	Aircon repairs Derby Airport	1,733.92
EFT61867	07/03/2025	HIVO	7,246.80
INV 3963	05/02/2025	Annual HIVO Subscription Fee - February 2025	7,246.80
EFT61868	07/03/2025	HORIZON POWER - ACCOUNT PAYMENTS	167.14
INV 561126	20/02/2025	Unit B/4 Rowell Ct, Derby for 25/01/2025 to 19/02/2025	167.14
EFT61869	07/03/2025	TEAM GLOBAL EXPRESS PTY LTD	51.15
INV 1095850	04/02/2025	Freight - Winc Perth to Derby	25.59
INV 1098484	11/02/2025	Freight - Winc Perth to Derby	25.56
EFT61870	07/03/2025	JILA PLUMBING	396.77
INV 6470	08/02/2025	Replace sub meter and tail, materials – FX Rec Centre	396.77
EFT61871	07/03/2025	KIMBERLEY CAR HIRE	35,530.00
INV 228	31/12/2024	31 day hire of Hilux 1HAE358 & Fortuner 1HUW333 (AGRN 1044)	6,820.00
INV 239	31/01/2025	31 day hire of Hilux 1HAE358 & Fortuner 1HUW333 (AGRN 1044)	6,820.00
INV 238	31/01/2025	31 day hire of Prado 1HHJ193 (AGRN 1044)	3,410.00
INV 253	26/02/2025	28 day hire of Hilux 1HAE358 & Fortuner 1HUW333 (AGRN 1044)	6,160.00
INV 254	26/02/2025	28 day hire of Hilux x3 & Fortuner (AGRN 1044)	12,320.00
EFT61872	07/03/2025	KELSEY JANE CLARK	72.00
INV REIMB 2402	24/02/2025	Reimburse - airport parking fee CEO interview panel member	72.00
EFT61873	07/03/2025	K&M ELECTRICAL SERVICES	6,504.07
INV 115	10/02/2025	Upgrade lights throughout Derby Admin Centre	4,245.66
INV 117	10/02/2025	Change out faulty RCD located in Derby Airport	567.60
INV 120	11/02/2025	Replace faulty mag lock on gate – Derby Airport	473.00
INV 121	12/02/2025	Install 10a dual WPGPO, address multiple electrical issues throughout property -4A Rowell Court	1,217.81
EFT61874	07/03/2025	TAMARA CLARKSON	79.50
INV REIMB2102	21/02/2025	Reimburse Frames for citizenship certificates, , Reimburse - purchased lunch for president following meetings	79.50
EFT61875	07/03/2025	THE PIER GROUP PTY LTD T/AS CS LEGAL	10,647.00

INV 034287	18/02/2025	Professional fees for Debt Recovery, Professional fees for Debt Recovery	10,647.00
EFT61876	07/03/2025	LAVENIA RATABUA	666.36
INV REIMB0703	07/03/2025	Utility Subsidy Power: 05/04/2024 to 06/06/2024, Utility Subsidy Power: 06/08/2024 to 03/10/2024	666.36
EFT61877	07/03/2025	MAXXIA PTY LTD	744.55
INV SDKW-ITC0125	24/02/2025	Jan-25 ITC repatriate to Maxxia for employees	744.55
EFT61878	07/03/2025	OUTBACK ELECTRICAL & AIRCON SERVICES	225.50
INV 9633	18/02/2025	Inspect & repair aircon – US 9 Ashley Street	225.50
EFT61879	07/03/2025	Nikita Taylor	371.72
INV REIMB2102	21/02/2025	Utility Subsidy Power: 20/11/2024 to 17/01/2025	371.72
EFT61880	07/03/2025	NORTH WEST LOCKSMITH	66.00
INV 32016	12/02/2025	Supply 3x Greyhound bus keys NW222 A3	66.00
EFT61881	07/03/2025	KIMBERLEY COUNTRY DEPARTMENT STORE	2,087.24
INV DB58643	19/02/2025	Staff Uniforms for R Scott - Manager ICT	379.46
INV DB59204	25/02/2025	Staff Uniforms for K Cochrane - new starter	928.40
INV DB59243	25/02/2025	Staff Uniforms for D Pollard - new starter	779.38
EFT61882	07/03/2025	RESHAI-LEE OMEARA	519.20
INV REIMB1902	19/02/2025	Utility Subsidy Power: 21/11/2024 to 30/01/2025	519.20
EFT61883	07/03/2025	ROWAN SCOTT	265.84
INV REIMB0503	05/03/2025	Travel Reimbursement - Ignite Course	265.84
EFT61884	07/03/2025	CLEANAWAY CO PTY LTD	505,905.79
INV 19378693	18/02/2025	July 2024 Kerbside Collection FX & Derby – Dry Season	54,321.52
INV 19378705	18/02/2025	August 2024 Kerbside Collection FX & Derby – Dry Season	54,321.52
INV 19378707	18/02/2025	September 2024 Kerbside Collection FX & Derby – Dry Season	54,321.52
INV 19378831	18/02/2025	October 2024 Kerbside Collection FX & Derby – Dry Season	54,321.52
INV 19378832	18/02/2025	November 2024 Kerbside Collection FX & Derby – Wet Season	96,206.57
INV 19378834	18/02/2025	December 2024 Kerbside Collection FX & Derby – Wet Season	96,206.57
INV 19378835	18/02/2025	January 2025 Kerbside Collection FX & Derby – Wet Season	96,206.57
EFT61885	07/03/2025	TARUNDA SUPERMARKET	445.53
INV 1015666	18/02/2025	Fruit for Junior Footy Program 19/02/2025, Fruit for Junior Footy Program 19/02/2025	75.05
INV 30156898	19/02/2025	Assorted cleaning products	96.19
INV 30157006	20/02/2025	Food supplies for cooking program 20/02/2025, Food supplies for cooking program 20/02/2025	100.08
INV 1017617	24/02/2025	Fruit for Junior Footy Program 26/02/2025, Fruit for Junior Footy Program 26/02/2025	92.81
INV 40199814	24/02/2025	Large bin liners for Fitzroy Crossing Recreation Centre	81.40
EFT61886	07/03/2025	TRAVELWORLD BROOME	1,475.60

INV I000045815	14/02/2025	Flights Perth-Derby return for relief Ranger 10/03/2025	740.00
INV I000045816	14/02/2025	Flights Perth-Derby return for relief Ranger 17/02/2025	735.60
EFT61887	07/03/2025	WAYNE THOMAS NEATE	221.85
INV REIMB2102	21/02/2025	Expenses claimed whilst in Perth on Shire business	221.85
EFT61888	07/03/2025	SHIRE OF WYNDHAM-EAST KIMBERLEY	49,500.00
INV 43723	13/02/2025	Kimberley Regional Group Contribution 2024/2025	49,500.00
EFT61889	14/03/2025	ACOR CONSULTANTS PTY LTD	3,160.85
INV 102008425	28/02/2025	Request for tender documentation NA240671-101	410.85
INV 102008780	28/02/2025	FX Youth Precinct Stage 1 - Contract Preparation	2,750.00
EFT61890	14/03/2025	ALTHAM PLUMBING	1,174.37
INV 19031	17/02/2025	Bi-Annual service of water treatment plant at Derby Airport	951.62
INV 19055	20/02/2025	Check pump at Wharf for leak	222.75
EFT61891	14/03/2025	AUSTRALIAN SERVICES UNION	263.00
INV DEDUCTION	11/03/2025	Payroll Deduction	263.00
EFT61892	14/03/2025	BROOME CRETE	2,904.00
INV 54389	25/02/2025	Materials for road verge repair,	2,904.00
EFT61893	14/03/2025	HALLIDAY ENTERPRISES PL T/A BK SIGNS & PROMOTIONS	649.00
INV 28353	08/03/2025	Fortuner (2KW replacement), Shire name/logo etc	649.00
EFT61894	14/03/2025	BUILDING AND ENERGY	17,802.22
INV PERMIT 2802	11/03/2025	BSL - February 2025, BSL COMMISSION - February 2025	17,802.22
EFT61895	14/03/2025	BROOME TOYOTA NORTH WEST MOTOR GROUP	639.21
INV PI13080891	21/02/2025	Replacement RHF door window glass & weather strip	583.87
INV PI13081000	04/03/2025	Replacement FH lower windscreen moulding, 5386660100 SEAL FR FENDER + Freight	55.34
EFT61896	14/03/2025	BUNNINGS GROUP LIMITED	1,499.00
INV 2210/99850042	27/02/2025	50x Folding Camp Chair Oztrail++Escape Cooler	1,499.00
EFT61897	14/03/2025	ALLVOLTS POWER SOLUTIONS	272.00
INV 228179	07/03/2025	Supply of 4 x 12v/9AH batteries.	272.00
EFT61898	14/03/2025	CRESCENDO MUSIC AUSTRALIA PTY LTD	319.90
INV 390782	04/03/2025	Chroma-Notes 8 Note Diatonic Desk Bell Set, Shipping	319.90
EFT61899	14/03/2025	CATHERINE FEENEY	740.00
INV 3-R-0005	27/02/2025	5/12 Loch Street Fortnightly Rent	740.00
EFT61900	14/03/2025	CARPET, PAINT & TILE CENTRE	125.90
INV 168098	11/02/2025	Supply white gloss & silicone	125.90
EFT61901	14/03/2025	WINC	2,378.60
INV 9047261499	10/02/2025	Stationery items for all departments, Freight	2,316.89

INV 9047261306	10/02/2025	Stationery items for all departments	61.71
EFT61902	14/03/2025	CCS STRATEGIC	12,504.48
INV 142025	21/02/2025	Final Report - Fitzroy Crossing Multipurpose Centre	12,504.48
EFT61903	14/03/2025	DERBY BUILDING SUPPLIES	5,718.78
INV 579086	06/02/2025	Supply padlocks	29.98
INV 579111	06/02/2025	Supply cockburn hylime 20kg	21.61
INV 579159	07/02/2025	Supply 12x coupling	18.54
INV 579992	24/02/2025	Supply 4x barrier spray	54.58
INV 579993	24/02/2025	Supply 5x little tree	17.50
INV 580010	24/02/2025	Cover Roller Corrugated 230mm Uni-Pro	50.10
INV 580059	25/02/2025	Sutton Blade Recip Metal 200x10T	13.78
INV 580173	26/02/2025	20kg bags of pre-mix asphalt for road seal repair, 20kg bags of pre-mix asphalt for road seal repair.	2,944.00
INV 580167	26/02/2025	12V Low voltage 10W G4 Clear 2pk	5.84
INV 580117	26/02/2025	Hunter X2 Retic controller, outdoor cabinet - 6 station, Hunter X2 Retic controller, outdoor cabinet - 8 station, Hunter X2 Retic controller, outdoor cabinet - 14 station	1,335.60
INV 580302	28/02/2025	20kg bags concrete mix for sign post installation (muster points)	741.00
INV 580539	05/03/2025	60pce Merchandiser of Little Trees vehicle deodorants.	241.32
INV 580526	05/03/2025	Angle Steel Galvanised	76.08
INV 580821	10/03/2025	Purchase of electrical equipment and storage resources	149.10
INV 580826	10/03/2025	Hanging Strips Combo Pack	19.75
EFT61904	14/03/2025	DERBY BUS SERVICE PTY LTD	275.00
INV 23317	28/02/2025	Freight - February 2025	275.00
EFT61905	14/03/2025	DERBY FUELS	1,692.00
INV 289880	26/02/2025	Catering for Management lunch - 13 people on 26/02/25	172.00
INV 1233782	09/03/2025	28th Feb (Meals) & 1st March (Sandwiches) – Derby Youth Program	1,520.00
EFT61906	14/03/2025	DONNY JAMES ELDRIDGE	100.00
INV REIMB1902	19/02/2025	Return of Gym Key Bond 13.12.2024,	100.00
EFT61907	14/03/2025	HARDMAN ENTERPRISES PL t/as DERBY PLUMBING AND GAS	2,711.50
INV 29198	18/02/2025	Check over taps & toilets at pool	2,711.50
EFT61908	14/03/2025	DERBY PROGRESSIVE SUPPLIES	1,715.23
INV 104575	28/01/2025	Toilet tissue and hand towels for all Derby sites	1,715.23
EFT61909	14/03/2025	DERBY HARDWARE MITRE10	592.67
INV 16020198	07/02/2025	Supply gate hinge	44.99
INV 10620400	11/02/2025	Supply adhesive spray	12.99
INV 10621047	24/02/2025	Supply pot, saucer & potting mix	41.97
INV 10621072	24/02/2025	Supply insect repellent for outdoor workers	431.76

INV 10621101	25/02/2025	Keys cut x2	12.00
INV 10621231	27/02/2025	Dulux Colour Samp White 500ML	18.99
INV 10621409	04/03/2025	Nut Wing Forged ZP M8 PK3	5.99
INV 10621827	11/03/2025	DRL Long Spinpac 4.0 Blu Sutton	23.98
EFT61910	14/03/2025	DWA INDUSTRIAL RESOURCES PTY LTD	159.52
INV 02024028	18/02/2025	Supply 15kg roll of 0.9mm steel welding wire	159.52
EFT61911	14/03/2025	ELDERS LIMITED (DERBY BRANCH)	271.46
INV IY92846	12/02/2025	Supply pack of steel dropper posts	174.02
INV IY92968	22/02/2025	Supply feed layer & poultry mix	97.44
EFT61912	14/03/2025	FITZROY HARDWARE PTY LTD	808.50
INV 10023195	19/02/2025	Supply 2x earmuffs	43.00
INV 10023196	19/02/2025	Supply 12x safety glasses	96.00
INV 10023316	21/02/2025	HR-Elbow Male & Female 25mm	41.60
INV 10023400	24/02/2025	1 x Pressure washer from the Fitzroy Hardware.	389.00
INV 10023428	25/02/2025	Watering Can 5L & 9L	45.90
INV 10023456	25/02/2025	Drop Cloth Heavy Duty Canvas	99.00
INV 10023547	27/02/2025	Ear Plugs Headband 19DB W/Spare	10.00
INV 10023590	28/02/2025	4 x 15L Aussie Natural Spring Water	84.00
EFT61913	14/03/2025	FETCH PRINT	2,409.00
INV FSD241127B	28/02/2025	Print and delivery 1000 x Babbling Boabs newsletter edition 4 - March	2,409.00
EFT61914	14/03/2025	GEOFFREY ANDREW DAVIS	809.16
INV TRAVEL2802	28/02/2025	Travel Claim: Derby to FX return 28/02/2025 OCM	809.16
EFT61915	14/03/2025	GEOTECHNICAL AND GEOLOGICAL CONSULTANTS	1,650.00
INV 7516	30/01/2025	Geotechnical Desktop Study at water splash park site - FX	1,650.00
EFT61916	14/03/2025	HOATH REFRIGERATION & AIRCONDITIONING	275.00
INV 4767	03/02/2025	Fault find aircons, Fault find aircons – Derby Depot & Airport	275.00
EFT61917	14/03/2025	TEAM GLOBAL EXPRESS PTY LTD	1,796.52
INV 0454-8L4291	05/01/2025	Freight - Ref 2401013283167	112.13
INV P69068198	12/01/2025	Freight - Ref 0090S5K771	833.47
INV P69068236	19/01/2025	Freight - Ref 0090S5K772	606.29
INV 1103961	25/02/2025	Freight - Winc Perth to Derby	244.63
EFT61918	14/03/2025	JILA PLUMBING	825.61
INV 6486	21/02/2025	Install new waste & water lines – FX Rec Centre	825.61
EFT61919	14/03/2025	JIMIRAMIRA WILSON	100.00
INV REIMB1802	18/02/2025	Return of gym key bond	100.00

EFT61920	14/03/2025	KIMBERLEY CAR HIRE	3,080.00
INV 252	26/02/2025	28 Day Hire - 4wd Toyota Prado 01/02/2025 - 28/02/2025 (AGRN 1044)	3,080.00
EFT61921	14/03/2025	KIMBERLEY LAND COUNCIL (BROOME)	300.00
INV BOND2602	26/02/2025	Bond return - hire of community room 25/02/2025	300.00
EFT61922	14/03/2025	KMART AUSTRALIA LIMITED	1,423.50
INV 055055	07/12/2025	Assortment of items FX holiday program	1,423.50
EFT61923	14/03/2025	K&M ELECTRICAL SERVICES	6,533.20
INV 00135	26/02/2025	Supply and install additional bunker light Derby Visitor Centre.	2,223.61
INV 137	28/02/2025	Trade to fix fault on Street lights	523.24
INV 138	28/02/2025	To conduct repair works at 30 loch street - Derby Admin Centre	1,721.78
INV 139	28/02/2025	Conducted basic visual electrical inspection - Derby Admin Centre	500.50
INV IV00141	04/03/2025	Youth Centre - Test Appliances for faults	190.66
INV IV00153	08/03/2025	Electrical maintenance Unit 4 30 Clarendon	1,373.41
EFT61924	14/03/2025	KISHAY MCKIGNEY	232.13
INV REIMB2602	26/02/2025	Utility Subsidy Power: 27/09/2024 - 14/11/2024	232.13
EFT61925	14/03/2025	MAXXIA PTY LTD	6,773.27
INV SDWK-ITC0225	10/03/2025	Feb-25 ITC repatriate to Maxxia for employees	691.61
INV DEDUCTION	11/03/2025	Payroll Deduction	3,342.44
INV DEDUCTION	11/03/2025	Payroll Deduction	2,674.33
INV DEDUCTION	11/03/2025	Payroll Deduction	64.89
EFT61926	14/03/2025	WESTRAC PTY LTD	455.47
INV 3946057	20/02/2025	20 Litre 309-6942 Cat Hydro Advanced oil, Freight	455.47
EFT61927	14/03/2025	MANAGED IT PTY LTD	25,069.66
INV 185256	01/02/2025	Managed Services for February 2025	6,615.18
INV 185556	05/03/2025	Cloud Server Hosting for March 2025	9,236.70
INV 185555	05/03/2025	Managed Service for March 2025	6,615.18
INV 185608	06/03/2025	Threatlocker Application Control - March 2025	2,602.60
EFT61928	14/03/2025	MRA CONSULTING GROUP	21,187.10
INV 258885	31/01/2025	Update landfill closure plans	21,187.10
EFT61929	14/03/2025	OUTBACK ELECTRICAL & AIRCON SERVICES	389.81
INV 9660	20/02/2025	Replace thermostat for water cooler – Derby Admin Centre	389.81
EFT61930	14/03/2025	North Australian Indigenous Land and Sea Management Alliance Ltd	300.00
INV BOND0912	11/03/2025	Return of Bond for NAILSMA Facility Hire - 09/12/2024	300.00
EFT61931	14/03/2025	NORTH WEST LOCKSMITH	683.00
INV 32162	11/03/2025	7 Tower Place - rekeyed property to restricted system	533.00

INV 32163	11/03/2025	DBY Depot male toilet- repair damaged dead bolt, key not operating lock	150.00
EFT61932	14/03/2025	ORD AGRICULTURAL EQUIPMENT	9,226.10
INV OA19730	07/02/2025	07935-50001A - 300g Cans Kubota Orange for mower repairs , Freight	174.11
INV OA19772	12/02/2025	Assortment of Kubota RCK72P-F39 & GCK72-F39 parts	4,754.12
INV OA19769	12/02/2025	Fuel Filter, O-ring, Washer & Seal, Freight	641.83
INV OA19794	14/02/2025	Handle, Screw, Nut, Washer, plain, Freight - Road	96.75
INV OA19808	17/02/2025	Set of Rear axle area parts for F3690-AU serial #10981	716.98
INV OA19771	26/02/2025	Pipe Inlet and Filter Cleaner for F3690, Freight	2,842.31
EFT61933	14/03/2025	KIMBERLEY COUNTRY DEPARTMENT STORE	679.42
INV DB59389	28/02/2025	Craig Dawe top up uniform order.	679.42
EFT61934	14/03/2025	PRITCHARD FRANCIS	13,662.00
INV 37191	29/01/2025	Derby Port - Road Network - January 2025	13,662.00
EFT61935	14/03/2025	RAY WHITE DERBY	10,567.13
INV 23454	04/03/2025	17 Knowsley Street East rent 20/03/2025 to 19/04/2025	2,042.26
INV 23453	04/03/2025	26 Delewarr Street Rent 17/03/2025 - 27/03/2025	660.00
INV 23449	04/03/2025	15A Knowsley Street rent 15/03/2025 - 14/04/2025	1,629.46
INV 23450	04/03/2025	15B Knowsley Street rent 15/03/2025 - 14/04/2025	1,629.46
INV 23451	14/03/2025	9 Tower Place rent 15/03/2025 - 14/04/2025	2,607.14
INV 23452	14/03/2025	33 Knowsley Street East rent 15/03/2025 - 14/04/2025	1,998.81
EFT61936	14/03/2025	RECHARGE PETROLEUM	18,540.50
INV 01134971	21/03/2025	Litres of Diesel fuel to refill the bowser at 7 Millard St depot.	18,540.50
EFT61937	14/03/2025	REDFISH TECHNOLOGIES PTY LTD	7,215.22
INV 66721	14/02/2025	Base level wireless microphone with recorder & case	7,215.22
EFT61938	14/03/2025	SE RENTALS PTY LTD	185.90
INV 225787	20/02/2025	Derby Pool Printer - Rental Contract Ricoh IM C2000 for 20/03/2025 to following month	185.90
EFT61939	14/03/2025	RFF PTY LTD	31,493.00
INV I001429	31/10/2024	Prepare options paper and presentation, prepare and lodge EOI	31,493.00
EFT61940	14/03/2025	RUSTYS IGA	1,394.90
INV 015928	18/12/2024	Supplies for Youth Centre's healthy snacks & Cooking program, Supplies for Youth Centre's healthy snacks & Cooking program	365.36
INV 012494	23/01/2025	Ingredients for Meals - Youth Late Night Program	204.39
INV 014137	28/01/2025	Items for Catering for music sessions, Items for Catering for music sessions	49.20
INV 014138	28/01/2025	Stationery resources for class participants – My Kimberley Stories	49.34
INV 014509	28/01/2025	Supplies for Healthy Snacks & Cooking Program – Derby Youth	300.94
INV 014954	29/01/2025	Catering and Stationery – My Kimberley Stories	99.72

INV 011541	12/02/2025	Catering and Stationery – My Kimberley Stories	199.58
INV 015230	19/02/2025	Catering and stationery – My Kimberley Stories	76.39
INV 011689	04/03/2025	Purchase of supplies for Music Class, Purchase of supplies for Music Class	49.98
EFT61941	14/03/2025	SKIPPERS CLEANING SERVICES	31,502.42
INV 1822	28/02/2025	Cleaning services – February – Derby Civic Centre, Depot, Airport Terminal & Public Toilets	31,502.42
EFT61942	14/03/2025	TRAVIS HAYTO INVESTMENTS TAS SOCO STUDIOS	5,500.00
INV 0072	24/02/2025	Jan & Feb 2024 - Social Media Management	5,500.00
EFT61943	14/03/2025	T21	5,500.00
INV 202425.SDWK.01	21/02/2025	Economic Development Strategy & Action Plan - Stages 1 & 2 (FY25)	5,500.00
EFT61944	14/03/2025	TARUNDA SUPERMARKET	299.90
INV 1015665	18/02/2025	Food supplies for Cuppa Circle Program 19/02/2025	98.47
INV 10110446	05/03/2025	Food Supplies for Cuppa Circle Program - 05/03/2025	93.06
INV 30160698	07/03/2025	Cuppa Circle Program Supplies 07/03/2025	108.37
EFT61945	14/03/2025	THIRD SPACE INDIGENOUS CORPORATION	11,550.00
INV 0123	01/03/2025	Hire of 3 x Mitsubishi Triton 01/02/25 - 28/02/25 (AGRN 1044)	11,550.00
EFT61946	14/03/2025	TYREPOWER DERBY	210.00
INV 120348	20/02/2025	Wheel alignment, rotation & balance – 2KW	210.00
EFT61947	14/03/2025	WALALAKOO ABORIGINAL CORPORATION	500.00
INV BOND1003	10/03/2025	Bond Return - Hire of Civic Centre 12/02/25 - 14/02/25	500.00
EFT61948	14/03/2025	NEIL MANSELL TRANSPORT PTY LTD	939.11
INV 00368964	10/02/2025	Freight 3x pallets dog food Perth to Derby	939.11
EFT61949	21/03/2025	AISHA VALENTI	39,908.00
INV 0063	11/04/2025	Derby Youth Centre Community Art Youth Murals Project	39,908.00
EFT61950	21/03/2025	ALISTAIR HOBBS	500.00
INV SITTING FEES 1103	18/03/2025	Fitzroy Valley flood recovery working group sitting fees 11/03/2025 (AGRN 1044)	500.00
EFT61951	21/03/2025	AUSTRALIA POST	433.62
INV 1013863322	03/03/2025	Derby Postage for February 2025, Derby Postage for February 2025	433.62
EFT61952	21/03/2025	RUSTYS BAKESHOP	400.00
INV 000027	07/03/2025	Morning tea - International Women's Day 07/03/2025,	400.00
EFT61953	21/03/2025	OFFICE NATIONAL BROOME (THE BOSS SHOP)	385.52
INV 1111214	28/02/2025	Copy Count 2690 Konica / 3185 Cano - February 2025	385.52
EFT61954	21/03/2025	BEYOND POTENTIAL GROUP PTY LTD	1,584.00
INV 0561	24/02/2025	Deep clean of Unit 5/20 Clarendon Street	1,584.00
EFT61955	21/03/2025	BUXTON RESOURCES LTD	1,695.43
INV A901095	18/03/2025	Rates refund for assessment A901095 UNIT E04 02612 TENGRAPH	500.36

INV A901096	18/03/2025	Rates refund for assessment A901096 UNIT E04 02614 TENGGRAPH	586.78
INV A901097	18/03/2025	Rates refund for assessment A901097 UNIT E04 02617 TENGGRAPH	307.64
INV A901112	18/03/2025	Rates refund for assessment A901112 UNIT E04 02631 TENGGRAPH	300.65
EFT61956	21/03/2025	CATHERINE FEENEY	740.00
INV 3-R0006	14/03/2025	5/12 Loch Street Fortnightly Rent x 2	740.00
EFT61957	21/03/2025	CISSY NUGGETT	500.00
INV SITTINGS FEES	18/03/2025	FITZROY VALLEY FLOOD RECOVERY WORKING GROUP SITTING FEES 11/03/2025 (AGRN 1044)	500.00
EFT61958	21/03/2025	CIVIC LEGAL	4,600.48
INV 513901	19/02/2025	Legal review of AS4902-2000 contract – FX Swimming Pool deed of extension	4,600.48
EFT61959	21/03/2025	WINC	96.61
INV 9047377133	24/02/2025	Stationery items for all departments	93.57
INV 9047473811	10/03/2025	February Winc order for all departments	3.04
EFT61960	21/03/2025	DEPUTY CHILD SUPPORT REGISTRAR	487.06
INV DEDUCTION	11/03/2025	Payroll Deduction	487.06
EFT61961	21/03/2025	DERBY FUELS	3,040.00
INV 290487	12/03/2025	Catering Youth Program - 7/8 March 2025	1,520.00
INV 290622	17/03/2025	Youth Program 14/15 March 2025	1,520.00
EFT61962	21/03/2025	DERBY PROGRESSIVE SUPPLIES	1,354.82
INV 104771	05/03/2025	Utensils for Youth team's programs	185.65
INV 105003	11/03/2025	Long life full cream milk & skim - Derby Admin Office,	57.18
INV 105205	13/03/2025	Wooden Cutlery, Napkins, Plates, Cups	1,111.99
EFT61963	21/03/2025	RONNIE JIMBIDEE	500.00
INV SITTING FEES 1103	18/03/2025	Fitzroy Valley flood recovery working group sitting fees 11/03/2025 (AGRN 1044)	500.00
EFT61964	21/03/2025	ELDERS LIMITED (DERBY BRANCH)	175.50
INV IY93106	08/03/2025	LP Gas 9KG bottle swap	175.50
EFT61965	21/03/2025	FITZROY HARDWARE PTY LTD	126.00
INV 10023401	24/02/2025	6 x Aussie Natural Spring Water	126.00
EFT61966	21/03/2025	PAUL GOSS	281.75
INV REIMB1003	10/03/2025	Utility Subsidy Power: 14/12/2024 - 14/02/2025	281.75
EFT61967	21/03/2025	GRACE RECORDS MANAGEMENT	131.67
INV RP01639775	28/02/2025	Storage Records - March 2025	131.67
EFT61968	21/03/2025	HELEN THOMAS	500.00
INV SITTING FEES 1103	18/03/2025	Fitzroy Valley flood recovery working group sitting fees 11/03/2025 (AGRN 1044)	500.00
EFT61969	21/03/2025	MARMINGEE HAND	750.00

INV SITTING GEES 1103	18/03/2025	Fitzroy Valley flood recovery working group sitting fees 11/03/2025 (AGRN 1044)	750.00
EFT61970	21/03/2025	CONNECT CALL CENTRE SERVICES	47.52
INV 118793	15/02/2025	Overcalls fee for contract CA0415 - January 2025	47.52
EFT61971	21/03/2025	KIMBERLEY FIRE SYSTEMS	12,193.06
INV 22638	10/03/2025	6 monthly routine service inspection & testing – All Derby and FX sites	12,193.06
EFT61972	21/03/2025	TUFFY'S PTY LTD T/A KIMBERLEY WASHROOM SERVICES	640.00
INV 11032	07/02/2025	Sanitary disposal units - February 2025 – Derby admin sites	640.00
EFT61973	21/03/2025	LEITHAN SPINKS	500.00
INV SITTING FEES 1103	20/03/2025	Fitzroy Valley flood recovery working group sitting fees 11/03/2025 (AGRN 1044)	500.00
EFT61974	21/03/2025	LAVINIA LETHEBY	4,730.00
INV INV000145	14/03/2025	10% Deposit - FX Mural Projects - Visitor Centre	4,730.00
EFT61975	21/03/2025	HELENE PTY LTD LO-GO APPOINTMENTS	8,706.50
INV H4810	24/02/2025	Remaining 50% of recruitment fee for placement of CEO	8,706.50
EFT61976	21/03/2025	MARNIN BOWA DUMBARA ABORIGINAL CORP	300.00
INV BOND 2402	24/02/2025	Bond return - hire of community room 21/02/2025	300.00
EFT61977	21/03/2025	MANAGED IT PTY LTD	16,328.85
INV 185553	05/03/2025	Vulscan - Vulnerability Scanner - March 2025	383.90
INV 185554	05/03/2025	Governance Risk Compliance - March 2025	823.90
INV 185605	06/03/2025	Citrix License for March 2025	5,599.44
INV 185606	06/03/2025	Microsoft SPLA License for March	5,333.04
INV 1185607	06/03/2025	Manage Services RocketCyber SIEM - March 2025	4,188.57
EFT61978	21/03/2025	KIMBERLEY COUNTRY DEPARTMENT STORE	559.93
INV DB59731	12/03/2025	Sqwincher Electrolytes - 7 packs	559.93
EFT61979	21/03/2025	OFFICE STAR	231.00
INV 65955	10/02/2025	Travel charge to repair copiers	231.00
EFT61980	21/03/2025	COLLEEN GARNER	500.00
INV SITTING FEES 1103	18/03/2025	Fitzroy Valley flood recovery working group sitting fees 11/03/2025 (AGRN 1044)	500.00
EFT61981	21/03/2025	IXOM	402.38
INV 6919961	31/01/2025	Chlorine gas cylinder hire fee - January 2025	211.42
INV 6932667	30/03/2025	Chlorine Gas Cylinder Hire Fee - February 2025	190.96
EFT61982	21/03/2025	PAULINE CRANNAGE	50.00
INV BOND 1403	14/03/2025	Bond Return - Cat Trap	50.00
EFT61983	21/03/2025	PATRICK GREEN	500.00
INV SITTING FEES 1103	18/03/2025	Fitzroy Valley flood recovery working group sitting fees 11/03/2025 (AGRN 1044)	500.00

EFT61984	21/03/2025	PETER JOHN MCCUMSTIE	1,209.00
INV SITTING FEES 1103	18/03/2025	Fitzroy Valley flood recovery working group sitting fees 11/03/2025 (AGRN 1044) & Fuel Reimbursement	1,209.00
EFT61985	21/03/2025	C PLUMMER, T PLUMMER & PERKS INDUSTRIES PTY LTD	6,050.00
INV 0024	01/03/2025	117 Rowan Rent - March 2025	6,050.00
EFT61986	21/03/2025	RAPID EXPLORATION PTY LTD TA RAPID CAMPS	447,991.01
INV 0581	05/03/2025	Demobilisation and Site Remediation - 50% upon arrival - FX workers camp	263,524.12
INV 0582	10/03/2025	Camp ready transport (20%), fencing salvaged (10%), Remediation (5%)	184,466.89
EFT61987	21/03/2025	RUSSELL CHESTNUT	500.00
INV SITTING FEES 1103	18/03/2025	Fitzroy Valley flood recovery working group sitting fees 11/03/2025 (AGRN 1044)	500.00
EFT61988	21/03/2025	HARVEY NORMAN BROOME - TECH & APPLIANCES	889.00
INV 331484	11/01/2025	Supply vacuum cleaner for FX Youth Program Kitchen	889.00
EFT61989	21/03/2025	RUSTYS IGA	2,497.82
INV 017160	13/01/2025	Food and supplies for JSHP, Food and supplies for JSHP	181.94
INV 017966	14/01/2025	Materials for Junior School Holiday Program	219.95
INV 036958	15/01/2025	Youth Centre's Healthy Snacks & Cooking Program	302.95
INV 024419	17/01/2025	Supplies for School Holiday Program	96.42
INV 025525	24/01/2025	Supplies for Australia Day community events	430.18
INV 014652	29/01/2025	Top up JSHP Week 3 Jan 2025, Top up JSHP Week 3 Jan 2025	149.58
INV 019315	07/02/2025	Afternoon Tea for Road Safety Workshop	200.75
INV 028697	14/02/2025	Supplies for the Community Expo on the 15th Feb	102.40
INV 01960	21/02/2025	Food and goods top up for JSHP Week Two, - Food and goods top up for JSHP Week Two	190.84
INV 016856	21/02/2025	Materials & Food - Derby swim classics breakfast & event	332.67
INV 019681	27/02/2025	Catering for Youth Road Safety Workshop	290.14
EFT61990	21/03/2025	SKIPPERS CLEANING SERVICES	13,200.00
INV 1821	28/02/2025	Cleaning services – February – Derby Admin Centre, Coleman Centre, Library and Youth centre	13,200.00
EFT61991	21/03/2025	STEVEN TWEEDIE	528.00
INV 1020242025	01/02/2025	Consultancy Services - Governance Advice - Feb 2025	528.00
EFT61992	21/03/2025	TEC SERVICES GROUP PTY LTD	11,748.00
INV 69966	25/02/2025	PC05 Feb - Maintenance during the defect's liability period – FX Town Oval lighting	11,748.00
EFT61993	21/03/2025	TELIA REILLY	41.00
INV REIMB1003	10/03/2025	Reimbursement - Councillor Lunch 21/02/2025	41.00
EFT61994	21/03/2025	CARL THOMAS ENGELKE	30.00
INV REIMB 2102	21/02/2025	Reimburse - error with FOI request	30.00
EFT61995	21/03/2025	TRAVELWORLD BROOME	5,596.27

INV I000046113	06/03/2025	Flights & Accommodation - G Haerewa	1,816.88
INV I0000046286	14/03/2025	Angus Butler-Blaxell flights - 28/03/2025	3,779.39
EFT61996	21/03/2025	WINUN NGARI ABORIGINAL CORPORATION	1,800.00
INV 002005	11/03/2025	7/12 Loch Street 05/03/2025 - 01/04/2025	1,800.00
EFT61997	21/03/2025	WILLIAM ROBERT JOHN SIMONS	50.00
INV BOND 2802	28/02/2025	Bond Return - Cat Trap	50.00
EFT61998	24/03/2025	ALTHAM PLUMBING	308.00
INV 19115	07/03/2025	Excavate Plot 496C	308.00
EFT61999	24/03/2025	ASHLEY ARCIDIACONO	33,312.66
INV 2567	06/03/2025	Install a partition wall to the Visitors Centre to create a meeting room.,	18,618.13
INV 2568	12/03/2025	Re-align brick pavers around the undercover courts - Derby Rec Centre	8,000.00
INV 2570	12/03/2025	Install steel vehicle gate & timber personnel gate (65%) at Wharfinger House	2,194.53
INV 2569	12/03/2025	Repair the damaged decking boards to the veranda at Wharfinger House	4,500.00
EFT62000	24/03/2025	BULL MOTOR BODIES PTY LTD	19,043.27
INV IN-W0030930	14/03/2025	Replacement canopy for 18-KW,	19,043.27
EFT62001	24/03/2025	CRAIG DAWE	826.50
INV REIMB 1903	19/03/2025	Utility Subsidy Power: 04/10/2024 - 04/12/2024	826.50
EFT62002	24/03/2025	HARDMAN ENTERPRISES PL t/as DERBY PLUMBING AND GAS	841.50
INV 29221	17/03/2025	Investigated reports of water leak - Turf Club	841.50
EFT62003	24/03/2025	DEPARTMENT OF FIRE AND EMERGENCY SERVICES.	79,820.56
INV 158835	21/02/2025	2024/25 ESL Q3 Contribution	79,820.56
EFT62004	24/03/2025	FITZROY HARDWARE PTY LTD	105.00
INV 10024077	12/03/2025	15L x 5 Water Bottles for SDWK	105.00
EFT62005	24/03/2025	GREENFIELD TECHNICAL SERVICES	7,871.34
INV 4433	20/02/2025	AGRN 1044 Flood Damage Reinstatement Package 3 January 2025	3,771.08
INV 4432	20/02/2025	AGRNN-1044 Construction Management: January 2025	4,100.26
EFT62006	24/03/2025	PERKS INDUSTRIES PTY LTD TAS KIMBERLEY HOME	308.00
INV 24-00082518	19/12/2024	Crib Cot Mattress & Playland Cot	308.00
EFT62007	24/03/2025	K&M ELECTRICAL SERVICES	345.59
INV IV00134	26/02/2025	Install Starlink at 4 Woollybutt, Derby	345.59
EFT62008	24/03/2025	THE PIER GROUP PTY LTD T/AS CS LEGAL	880.00
INV 034336	28/02/2025	Professional Fees for debt recovery	396.00
INV 034369	28/03/2025	Professional Fees for LGA Sale 23 Barnett Way, Derby	484.00
EFT62009	24/03/2025	MOORE AUSTRALIA (TAX)	5,500.00
INV 440627	25/02/2025	Compilation of Financial Activity - 31/12/2024 & 31/01/2025	5,500.00

EFT62010	24/03/2025	NORTH WEST LOCKSMITH	339.00
INV 32161	11/03/2025	Replace internal door hardware - Derby Recreation Centre	339.00
EFT62011	24/03/2025	NORWESCOM TELECOMMUNICATIONS	7,023.86
INV 57019	25/02/2025	Upgrade Integriti control gear for the Derby Visitors Centre	7,023.86
EFT62012	24/03/2025	PERFORMANCE TINTING	1,300.00
INV 5850	25/02/2025	Prado 1HHJ-193 Windscreen replacement & camera calibration.	1,300.00
EFT62013	24/03/2025	COUNTRYMAN RUBBISH REMOVAL	9,886.46
INV 1079	07/03/2025	Litter Collection - FX 13/02/2025- 26/02/2025	4,683.06
INV 1078	07/03/2025	Litter Collection Fitzroy 30/01/2025 - 12/02/2025	5,203.40
EFT62014	24/03/2025	RECHARGE PETROLEUM	6,882.52
INV 01142731	25/02/2025	Litres of diesel delivered to Fitzroy Crossing depot	6,882.52
EFT62015	24/03/2025	HARVEY NORMAN BROOME - TECH & APPLIANCES	798.00
INV 338801	19/02/2025	Vacuum for FX Youth Program Kitchen space	798.00
EFT62016	24/03/2025	RUSTYS IGA	981.61
INV 022593	06/01/2025	Drinking water and Ziplock bags for tick treatments	147.86
INV 025664	25/01/2025	Supplies & fruit - Australia Day community pool party	150.00
INV 013068	06/03/2025	Supplies for Youth Team's Thursday cooking program	396.96
INV 012664	06/03/2025	Morning tea supplies required Australia Day Community Pool Party	286.79
EFT62017	24/03/2025	SKIPPERS CLEANING SERVICES	8,630.96
INV 1825	28/02/2025	Derby Administration Centre - February 2025	2,293.50
INV 1824	28/02/2025	Cleaning RFDS Building - Feb 2025	5,924.96
INV 1823	28/02/2025	Additional sanitary bin cleans - Admin Building	412.50
EFT62018	24/03/2025	SYSTEMIC PTY LTD	549.00
INV 2025-0030	01/02/2025	Please provide Subscription to Property Inspection app - PIM	549.00
EFT62019	24/03/2025	TELIA REILLY	402.55
INV REIMB2702	27/02/2025	Utility Subsidy Power: 20/12/2024 - 19/02/2025	402.55
EFT62020	24/03/2025	TELSTRA LIMITED	16,331.77
INV 4275260919	02/02/2025	Data SIM Billings - February 2025 (JNL 0303)	40.00
INV 4174249435	03/02/2025	Mobile Billings - February 2025 (JNL 0303)	1,086.09
INV 1718873800	27/02/2025	Services and equipment rental to 19/03/2025 (JNL 0303)	74.94
INV 4275260810	27/02/2025	Satellite Billings - February 2025 (JNL 0303)	495.00
INV 4275260919	02/03/2025	Data Sim Billings - March 2025 (JNL 0303)	40.00
INV 4174249435	03/03/2025	Mobile Billings - March 2025 (JNL 0303)	1,060.02
INV 0463459000	09/03/2025	Main Line Billings - February 2025 (JNL 0303)	13,535.72
EFT62021	24/03/2025	TARUNDA SUPERMARKET	91.31

INV 10112856	12/03/2025	Fruit from Tarunda IGA for the Junior Footy Program 12/03/2025	79.91
INV 10113677	14/03/2025	Kimberley Cuppa Circle Program 10/03/2025	11.40
EFT62022	24/03/2025	TRAVELWORLD BROOME	2,370.90
INV I000045326	08/01/2025	Flights Perth - Derby return for Acting Director Community Planning Feb 2025	906.00
INV I000045327	08/01/2025	Flights Perth - Derby return for Acting Director Community Planning Mar 2025	845.00
INV I000045607	03/02/2025	Flights Perth-Derby return for D Putland - A/ Director Community Planning	185.90
INV I000045909	10/03/2025	Accommodation BME - Renata Fourie and Julia Wilson - 26/02/2025	434.00
EFT62023	28/03/2025	ALTHAM PLUMBING	5,265.51
INV 19156	13/03/2025	Excavate Plot 840C	308.00
INV 19157	17/03/2025	Supply and install new 10,000 Litre water storage tank	4,649.51
INV 19155	27/03/2025	Excavate Plot 769P	308.00
EFT62024	28/03/2025	AUSTRALIA PACIFIC VALUERS PTY LTD ITF THE APV UNIT TRUST T/AS APV VALUERS & ASSET MANAGEMENT	550.00
INV 0115	18/03/2025	Valuation of The Hangar for insurance purposes	550.00
EFT62025	28/03/2025	ARAC REFRIGERATION & AIR CONDITIONING	154.00
INV 13487	15/03/2025	Derby Airport - fault find and rectification of issue with split system with U4 error.	154.00
EFT62026	28/03/2025	AUSTRALIAN SERVICES UNION	263.00
INV DEDUCTION	25/03/2025	Payroll Deduction	263.00
EFT62027	28/03/2025	ASV SALES AND SERVICES (WA) PTY LTD	53.68
INV 401648	06/03/2025	26560184 SEAL-ORING for Terex TSV60, Freight	53.68
EFT62028	28/03/2025	ALLAN FRANZ CARPENTRY	13,709.32
INV 00061	18/03/2025	replace and repair the side fence at Wharfinger House	13,709.32
EFT62029	28/03/2025	BRIAN ELLISON	1,696.06
INV ALLOW2802	28/03/2025	March 2025 councillor attendance fee, March 2025 communication allowance	1,696.06
EFT62030	28/03/2025	BUCKLEYS EARTHWORKS & PAVING PTY LTD	4,243.80
INV 2871	28/02/2025	1000 litre IBC of Cationic Asphalt Emulsion for road seal repair	2,225.30
INV 2872	28/02/2025	205 litre drums of cationic asphalt emulsion & delivery	2,018.50
EFT62031	28/03/2025	OFFICE NATIONAL BROOME (THE BOSS SHOP)	141.66
INV 1108439	31/01/2025	Copy Count Charges 2690 Konica & 3185 Canon - January 2025	141.66
EFT62032	28/03/2025	CRAIG DAWE	96.35
INV REIMB 1903	19/03/2025	Reimburse - renewal of forklift license - high risk license	96.35
EFT62033	28/03/2025	CLEANING GARDENING & TREE SERVICES	30,127.15
INV 10782	06/03/2025	Cleaning Services – February – FX sites	30,127.15
EFT62034	28/03/2025	CITY OF SOUTH PERTH	1,705.00
INV 8685	14/03/2025	City of South Perth - Planning Consultancy Fees - February 2025	1,705.00
EFT62035	28/03/2025	DEPUTY CHILD SUPPORT REGISTRAR	487.06

INV DEDUCTION	25/03/2025	Payroll Deduction	487.06
EFT62036	28/03/2025	DERBY BUILDING SUPPLIES	6.89
INV 580974	12/03/2025	Zenith Hooks	6.89
EFT62037	28/03/2025	DERBY 4X4 & MARINE	250.40
INV 38813/61255	11/03/2025	NS70LMF batteries for KW15 Isuzu tipper.	250.40
EFT62038	28/03/2025	DERBY FUELS	235.49
INV 1232895	06/03/2025	Litres ULP91 petrol to be collected from bowser	235.49
EFT62039	28/03/2025	DERBY HARDWARE MITRE10	47.98
INV 10621522	05/03/2025	Keys Cut	12.00
INV 10621902	12/03/2025	Hook Mini Clear Pk20	8.99
INV 10621952	13/03/2025	Sealant Sikaflex 11FC+ Black 310ML SIKA	26.99
EFT62040	28/03/2025	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	1,289.22
INV L8782-20123-1	18/03/2025	Fitzroy Crossing Waste Management Facility - License Fee	1,289.22
EFT62041	28/03/2025	ELDERS LIMITED (DERBY BRANCH)	405.60
INV IY93138	11/03/2025	450g cartridges of Castrol EPL-2 grease for workshop	405.60
EFT62042	28/03/2025	ENERAQUE PTY LTD	1,107.98
INV 25590	26/02/2025	VOLVO Filters & Fan belts, Freight	1,107.98
EFT62043	28/03/2025	GEOFFREY ANDREW DAVIS	1,696.06
INV ALLOW2802	28/03/2025	March 2025 councillor attendance fee, March 2025 communication allowance	1,696.06
EFT62044	28/03/2025	GAIL ELIZABETH FREELAND	50.00
INV BOND 2503	25/03/2025	Cat Trap Bond Return	50.00
EFT62045	28/03/2025	GARRARDS PTY LTD	915.86
INV 1067749	11/02/2025	Vectobac G for mozzie treatment, Freight	915.86
EFT62046	28/03/2025	LUISA GAVIRIA	266.87
INV REIMB 2103	21/03/2025	Utility Subsidy Power: 06/02/2025 - 17/03/2025	266.87
EFT62047	28/03/2025	GREENFIELD TECHNICAL SERVICES	977.90
INV 4472	17/03/2025	AGRN1044 Construction Management February 2025	977.90
EFT62048	28/03/2025	TEAM GLOBAL EXPRESS PTY LTD	532.12
INV P69068501	02/03/2025	Freight ref - 0090SSK775	506.56
INV 1106775	05/03/2025	Freight - Winc Perth	25.56
EFT62049	28/03/2025	JOHN CAREY	1,809.97
INV REIMB 1703	17/03/2025	Utility Subsidy Power: 02/08/2024 - 03/02/2025	1,809.97
EFT62050	28/03/2025	KIMBERLEY FIRE SYSTEMS	986.79
INV 22415	05/02/2025	Maintenance of fire protection systems & equipment - February 2025	986.79
EFT62051	28/03/2025	KERRISSA O'MEARA	1,696.06

INV ALLOW2802	28/03/2025	March 2025 councillor attendance fee, March 2025 communication allowance	1,696.06
EFT62052	28/03/2025	MAXXIA PTY LTD	6,081.66
INV DEDUCTION	25/03/2025	Payroll Deduction	3,342.44
INV DEDUCTION	25/03/2025	Payroll Deduction	2,674.33
INV DEDUCTION	25/03/2025	Payroll Deduction	64.89
EFT62053	28/03/2025	MANAGED IT PTY LTD	29,076.14
INV 185604	06/03/2025	Managed Licenses for March 2025	29,076.14
EFT62054	28/03/2025	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD	776.37
INV 1825254	28/02/2025	The West Australian Derby Airport Road Rehabilitation Works	469.62
INV 1825253	28/02/2025	The Broome Advertiser - Advertising Tender - T08 - 2024-25 - Derby Airport Road,	306.75
EFT62055	28/03/2025	THINK WATER BROOME	9,576.68
INV 25-00000681	14/03/2025	SP18-10 5.5kw MS4000 motor plus associated fittings/couplings	9,576.68
EFT62056	28/03/2025	KIMBERLEY COUNTRY DEPARTMENT STORE	2,073.79
INV DB59335	20/03/2025	Alyssa Storer top up uniform order	134.70
INV DB59334	20/03/2025	Marcelle Coakley top up uniform order	179.67
INV DB59336	20/03/2025	Tahlia Storer top up uniform order	134.70
INV DB59337	20/03/2025	Katie Boland top up order	134.70
INV DB59354	20/03/2025	Khendon Garner top up uniform order	335.55
INV DB59359	20/03/2025	Khendon Garner top up uniform order	472.70
INV DB59669	20/03/2025	Talayah Bergmann new starter uniform order	681.77
EFT62057	28/03/2025	PROJECT LOVE PTY LTD	19,800.00
INV 110	06/03/2025	Project Love Team Fee -FX April School Holiday Program	19,800.00
EFT62058	28/03/2025	PETER JOHN MCCUMSTIE	6,516.13
INV ALLOW2802	28/03/2025	March 2025 president attendance fee, March 2025 president allowance, March 2025 communication allowance	6,516.13
EFT62059	28/03/2025	RAY WHITE DERBY	24.02
INV 23746	24/03/2025	33 Knowsley Street East - Water 22/01/25 - 19/03/25	24.02
EFT62060	28/03/2025	RURAL PEST MANAGEMENT	165.00
INV 5365693	05/03/2025	Wasp treatment at Derby Pool	165.00
EFT62061	28/03/2025	RUSTYS IGA	274.29
INV 018447	15/01/2025	Supplies for afternoon tea for Mark Chadwick's farewell	148.38
INV 014787	18/02/2025	Catering and stationery – My Kimberley Stories	125.91
EFT62062	28/03/2025	SHIRE OF BROOME	3,645.00
INV 69552	20/03/2025	Shoal Air Charter Flight BME-DBY-Halls Creek for RRG Meeting with Shire of Broome.	1,150.00
INV 69547	20/03/2025	Tamara Clarkson - Charter Flight KRG Meeting 10-11 April 2025	2,495.00
EFT62063	28/03/2025	BRADY AUSTRALIA PTY LTD TAS SETON AUSTRALIA	174.72

INV 9358341043	19/02/2025	A47636 T Top Bollard, stem only 1150mm Orange., Shipping & Handling	174.72
EFT62064	28/03/2025	CLEANAWAY CO PTY LTD	7,758.43
INV 19380285	28/02/2025	Derby & FX town bin collection - February	7,758.43
EFT62065	28/03/2025	TRACY FRASER	310.30
INV REIMB 1403	14/03/2025	Reimbursement - purchase of 14 Local History Books	229.00
INV REIMB 1403 - 2	14/03/2025	Reimburse: Fuel for vehicle return to Fitzroy	81.30
EFT62066	28/03/2025	TARUNDA SUPERMARKET	221.11
INV 10113674	14/03/2025	Food Supplies Cuppa Circle Program - Guwardi Ngadu 10/03/2025	80.25
INV 10115343	19/03/2025	Cuppa Circle Program 19th of March 2025	140.86
EFT62067	28/03/2025	TRAVELWORLD BROOME	180.60
INV I000046094	05/03/2025	Travel Management Fee - Kimberley Art & Photographic Prize	44.00
INV I0000046256	12/03/2025	VA1486 14MAR - 2x extra bags Dale Putland	136.60
EFT62068	28/03/2025	TOTALLY WORK WEAR - BROOME	692.36
INV 25-00003540	04/03/2025	PPE equipment for depot staff	692.36
EFT62069	28/03/2025	TYREPOWER DERBY	40.00
INV 120397	11/03/2025	Mower tyre fitting to rims, tyres supplied	40.00
EFT62070	28/03/2025	VANDERFIELD - RDO EQUIPMENT PTY LTD	760.63
INV 050912	25/02/2025	L173284 PTO Shaft & Internal snap ring, Freight	760.63
EFT62071	28/03/2025	NEIL MANSELL TRANSPORT PTY LTD	66.90
INV 00370662	28/02/2025	Freight - Blackwoods Broome	66.90
EFT62072	28/03/2025	WATTNOW ELECTRICAL	750.20
INV 13857	12/03/2025	Inspect & Rectify fault with switch - Derby Pool	750.20
		TOTAL	\$2,214,063.20

FEE PAYMENTS – MUNI ACCOUNT

PAYMENT ID	DATES	CREDITOR / INVOICE DETAILS	AMOUNT
966	03/03/2025	MER - MERCHANT FEES	\$405.85
966	04/03/2025	DOT - DOT PAYMENT	\$2,612.50
966	06/03/2025	DOT - DOT PAYMENT	\$5,891.80
966	06/03/2025	GHA - GREYHOUND AUSTRALIA	\$4,519.00
966	06/03/2025	BPY - BPAY FEES	\$157.08
966	06/03/2025	ASF - ACCOUNT SERVICE FEE	\$77.00
966	07/03/2025	DOT - DOT PAYMENT	\$1,969.40
966	07/03/2025	IINET - IINET 225211599 (\$109.99)	\$109.99
966	10/03/2025	DOT - DOT PAYMENT	\$2,553.75
966	21/03/2025	BAS4 - ATO - IAS PAYMENT - PAYG WITHHOLDING	\$101,413.00
966	03/03/2025	MER - MERCHANT FEES	\$157.18
966	12/03/2025	DOT - DOT PAYMENT	\$2,245.15
966	13/03/2025	DOT - DOT PAYMENT	\$586.75
966	13/03/2025	GHA - GREYHOUND AUSTRALIA	\$1,645.00
966	14/03/2025	DOT - DOT PAYMENT	\$2,098.30
966	17/03/2025	DOT - DOT PAYMENT	\$4,094.75
966	17/03/2025	BEX - BPOINT FEES	\$31.34
966	19/03/2025	DOT - DOT PAYMENT	\$2,202.50
966	20/03/2025	DOT - DOT PAYMENT	\$4,773.20
966	20/03/2025	GHA - GREYHOUND AUSTRALIA	\$2,439.78
966	03/03/2025	MER - MERCHANT FEES	\$152.28
966	21/03/2025	DOT - DOT PAYMENT	\$9,451.85
966	24/03/2025	DOT - DOT PAYMENT	\$3,060.80
966	27/03/2025	DOT - DOT PAYMENT	\$3,671.30
966	27/03/2025	GHA - GREYHOUND AUSTRALIA	\$3,919.00
966	28/03/2025	DOT - DOT PAYMENT	\$3,484.25
966	31/03/2025	DOT - DOT PAYMENT	\$1,517.15
966	31/03/2025	MER - MERCHANT FEES	\$127.21
966	31/03/2025	MER - MERCHANT FEES	\$32.01
966	03/03/2025	MER - MERCHANT FEES	\$50.72
966	03/03/2025	MER - MERCHANT FEES	\$37.03
966	03/03/2025	EXC - EXCESS TRANSACTIONS FEE	\$10.20

966	03/03/2025	EXC - EXCESS TRANSACTIONS FEE	\$68.00
966	03/03/2025	EXC - EXCESS TRANSACTIONS FEE	\$25.65
966	03/03/2025	CMD - CHEQUE OR MERCHANT DEPOSITS FEE	\$1.80
DD22664.1	11/03/2025	AWARE SUPER	\$43,802.75
INV SUPER	11/03/2025	Superannuation	\$32,836.68
INV DEDUCTION	11/03/2025	Payroll Deduction	\$6,099.67
INV DEDUCTION	11/03/2025	Payroll Deduction	\$400.00
INV DEDUCTION	11/03/2025	Payroll Deduction	\$464.32
INV DEDUCTION	11/03/2025	Payroll Deduction	\$170.06
INV DEDUCTION	11/03/2025	Payroll Deduction	\$285.00
INV DEDUCTION	11/03/2025	Payroll Deduction	\$1,773.51
INV DEDUCTION	11/03/2025	Payroll Deduction	\$1,773.51
DD22664.2	11/03/2025	GUILD SUPER	\$499.91
INV SUPER	11/03/2025	Superannuation	\$499.91
DD22664.3	11/03/2025	THE EQUIPSUPER SUPERANNUATION FUND	\$929.99
INV SUPER	11/03/2025	Superannuation	\$674.70
INV DEDUCTION	11/03/2025	Payroll Deduction	\$255.29
DD22664.4	11/03/2025	BRIGHTER SUPER SUNCORP EMPLOYEE SUPER PLAN	\$1,815.55
INV SUPER	11/03/2025	Superannuation	\$1,405.05
INV DEDUCTION	11/03/2025	Payroll Deduction	\$410.50
DD22664.5	11/03/2025	ING SUPERANNUATION FUND	\$446.35
INV SUPER	11/03/2025	Superannuation	\$446.35
DD22664.6	11/03/2025	FUTURE SUPER	\$513.13
INV SUPER	11/03/2025	Superannuation	\$513.13
DD22664.7	11/03/2025	ONEPATH LIFE- ANZ SUPER ADVANTAGE	\$680.51
INV SUPER	11/03/2025	Superannuation	\$680.51
DD22664.8	11/03/2025	MLC MASTERKEY SUPER	\$434.66
INV SUPER	11/03/2025	Superannuation	\$434.66
DD22664.9	11/03/2025	COLONIAL FIRST STATE INVESTMENTS LIMITED	\$446.36
INV SUPER	11/03/2025	Superannuation	\$446.36
DD22688.1	25/03/2025	AWARE SUPER	\$42,915.65
INV SUPER	25/03/2025	Superannuation	\$32,352.37
INV DEDUCTION	25/03/2025	Payroll Deduction	\$5,482.47
INV DEDUCTION	25/03/2025	Payroll Deduction	\$400.00
INV DEDUCTION	25/03/2025	Payroll Deduction	\$478.73

Item 12.6 - Attachment 1


		2025, Shell Fuel - Feb 2025, Shell Fuel - Feb 2025, Shell Fuel - Feb 2025, Shell Fuel - Feb 2025, Shell Fuel - Feb 2025, Shell Fuel - Feb 2025, Shell Fuel - Feb 2025, Shell Fuel - Feb 2025, Shell Fuel - Feb 2025	
DD22758.1	19/03/2025	BOND ADMINISTRATOR	\$620.00
INV BOND 16556/25	19/03/2025	Emily Scott - Rental bond for 4B Rowell Ct, Derby - 16556/25	\$620.00
DD22774.1	10/03/2025	ANZ COMMERCIAL CARD SERVICES CENTRE	\$19,239.58
INV ANZ LAR	10/03/2025	QANTAS: Flight Perth to Broome for A/CEO after CEO Interview 14/02/2025, PERTH: Refund additional booking no longer required for CEO Interviews, KMART: Office supplies not included on stationery order, COLES: Office supplies for Administration Building, PERTH: Room booking for CEO interviews 13/02/2025 - 14/02/2025, WOOLWORTHS: Refreshments for Council Chambers, WOOLWORTHS: Refreshments	\$19,628.67
INV CREDIT	10/03/2025	Credit in previous statement - Mega Office Supplies LAR CCard	\$151.91
INV CREDIT	10/03/2025	Credit in next statement - Duxton Hotel LAR CCard, Credit in next statement - Aviair LAR CCard	-\$541.00
DD22664.10	11/03/2025	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	\$616.27
INV SUPER	11/03/2025	Superannuation	\$616.27
DD22664.11	11/03/2025	VIRGIN MONEY SUPER	\$312.00
INV SUPER	11/03/2025	Superannuation	\$312.00
DD22664.12	11/03/2025	REST SUPERANNUATION	\$6,995.43
INV SUPER	11/03/2025	Superannuation	\$6,115.90
INV DEDUCTION	11/03/2025	Payroll Deduction	\$587.63
INV DEDUCTION	11/03/2025	Payroll Deduction	\$291.90
DD22664.13	11/03/2025	NETWEALTH SUPERANNUATION MASTER FUND	\$1,143.45
INV SUPER	11/03/2025	Superannuation	\$829.59
INV DEDUCTION	11/03/2025	Payroll Deduction	\$313.90
DD22664.14	11/03/2025	CARE SUPER	\$424.12
INV SUPER	11/03/2025	Superannuation	\$424.12
DD22664.15	11/03/2025	Q SUPER	\$253.82
INV SUPER	11/03/2025	Superannuation	\$253.82
DD22664.16	11/03/2025	HOST PLUS SUPERANNUATION FUND	\$3,139.30
INV SUPER	11/03/2025	Superannuation	\$2,481.49
INV DEDUCTION	11/03/2025	Payroll Deduction	\$400.00
INV DEDUCTION	11/03/2025	Payroll Deduction	\$56.94
INV DEDUCTION	11/03/2025	Payroll Deduction	\$200.87
DD22664.17	11/03/2025	AUSTRALIAN SUPER	\$8,174.67
INV DEDUCTION	11/03/2025	Payroll Deduction	\$627.37
INV SUPER	11/03/2025	Superannuation	\$6,926.89
INV DEDUCTION	11/03/2025	Payroll Deduction	\$620.41
DD22664.18	11/03/2025	FIRSTWRAP PLUS SUPER AND PENSION	\$1,340.43

INV DEDUCTION	11/03/2025	Payroll Deduction	\$367.96
INV SUPER	11/03/2025	Superannuation	\$972.47
DD22664.19	11/03/2025	CBUS SUPERANNUATION	\$4.41
INV DEDUCTION	11/03/2025	Payroll Deduction	\$1.21
INV SUPER	11/03/2025	Superannuation	\$3.20
DD22664.20	11/03/2025	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	\$2,953.15
INV DEDUCTION	11/03/2025	Payroll Deduction	\$350.02
INV DEDUCTION	11/03/2025	Payroll Deduction	\$200.86
INV SUPER	11/03/2025	Superannuation	\$2,402.27
DD22664.21	11/03/2025	MLC SUPER NOMINEES PTY LTD	\$209.04
INV DEDUCTION	11/03/2025	Payroll Deduction	\$209.04
DD22664.22	11/03/2025	STUDENT SUPER PROFESSIONAL SUPER	\$732.12
INV SUPER	11/03/2025	Superannuation	\$732.12
DD22664.23	11/03/2025	MLC SUPER FUND	\$1,409.72
INV SUPER	11/03/2025	Superannuation	\$1,409.72
DD22688.10	25/03/2025	VIRGIN MONEY SUPER	\$315.87
INV SUPER	25/03/2025	Superannuation	\$315.87
DD22688.11	25/03/2025	NETWEALTH SUPERANNUATION MASTER FUND	\$1,529.59
INV SUPER	25/03/2025	Superannuation	\$829.59
INV DEDUCTION	25/03/2025	Payroll Deduction	\$700.00
DD22688.12	25/03/2025	REST SUPERANNUATION	\$7,238.16
INV SUPER	25/03/2025	Superannuation	\$6,397.13
INV DEDUCTION	25/03/2025	Payroll Deduction	\$549.13
INV DEDUCTION	25/03/2025	Payroll Deduction	\$291.90
DD22688.13	25/03/2025	CARE SUPER	\$424.12
INV SUPER	25/03/2025	Superannuation	\$424.12
DD22688.14	25/03/2025	Q SUPER	\$403.46
INV SUPER	25/03/2025	Superannuation	\$403.46
DD22688.15	25/03/2025	HOST PLUS SUPERANNUATION FUND	\$3,413.02
INV SUPER	25/03/2025	Superannuation	\$2,764.94
INV DEDUCTION	25/03/2025	Payroll Deduction	\$400.00
INV DEDUCTION	25/03/2025	Payroll Deduction	\$56.94
INV DEDUCTION	25/03/2025	Payroll Deduction	\$191.14
DD22688.16	25/03/2025	AUSTRALIAN SUPER	\$8,296.66
INV DEDUCTION	25/03/2025	Payroll Deduction	\$627.37

INV DEDUCTION	25/03/2025	Payroll Deduction	\$620.41
INV SUPER	25/03/2025	Superannuation	\$7,048.88
DD22688.17	25/03/2025	FIRSTWRAP PLUS SUPER AND PENSION	\$1,340.43
INV DEDUCTION	25/03/2025	Payroll Deduction	\$367.96
INV SUPER	25/03/2025	Superannuation	\$972.47
DD22688.18	25/03/2025	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	\$2,953.15
INV DEDUCTION	25/03/2025	Payroll Deduction	\$350.02
INV DEDUCTION	25/03/2025	Payroll Deduction	\$200.86
INV SUPER	25/03/2025	Superannuation	\$2,402.27
DD22688.19	25/03/2025	MLC SUPER NOMINEES PTY LTD	\$225.93
INV DEDUCTION	25/03/2025	Payroll Deduction	\$225.93
DD22688.20	25/03/2025	STUDENT SUPER PROFESSIONAL SUPER	\$502.11
INV SUPER	25/03/2025	Superannuation	\$502.11
DD22688.21	25/03/2025	MLC SUPER FUND	\$1,391.47
INV SUPER	25/03/2025	Superannuation	\$1,391.47
DD22688.22	25/03/2025	GUILD SUPER	\$499.91
INV SUPER	25/03/2025	Superannuation	\$499.91
Payroll	11/03/2025	Payroll Ending 11/03/2025	\$318,318.15
Payroll	25/03/2025	Payroll Ending 25/03/2025	\$326,407.88
		TOTAL	\$1,032,481.83

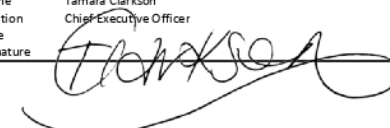
**The Shire Of Derby / West Kimberley
ANZ Corporate Credit Card Reconciliation
Period Reporting: 13/01/2025 to 12/02/2025**

Card Holder : Tamara Clarkson								
Date	Transaction Description	GST (Y/N)	Amount (GST Excl)	GST	Amount (GST Incl)	Account	Receipt Provided	Comments
11/02/2025	QANTAS AIRWAYS LTD (EC Mascot	Y	\$ 320.55	\$ 32.05	\$ 352.60	EX08-297-2100	Yes	Flight Perth to Broome for A/CEO Tamara Clarkson, returning from Perth after CEO Interview 14/02/2025
10/02/2025	* 2502902EEE13 perth	Y	-\$ 480.00	-\$ 48.00	-\$ 528.00	120401090.2100	Yes	Refund for additional booking that was no longer required for CEO Interviews.
10/02/2025	KMART 1359 BROOME	Y	\$ 49.09	\$ 4.91	\$ 54.00	121402150.2101	Yes	Office stationery not included on stationery order.
10/02/2025	COLES 0324 BROOME	Y	\$ 21.80	\$ 2.18	\$ 23.98	121402150.2101	Yes	Office supplies for Administration Building
7/02/2025	* 2502902EEE13 perth	Y	\$ 1,680.00	\$ 168.00	\$ 1,848.00	120401090.2100	Yes	Room booking for CEO interviews 13/02/2025 - 14/02/2025.
6/02/2025	WOOLWORTHS/131-135 LOCH S DERBY	Y	\$ 51.00	\$ 5.10	\$ 56.10	120401870.2101	Yes	Refreshments purchased for Council Chambers.
6/02/2025	WOOLWORTHS/131-135 LOCH S DERBY	F	\$ 25.60	0	\$ 25.60	120401870.2101	Yes	Refreshments purchased for Council Chambers.
5/02/2025	Mega Office Supplies 0755243888	Y	-\$ 138.10	-\$ 13.81	-\$ 151.91	120402150.2101	Yes	Refund for staff diaries - Supplier canceled due to shipment to their warehouse being cancelled.
5/02/2025	QANTAS AIRWAYS LTD (EC Mascot	Y	\$ 320.55	\$ 32.05	\$ 352.60	EX08-297-2100	Yes	Flight Broome to Perth for A/CEO Tamara Clarkson to attend CEO Recruitment Interview 11/02/2025
5/02/2025	BROOME TIME RESORT BROOME	Y	\$ 696.65	\$ 69.66	\$ 766.31	PC06-297-2100	Yes	Accommodation for Apprentice Mechanic to attend TAFE block 02/02/2025 - 07/02/2025.
3/02/2025	POST DERBY LPO DERBY	Y	\$ 12.55	\$ 1.25	\$ 13.80	121402150.2100	Yes	Express post envelope and tracking required for Citizenship Ceremony documents to be sent back to Department of Home Affairs.
31/01/2025	DEPT OF RACING GAMIN EAST PERTH	Y	\$ 55.00	\$ 5.50	\$ 60.50	EP0007-297-2100	Yes	Liquor License Application for Derby Community Expo 15/02/2025.
31/01/2025	SHIRE OF DERBY WEST KI DERBY	Y	\$ 35.27	\$ 3.53	\$ 38.80	PO023-266-2266	Yes	Change of plates - Toyota Hilux 1IKU307 to 4KW and Toyota Prado 4KW to 1IKU307
30/01/2025	STARLINK INTERNET Sydney	Y	\$ 160.00	\$ 16.00	\$ 176.00	121402410.2100	Yes	Direct Debit - Priority 40GB Subscription 28/01/2025 - 28/02/2025 for Derby Administration Office
30/01/2025	STARLINK INTERNET Sydney	Y	\$ 252.73	\$ 25.27	\$ 278.00	121402410.2100	Yes	Direct Debit - Wifi Subscription for FX Depot and CEO House 27.01.25 - 27.02.25
28/01/2025	WANEWSDTI Osborne Park	Y	\$ 29.09	\$ 2.91	\$ 32.00	121402410.2100	Yes	Direct Debit - Everyday Digital Subscription for The West Australian and The Sunday Times 25.01.2025.
28/01/2025	SQ *KIMBERLEY FIRE SYSTEM 1800595310	Y	\$ 626	\$ 62	\$ 6,121.50	BM099-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled fire extinguishers and new signage supplied at Derby RFD5 building - Invoice number 21463. Paid on CEO Credit Card due to system error.
		Y	\$ 430	\$ 43.00		BM061-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled fire extinguishers, fire blankets, fire hose reels and fire extinguisher removal at Derby Depot - Invoice number 21463. Paid on CEO Credit Card due to system error.
		Y	\$ 120.00	\$ 12.00		BM043-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled fire extinguishers at Derby Civic Centre - Invoice number 21463. Paid on CEO Credit Card due to system error.
		Y	\$ 120.00	\$ 12.00		BM038-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled fire extinguishers at Derby Library - Invoice number 21463. Paid on CEO Credit Card due to system error.
		Y	\$ 120.00	\$ 12.00		BM045-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled fire extinguishers at Derby Memorial Swimming Pool - Invoice number 21463. Paid on CEO Credit Card due to system error.
		Y	\$ 120.00	\$ 12.00		BM046-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled fire extinguishers at Derby Recreation Centre - Invoice number 21463. Paid on CEO Credit Card due to system error.
		Y	\$ 120.00	\$ 12.00		BM002-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled fire extinguishers at Derby Visitor Centre - Invoice number 21463. Paid on CEO Credit Card due to system error.
		Y	\$ 120.00	\$ 12.00		BM042-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled fire extinguishers at Derby Youth Centre - Invoice number 21463. Paid on CEO Credit Card due to system error.
		Y	\$ 120.00	\$ 12.00		BM063-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled fire extinguishers at Coleman Centre - Invoice number 21463. Paid on CEO Credit Card due to system error.
		Y	\$ 120.00	\$ 12.00		BM040-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled fire extinguishers at Wharfingers House Museum - Invoice number 21463. Paid on CEO Credit Card due to system error.
		Y	\$ 2,144.00	\$ 214.40		BM003-254-2100	Yes	Bi-Annual inspection of Portable and Wheeled fire extinguishers and fire hydrant and booster systems at Derby Administration Building. Invoice number 21463. Paid on CEO Credit Card due to system error. Includes travel fee.
		Y	\$ 595.00	\$ 59.50		BM061-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled fire extinguishers and fire extinguisher removal at Derby Depot. Invoice Number 21463. Paid on CEO Credit Card due to system error.
		Y	\$ 80.00	\$ 8.00		BM039-254-2100	Yes	6 Month Inspection of Portable and Wheeled fire extinguishers in Derby Presidents Office. Invoice Number 21463. Paid on CEO Credit Card due to system error.
28/01/2025	SQ *KIMBERLEY FIRE SYSTEM 1800595310	Y	\$ 120.00	\$ 12.00	\$ 330.00	BM070-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled Fire Extinguishers at FX Airport - Invoice Number 21503. Paid on CEO Credit Card due to system error.
		Y	\$ 180.00	\$ 18.00		BM062-254-2100		Bi-Annual Inspection of Portable and Wheeled Fire Extinguishers for FX Plant and Vehicles - Invoice Number 21503. Paid on CEO Credit Card due to system error.
28/01/2025	SQ *KIMBERLEY FIRE SYSTEM 1800595310	Y	\$ 897.08	\$ 89.71	\$ 986.79	BM083-254-2100	Yes	Maintenance of Fire Protection Systems and Equipment at Derby Airport - Paid on CEO Credit Card due to system error.

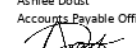
28/01/2025	SQ *KIMBERLEY FIRE SYSTEM 1800595310	Y	\$ 2,976.44	\$ 297.64	\$ 3,274.08	BM083-254-2100	Yes	Works completed at Derby Airport - Replaced sprinkler equipment and fire water tank signage. Invoice Number 22045. Paid on CEO Credit Card due to a system error.
28/01/2025	SQ *KIMBERLEY FIRE SYSTEM 1800595310	Y	\$120.00	\$12.00	\$ 2,600.40	BM062-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled Fire Extinguishers at FX Works Depot - Invoice Number 21464. Paid on CEO Credit Card due to system error.
			\$120.00	\$12.00		BM052-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled Fire Extinguishers at FX Recreation Centre - Invoice Number 21464. Paid on CEO Credit Card due to system error.
			\$ 2,124.00	\$ 212.40		BM077-254-2100	Yes	Bi-Annual Inspection of Portable and Wheeled Fire Extinguishers at FX Visitors Centre. Includes a travel charge - Invoice Number 21464. Paid on CEO Credit Card due to system error.
28/01/2025	KIMBERLEY HOME & ELE DERBY	Y	\$ 36.36	\$ 3.64	\$ 40.00	EP0025-298-2101	Yes	Staff Acknowledgement Prize for WHS Hazard Reporting rewarded at Staff Meeting
28/01/2025	STARLINK INTERNET Sydney	Y	\$ 631.82	\$ 63.18	\$ 695.00	121402410.2100	Yes	Direct Debit for WIFI for Derby Airport, Derby Depot, FX Airport, FX Visitors Centre and Spinifex Units 23.01.2025 - 23.02.2025
28/01/2025	Intuit Mailchimp Sydney	Y	\$ 65.77	\$ 6.58	\$ 72.35	121402410.2100	Yes	Direct Debit for Order MC21076911 - Media
23/01/2025	MYO*CHILDRENS BOOK COU MOUNT CLAREMO	Y	\$ 69.64	\$ 6.96	\$ 76.60	121105410.2100		2025 Membership Renewal for Childrens Book Council of Australia WA Branch for Library Services
20/01/2025	COLES EXPRESS 6948 BROOME	Y	\$ 115.54	\$ 11.55	\$ 127.09	PA012-261-2261	Yes	Fuel for 9KW
20/01/2025	COLES 0324 BROOME	F	\$ 200.00	0	\$ 200.00	EP0025-298-2101	Yes	Gift voucher purchased for farewell present for Executive Services Coordinator.
20/01/2025	Spinifex Hotel Derby	Y	\$ 23.46	\$ 2.35	\$ 25.81	120401870.2101	Yes	Refreshments for Cr Angwin, Cr Twaddle and A/CEO Tamara Clarkson while having meeting with Shane Love and Millie Hills from Nationals WA Party 16/01/2025.
20/01/2025	Spinifex Hotel Derby	Y	\$ 77.28	\$ 7.73	\$ 85.01	120401870.2101	Yes	Lunch for Cr Angwin, Cr Twaddle and A/CEO Tamara Clarkson while having meeting with Shane Love and Millie Hills from Nationals WA Party 16/01/2025.
20/01/2025	DEPT OF RACING GAMIN EAST PERTH	Y	\$ 115.00	\$ 11.50	\$ 126.50	EP0004-297-2100	Yes	Liquor Licence for Kimberley Art Photographic Prize 2025.
17/01/2025	STANDARDS AUSTRALIA SYDNEY	Y	\$ 1,335.60	\$ 133.56	\$ 1,469.16	PC042-297-2100	Yes	Copyright licence for AS4902-2000 General Conditions of Contract for Design and Construct - can be utilised for a range of upcoming project delivery including the FX Water Splash Park.
					TOTAL \$	19,628.67		
Card Holder Declaration:								
I, as the card holder, am responsible for all transactions on my Corporate Credit Card and hereby declare that the expenditure detailed on this statement was approved for work related purposes in accordance with the Transaction Card Policy and Procurement Policy of the Shire of Derby/West Kimberley								
			Tamara Clarkson Chief Executive Officer				16.04.2025	
							Date	

TOTAL PURCHASES FOR ABOVE STATED PERIOD \$ 19,628.67
PAYMENTS AND OTHER CREDITS \$ 389.09
INTEREST CHARGES \$ -
CLOSING BALANCE \$ 19,239.58

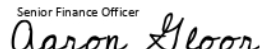
Procurement Approval

Name	Tamara Clarkson
Position	Chief Executive Officer
Date	
Signature	

Reconciliation Processed

Name	Ashlee Doust
Position	Accounts Payable Officer
Date	
Signature	

Reconciliation Certified

Name	Aaron Gloor
Position	Senior Finance Officer
Date	
Signature	

12.7 STATEMENT OF FINANCIAL ACTIVITY APRIL 2025**File Number:** 5179**Author:** Aaron Gloor, Senior Finance Officer**Responsible Officer:** Jill Brazil, Acting Director Corporate Services**Authority/Discretion:** Legislative**SUMMARY**

This report provides a summary of Council's financial position for the period ending 30 April 2025.

DISCLOSURE OF ANY INTEREST

Nil by Author and Responsible Officer.

BACKGROUND

Local governments are required to prepare, on a monthly basis, a statement of financial activity that reports on the Shire's financial performance in relation to its adopted/amended budget.

The Shire's financial reporting framework provides Council, management and employees with a broad overview of the Shire's wide financial position.

STATUTORY ENVIRONMENT

In accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*, a Statement of Financial Activity is required to be presented to Council as a minimum requirement.

Section 6.4 of the *Local Government Act 1995* provides for the preparation of financial reports.

In accordance with Regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, a report must be compiled on variances greater than the materiality threshold adopted by Council of \$30,000 or 10% whichever is the greater. As this report is composed at a program level, variance commentary considers the most significant items that comprise the variance.

POLICY IMPLICATIONS

F3 – Significant Accounting Policies

F4 – Sundry Debtors Collection

F5 – Outstanding Rates Collection

F13 – Reserve Accounts

F16 – Cash Flow Management

F17 – Investments

FINANCIAL IMPLICATIONS

Expenditure for the period ending has been incurred in accordance with the 2024/25 Annual Budget as adopted by Council at its meeting held 27 June 2024 (Resolution No. 84/24). The budget is structured on financial viability and sustainability principles.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: The Shire is exposed to a number of financial risks. Most of these risks exist in respect to recurrent revenue streams which are required to meet current service levels. Any reduction in these revenue stream into the future is likely to have an impact on the Shire's ability to meet service levels or asset renewal funding requirements, unless the Shire can replace this revenue or alternatively reduce costs.	Possible	Moderate	Medium	The completion of the Monthly Financial Activity Statement report is a control that monitors this risk.

CONSULTATION

Nil.

COMMENT

Financial integrity is essential to the operational viability of the Shire but also as the custodian of community assets and service provision. An ability to monitor and report on financial operations, activities and capital projects is imperative to ensure that financial risk is managed at acceptable levels. The ability for the Shire to remain financially sustainable is a significant strategy for a region that is continually under pressure from the pastoral industry, private enterprise and State Government obligations for the ongoing development of infrastructure and services. Any material variances are highlighted in the Operating Statement and included by way of note to the Operating Statement (as attached).

Priorities identified in the monthly report are addressed as follows:

Topic - Item	Explanation	Action Required	Shire Comment
Going Concern – Liquidity	At the time of preparing the attached Statement of Financial Activity, the surplus as of 30 April is \$479,449, with remaining employee costs of \$4.2 million to June 2025. The current ratio of the Shire is 0.66, which is an indication the Shire may not be able to meet its short-term obligations utilising current resources. The Shire has a Short-term lending facility with the WATC with \$1 million available.	Urgent action is required to ensure cost overruns do not occur and savings are made whilst ensuring all revenue is received. Where a likelihood exists of revenue not being received equivalent expenditure savings are required. Monitoring of loan covenants is also required to ensure these are not breached. Given the lack of cash, urgent action needs to be taken to recover all debtors outstanding including flood damage claims, to assist with the payment of creditors. Additional unbudgeted borrowings may be required in order to be able to meet budgeted obligation	The Shire is well aware of the urgent nature of the cashflow situation and has sought support from DFES to receive an advance payment of AGRN 1044 Flood Claim reimbursements. Purchase orders have been closed for the remaining of the financial year to minimise spending.
Capital Expenditure - Allocations	Transactions have been allocated to capital expenditure accounts without budget allocation for 2024/25.	We recommend a review of expenditure to date, to determine if expenditure is correctly recorded with the capital account and allocated to the correct asset class.	Capital Expenditure is monitored and recognised on a monthly basis as part of asset reconciling process.
Sundry Debtors – Outstanding	Sundry debtors aged trial balance includes invoices totalling \$329,086 outstanding for over 90 Days with some more than 200 days old.	We recommend reviewing overdue debtors collections procedures.	These procedures are in place, the current figure is largely comprised of two invoices, both of which are set to be resolved by Council. The team are also working through smaller amounts with a low prospect of recovery with a view to write-off.

Funding Statements – Opening Surplus	The net current assets brought forward for the 2024-25 adopted budget was \$329,086 and the adjusted audited surplus carried forward as of 1 July 2024 is \$4,266,700 resulting in a \$3,937,614 difference.	We recommend the difference in funds be considered in the annual budget review	This has been addressed in the Statutory Budget Review on 24 April 2025 at the Ordinary Council (Commissioner) Meeting (Item 12.1 Resolution CCO02/25)
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VOTING REQUIREMENT

Simple majority

ATTACHMENTS**1. Monthly Financial Report - April 2025****RESOLUTION**

That Council (Commissioner) receives the Monthly Financial Management Reports incorporating the Statement of Financial Activity for the period ending 30 April 2025.

RESOLUTION CCO17/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

Noting from the Commissioner that list of accounts pertained is an accurate record and that the Commissioner is closely working with external financial advisors and development of the Shire budget for 2025/26 financial is well underway.



14 May 2025

Ms Tamara Clarkson
Chief Executive Officer
Shire of Derby/West Kimberley
PO Box 94
DERBY WA 6728

Moore Australia

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2 The Esplanade, Perth, WA 6000
PO Box 5785, St Georges Terrace, WA
6831

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Dear Tamara

COMPILATION REPORT TO SHIRE OF DERBY/WEST KIMBERLEY

We have compiled the accompanying special purpose financial report of Shire of Derby/West Kimberley which comprise the statement of financial position as at 30 April 2025, the statement of financial activity, notes providing statement of financial activity supporting information, explanation of material variances for the year then ended and a summary of material accounting policy information. These have been prepared in accordance with *Local Government Act 1995* and associated regulations as described in Note 1 to the financial report. The specific purpose for which the special purpose financial statements have been prepared is also set out in Note 1 of the financial report. We have provided the supplementary information Shire of Derby/West Kimberley as at 30 April 2025 and for the period then ended based on the records of Shire of Derby/West Kimberley

THE RESPONSIBILITY OF SHIRE OF DERBY/WEST KIMBERLEY

The CEO of Shire of Derby/West Kimberley is solely responsible for information contained in the special purpose financial report and supplementary information, the reliability, accuracy and completeness of the information and for the determination that the basis of accounting used is appropriate to meet their needs and for the purpose that the financial report was prepared.

OUR RESPONSIBILITY

On the basis of information provided by Shire of Derby/West Kimberley we have compiled the accompanying special purpose financial report in accordance with the requirements of *APES 315 Compilation of Financial Information* and the *Local Government Act 1995*, associated regulations and to the extent that they are not inconsistent with the *Local Government Act 1995*, the Australian Accounting Standards.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the basis of accounting described in Note 1 to the financial report except for the matters of non-compliance with the basis of preparation identified with Note 1 of the financial report. We have complied with the relevant ethical requirements of *APES 110 Code of Ethics for Professional Accountants*.

Supplementary information attached to the financial report has been extracted from the records of Shire of Derby/West Kimberley and information presented in the special purpose financial report.

ASSURANCE DISCLAIMER

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial report was compiled exclusively for the benefit of Shire of Derby/West Kimberley who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, the special purpose financial report may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial report.

A handwritten signature in black ink, appearing to read 'Russell Barnes'.

Russell Barnes
Director
Moore Australia (WA) Pty Ltd

Moore Australia (WA) Pty Ltd trading as agent – ABN 99 433 544 961.
An independent member of Moore Global Network Limited - members in principal cities throughout the world.
Liability limited by a scheme approved under Professional Standards Legislation.

SHIRE OF DERBY-WEST KIMBERLEY**MONTHLY FINANCIAL REPORT****(Containing the required statement of financial activity and statement of financial position)****For the period ended 30 April 2025*****LOCAL GOVERNMENT ACT 1995******LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*****TABLE OF CONTENTS**

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Note 1 Basis of Preparation	4
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Note 3 Explanation of Material Variances	6

SHIRE OF DERBY-WEST KIMBERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2025

Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	9,247,510	9,248,009	9,016,622	(231,387)	(2.50%)	▼
Rates excluding general rates	466,841	466,841	499,916	33,075	7.08%	▲
Grants, subsidies and contributions	27,323,097	18,066,758	7,161,539	(10,905,219)	(60.36%)	▼
Fees and charges	6,493,603	7,074,722	6,510,158	(564,564)	(7.98%)	▼
Service charges	0	0	0	0	0.00%	
Interest revenue	187,500	147,900	172,556	24,656	16.67%	▲
Other revenue	1,015,600	1,906,314	852,646	(1,053,668)	(55.27%)	▼
Profit on asset disposals	209,546	174,620	95,902	(78,718)	(45.08%)	▼
Share of net profit of associates accounted for using the equity method	0	0	0	0	0.00%	
Fair value adjustments to financial assets at fair value through profit or loss	0	0	0	0	0.00%	
Fair value adjustments to investment property at fair value through profit or loss	0	0	0	0	0.00%	
	45,843,697	37,085,164	24,309,339	(12,775,825)	(34.45%)	
Expenditure from operating activities						
Employee costs	(16,416,880)	(12,700,729)	(12,193,944)	506,785	3.99%	▲
Materials and contracts	(24,669,894)	(18,918,091)	(12,006,927)	6,911,164	36.53%	▲
Utility charges	(858,300)	(714,680)	(618,360)	96,320	13.48%	▲
Depreciation	(7,996,421)	(6,663,400)	(6,019,089)	844,311	9.87%	▲
Finance costs	(229,272)	(171,951)	(137,858)	34,093	19.83%	▲
Insurance	(1,775,510)	(1,287,218)	(1,237,631)	49,587	3.85%	▲
Other expenditure	(449,957)	(374,920)	(1,043,326)	(668,406)	(178.28%)	▼
Loss on asset disposals	0	0	0	0	0.00%	
Share of net losses of associates accounted for using the equity method	0	0	0	0	0.00%	
Loss on revaluation of non-current assets	0	0	0	0	0.00%	
Reversal of prior year loss on revaluation of assets	0	0	0	0	0.00%	
	(52,396,234)	(40,830,989)	(33,257,135)	7,573,854	18.55%	
Non-cash amounts excluded from operating activities	2(c) 7,786,875	6,488,790	5,923,187	(565,593)	(8.72%)	▼
Amount attributable to operating activities	1,234,338	2,742,955	(3,024,609)	(5,767,564)	(210.27%)	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	29,562,057	19,179,264	5,518,988	(13,660,276)	(71.22%)	▼
Proceeds from disposal of assets	215,850	104,236	104,236	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans	0	0	0	0	0.00%	
Distributions from investments in associates	0	0	0	0	0.00%	
Proceeds on disposal of financial assets at fair value through profit and loss	0	0	0	0	0.00%	
Proceeds on disposal of financial assets at fair values through other comprehensive income	0	0	0	0	0.00%	
	29,777,907	19,283,500	5,623,224	(13,660,276)	(70.84%)	
Outflows from investing activities						
Payments for non-current land held for resale	0	0	0	0	0.00%	
Payments for investment property	0	0	0	0	0.00%	
Right of use assets recognised	0	0	0	0	0.00%	
Payments for property, plant and equipment	(7,151,370)	(5,785,361)	(1,277,688)	4,507,673	77.92%	▲
Payments for construction of infrastructure	(29,360,885)	(21,728,034)	(3,731,643)	17,996,391	82.83%	▲
Payments for investments in associates	0	0	0	0	0.00%	
Payments for financial assets at fair value through profit and loss	0	0	0	0	0.00%	
Payments for financial assets at amortised cost - self supporting loans	0	0	0	0	0.00%	
Payments for financial assets at fair values through other comprehensive income	0	0	0	0	0.00%	
Payments for intangible assets	0	0	0	0	0.00%	
	(36,512,255)	(27,513,395)	(5,009,331)	22,504,064	81.79%	
Non-cash amounts excluded from investing activities	2(c) 0	0	0	0	0.00%	
Amount attributable to investing activities	(6,734,348)	(8,229,895)	613,893	8,843,788	107.46%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Leases liabilities recognised	0	0	0	0	0.00%	
Proceeds from new borrowings	10,000,000	5,000,000	5,000,000	0	0.00%	
Transfer from reserves	0	0	0	0	0.00%	
	10,000,000	5,000,000	5,000,000	0	0.00%	
Outflows from financing activities						
Payments for principal portion of lease liabilities	0	0	0	0	0.00%	
Repayment of borrowings	(4,829,076)	(6,376,535)	(6,376,535)	0	0.00%	
Transfer to reserves	0	0	0	0	0.00%	
	(4,829,076)	(6,376,535)	(6,376,535)	0	0.00%	
Non-cash amounts excluded from financing activities	2(c) 0	0	0	0	0.00%	
Amount attributable to financing activities	5,170,924	(1,376,535)	(1,376,535)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 329,086	329,086	4,266,700	3,937,614	1196.53%	▲
Amount attributable to operating activities	1,234,338	2,742,955	(3,024,609)	(5,767,564)	(210.27%)	▼
Amount attributable to investing activities	(6,734,348)	(8,229,895)	613,893	8,843,788	107.46%	▲
Amount attributable to financing activities	5,170,924	(1,376,535)	(1,376,535)	0	0.00%	
Surplus or deficit after imposition of general rates	0	(6,534,389)	479,449	7,013,838	107.34%	▲

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF DERBY-WEST KIMBERLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 APRIL 2025**

	Actual 30 June 2024	Actual as at 30 April 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	7,895,069	1,451,789
Trade and other receivables	3,585,642	3,482,469
Other financial assets	975,801	975,801
Inventories	26,222	48,404
Other assets	57,207	0
TOTAL CURRENT ASSETS	12,539,941	5,958,463
NON-CURRENT ASSETS		
Trade and other receivables	124,147	124,147
Property, plant and equipment	48,148,506	48,421,888
Infrastructure	307,458,558	306,167,084
TOTAL NON-CURRENT ASSETS	355,731,211	354,713,119
TOTAL ASSETS	368,271,152	360,671,582
CURRENT LIABILITIES		
Trade and other payables	5,740,736	2,190,237
Other liabilities	947,063	1,759,479
Borrowings	5,539,077	4,162,542
Employee related provisions	955,938	955,938
Other provisions	56,144	0
TOTAL CURRENT LIABILITIES	13,238,958	9,068,196
NON-CURRENT LIABILITIES		
Borrowings	1,908,378	1,908,378
Employee related provisions	129,936	129,936
Other provisions	9,162,020	9,162,020
TOTAL NON-CURRENT LIABILITIES	11,200,334	11,200,334
TOTAL LIABILITIES	24,439,292	20,268,530
NET ASSETS	343,831,860	340,403,052
EQUITY		
Retained surplus	63,410,169	59,981,361
Reserve accounts	975,801	975,801
Revaluation surplus	279,445,890	279,445,890
TOTAL EQUITY	343,831,860	340,403,052

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2025**

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Measurement of employee benefits
- Measurement of provisions

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 13 May 2025

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2025**

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Adopted Budget Opening 1 July 2024	Actual as at 30 June 2024	Actual as at 30 April 2025
Note	\$	\$	\$
Current assets			
Cash and cash equivalents	2,682,279	7,895,069	1,451,781
Trade and other receivables	2,497,543	3,585,642	3,482,461
Other financial assets	975,801	975,801	975,801
Inventories	33,828	26,222	48,401
Other assets	0	57,207	1
	<u>6,189,451</u>	<u>12,539,941</u>	<u>5,958,465</u>
Less: current liabilities			
Trade and other payables	(1,746,407)	(5,740,736)	(2,190,237)
Other liabilities	(377,478)	(947,063)	(1,759,479)
Borrowings	(4,829,076)	(5,539,077)	(4,162,542)
Employee related provisions	(963,120)	(955,938)	(955,938)
Other provisions	(2,200,000)	(56,144)	1
	<u>(10,116,081)</u>	<u>(13,238,958)</u>	<u>(9,068,196)</u>
Net current assets	<u>(3,926,630)</u>	<u>(699,017)</u>	<u>(3,109,733)</u>
Less: Total adjustments to net current assets	2(b) 4,255,716	4,965,717	3,589,181
Closing funding surplus / (deficit)	329,086	4,266,700	479,448

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets			
Less: Reserve accounts	(975,801)	(975,801)	(975,801)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	4,829,076	5,539,077	4,162,542
- Current portion of employee benefit provisions held in reserve	402,441	402,441	402,441
Total adjustments to net current assets	2(a) 4,255,716	4,965,717	3,589,181

(c) Non-cash amounts excluded from operating activities

	Adopted Budget Estimates 30 June 2025	YTD Budget Estimates 30 April 2025	YTD Actual 30 April 2025
	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(209,546)	(174,620)	(95,902)
Add: Depreciation	7,996,421	6,663,400	6,019,081
Total non-cash amounts excluded from operating activities	7,786,875	6,488,780	5,923,179

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

AASB 101.10(e)
AASB 101.51
AASB 101.112

SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2025

FM Reg 34 (2)(b)

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2024-25 year is \$30,000 or 10.00% whichever is the greater.

Description	Var. \$ \$	Var. % %	
Revenue from operating activities			
General rates			
Concession applied to UV properties not included in adopted budget.	(231,387)	(2.50%)	▼
		Timing	
Rates excluding general rates	33,075	7.08%	▲
Grants, subsidies and contributions	(10,905,219)	(60.36%)	▼
Financial Assistance grant funding and other health grants received less than YTD budget.		Timing	
Sculptures on the Marsh grant received more than budget.		Permanent	
Fees and charges	(564,564)	(7.98%)	▼
Waste charges raised in 2024/25 Rates billing lower than adopted budget.		Permanent	
Standpipe water and other YTD actuals higher than YTD budget.		Timing	
No private works income received.		Timing	
Interest revenue	24,656	16.67%	▲
Penalty interest and instalment interest are higher than YTD budget offset by reduced interest earned - Municipal fund.		Timing	
Other revenue	(1,053,668)	(55.27%)	▼
Other culture reimbursements received with no budget.		Permanent	
DoT Commission fees received higher than budget.		Permanent	
Profit on asset disposals	(78,718)	(45.08%)	▼
Timing of asset disposals.		Timing	
Expenditure from operating activities			
Employee costs	506,785	3.99%	▲
Some employment positions are vacant.		Permanent	
Materials and contracts	6,911,164	36.53%	▲
AGRN Recovery expenditure lower than YTD budget.		Timing	
Roads and park maintenance expenditure, YTD actuals are higher than YTD budget, profiled monthly.			
Utility charges	96,320	13.48%	▲
YTD actuals for street lighting, airport and depot buildings are lower than YTD budget.		Timing	
YTD actuals for town oval and recreation facilities are higher than budget.		Permanent	
Depreciation	644,311	9.67%	▲
Depreciation - Roads, Bridges & Depots, Sundry Dry Parks/Reserves		Timing	
Maintenance/Operations and PWO - YTD actual depreciation is higher than budget.			
Depreciation - Aerodromes, water and plant operation costs is lower than YTD budget.			
Finance costs	34,093	19.83%	▲
Loan interest repayments.		Timing	
Insurance	49,587	3.85%	▲
Staff housing insurance is lower than budgeted.		Timing	
Other expenditure	(668,406)	(178.28%)	▼
Increased private work allocations. Admin training and development higher than annual budget.		Permanent	
Non cash amounts excluded from operating activities	(565,593)	(8.72%)	▼
Fixed asset depreciation.		Timing	
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(13,660,276)	(71.22%)	▼
Timing of grant revenue and acquittals not aligned to YTD budget for roads and recreation capital grants, budget profiled monthly.		Timing	
DRFAWA and other capital grants yet to be received.			
Outflows from investing activities			
Payments for property, plant and equipment	4,507,673	77.92%	▲
Staff housing project below YTD Budget.			
Payments for construction of infrastructure	17,996,391	82.83%	▲
Timing of parks & ovals and roads project not aligned to YTD budget, profiled monthly.			
Surplus or deficit at the start of the financial year	3,937,614	1196.53%	▲
Refer to Note 2(a) for detail of variances.			
Surplus or deficit after imposition of general rates	7,013,838	107.34%	▲
Due to variances described above.			

SHIRE OF DERBY-WEST KIMBERLEY**SUPPLEMENTARY INFORMATION****TABLE OF CONTENTS**

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025**

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.33 M	\$0.33 M	\$4.27 M	\$3.94 M
Closing	\$0.00 M	(\$6.53 M)	\$0.48 M	\$7.01 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$1.45 M	59.8%
Restricted Cash	\$0.98 M	40.2%

Refer to 3 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$1.35 M	
0 to 30 Days		69.9%
Over 30 Days		30.0%
Over 90 Days		9.5%

Refer to 9 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$1.86 M	82.4%
Trade Receivable	\$1.63 M	% Outstanding
Over 30 Days		68.7%
Over 90 Days		31.7%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.23 M	\$2.74 M	(\$3.02 M)	(\$5.77 M)

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$	% Variance
YTD Budget	\$9.25 M	(2.5%)

Grants and Contributions		
YTD Actual	\$	% Variance
YTD Budget	\$18.07 M	(60.4%)

Refer to 12 - Grants and Contributions

Fees and Charges		
YTD Actual	\$	% Variance
YTD Budget	\$7.07 M	(8.0%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$6.73 M)	(\$8.23 M)	\$0.61 M	\$8.84 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$	%
Adopted Budget	\$0.22 M	(51.7%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$	% Spent
Adopted Budget	\$29.36 M	(87.3%)

Refer to 5 - Capital Acquisitions

Capital Grants		
YTD Actual	\$	% Received
Adopted Budget	\$29.56 M	(81.3%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$5.17 M	(\$1.38 M)	(\$1.38 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$6.38 M)
Interest expense	(\$0.14 M)
Principal due	\$6.07 M

Refer to 10 - Borrowings

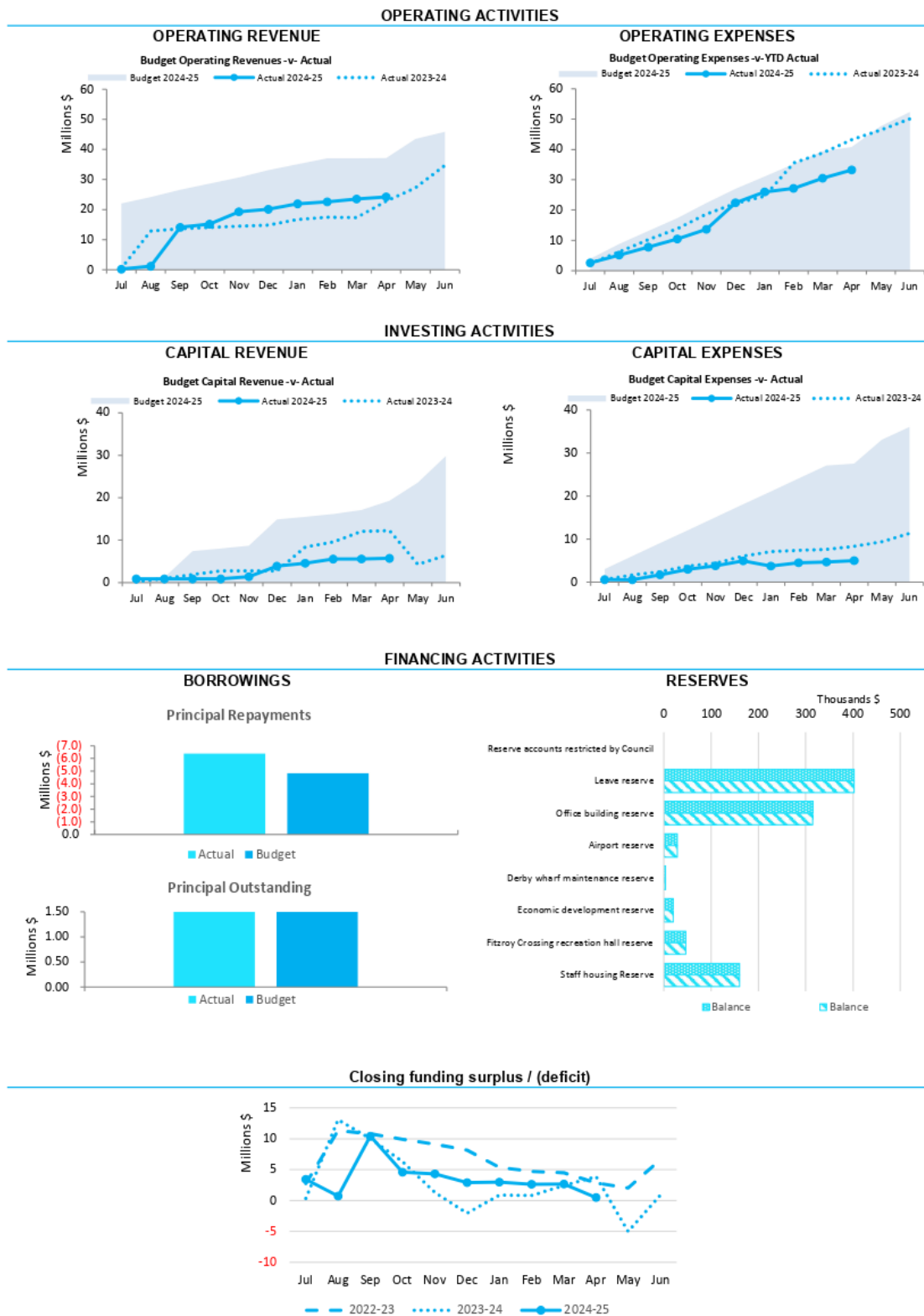
Reserves	
Reserves balance	\$0.98 M
Net Movement	\$0.00 M

Refer to 4 - Cash Reserves

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

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025**

2 KEY INFORMATION - GRAPHICAL



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

SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash On Hand	Cash and cash equivalents	900	0	900	0	Cash on Hand	Nil	Nil
Municipal Bank Account	Cash and cash equivalents	1,200,588	0	1,200,588	0	ANZ	Variable	Nil
CBA Bank Acc - Fitzroy Deposits	Cash and cash equivalents	163,076	0	163,076	0	CBA	Nil	Nil
Municipal Investment Account	Cash and cash equivalents	87,225	0	87,225	0	ANZ	Variable	Nil
Reserve Bank Account	Financial assets at amortised cost	0	975,801	975,801	0	ANZ	5.02%	Jul-25
Trust Cash at Bank	Cash and cash equivalents	0	0	0	295,981	ANZ	Nil	Nil
Total		1,451,789	975,801	2,427,590	295,981			
Comprising								
Cash and cash equivalents		1,451,789	0	1,451,789	295,981			
Financial assets at amortised cost - Term Deposits		0	975,801	975,801	0			
		1,451,789	975,801	2,427,590	295,981			

KEY INFORMATION

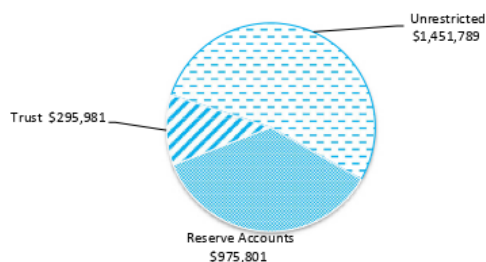
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025**

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing
	Balance	In (+)	Out (-)	Balance	Balance	In (+)	Out (-)	Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by Council								
Leave reserve	402,441	0	0	402,441	402,441	0	0	402,441
Office building reserve	314,511	0	0	314,511	314,511	0	0	314,511
Airport reserve	28,456	0	0	28,456	28,456	0	0	28,456
Derby wharf maintenance reserve	3,721	0	0	3,721	3,721	0	0	3,721
Economic development reserve	19,936	0	0	19,936	19,935	0	0	19,935
Fitzroy Crossing recreation hall reserve	46,771	0	0	46,771	46,772	0	0	46,772
Staff housing Reserve	159,965	0	0	159,965	159,965	0	0	159,965
	975,801	0	0	975,801	975,801	0	0	975,801

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025**

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	5,743,000	4,743,970	195,731	(4,548,239)
Furniture & Equipment	90,000	0	0	0
Plant & Equipment	1,318,370	1,041,391	1,081,957	40,566
Acquisition of property, plant and equipment	7,151,370	5,785,361	1,277,688	(4,507,673)
Infrastructure Roads	22,018,725	15,048,880	2,578,220	(12,470,660)
Infrastructure Footpaths	321,000	154,430	0	(154,430)
Infrastructure Drainage	0	0	366,526	366,526
Infrastructure Parks & Ovals	6,384,660	5,752,546	335,229	(5,417,317)
Infrastructure - Wharf	180,000	111,224	0	(111,224)
Infrastructure Other	456,500	660,954	451,668	(209,286)
Acquisition of infrastructure	29,360,885	21,728,034	3,731,643	(17,996,391)
Total capital acquisitions	36,512,255	27,513,395	5,009,331	(22,504,064)
Capital Acquisitions Funded By:				
Capital grants and contributions	29,562,057	19,179,264	5,518,988	(13,660,276)
Borrowings	10,000,000	5,000,000	5,000,000	0
Other (disposals & C/Fwd)	215,850	104,236	104,236	0
Contribution - operations	442,999	3,229,895	98,376	(3,131,519)
Capital funding total	40,220,906	27,513,395	10,721,600	(16,791,795)

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

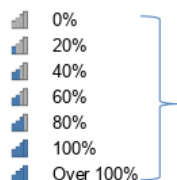
SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

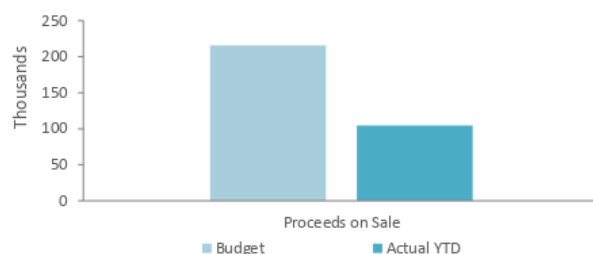
		Adopted			
		Current	Year to Date	Year to Date	Variance
		Budget	Budget	Actual	(Under)/Over
Account Description					
Capital Expenditure					
Buildings					
4040110	MEMBERS - Building (Capital)	65,000	54,160	0	(54,160)
4050210	ANIMAL - Building (Capital)	10,000	8,330	0	(8,330)
4080710	WELFARE - Building (Capital)	200,000	66,660	86,960	20,300
4090110	STF HOUSE - Building (Capital)	5,118,000	4,251,350	13,820	(4,237,530)
4090210	OTH HOUSE - Building (Capital)	5,000	4,160	0	(4,160)
4110110	HALLS - Building (Capital)	200,000	66,660	75,328	8,668
4110610	HERITAGE - Building (Capital)	210,000	206,830	19,623	(187,207)
4120610	AERO - Building (Capital)	5,000	19,160	0	(19,160)
4120710	WATER - Building (Capital)	80,000	66,660	0	(66,660)
	Buildings Total	5,893,000	4,743,970	195,731	(4,548,239)
Plant & Equipment					
4040240	OTH GOV - Furniture & Equipment (Capital)	20,000	16,660	28,830	12,170
4070730	OTH HEALTH - Plant & Equipment (Capital)	46,682	38,900	18,744	(20,155)
4080730	WELFARE - Plant & Equipment (Capital)	50,646	274,981	6,219	(268,762)
4140230	ADMIN - Plant and Equipment (Capital)	39,418	32,840	122,311	89,471
4140330	PWO - Plant and Equipment (Capital)	573,945	478,240	700,675	222,435
4040130	MEMBERS - Plant & Equipment (Capital)	0	0	58,510	58,510
4110730	OTH CUL - Plant & Equipment (Capital)	0	70,000	0	(70,000)
	Plant & Equipment Total	835,371	1,041,391	1,081,957	40,567
Infrastructure Roads					
4120140	ROADC - Roads Built Up Area - Council Funded	232,000	193,320	15,980	(177,340)
4120142	ROADC - Roads Outside BUA - Gravel - Council Funded	678,201	565,160	0	(565,160)
4120146	ROADC - Roads Outside BUA - Gravel - Roads to Recovery	1,910,120	1,591,760	201,233	(1,390,527)
4120158	ROADC - Roads Outside BUA - Gravel - Flood Damage	10,900,000	9,083,330	1,232,733	(7,850,597)
4120168	ROADC - Infrastructure Roads Other	7,550,000	2,991,650	578,453	(2,413,197)
4120179	ROADC - DBCA Funds Works (Capital)	198,404	165,330	0	(165,330)
4120692	AERO - Airport Road Repairs & Improvement - Capital	550,000	458,330	0	(458,330)
4120156	ROADC - Roads Built Up Area - Flood Damage	0	0	2,388	2,388
4120172	ROADC - Road Project Grant (RPG)	0	0	343,840	343,840
4120173	ROADC - Remote Aboriginal Access Road (RAA)	0	0	203,593	203,593
	Infrastructure Roads Total	22,018,725	15,048,880	2,578,220	(12,470,659)
Infrastructure Footpaths					
4120170	ROADC - Footpaths and Cycleways (Capital)	120,000	(4,000)	0	4,000
4120174	ROADC - Horizon Power Project	201,000	158,430	0	(158,430)
	Infrastructure Footpaths Total	321,000	154,430	0	(154,430)
Infrastructure Parks & Ovals					
4110370	REC - Infrastructure Parks & Gardens (Capital)	6,384,660	5,752,546	335,229	(5,417,317)
	Infrastructure Parks & Ovals Total	6,384,660	5,752,546	335,229	(5,417,317)
Infrastructure - Wharf					
4120790	WATER - Infrastructure Other (Capital)	50,000	69,564	0	(69,564)
4120791	WATER - Infrastructure Wharf (Capital)	50,000	41,660	0	(41,660)
	Infrastructure - Wharf Total	100,000	111,224	0	(111,224)
Infrastructure Other					
4040290	OTH GOV - Infrastructure Other (Capital)	5,000	70,744	71,238	494
4110390	REC - Infrastructure Other (Capital)	56,500	47,070	0	(47,070)
4110790	OTH CUL - Infrastructure Other (Capital)	250,000	208,320	90,511	(117,809)
4120190	ROADC - Infrastructure Other (Capital)	0	164,000	166,659	2,659
4140390	PWO - Infrastructure Other (Capital)	205,000	170,820	74,156	(96,664)
4090190	STF HOUSE - Infrastructure Other (Capital)	0	0	49,104	49,104
	Infrastructure Other Total	516,500	660,954	451,668	(209,286)
Infrastructure Drainage					
4120165	ROADC - Drainage Built Up Area (Capital)	0	0	16,497	16,497
4120166	ROADC - Drainage Outside BUA	0	0	350,029	350,029
	Infrastructure Drainage Total	0	0	366,526	366,526
	Grand Total	36,069,256	27,513,395	5,009,331	(22,504,062)

SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Plant and equipment	6,304	215,850	209,546	0	0	0	0	
4901	Caterpillar 432D-02 Backhoe	0	0	0	0	0	23,587	23,587	
4938	Toyota Troop Carrier	0	0	0	0	0	9,045	9,045	
5015	Toyota Prado	0	0	0	0	4,334	15,909	11,575	
5026	Ford Ranger	0	0	0	0	4,000	10,682	6,682	
5049	Hilux Dual Cab	0	0	0	0	0	17,318	17,318	
5055	Holden Commodore	0	0	0	0	0	10,000	10,000	
5077	Toyota Hilux	0	0	0	0	0	12,709	12,709	
5084	Kubota Mower	0	0	0	0	0	4,986	4,986	
		6,304	215,850	209,546	0	8,334	104,236	95,902	

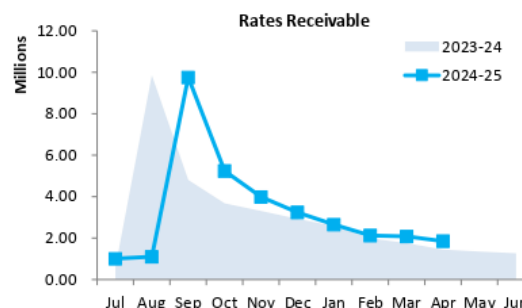


**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025**

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable	30 June 2024	30 Apr 2025
	\$	\$
Opening arrears previous year	1,285,777	1,266,658
Levied this year	9,116,320	9,516,538
Less - collections to date	(9,092,455)	(8,884,957)
Gross rates collectable	1,309,642	1,898,239
Allowance for impairment of rates receivable	(42,984)	(42,984)
Net rates collectable	1,266,658	1,855,255
% Collected	87.4%	82.4%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(3,963)	522,224	590,574	20,862	524,937	1,654,633
Percentage	(0.2%)	31.6%	35.7%	1.3%	31.7%	
Balance per trial balance						
Trade receivables						1,654,633
GST receivable						184,288
Allowance for credit losses of trade receivables						(211,700)
Total receivables general outstanding						1,627,221

Amounts shown above include GST (where applicable)

KEY INFORMATION

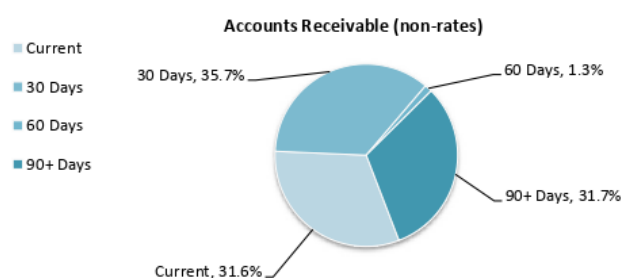
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 30 April 2025
	\$	\$	\$	\$
Other current assets				
Financial assets at amortised cost	975,801	0	0	975,801
Inventory				
Fuel	9,251	138,284	(116,102)	31,433
Stock on hand	16,971	0	0	16,971
Other assets				
Accrued income	57,207	0	(57,207)	0
Total other current assets	1,059,230	138,284	(173,309)	1,024,205
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025**

OPERATING ACTIVITIES

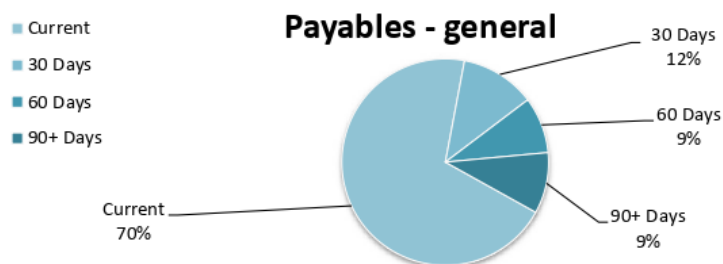
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	943,952	157,770	119,247	128,516	1,349,48
Percentage	0.0%	69.9%	11.7%	8.8%	9.5%	
Balance per trial balance						
Sundry creditors						1,349,48
ATO liabilities						3,28
Other payables						712,80
Payroll creditors						3,65
Prepaid rates						121,00
Total payables general outstanding						2,190,23

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025

FINANCING ACTIVITIES

10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Staff housing	146	410,498	0	0	(58,216)	(58,216)	352,282	352,282	(18,370)	(25,07
Staff housing	148	213,663	0	0	(21,157)	(32,093)	192,506	181,570	(4,512)	(13,68
Staff housing	TBA	0	0	5,000,000	0	0	0	5,000,000		
Wharf fenders, boat ramp	145	122,201	0	0	(32,019)	(48,858)	90,182	73,343	(3,637)	(10,95
Derby wharf infrastructure	151	192,935	0	0	(40,654)	(61,443)	152,281	131,492	(2,580)	(7,82
Derby airport infrastructure & wharf	152	1,241,080	0	0	(198,043)	(298,350)	1,043,037	942,730	(9,828)	(29,64
Derby visitors centre	149	267,078	0	0	(26,446)	(40,116)	240,632	226,962	(5,640)	(17,10
WATC short term loan	2	2,000,000	0	0	(2,000,000)	(2,000,000)	0	0	0	
WATC short term loan	3	1,000,000	0	0	(1,000,000)	(1,000,000)	0	0	0	
WATC short term loan	4	2,000,000	0	0	(2,000,000)	(1,290,000)	0	710,000	(93,291)	(40,00
WATC short term loan	TBA	0	5,000,000	5,000,000	(1,000,000)	0	4,000,000	5,000,000	0	(85,00
Total		7,447,455	5,000,000	10,000,000	(6,376,535)	(4,829,076)	6,070,920	12,618,379	(137,858)	(229,27
Current borrowings		5,539,077					4,162,542			
Non-current borrowings		1,908,378					1,908,378			
		7,447,455					6,070,920			

All debenture repayments were financed by general purpose revenue.

New borrowings 2024-25

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Staff Housing Project	0	5,000,000	WATC	Short Term	3	0	TBC	0	5,000,000	
WATC Extension of short term loan for AGRN 1044 Flood expenditure	5,000,000	5,000,000	WATC	Short Term	3	0	TBC	0	5,000,000	
	5,000,000	10,000,000				0		0	10,000,000	

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025**

OPERATING ACTIVITIES

11 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 April 2025
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		166,370	0	1,360,816	(986,432)	540,754
Capital grant/contributions liabilities		780,693	0	2,701,575	(2,263,543)	1,218,725
Total other liabilities		947,063	0	4,062,391	(3,249,975)	1,759,475
Employee Related Provisions						
Provision for annual leave		620,098	0	0	0	620,098
Provision for long service leave		335,840	0	0	0	335,840
Total Provisions		955,938	0	0	0	955,938
Other Provisions						
Derby Wharf Incentive		56,144	0	0	(56,144)	0
Total Other Provisions		56,144	0	0	(56,144)	0
Total other current liabilities		1,959,145	0	4,062,391	(3,306,119)	2,715,416

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025**

OPERATING ACTIVITIES

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Grants, subsidies and contributions revenue		
	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$
Grants and subsidies			
GEN PUR - Financial Assistance Grant - General	5,874,355	972,910	875,616
GEN PUR - Financial Assistance Grant - Roads	833,874	131,168	98,376
GEN PUR - Financial Assistance Grant - Aboriginal Access Roads	336,667	400,000	300,000
ANIMAL - Grants	0	52,800	52,543
PEST - Grants	16,500	16,500	9,314
OTH HEALTH - Grants	827,000	620,250	749,839
WELFARE - Aged grant	0	0	0
WELFARE - Grants	319,000	239,250	200,401
COM AMEN - Grants (State Aware grant)	0	0	0
LIBRARY - Grants	2,000	1,500	1,500
OTH CUL - Grants - Other Culture	67,000	54,500	25,500
OTH CUL - Sculptures on the Marsh - Grant	10,000	10,000	30,000
ROADC - Other Grants	0	0	6,667
ROADM - Street Lighting Subsidy	20,000	20,000	21,747
AGRN 1044 - Recovery - DRAFWA	5,886,942	4,905,780	4,743,506
AGRN 1044 - Recovery - DRFWA Income 24/25	12,799,909	10,666,590	0
DPIRD Milestone 1	0	0	0
	26,993,247	18,091,248	7,115,009
Contributions			
RATES - Reimbursement of Debt Collection Costs	20,000	1,660	2,369
MEMBERS - Reimbursements	0	10,000	9,715
OTH GOV - Grant Funding	0	31,650	34,356
WELFARE - Fees & Charges	300,000	(75,000)	0
WELFARE - Contributions & Donations	0	0	0
SWIM AREAS - Reimbursements	50	50	0
REC - Reimbursements - Other Recreation	(5,000)	(4,160)	90
LIBRARY - Fees & Charges	100	80	0
HERITAGE - Contributions & Donations	200	160	0
OTH CUL - Contributions & Donations - Other Culture	12,000	9,000	0
TOUR - Contributions & Donations	500	410	0
TOUR - Commission	1,000	830	0
BUILD - Commission - BSL & CTF	1,000	830	0
	329,850	(24,490)	46,530
TOTALS	27,323,097	18,066,758	7,161,539

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025**

INVESTING ACTIVITIES

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grants, subsidies and contributions revenue		
	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$
Capital grants and subsidies			
OLOPS - OTH GOV - Capital Grants - NDRR FS Fire Working Group	50,000	37,500	
OLOPS - Grants	0	0	25,69
WELFARE - Grants (Capital)	0	232,781	
REC - Capital Grants	7,244,660	6,161,076	283,72
ROADC - Financial Assistance Grants – Roads	603,445	(150,862)	
ROADC - Regional Road Group Grants (MR WA)	0	0	335,12
ROADC - Roads to Recovery - Grants	769,001	576,750	134,69
ROADC - Other Grants – Roads/Streets	9,070,951	3,417,115	1,263,91
ROADC - Other Grants – Footpaths	120,000	134,000	
ROADC - Other Grants – Aboriginal Roads	624,000	468,000	1,084,31
ROADC - Other Grants – Flood Damage	10,900,000	8,175,000	2,244,27
AERO - Other Grants	0	0	19,78
WATER - Grants	0	0	15,27
WATER - Grant Capital	180,000	127,904	112,19
	29,562,057	19,179,264	5,518,98

**SHIRE OF DERBY-WEST KIMBERLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2025**

14 TRUST FUND

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 30 April 2025
	\$	\$	\$	\$
Public open spaces	295,981	0	0	295,981
	295,981	0	0	295,981

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14 May 2025

Ms Tamara Clarkson
Chief Executive Officer
Shire of Derby/West Kimberley
PO Box 94
DERBY WA 6728

Dear Tamara

**MATTERS IDENTIFIED DURING COMPILATION OF STATUTORY MONTHLY FINANCIAL REPORT FOR
THE PERIOD ENDED 30 APRIL 2025**

We advise we have completed the compilation of your statutory monthly financial report for the period ended 30 April 2025 and identified certain matters additional to those identified in the compilation report we wish to bring to your attention.

We are required under APES 315 *Compilation of Financial Information* to report certain matters in our compilation report and we draw your attention to the note regarding basis of preparation. Other matters which arise during our compilation we wish to bring to your attention are raised in the following pages of this letter along with suggestions to resolve these issues.

It should be appreciated, our procedures are designed primarily to enable us to compile the monthly financial report and therefore may not bring to light all weaknesses in systems and procedures, or all financial matters of interest to management and council, which may exist. However, we aim to use our knowledge of the shire's financial operations gained during our work to make comments and suggestions, which, we hope, will be useful to you.

Should you wish to discuss any matter relating to our service or any other matter, please do not hesitate to contact us.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Russell Barnes', written over a light blue horizontal line.

Russell Barnes
Director
[Moore Australia \(WA\) Pty Ltd](#)



Shire of Derby/West Kimberley

Period ended 30 April 2025

Topic	Item	First Identified	Explanation	Action Required	Priority
Going concern – liquidity	Cash position	April 2025	At the time of preparing the attached Statement of Financial Activity, the surplus as of 30 April is \$479,449, with remaining employee costs of \$4.2 million to June 2025. The current ratio of the Shire is 0.66, which is an indication the Shire may not be able to meet its short term obligations utilising current resources. The Shire has a Short term lending facility with the WATC with \$1 million available.	Urgent action is required to ensure cost overruns do not occur and savings are made whilst ensuring all revenue is received. Where a likelihood exists of revenue not being received equivalent expenditure savings are required. Monitoring of loan covenants is also required to ensure these are not breached. Given the lack of cash, urgent action needs to be taken to recover all debtors outstanding including flood damage claims, to assist with the payment of creditors. Additional unbudgeted borrowings may be required in order to be able to meet budgeted obligations.	High
Sundry debtors	Outstanding	April 2025	Sundry debtors aged trial balance includes invoices totalling \$524,937 outstanding for over 90 days with some more than 200 days old.	We recommend reviewing overdue debtors collection procedures to ensure debtors outstanding for over 30 days are subject to regular review and reminder notices are issued to improve the collection rate.	Medium
Capital expenditure	Allocations	August 2024	Transactions have been allocated to capital expenditure accounts without budget allocations for 2024/25, this is because the capital budget upload in Synergy does not align to the adopted budget.	We recommend the budget upload be amended to align with the adopted budget.	Low
Funding statements	Opening surplus	December 2024	The net current assets brought forward for the 2024-25 adopted budget was \$329,086 and the adjusted audited surplus carried forward as of 1 July 2024 is \$4,266,700 resulting in a \$3,937,614 difference.	We recommend the difference in funds be considered in the annual budget review.	Low

12.8 ACCOUNTS FOR PAYMENT - APRIL 2025**File Number:** 5110 - Accounts Payable**Author:** Aaron Gloor, Senior Finance Officer**Responsible Officer:** Jill Brazil, Acting Director Corporate Services**Authority/Discretion:** Information**SUMMARY**

Council to receive the list of accounts paid under delegated authority during April 2025.

DISCLOSURE OF ANY INTEREST

Nil by Author and Responsible Officer.

BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the Shire's municipal and trust funds. In accordance with regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the Chief Executive Office is to be provided to Council.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

12. Payments from municipal fund or trust fund, restrictions on making

12(1) A payment may only be made from the municipal fund or a trust fund

The Chief Executive Officer has delegated authority to make payments from the municipal and trust funds.

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.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

(a) for each account which requires Council authorisation in that month —

(i) the payee's name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction; and

(b) the date of the meeting of the council to which the list is to be presented.

(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.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

All expenditure from the municipal fund was included in the annual budget as adopted or revised by Council.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: In accordance with section 6.8 of <i>the Local Government Act 1995</i> , a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority of Council.	Rare	Minor	Low	Expenditure to only be incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles.

CONSULTATION

Internal consultation.

COMMENT

All municipal fund expenditure included in the list of payments is incurred in accordance with the 2024-25 Annual Budget as adopted by Council at its meeting held 27 June 2024 (Resolution 84/24) and subsequently revised or has been authorised in advance by the President or by resolution of Council as applicable.

The table below summarises the payments drawn on the funds during the month. Lists detailing the payments made are appended as an attachment.

REPORT TO COUNCIL

April 2025

FUND	DETAILS	AMOUNT
MUNICIPAL ACCOUNT		
EFT Payments	EFT 62073 - EFT 62351	\$1,419,312.47
Municipal Cheques	CHQ	\$0.00
Direct Debits	Fees & Charges, Credit Card Payments, Payroll, Payroll Liabilities	\$1,196,308.15
Manual Cheques	CHQ	\$0.00
TRUST ACCOUNT		
EFT Payments		\$0.00
Trust Cheques		\$0.00
TOTAL		\$2,615,620.62

Creditors Outstanding as at 30/04/2025

\$1,349,485.46

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Credit Card Reconciliation April 2025
2. List of Accounts - April 2025

RESOLUTION

That Council (Commissioner) accepts the List of Accounts for April 2025 paid under Delegated Authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 attached to this report, totalling \$2,615,620.62

RESOLUTION CCO18/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

**The Shire Of Derby / West Kimberley
ANZ Corporate Credit Card Reconciliation
Period Reporting: 13/02/2025 to 12/03/2025**


Card Holder : Tamara Clarkson								
Date	Transaction Description	GST (Y/N)	Amount (GST Excl)	GST	Amount (GST Incl)	Account	Receipt Provided	Comments
12/03/2025	STARLINK INTERNET Sydney	Y	\$ 15.28	\$ 1.53	\$ 16.81	121402410	Yes	Direct Debit - 40GB Priority Subscription for FX Visitors Centre 10.03.25 - 23.03.25
11/03/2025	KMART 1359 BROOME	Y	\$ 117.27	\$ 11.73	\$ 573.00	BM001	Yes	Purchased vacuum required for Council Chambers
			\$ 403.64	\$ 40.36		B0019	Yes	Purchased linen required for Staff Housing - Clarendon Street units
10/03/2025	PAY ECU EDU AU WEB JOONDALUP	Y	\$ 3,456.27	\$ 345.63	\$ 3,801.90	PC06	Yes	Tuition fees for Maria O'Connell, Coordinator Communications and Media - Graduate Certificate for Social and Digital Media Communication
10/03/2025	MANGROVE RESORT BROOME	Y	\$ 242.35	\$ 24.24	\$ 266.59	121302150	Yes	One nights accommodation charge for Luke Lawrence charged due to cancellation of trip due to unforeseen circumstances
10/03/2025	MANGROVE RESORT BROOME	Y	\$ 242.35	\$ 24.24	\$ 266.59	121302150	Yes	One nights accommodation charge for Gianna Covella charged due to cancellation of trip due to unforeseen circumstances
10/03/2025	SHIRE OF DERBY WEST KI DERBY	Y	\$ 104.45	\$ 10.45	\$ 114.90	P513	Yes	New vehicle license for tractor Plate number KW29639 expiry date 04.03.26
7/03/2025	AVIAIR PTY LTD KUNUNURRA	Y	\$ 239.09	\$ 23.91	\$ 263.00	120401090	Yes	Refunded flight for Deputy President, Geoff Haerewa, Derby to Broome (return) 17-24 March for the WA Major Projects Conference 19-20 March 2025 due to resignation.
3/03/2025	STARLINK INTERNET Sydney	Y	\$ 160.00	\$ 16.00	\$ 176.00	121402410	Yes	Direct Debit - Priority 40GB Subscription for Derby Administration Centre 28.02.25 - 28.03.25
3/03/2025	STARLINK INTERNET Sydney	Y	\$ 252.73	\$ 25.27	\$ 278.00	121402410	Yes	Direct Debit - Starlink Subscription for CEO house and FX Depot 27.02.25 - 27.03.25
28/02/2025	QANTAS AIRWAYS LTD (EC Mascot	Y	\$ 293.00	\$ 29.30	\$ 322.30	121407120	Yes	Flight for Marcelle Coakley Broome to Perth 21.03.25 as part of her contract.
28/02/2025	QANTAS AIRWAYS LTD (EC Mascot	Y	\$ 256.27	\$ 25.63	\$ 281.90		Yes	Flight for Marcelle Coakley Perth to Broome 28.04.25 as part of her contract.
28/02/2025	AVIAIR PTY LTD KUNUNURRA	Y	\$ 540.91	\$ 54.09	\$ 595.00		Yes	Flight for Marcelle Coakley Broome to Fitzroy Crossing 28.04.25 as part of her contract.
28/02/2025	AVIAIR PTY LTD KUNUNURRA	Y	\$ 1,081.82	\$ 108.18	\$ 1,190.00		Yes	Flights for Marcelle Coakley Fitzroy Crossing to Broome return 21.03.25 - 31.03.25 as per contract.
27/02/2025	VIRGIN AUSTRALIA BRISBANE	Y	\$ 257.05	\$ 25.71	\$ 282.76		Yes	Flight for Marcelle Coakley Broome to Perth 17.04.25 as part of her contract.
27/02/2025	VIRGIN AUSTRALIA BRISBANE	Y	\$ 201.06	\$ 20.11	\$ 221.17		Yes	Flight for Marcelle Coakley Perth to Broome 31.03.25 as part of her contract.
27/02/2025	QANTAS AIRWAYS LTD (EC Mascot	Y	\$ 90.00	\$ 9.00	\$ 99.00	120401090	Yes	Flight change fee for Deputy President, Geoff Haerewa, Broome to Perth (return) 17-24 March for the WA Major Projects Conference 19-20 March 2025 (change due to Aviair connecting flight changes)
26/02/2025	STARLINK INTERNET Sydney	Y	\$ 631.82	\$ 63.18	\$ 695.00	121402410	Yes	Direct Debit - Starlink Subscription for Derby Airport, Derby Depot, FX Airport, FX Visitors Centre and FX units 23.02.25 - 23.03.25
25/02/2025	Intuit Mailchimp Sydney	Y	\$ 64.78	\$ 6.48	\$ 71.26	121402410	Yes	Direct Debit - Tax Invoice MC21416003 Essential Plan 2500 contacts - Media service
24/02/2025	WANEWSDTI Osborne Park	Y	\$ 29.09	\$ 2.91	\$ 32.00	121402410	Yes	Direct Debit - Subscription for SundayTimes and The West Australian Digital Edition February 2025.
24/02/2025	SQ *WEST AUSTRALIAN YOUNG 1800595310	Y	\$ 47.27	\$ 4.73	\$ 52.00	12110519	Yes	2 x advertisement packs to promote the Western Australian Young Readers Book Awards for 2025 - One for Fitzroy Crossing and one for Derby
17/02/2025	Duxbn Hotel Perth OPI Perth	Y	\$ 252.73	\$ 25.27	\$ 278.00	EX08	Yes	Refund of bond for A/CEO accommodation while in Perth for CEO interviews 11.02.25 - 14.02.25
17/02/2025	BROOME INTERNATIONAL A BENTLEY	Y	\$ 65.45	\$ 6.55	\$ 72.00	EX08	Yes	Parking for A/CEO while in Perth for CEO interviews 11.02.2025 - 14.02.2025
17/02/2025	* 250269F3C38E perth	Y	\$ 258.00	\$ 25.80	\$ 283.80	120401090	Yes	Additional charges for Printing and Administrative Support for A/CEO at The Executive Centre while in Perth for CEO interviews.
17/02/2025	GOVERNANCE INSTITUTE SYDNEY	Y	\$ 2,336.36	\$ 233.64	\$ 2,570.00	PC06	Yes	Training course fees for Telia Reilly, Governance and Risk Coordinator - Certificate in Governance and Risk Foundations
17/02/2025	JB HI FI CAROUSEL CANNINGTON	Y	\$ 126.36	\$ 12.64	\$ 139.00	121402210	Yes	Wireless Adaptor Charger for Council Meetings and when travelling where power points aren't accessible - Purchased by CEO
14/02/2025	LIQUOR AT RUSTYS DERBY	Y	\$ 123.62	\$ 12.36	\$ 135.98	EP0011	Yes	Beverages purchased for Derby Community Expo Sundowner Event 15.02.2025
14/02/2025	SQ *MARCH COFFEE STUDIO Perth	Y	\$ 10.45	\$ 1.05	\$ 11.50	EX08	Yes	Refreshments for A/CEO, Shire President and Director Infrastructure while meeting with KPA regarding Derby Port 12.02.2025
14/02/2025	SQ *CHARLIE BOY COFFEE Northbridge	Y	\$ 12.91	\$ 1.29	\$ 14.20	120401090	Yes	Refreshments for Shire President and A/CEO before attending KPA Presentation 12.02.2025.
14/02/2025	QANTAS AIRWAYS LTD (EC Mascot	Y	\$ 586.00	\$ 58.60	\$ 644.60	120401090	Yes	Flights for Deputy President, Geoff Haerewa, Broome to Perth return 17-24 March for the WA Major Projects Conference 19-20 March 2025.
14/02/2025	AVIAIR PTY LTD KUNUNURRA	Y	\$ 540.91	\$ 54.09	\$ 595.00	121407120	Yes	Flights for Marcelle Coakley 21.02.25 - 03.03.2025 Broome to Fitzroy Crossing as part of her contract.
14/02/2025	AVIAIR PTY LTD KUNUNURRA	Y	\$ 252.73	\$ 25.27	\$ 278.00	120401090	Yes	Flights for Deputy President, Geoff Haerewa, Derby to Broome return 17-24 March for the WA Major Projects Conference 19-20 March 2025.
13/02/2025	CANVA* I04423-1437380 SURRY HILLS 358.8	Y	\$ 536.95	\$ 53.70	\$ 590.65	121402410	Yes	Yearly subscription for 5 x Canva accounts - Purchased in USD. USD price \$358.92, once converted to AUD the full amount charged was \$590.65
13/02/2025	VIRGIN AUSTRALIA BRISBANE	Y	\$ 495.76	\$ 49.58	\$ 545.34	121407120	Yes	Flights for Marcelle Coakley 21.02.25 - 03.03.2025 Broome to Perth return as part of her contract.

13/02/2025	Duxton Hotel Perth OPI	Perth	Y	\$ 1,249.36	\$ 124.94	\$ 1,374.30	EX08	Yes	Accommodation for A/CEO while in Perth for CEO interviews 11.02.2025 - 14.02.2025.
13/02/2025	GM TAXIPAY	MASCOT	Y	\$ 30.84	\$ 3.08	\$ 33.92	EX08	Yes	Taxi charge for A/CEO and Director Corporate Services from Airport to A/CEO Accommodation 11.02.25
13/02/2025	OFFICEWORKS	Bentleigh Eas	Y	\$ 101.75	\$ 10.18	\$ 111.93	121402150	Yes	Office supplies - binding backs and front covers. Missed on monthly stationary order.
				TOTAL \$		16,195.40			

Card Holder Declaration:

I, as the card holder, am responsible for all transactions on my Corporate Credit Card and hereby declare that the expenditure detailed on this statement was approved for work related purposes in accordance with the Transaction Card Policy and Procurement Policy of the Shire of Derby/West Kimberley

Tamara Clarkson - Chief Executive Officer


signature

28/04/2025

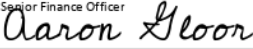
Date

TOTAL PURCHASES FOR ABOVE STATED PERIOD \$ 16,195.40
PAYMENTS AND OTHER CREDITS \$ 619.00
INTEREST CHARGES \$ -
CLOSING BALANCE \$ 15,576.40

Procurement Approval

Name	Tamara Clarkson
Position	Chief Executive Officer
Date	
Signature	

Reconciliation Certified

Name	Aaron Gloor
Position	Senior Finance Officer
Date	
Signature	

REPORT TO COUNCIL – APRIL 2025

EFT PAYMENTS – MUNI ACCOUNT

PAYMENT ID	DATES	CREDITOR / INVOICE DETAILS	AMOUNT
EFT62073	04/04/2025	ABHA SINGH	1,500.00
INV REIMB 3103	31/03/2025	UTILITY SUBSIDY POWER 02/04/2024 - 13/02/2025	1,500.00
EFT62074	04/04/2025	ANGLICARE WA	300.00
INV BOND 2503	25/03/2025	RETURN OF BOND - HIRE OF COMMUNITY ROOM 21/03/2025	300.00
EFT62075	04/04/2025	MAXIMUS TRUST IA ASSET INFRASTRUCTURE MANAGEMENT	12,540.00
INV 0781	21/03/2025	DEVELOPMENT & TESTING OF CAPITAL PROJECT EVALUATION TOOLBOX	12,540.00
EFT62076	04/04/2025	ALFORD CONTRACTING	19,800.00
INV 1448	26/03/2025	SUPPLY AND INSTALLATION OF DERBY CIVIC CENTRE FRONT AND REAR STAGE CURTAINS – 50% OF TOTAL COST	19,800.00
EFT62077	04/04/2025	ANGUS SMITH	660.00
INV 2219	21/02/2025	2 X ILLUSTRATED GRAPHIC SPREADS	660.00
EFT62078	04/04/2025	AMRRIC	2,283.55
INV 0049	18/12/2024	SUPPLY DOG TREATMENT AND COLLARS	2,283.55
EFT62079	04/04/2025	ALTHAM PLUMBING	10,145.52
INV 19206	19/03/2025	LOT 8000 RES 51108 CORKWOOD CT, DERBY - TEST & CHECK BACKFLOW DEVICE	253.00
INV 19227	19/03/2025	RECTIFY ISSUE WITH TOILET CISTERN IN FEMALE TOILETS – THE HANGAR	452.94
INV 19239	21/03/2025	HUNTER PGP-04 ULTRA SPRINKLERS	6,056.38
INV 19285	28/03/2025	SUPPLY AND INSTALL (S&I) NEW 80LT ELECTRIC HOT WATER STORAGE COMMISSION -7 TOWER PLACE	3,383.20
EFT62080	04/04/2025	ARAC REFRIGERATION & AIR CONDITIONING	7,645.00
INV 12431	11/03/2025	CARRY OUT AIR-CON CLEANING SERVICE – FX SHIRE PROPERTIES	7,645.00
EFT62081	04/04/2025	BLACKWOODS ATKINS - BROOME	140.17
INV SI10472248	21/02/2025	CAUTION SIGNS: 'SLOW DOWN CONCEALED DRIVEWAY AHEAD'	140.17
EFT62082	04/04/2025	ALLWEST BUILDING APPROVALS	302.50
INV 10492	10/02/2025	CERTIFICATE OF DESIGN COMPLIANCE - KIMBERLEY ENTRANCE CARAVAN PARK 2X POOLS	302.50
EFT62083	04/04/2025	RUSTYS BAKESHOP	50.00
INV 000031	20/03/2025	MORNING TEA AND LUNCH FOR MUSIC CLASS – MY KIMBERLEY STORIES	50.00
EFT62084	04/04/2025	THE BROOME CHAMBER OF COMMERCE	5,500.00
INV 8338	28/03/2025	SPONSORSHIP FEE FOR THE KIMBERLEY ECONOMIC FORUM 2025 - VIP EVENT PARTNER	5,500.00
EFT62085	04/04/2025	BRUCE WRIGHT	9,867.00
INV REIMB 3103	31/03/2025	REIMBURSE - RELOCATION OF FURNITURE PORT HEDLAND TO BROOME 04/03/2025	9,867.00

EFT62086	04/04/2025	G BISHOPS TRANSPORT SERVICES PTY LTD	91.95
INV B295106	17/03/2025	FREIGHT - BUNNINGS BROOME TO DERBY DEPOT	91.95
EFT62087	04/04/2025	BROOME BOLT SUPPLIES	87.89
INV 252944	06/03/2025	5/16" UNC POWER COIL KIT	87.89
EFT62088	04/04/2025	BRIANNA ALTMANN	78.97
INV REIMB 2703	27/03/2025	REIMBURSE - FUEL - TRAVELLED TO BME O FX TO PICK UP STARLINK	78.97
EFT62089	04/04/2025	OFFICE NATIONAL BROOME (THE BOSS SHOP)	1,805.00
INV 1113066	27/03/2025	SUPPLY AND DELIVERY OF FURNITURE FOR THE DERBY ADMINISTRATION CENTRE	1,805.00
EFT62090	04/04/2025	BREANNA HARRINGTON	309.91
INV REIMB 2803	28/03/2025	UTILITY SUBSIDY POWER: 29/11/2024 TO 30/01/2025	309.91
EFT62091	04/04/2025	BROOME TOYOTA NORTH WEST MOTOR GROUP	71,559.75
INV RI11200738	04/03/2025	TOYOTA FORTUNER - REPLACEMENT FOR 2KW + REGISTRATION	71,559.75
EFT62092	04/04/2025	BUNNINGS GROUP LIMITED	1,019.92
INV 2210/99850445	18/03/2025	BEAUTIFYING THE DERBY ADMINISTRATION BUILDING FOR OPENING DAY - PLANTS AND GARDEN SUPPLIES	1,019.92
EFT62093	04/04/2025	GLASS CO KIMBERLEY	1,982.75
INV 104425	18/03/2025	REPLACEMENT OF DAMAGED GLASS WINDOWS DERBY ADMINISTRATION CENTRE	1,982.75
EFT62094	04/04/2025	CATHERINE FEENEY	740.00
INV 3-R-0007	27/03/2025	FORTNIGHTLY RENT (27/03/25 - 10/04/25) - UNIT 5/12 LOCH STREET	740.00
EFT62095	04/04/2025	CHRIS HAMMER	364.15
INV REIMB 2703	27/03/2025	UTILITY SUBSIDY POWER: 14/12/2024 - 14/02/2025	364.15
EFT62096	04/04/2025	BOC LIMITED	689.42
INV 5006587201	28/02/2025	MONTHLY GAS CYLINDER CHARGES	689.42
EFT62097	04/04/2025	DERBY BUILDING SUPPLIES	327.35
INV 580990	12/03/2025	SUTTON BIT DRILL & SILICONE WET AREA CLEAR	34.11
INV 581354	19/03/2025	ZENITH HOOK PICTURE ANGLE DRIVE	5.43
INV 581856	27/03/2025	1600KG BEAVER MANUAL LEVER BLOCK	259.00
INV 581972	28/03/2025	GUNNERSSENS MELAMINE SHELF 1200 X 595 X 16MM	28.81
EFT62098	04/04/2025	DERBY FUELS	1,733.00
INV 1237908	22/03/2025	21/03/2025 & 22/03/2025 YOUTH PROGRAM MEALS	1,520.00
INV 291117	26/03/2025	CATERING FOR MANAGEMENT LUNCH 26TH MARCH 2025 - 15 PEOPLE	213.00
EFT62099	04/04/2025	DERBY FIREARM SUPPLIES	194.00
INV 1305	17/01/2025	REPLACEMENT JOCKEY WHEEL AND (X2) U-BOLTS FOR TRAILER P143 1TCJ-533.	194.00
EFT62100	04/04/2025	DIVERSITY IN TRAINING	43,632.19
INV 103	27/03/2025	PROVISION OF FINANCE SUPPORT AND MENTORING - FEBRUARY 2025	23,108.00
INV 104	01/04/2025	PROVISION OF FINANCE SUPPORT & MENTORING MARCH 2025	20,524.19

EFT62101	04/04/2025	HARDMAN ENTERPRISES PL T/AS DERBY PLUMBING AND GAS	3,710.58
INV 29366	18/03/2025	INVESTIGATION OF LEAKING URN AT DERBY DEPOT	291.50
INV 29400	26/03/2025	REPAIR WORK - CLARENDON STREET PUBLIC TOILETS	3,419.08
EFT62102	04/04/2025	DERBY PROGRESSIVE SUPPLIES	730.18
INV 105475	19/03/2025	COMPACT HAND TOWEL & TOILET TISSUE 2PLY 400 SHEETS/ROLL	630.65
INV 105855	26/03/2025	ICE BAGS FOR THE ICE MACHINE AT DERBY DEPOT	99.53
EFT62103	04/04/2025	DR SAWFISH JEWELLERY	75.00
INV REIMB 1403	14/03/2025	CONSIGNMENT REIMBURSEMENT - FEBRUARY 2025	75.00
EFT62104	04/04/2025	DERBY HARDWARE MITRE10	254.88
INV 10622193	17/03/2025	BUMPER ROUND CLEAR 19X3MM PK4	5.99
INV 10622229	18/03/2025	FILLER KNEAD IT STEEL & DRILL IMP 29PCE SET	132.98
INV 10622274	18/03/2025	SCREW METAL BUTTON HEAD	12.99
INV 10622305	19/03/2025	MICRO JOINER & MICRO PLUG GOOF REPAIR	25.96
INV 10622384	20/03/2025	MICRO SPRAY JET ONE PIECE	5.99
INV 10622433	21/03/2025	SCREW METAL TEK W/SEAL	5.99
INV 10622661	26/03/2025	GLUE KWIKGRIP 1L & KWIK GRIP STRAP ADHESIVE	64.98
EFT62105	04/04/2025	ELDERS LIMITED (DERBY BRANCH)	243.60
INV IY93098	07/03/2025	HOSE PIECE & FITTINGS FOR FIRE HOSE AT THE DERBY ANIMAL POUND	44.38
INV IY93147	12/03/2025	450G TUBES OF CASTROL SPHEEROL HTB2 GREASE	199.22
EFT62106	04/04/2025	FITZROY HARDWARE PTY LTD	880.50
INV 10024100	12/03/2025	31 X BAGS OF GREY CEMENT	806.00
INV 10024185	14/03/2025	HR-ELBOW MALE FEMALE 20MM	54.00
INV 10024945	28/03/2025	CLOSER DOOR PNEUMATIC SILVER	20.50
EFT62107	04/04/2025	GERALDTON TROPHY CENTRE	493.87
INV 10521	25/03/2025	COFFEE CUPS AND ENGRAVING FOR LONG SERVICE EMPLOYEES	493.87
EFT62108	04/04/2025	HORIZON POWER - ACCOUNT PAYMENTS	3,767.02
INV 570688	28/02/2025	207 STREETLIGHTS 01/02/2025 TO 28/02/2025	3,767.02
EFT62109	04/04/2025	TEAM GLOBAL EXPRESS PTY LTD	1,219.90
INV P69068593	16/03/2025	FREIGHT REF: 0090S5K777	609.95
INV P69068637	23/03/2025	FREIGHT REF: 0090S5K776	609.95
EFT62110	04/04/2025	INFORMATION SERVICES & TECHNOLOGY PTY LTD	308.00
INV 25131	13/02/2025	MOSAIC V12 TRAINING RE NEW UPDATE & NEW STAFF MEMBER 2 X TRAINING MODULES.	308.00
EFT62111	04/04/2025	JULIA WILSON	667.23
INV REIMB 3103	31/03/2025	UTILITY SUBSIDY 45KG GAS BOTTLE	278.11
INV REIMB 3103 -1	31/03/2025	UTILITY SUBSIDY POWER 20/12/2024 - 19/02/2025	389.12

EFT62112	04/04/2025	KIMBERLEY FIRE SYSTEMS	1,969.61
INV 22642	11/03/2025	FIRE PROTECTION SYSTEMS & EQUIPMENT - MARCH 2025 DERBY AIRPORT	986.79
INV 22709	18/03/2025	SUPPLY, INSTALL 4.5KG DCP FIRE EXTINGUISHER	982.82
EFT62113	04/04/2025	PINDAN PRINTING - KIMBERLEY KOLORS	99.00
INV 4433	20/03/2025	EXECUTIVE NAME PLAQUE FOR CEO	99.00
EFT62114	04/04/2025	K&M ELECTRICAL SERVICES	7,179.37
INV IV00162	18/03/2025	INSPECT/TEST EXIT LIGHTS & SMOKE ALARM CONDITIONS – DERBY AND FX FACILITIES	5,390.00
INV IV00172	26/03/2025	SUPPLY AND INSTALL OF EMERGENCY LIGHTS AND ASSOCIATED EQUIPMENT - DERBY ADMINISTRATION CENTRE	1,789.37
EFT62115	04/04/2025	KISHAY MCKIGNEY	364.46
INV REIMB 2703	27/03/2025	UTILITY SUBSIDY POWER: 16/01/2025 - 17/03/2025	364.46
EFT62116	04/04/2025	TAMARA CLARKSON	388.59
INV REIMB 2803	28/03/2025	REIMBURSE - POOL TECHNICIAN HEALTH CHECK	388.59
EFT62117	04/04/2025	LINDSAY JACKSON	3,080.00
INV 1495	18/03/2025	50% PAYMENT FOR PART COMPLETED PROJECT – DEVELOPMENT OF EXTERNAL FUNDING MATERIALS & PRESENTATION SUPPORT	3,080.00
EFT62118	04/04/2025	MANGKAJA ARTS RESOURCE AGENCY	90.00
INV REIMB 1403	14/03/2025	CONSIGNMENT REIMBURSEMENT - FEBRUARY 2025	90.00
EFT62119	04/04/2025	MT BARNETT STORE PTY LTD	110.00
INV 681130	25/02/2025	AGRN1044 – RECOVERIES TEAM ACCOMMODATION - MT BARNETT ROADHOUSE	110.00
EFT62120	04/04/2025	MARRA WORRA WORRA ABORIGINAL CORPORATION	370.00
INV REIMB 2403	24/03/2025	CREDIT NOTE INV 30469 - REDUCTION OF FEES FOR HIRE OF BASKETBALL COURTS DUE TO REDUCED BOOKING - FX	370.00
EFT62121	04/04/2025	JUNE NIXON	80.00
INV REIMB 1403	14/03/2025	CONSIGNMENT REIMBURSEMENT - FEBRUARY 2025	80.00
EFT62122	04/04/2025	NOONIE CLANCY	600.00
INV 01	17/03/2025	CONSULTANT FEE FOR KIMBERLEY STORIES GRANT/PROJECT AFCC	600.00
EFT62123	04/04/2025	THINK WATER BROOME	605.00
INV 25-00001609	11/03/2025	RETICULATION SUPPLIES - STRIP, ORBITOR ASSY, MICRO STAKE	605.00
EFT62124	04/04/2025	NORTH WEST LOCKSMITH	259.00
INV 32164	11/03/2025	SHIRE PRESIDENTS OFFICE- RESTRICTED CARBINE CTH HANDLE	259.00
EFT62125	04/04/2025	NORWESCOM TELECOMMUNICATIONS	57,632.45
INV 57023	25/02/2025	SUPPLY & INSTALL OF ACCESS CONTROL SYSTEM AT FITZROY CROSSING VISITOR CENTRE	57,632.45
EFT62126	04/04/2025	RED TRIM MOTOR TRIMMING PTY LTD	1,430.00
INV 2062	11/03/2025	PLAYGROUND SHADE SAILS REPAIR DUE TO STORM DAMAGE - DERBY OVAL	1,430.00
EFT62127	04/04/2025	ORD AGRICULTURAL EQUIPMENT	3,166.27
INV OA19960	06/03/2025	PARTS FOR F3690 SERIAL #10981, FREIGHT	581.99

INV OA20020	12/03/2025	VALVE & DUST (VALVE), FREIGHT	337.39
INV OA19904	14/03/2025	PARTS FOR GCK72-F39 SERIAL #10488, FREIGHT	411.18
INV OA19905	14/03/2025	FAN & HEX BOLT FOR GCK72-F39	718.53
INV OA19906	14/03/2025	SUPPLY PARTS	1,038.16
INV OA20119	25/03/2025	1A02439010 - SWITCH OIL FOR ZD1221RL-AU	79.02
EFT62128	04/04/2025	COLLEEN BOLDISON	911.73
INV REIMB 3101	31/01/2025	UTILITY SUBSIDY POWER: 21/02/2024 TO 19/02/2025	911.73
EFT62129	04/04/2025	ORAL HISTORY WESTERN AUSTRALIA INCORPORATED	65.00
INV MEMBERSHIP FEES 25-26	20/03/2025	2025 MEMBERSHIP - ORAL HISTORY ASSOCIATION OF WA	65.00
EFT62130	04/04/2025	AARON GLOOR	80.00
INV REIMB 2703	27/03/2025	PRO-RATA REIMBURSEMENT - 4 DAYS LONG TERM PARKING FOR LGFINPRO CONFERENCE	80.00
EFT62131	04/04/2025	C PLUMMER, T PLUMMER & PERKS INDUSTRIES PTY LTD	2,311.39
INV 0033	28/03/2025	117 ROWAN STREET INSURANCE ON CHARGE	2,311.39
EFT62132	04/04/2025	RAPID EXPLORATION PTY LTD TA RAPID CAMPS	79,057.24
INV 0584	21/03/2025	DEMOBILISATION AND SITE REMEDIATION OF THE FITZROY CROSSING SERVICE WORKERS CAMP	79,057.24
EFT62133	04/04/2025	ROBERT SIMONS	1,024.46
INV REIMB 1903	19/03/2025	UTILITY SUBSIDY POWER: 05/12/2024 - 05/02/2025	1,036.21
EFT62134	04/04/2025	REPCO A DIVISION OF GPC ASIA PACIFIC PTY LTD	161.21
INV 4510518069	28/03/2025	BRAKE & CLUTCH PEDAL RUBBERS, ALTERNATOR BELTS, FAN BELT & SERVICE FILTER KIT	161.21
EFT62135	04/04/2025	HARVEY NORMAN BROOME - TECH & APPLIANCES	5,126.00
INV 343235	14/03/2025	STARLINK STANDARD KIT AX TRI BAND WI-FI SYSTEM STARLINK PIVOT MOUNT,	736.00
INV 344670	20/03/2025	4 X WESTINGHOUSE XL ELECTRIC FRYPANS - FITZROY CROSSING YOUTH COOKING PROGRAM	400.00
INV 344398	20/03/2025	2 X JBL ULTIMATE MASSIVE SPEAKERS - FITZROY CROSSING YOUTH PROGRAM	3,990.00
EFT62136	04/04/2025	E & MJ ROSHER PTY LTD	10,380.60
INV 1487402	07/01/2025	SUPPLY KUBOTA REPOWER ENGINE F3690	6,999.00
INV 1487362	07/01/2025	SMOOTH CARE-FREE TYRES, BEARING KEEPERS, ROLLER BEARINGS, CASTOR WHEEL	932.46
INV 1487870	16/01/2025	ASSORTMENT OF PARTS	2,449.14
EFT62137	04/04/2025	RUSTYS IGA	107.61
INV 023609	10/03/2025	100 X AA BATTERIES FOR EMERGENCY LIGHTING – DERBY AIRPORT	58.50
INV 014594	10/03/2025	SUPPLIES FOR MUSIC CLASS – MY KIMBERLEY STORIES	49.11
EFT62138	04/04/2025	CORSIGN WA PTY LTD	1,358.50
INV 00093191	11/03/2025	'MUSTER POINT', WHITE ON GREEN, SINGLE POST MOUNT, GALVANISED, MOUNTING BRACKETS	1,358.50
EFT62139	04/04/2025	SIRVA PTY LTD T/AS ALLIED MOVING SERVICES	1,507.00
INV PER2747938	18/03/2025	RELOCATION EXPENSE - BELMONT TO DERBY	1,507.00

EFT62140	04/04/2025	SPORTSPOWER BROOME	2,965.00
INV 25-00005006	21/03/2025	JUMP4IT JUNIOR BASKETBALL CARNIVAL - BASKETBALLS, BAGS, SCOREBOARD, COMPRESSOR	2,965.00
EFT62141	04/04/2025	TRAVIS HAYTO INVESTMENTS TAS SOCO STUDIOS	5,500.00
INV 0140	22/03/2025	SOCIAL MEDIA MANAGEMENT MARCH 2024 - ADDITIONAL MONTH EXIT OF THE TENDER	5,500.00
EFT62142	04/04/2025	STEVEN TWEEDIE	264.00
INV 11:2024/2025	01/04/2025	CONSULTANCY SERVICES - GOVERNANCE ADVICE - MARCH 2025	264.00
EFT62143	04/04/2025	SYNDICATED INVESTMENTS PTY LTD ATF AREIT DIVERSIFIED FUND	11,467.64
INV 0055	20/03/2025	AGRN 1044 - 5A & 5B SPINIFEX RENT FOR APRIL 2025	11,467.64
EFT62144	04/04/2025	TNIKA HARRINGTON	1,710.74
INV REIMB 2603	26/03/2025	UTILITY SUBSIDY POWER: 05/04/2024 TO 05/02/2025	1,710.74
EFT62145	04/04/2025	TAHLIA-LEIGH STORER	221.97
INV REIMB 2403	24/03/2025	REIMBURSEMENT - PURCHASE OF EASTER SUPPLIES FOR FX YOUTH PROGRAM	221.97
EFT62146	04/04/2025	TARUNDA SUPERMARKET	277.68
INV 10115979	20/03/2025	FOOD SUPPLIES FOR KIMBERLEY CUPPA CIRCLE PROGRAM 21.03.25	136.93
INV 10117701	31/03/2025	FRUIT FROM TARUNDA IGA FOR THE JUNIOR FOOTY PROGRAM 26/03/2025	140.75
EFT62147	04/04/2025	TREVOR THOMAS MENMUIR	1,500.00
INV REIMB 1903	19/03/2025	UTILITY SUBSIDY POWER: 04/10/2024 - 04/02/2025	1,500.00
EFT62148	04/04/2025	TYREPOWER DERBY	2,120.00
INV 120419	18/03/2025	265/65R17 120S TYRES FOR FORTUNER 2-KW & WHEEL ALIGNMENT	2,120.00
EFT62149	04/04/2025	VISION POWER	654.50
INV 18754	13/03/2025	FX VC/LIBRARY TO SAI NEW OYSTER LIGHT TO REPLACE FAULTY IN THE LIBRARY	654.50
EFT62150	04/04/2025	WINUN NGARI ABORIGINAL CORPORATION	172.17
INV 002010	18/03/2025	7/12 LOCH STREET WATER 20/01/25 - 17/03/25	172.17
EFT62151	04/04/2025	WATERTORQUE GROUP PTY LTD	155.10
INV WT0026060	19/03/2025	REPLACEMENT SWIVEL FOR AUSSIE PUMPS AD30001 HOSE REEL AT DERBY DEPOT WASH BAY, FREIGHT	155.10
EFT62152	04/04/2025	WURTH AUSTRALIA PTY LTD	265.28
INV 4321308260	10/03/2025	LAMELLA FLAP DISC, CUTTING DISC. FLAT BLADE FUSE, HAND CLEANER	265.28
EFT62153	04/04/2025	WATILEUP TRACTORS	1,081.65
INV 1315711	19/03/2025	HWHO-78727 BEAM ASSY EHD - FOR HOWARD EHD180, FREIGHT	1,081.65
EFT62154	04/04/2025	YOUNG'S EARTHMOVING PTY LTD	21,895.50
INV 3406	28/11/2024	MILLIWINDIE ROAD - MAINTENANCE GRADE	21,895.50
EFT62207	04/04/2025	WATER CORPORATION	23,156.11
INV 9021175409	21/01/2025	UNIT 1 / 20 CLARENDON ST, DERBY FOR 19/11/2024 - 20/01/2025	399.29
INV 9021175433	21/01/2025	UNIT 2 / 20 CLARENDON ST, DERBY FOR 19/11/2024 - 20/01/2025	625.52

INV 9021175417	21/01/2025	UNIT 3 / 20 CLARENDON ST, DERBY FOR 19/11/2024 - 20/01/2025	331.22
INV 9021175425	21/01/2025	UNIT 4 / 20 CLARENDON ST, DERBY FOR 19/11/2024 - 20/01/2025	295.19
INV 9021175396	21/01/2025	UNIT 5 / 20 CLARENDON ST, DERBY FOR 19/11/2024 - 20/01/2025	359.25
INV 9021175329	21/01/2025	UNIT 6 / 20 CLARENDON ST, DERBY FOR 19/11/2024 - 20/01/2025	311.20
INV 9022168905	21/01/2025	ADD SERVICE RES AT 20 CLARENDON ST, DERBY FOR 19/11/2024 - 20/01/2025	116.89
INV 9006981445	23/01/2025	HOUSE AT 7 TOWER PL, DERBY FOR 21/11/2024 - 27/01/2025	552.52
INV 9006981517	23/01/2025	HOUSE AT 6 TOWER PL, DERBY FOR 21/11/2024 - 22/01/2025	349.24
INV 9006981541	23/01/2025	HOUSE AT 2 WODEHOUSE ST, DERBY FOR 21/11/2024 - 22/01/2025	335.23
INV 9009945968	23/01/2025	UNIT AT UNIT A / 13 HOLMAN ST, DERBY FOR 21/11/2024 - 22/01/2025	447.34
INV 9009945976	23/01/2025	UNIT AT UNIT B / 13 HOLMAN ST, DERBY FOR 21/11/2024 - 22/01/2025	2,775.34
INV 9010053465	23/01/2025	UNIT 1 / 9 ASHLEY ST, DERBY FOR 21/11/2024 - 22/01/2025	256.03
INV 9010053473	23/01/2025	UNIT 2 / 9 ASHLEY ST, DERBY FOR 21/11/2024 - 22/01/2025	264.04
INV 9010053502	23/01/2025	UNIT 4 / 9 ASHLEY ST, DERBY FOR 21/11/2024 - 22/01/2025	256.03
INV 9010053510	23/01/2025	UNIT 5 / 9 ASHLEY ST, DERBY FOR 21/11/2024 - 22/01/2025	256.03
INV 9010213182	23/01/2025	9 ASHLEY ST, DERBY FOR 21/11/2024 - 22/01/2025	46.82
INV 9006986414	28/01/2025	CENTRE AT 101 FALLON RD, FITZROY CROSSING FOR	10,866.03
INV 9006986481	28/01/2025	TOILETS AT FLYNN DR, FITZROY CROSSING FOR 23/11/2024 - 24/01/2025	3,218.21
INV 9006986908	28/01/2025	175L EMANUEL WY, FITZROY CROSSING FOR 23/11/2024 - 24/01/2025	787.65
INV 9011140114	28/01/2025	TRICKLE IRRIGATION AT FORREST RD, FITZROY CROSSING FOR 23/11/2024 - 24/01/2025	49.75
INV 9018700655	05/03/2025	CENTRE AT FLYNN DR, FITZROY CROSSING FOR 01/03/2025 - 30/04/2025	257.29
EFT62208	11/04/2025	ACOR CONSULTANTS PTY LTD	33,759.00
INV 102009030	31/03/2025	FITZROY CROSSING YOUTH PRECINCT STAGE 1- CONTRACT PREPARATION	2,750.00
INV 102009324	31/03/2025	DERBY PARKS SHADE STRUCTURES PROJECT - STRUCTURAL DESIGN INCLUDING FEATURE SURVEY.	22,676.50
INV 102009318	31/03/2025	NICHOLSON RD OVAL LIGHTS - STRUCTURAL ENGINEERING INSPECTION	2,420.00
INV 102009329	31/03/2025	DERBY & FX SHADE STRUCTURES NA241606-104T09-202425	5,912.50
EFT62209	11/04/2025	SUPAGAS PTY LIMITED	247.50
INV C647679-3-2025	31/03/2025	RENTAL CHARGED AND EQUIPMENT HELD LPG 45KG	247.50
EFT62210	11/04/2025	ALCOLIMIT BREATHALYSERS P/L	149.00
INV ALCO-40678	03/04/2025	AS3547 ALCOLIMIT PROTECTOR BREATHALYSER	149.00
EFT62211	11/04/2025	AUSTRALIA POST	162.41
INV 1013929880	03/04/2025	MARCH 2025 GENERAL POSTAGE CHARGES	162.41
EFT62212	11/04/2025	SHIRE OF ASHBURTON	15,692.74
INV 45076	11/02/2025	RECOUP OF PORTION OF LONG SERVICE ENTITLEMENT	15,692.74
EFT62213	11/04/2025	G BISHOPS TRANSPORT SERVICES PTY LTD	103.14

INV B294399	12/03/2025	FREIGHT - CORSIGN TO DERBY DEPOT	103.14
EFT62214	11/04/2025	OFFICE NATIONAL BROOME (THE BOSS SHOP)	337.50
INV 1113226	31/03/2025	COPY COUNT 2690 KONICA & 3185 CANO - MARCH 2025	169.70
INV 1113446	02/04/2025	CRAFT SUPPLIES FOR FITZROY CROSSING YOUTH PROGRAMS.	167.80
EFT62215	11/04/2025	BEYOND POTENTIAL GROUP PTY LTD	1,870.00
INV 0610	30/03/2025	DEEP CLEAN OF UNITS - 1 & 2 CLARENDON STREET	1,870.00
EFT62216	11/04/2025	BUNNINGS GROUP LIMITED	1,445.87
INV 2210-99849944	21/02/2025	GARDENING SUPPLIES – ENVIRONMENTAL HEALTH TEAM	1,445.87
EFT62217	11/04/2025	ALLVOLTS POWER SOLUTIONS	272.00
INV 228525	18/03/2025	4 SUPPLY OF 4 X 12V/9AH BATTERIES	272.00
EFT62218	11/04/2025	CMT BUILDING WA PTY LTD	2,212.54
INV 1653	27/03/2025	SUPPLY & INSTALL SECURITY SCREENS - FX VISITORS CENTRE	2,212.54
EFT62219	11/04/2025	WINC	162.97
INV 9047602559	27/03/2025	5 X BOXES COPY PAPER	162.97
EFT62220	11/04/2025	CATALYST IT AUSTRALIA PTY LTD	792.00
INV 0570	01/04/2025	KOHA HOSTING COVERS APRIL, MAY & JUNE 2025	792.00
EFT62221	11/04/2025	DERBY BUILDING SUPPLIES	1,352.67
INV 580140	26/02/2025	TIE DOWN RATCHET & MEDIUM BLUE TARP	52.81
INV 581306	18/03/2025	CRC TREFOLEX CUTTING COMPOUND	68.68
INV 581385	19/03/2025	SUPPLY OF HARNESS	658.72
INV 581680	24/03/2025	STIHL 2-IN-1 FILE HOLDER	59.96
INV 581854	27/03/2025	STIHL GRINDING STONE 3.2MM (1/4IN)	22.60
INV 581855	27/03/2025	4133 713 4101 BLADES FOR KM131R EDGER ATTACHMENT	125.25
INV 581239	31/03/2025	ANGLE STEEL 50 X 50 GALVANISED	76.08
INV 581448	31/03/2025	ANGLE EQUAL ALUMINIUM, TEE ALUMINIUM, BREMICK SCREW SY PN	99.09
INV 581129	01/04/2025	SEPTOME PRIMER ETCH AERO 400G	22.33
INV 581134	01/04/2025	CHISEL FLAT SDS	8.56
INV 581047	01/04/2025	GRAB RAIL 600X32 KNURLED SS & KINCROME MARKER	102.91
INV 581065	01/04/2025	SILICONE WEST AREA CLEAR & BREMICK WALL PLUG PVC GREEN	20.09
INV 581107	01/04/2025	SELLEYS FILLER, COLOURED GROUT, CAPSULE HALOGEN 12V	35.59
EFT62222	11/04/2025	DERBY FUELS	1,639.09
INV 291219	28/03/2025	CATERING – DERBY YOUTH PROGRAM	1,520.00
INV 1239770	28/03/2025	LITRES OF ULP91 FOR SMALL PLANT USE	119.09
EFT62223	11/04/2025	DERBY REGIONAL HOSPITAL (WA COUNTRY HEALTH SERVICE)	379.00
INV N3459635	02/04/2025	PRE-EMPLOYMENT MEDICAL FOR NEW EMPLOYEE	379.00

EFT62224	11/04/2025	DERBY HARDWARE MITRE10	73.96
INV 10622900	31/03/2025	SUPPLY OF TIE WIRE DISPENSER	38.97
INV 10622999	01/04/2025	SUPPLY OF VORTEX TRIMMER LINE 2.7 X 56M	34.99
EFT62225	11/04/2025	BASS TECHNOLOGY GROUP T/AS FX COMM & AV	2,845.21
INV 8230473	29/03/2025	REPAIR OF DAMAGED CABLING - FX VISITORS CENTRE	2,845.21
EFT62226	11/04/2025	FITZROY HARDWARE PTY LTD	105.00
INV 10024799	26/03/2025	15L X 5 WATER BOTTLES FOR SDWK	105.00
EFT62227	11/04/2025	GRA PARTNERS PTY LTD	2,158.75
INV AU46-PI0100223	20/03/2025	MEDIA SUPPORT FOR CEO - 26/02/2025 - 17/03/2025	2,158.75
EFT62228	11/04/2025	HORIZON POWER - ACCOUNT PAYMENTS	828.44
INV 554175	25/03/2025	UNIT 5/20 CLARENDON ST, DERBY FOR 23/01/2025 TO 24/03/2025	828.44
EFT62229	11/04/2025	TEAM GLOBAL EXPRESS PTY LTD	76.96
INV 1112117	18/03/2025	FREIGHT - WINC PERTH - DERBY	76.96
EFT62230	11/04/2025	CONNECT CALL CENTRE SERVICES	73.14
INV 00118991	15/03/2025	OVERCALL FEES FOR CONTRACT CA0415 - FEBRUARY 2025	73.14
EFT62231	11/04/2025	JASPER BENTHIEN	448.09
INV REIMB 2603	26/03/2025	UTILITY SUBSIDY POWER: 12/11/2024 - 10/01/2025	448.09
EFT62232	11/04/2025	PINDAN PRINTING - KIMBERLEY KOLORS	5,392.63
INV 4434	20/03/2025	A3 PADS & FLYERS AND PULL UP BANNERS	5,392.63
EFT62233	11/04/2025	PERKS INDUSTRIES PTY LTD TAS KIMBERLEY HOME	1,958.00
INV 24-00057606	04/09/2024	PURCHASE & DELIVERY OF NEW FRIDGE FOR UNIT 1/20 CLARENDON STREET DERBY	1,958.00
EFT62234	11/04/2025	KIMBERLEY HIRE	487.14
INV KH6674	31/01/2025	AGRN 1044 - HIRE OF SEWER CONNECT PORTALOO - JANUARY 2025	487.14
EFT62235	11/04/2025	THE PIER GROUP PTY LTD T/AS CS LEGAL	1,145.90
INV 034457	31/03/2025	PROFESSIONAL FEES FOR COLLECTION ACTIVITY ON A104560	492.80
INV 034463	31/03/2025	PROFESSIONAL FEES FOR COLLECTION ACTIVITY ON MULTIPLE RATES ASSESSMENTS.	653.10
EFT62236	11/04/2025	LIANA INGRAM	381.67
INV REIMB0704	09/04/2025	POWER SUBSIDY 29/12/2024 - 28/03/2025	381.67
EFT62237	11/04/2025	MANAGED IT PTY LTD	1,207.80
INV 185673	01/04/2025	VULSCAN - VULNERABILITY SCANNER APRIL 2025	383.90
INV 185674	01/04/2025	GOVERNANCE RISK COMPLIANCE - APRIL 2025	823.90
EFT62238	11/04/2025	MOORE AUSTRALIA (TAX)	9,350.00
INV 440169	31/03/2025	COMPILATION MONTHLY STATEMENT OF FINANCIAL ACTIVITY – FEBRUARY 2025	2,750.00
INV 441239	31/03/2025	PROFESSIONAL SERVICES PROVIDED IN RELATION TO THE 2024-25 BUDGET REVIEW	6,600.00
EFT62239	11/04/2025	NORTH WEST LOCKSMITH	150.00

INV 32280	31/03/2025	REPAIR & REPLACE CYLINDER FOR TOP DEADBOLT - FX BASKETBALL COURT FIRST AID ROOM	150.00
EFT62240	11/04/2025	NORWESCOM TELECOMMUNICATIONS	24.75
INV 57237	01/04/2025	SKYTUNNEL BASIC SUBSCRIPTION	24.75
EFT62241	11/04/2025	KIMBERLEY COUNTRY DEPARTMENT STORE	254.97
INV DB60111	27/03/2025	STAFF TOP UP UNIFORM ORDER	254.97
EFT62242	11/04/2025	AARON GLOOR	1,235.58
INV REIMB 010425	09/04/2025	UTILITY SUBSIDY FOR POWER 16/01/2025 - 17/03/2025	1,235.58
EFT62243	11/04/2025	C PLUMMER, T PLUMMER & PERKS INDUSTRIES PTY LTD	6,050.00
INV 0028	01/04/2025	117 ROWAN RENT - APRIL 2025	6,050.00
EFT62244	11/04/2025	RAY WHITE DERBY	8,076.78
INV 23996	01/04/2025	9 TOWER PLACE RENT 15/04 - 14/05/2025	2,607.14
INV 23997	01/04/2025	33 KNOWSLEY STREET EAST RENT 15/04 - 14/05/2025	1,998.81
INV 23998	01/04/2025	17 KNOWSLEY STREET EAST RENT 20/04 - 19/05/2025	2,042.26
INV 23994	01/04/2025	15A KNOWSLEY STREET RENT TO VACATE 15/04/2025 - 25/04/2025	628.57
INV 23995	01/04/2025	15B KNOWSLEY STREET RENT TO VACATE 15/04/2025 - 28/04/2025	800.00
EFT62245	11/04/2025	COUNTRYMAN RUBBISH REMOVAL	2,207.52
INV 1081	21/03/2025	LITTER & RUBBISH REMOVAL FOR THE TOWN OF FITZROY CROSSING 28/02/25 - 12/03/2025	2,207.52
EFT62246	11/04/2025	RECHARGE PETROLEUM	17,896.19
INV 01172653	27/03/2025	LITRES DIESEL FUEL TO REFILL DEPOT BOWSER AT 7 MILLARD ST. DERBY	17,896.19
EFT62247	11/04/2025	RENATA HOGAN	750.00
INV REIMB 3103	31/03/2025	RETURN OF BOND FOR HIRE OF CIVIC CENTRE AND PA SYSTEM 28/03/25 - 29/03/25	750.00
EFT62248	11/04/2025	SE RENTALS PTY LTD	185.90
INV 230060	20/03/2025	DERBY POOL PRINTER - RENTAL CONTRACT RICOH IM C2000 FOR 20/04/2025	185.90
EFT62249	11/04/2025	RUSTYS IGA	49.20
INV 014427	28/01/2025	D2 ENERGIZER MAX BATTERIES FOR THE CO2 MOSQUITO TRAPS	49.20
EFT62250	11/04/2025	SKIPPERS CLEANING SERVICES	9,439.46
INV 00001837	31/03/2025	AD HOC CLEANING OF 7 MILLARD ST, DERBY	704.00
INV 00001834	31/03/2025	ADDITIONAL SANITARY BIN CLEANING X 19	522.50
INV 00001835	31/03/2025	MARCH 2025 CLEANING SERVICE – THE HANGAR	5,924.96
INV 00001836	31/03/2025	MARCH 2025 CLEANING – DERBY ADMINISTRATION CENTRE	2,288.00
EFT62251	11/04/2025	TRAVIS HAYTO INVESTMENTS TAS SOCO STUDIOS	1,993.75
INV 0186	31/03/2025	ADVERTISING AND PROMOTIONAL MATERIAL ASSISTANCE	893.75
INV 0187	31/03/2025	DESIGN OF BABBLING BOABS EDITION 4	1,100.00
EFT62252	11/04/2025	ILLION TENDERLINK	180.40

INV 682570	20/03/2025	ADVERTISING TENDER ON TENDERLINK - T14 2024-25 VARIOUS ROAD REMEDIATIONS - DERBY	180.40
EFT62253	11/04/2025	CLEANAWAY CO PTY LTD	495,915.10
INV 19380138	28/02/2025	DOMESTIC SULO - DERBY WET SEASON FEBRUARY 2025	97,400.51
INV 19380139	28/02/2025	LANDFILL MANAGEMENT - FEBRUARY 2025	144,065.09
INV 19388015	31/03/2025	LANDFILL MANAGEMENT - MARCH 2025	144,065.09
INV 19388304	31/03/2025	PUBLIC BIN COLLECTION - MARCH 2025	13,819.66
INV 19388014	31/03/2025	DOMESTIC SULO - DERBY WET SEASON MARCH 2025	96,564.75
EFT62254	11/04/2025	THIRD SPACE INDIGENOUS CORPORATION	12,787.50
INV 0124	01/04/2025	AGRN1044 - HIRE OF THREE 4WD DUAL CAB VEHICLES MARCH 2025	12,787.50
EFT62255	11/04/2025	TYREPOWER DERBY	974.00
INV 120321	31/03/2025	10KW TYRE PUNCTURE REPAIR	60.00
INV 120434	31/03/2025	GOODRIDE TYRES FOR TRAILER - 1TZG-219	864.00
INV 120320	31/03/2025	MOWER TYRE REPAIR - 1GBF750 (P739)	50.00
EFT62256	11/04/2025	DAVID RIDLEY	921.06
INV VID REIMB 2703	27/03/2025	UTILITY SUBSIDY: POWER FOR 24/09/2024 TO 24/01/2025,	921.06
EFT62257	11/04/2025	VISION POWER	330.00
INV 18805	21/03/2025	REPLACE THREE WAY SWITCH/KEY LOCK ON THE RETRACTABLE BASKETBALL HOOP CONTROL PANEL	330.00
EFT62258	11/04/2025	WATTLEUP TRACTORS	570.25
INV 1316099	27/03/2025	RUBBER BELLOW/COVER, GAITER, SEAL, FREIGHT	570.25
EFT62259	11/04/2025	MD YUSUF ROYHAN	1,168.72
INV REIMB0104	09/04/2025	ELECTRICITY REIMBURSEMENT 05/04/2024 - 27/03/2025	1,168.72
EFT62260	17/04/2025	AUSTRALIAN SERVICES UNION	263.00
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	263.00
EFT62261	17/04/2025	NATIONAL TROPHIES PTY LTD	1,411.90
INV SO136462	21/03/2025	GLASS & METAL IGNITE 225MM	1,411.90
EFT62262	17/04/2025	BOOEASY AUSTRALIA	493.90
INV 00003462	31/03/2025	BOOKINGS MONTHLY FEE - MARCH 2025	493.90
EFT62263	17/04/2025	HALLIDAY ENTERPRISES PL T/A BK SIGNS & PROMOTIONS	528.00
INV 28318	22/02/2025	DESIGN & ENGRAVE MEDALS FOR DERBY SWIM CLASSICS	528.00
EFT62264	17/04/2025	BUNNINGS GROUP LIMITED	427.50
INV 2210/99850680	30/03/2025	PLANTS - CASUARINA 250MM	427.50
EFT62265	17/04/2025	CLEANING GARDENING & TREE SERVICES	30,443.40
INV 00010788	01/04/2025	CLEANING OF FX SHIRE BUILDINGS - MARCH 2025	30,127.15
INV 10789	01/04/2025	CLEANING OF FX DEPOT DONGAS - MARCH 2025	316.25
EFT62266	17/04/2025	WINC	866.98

INV 9047200986	04/02/2025	STATIONERY ITEMS FOR POOL	433.49
INV 9047359863	21/02/2025	STATIONERY ITEMS FOR POOL	433.49
EFT62267	17/04/2025	DEPUTY CHILD SUPPORT REGISTRAR	487.06
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	487.06
EFT62268	17/04/2025	DERBY BUILDING SUPPLIES	1,856.12
INV 580846	10/03/2025	MAKITA GREASE GUN 18V - SDWK WORKSHOP	1,806.44
INV 582005	28/03/2025	WATTYL KILLRUST SPRAY 300GM	19.20
INV 577712	02/04/2025	CYLINDER BRASS ONLY BRASS PB	22.96
INV 581541	08/04/2025	BIT DRILL MASONRY	7.52
EFT62269	17/04/2025	DERBY BUS SERVICE PTY LTD	264.00
INV 00023427	31/03/2025	FREIGHT - BROOME BOLTS, TOYOTA, CP&T, THINKWATER, WATER TORQUE, OFFICE STAR & REPCO	264.00
EFT62270	17/04/2025	DERBY HARDWARE MITRE10	62.91
INV 10622990	01/04/2025	UNC 9/16 X 6 GRD8 HT B/N	24.00
INV 10623123	03/04/2025	RAMSET HOLLOW WALL ANCHOR	11.92
INV 10623176	04/04/2025	CORD NYLON START 3.5MM	26.99
EFT62271	17/04/2025	DWA INDUSTRIAL RESOURCES PTY LTD	143.00
INV 02024084	10/03/2025	100MM X 10MM X 3M STEEL FLATBAR	143.00
EFT62272	17/04/2025	ELDERS LIMITED (DERBY BRANCH)	88.29
INV 93453	04/04/2025	30 X 20KG BAGS OF VEG LAYER CRUMBLE	88.29
EFT62273	17/04/2025	FITZROY HARDWARE PTY LTD	143.00
INV 10024889	27/03/2025	GA - TRAIL BLAZER CORD	143.00
EFT62274	17/04/2025	KIMBERLEY CAR HIRE	21,460.00
INV 275	31/03/2025	AGRN1044 - 31 DAY HIRE OF HILUX 1HAE358 & FORTUNER 1HUW333	6,820.00
INV 276	31/03/2025	AGRN1044 - 31 DAY HIRE OF HILUX 1HUW348	4,410.00
INV 277	31/03/2025	AGRN1044 - 31 DAY HIRE OF HILUX X2 & FORTUNER	10,230.00
EFT62275	17/04/2025	PINDAN PRINTING - KIMBERLEY KOLORS	800.00
INV 4480	02/04/2025	150 SADDLE STICH BOOKLETS WITH DISPLAYS - KEEP AUSTRALIA CLEAN PROMOTIONAL ARTWORK	800.00
EFT62276	17/04/2025	NORTH REGIONAL TAFE	417.25
INV I0025951	04/04/2025	TAFE ENROLMENT FOR 3 UNITS (SISXIND011, SISXIND012 AND SISXMGTO02)	417.25
EFT62277	17/04/2025	K&M ELECTRICAL SERVICES	1,767.41
INV IV00188	04/04/2025	INSTALLATION OF 6 WALL MOUNTED FANS - COLEMAN CENTRE	1,767.41
EFT62278	17/04/2025	MAXXIA PTY LTD	6,081.66
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	3,381.73
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	2,635.04
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	64.89

EFT62279	17/04/2025	MONSTERBALL AMUSEMENTS & HIRE	5,989.99
INV 40540111	25/03/2025	MONSTERBALL AMUSEMENTS & HIRE FOR FITZROY JULY 2025 SCHOOL HOLIDAY PROGRAM	5,989.99
EFT62280	17/04/2025	MARKET CREATIONS AGENCY PTY LTD	423.50
INV JE13-56	31/03/2025	STAFF NAME BADGES, JE13 NAME BADGE - PRINT & SUPPLY	423.50
EFT62281	17/04/2025	WESTRAC PTY LTD	146.82
INV 4162571	01/04/2025	276-1806 ELEMENT FUEL, 220-1523 FILTER OIL, 526-3118 ELEMENT PRIM	146.82
EFT62282	17/04/2025	MANAGED IT PTY LTD	52,791.29
INV 185695	01/04/2025	THREATLOCKER ZERO TRUST ENDPOINT PROTECTION PLATFORM	2,602.60
INV 185732	01/04/2025	MANAGED SERVICES FOR THE MONTH OF APRIL 2025	25,453.02
INV 185675	08/04/2025	CITRIX LICENSE FOR APRIL 2025	5,599.44
INV 185676	08/04/2025	CLOUD SERVER HOSTING FOR APRIL 2025	9,236.70
INV 185696	08/04/2025	MANAGED SECURITY OPERATIONS CENTER (SOC) SERVICE - APRIL 2025	4,566.49
INV 185721	08/04/2025	MANAGED SERVER OR LICENCES FOR THE MONTH OF APRIL 2025	5,333.04
EFT62283	17/04/2025	MOORE AUSTRALIA (TAX)	8,366.63
INV 441240	31/03/2025	ATTENDANCE ONSITE AT SDWK FOR COUNCIL WORKSHOP 6TH FEBRUARY 2025	8,366.63
EFT62284	17/04/2025	OUTBACK ELECTRICAL & AIRCON SERVICES	666.60
INV 0009762	19/03/2025	SUPPLY & INSTALL (X1) GRIFCO C10A-8-SUBASSEMBLY ON #5 ROLLER DOOR – DERBY DEPOT	666.60
EFT62285	17/04/2025	NETSTAR AUSTRALIA PTY LTD	3,689.40
INV 212394	28/02/2025	EZ STANDARD WEBSITE SUBSCRIPTION - ANNUAL	3,689.40
EFT62286	17/04/2025	NORWEST PEST MANAGEMENT	8,730.70
INV 1247	03/04/2025	GENERAL PEST & TERMITE INSPECTION & TREATMENT – FX SHIRE BUILDINGS	8,730.70
EFT62287	17/04/2025	NORWESCOM TELECOMMUNICATIONS	200.20
INV 57336	04/04/2025	ALARM MONITORING FOR ADMINISTRATION PRECINCT - APRIL, MAY & JUNE 2025	200.20
EFT62288	17/04/2025	ORD AGRICULTURAL EQUIPMENT	393.99
INV OA20132	31/03/2025	PARTS FOR KUBOTA MOWER DECK RCK72P-F36	393.99
EFT62289	17/04/2025	KIMBERLEY COUNTRY DEPARTMENT STORE	808.25
INV DB60109	03/04/2025	DERBY DEPOT STAFF UNIFORM TOP UP	808.25
EFT62290	17/04/2025	OFFICE STAR	1,848.00
INV 00066249	26/03/2025	SERVICE AGREEMENT TO RICOH IM C4510 ID#976	1,848.00
EFT62291	17/04/2025	PERFORMANCE TINTING	1,300.00
INV 6062	02/04/2025	WINDSCREEN REPLACEMENT AND CAMERA RECALIBRATION - SUPPLY AND FIT - TOYOTA HILUX KW3	1,300.00
EFT62292	17/04/2025	ROCK'S AUTOMOTIVE SERVICES PTY LTD	1,829.00
INV 37758	14/02/2025	P500193 AIR FILTERS FOR L48 YANMAR MOTOR ON WATER CART, FREIGHT	99.00
INV 37748	19/02/2025	SPAL VA11- AP7/C-57S COOLING FANS FOR TEREX TSV60 SKID STEER LOADER, FREIGHT	380.00

INV 37747	21/02/2025	10 X FIRE EXTINGUISHER BRACKETS - HILUX & 6 X FIRE EXTINGUISHER BRACKETS LAND CRUISER	1,245.00
INV 37749	28/02/2025	KAP INDUSTRIES FIRE EXTINGUISHER BRACKET FOR GDJ150 PRADO 01KW, FREIGHT	105.00
EFT62293	17/04/2025	CROMAG PTY LTD TAS SIGMA TELFORD GROUP	4,149.64
INV 190029-01	03/04/2025	CALHYPO10 GRANULAR CHLORINE CAL HYPO AQUACURE 10KG 2880	4,149.64
EFT62294	17/04/2025	STUART E FISHER	376.14
INV REIMB1004	08/04/2025	ELECTRICITY UTILITY REIMBURSEMENT 25/01/2025 - 26/03/2025	376.14
EFT62295	17/04/2025	SKIPPERS CLEANING SERVICES	44,702.42
INV 00001833	31/03/2025	CLEANING OF DERBY PUBLIC BUILDINGS - MARCH 2025	31,502.42
INV 00001832	31/03/2025	CLEANING OF DERBY OFFICE BUILDINGS - MARCH 2025	13,200.00
EFT62296	17/04/2025	SPORTSPOWER BROOME	381.75
INV 25-00005008	01/04/2025	MITRE A LEAGUE TRAINING 24/25 SOCCER BALL, PATRICK NUMBERED BIB SET 1-10	381.75
EFT62297	17/04/2025	TRACY FRASER	429.79
INV REIMB 0704	07/04/2025	REIMBURSEMENT FOR PERSONAL PURCHASE OF MOSAIC COLLECTIONS DATABASE ANNUAL SUBSCRIPTION	344.00
INV REIM0904	07/04/2025	FUEL REIMBURSEMENT FOR WORK RELATED TRAVEL FROM DERBY TO BROOME	85.79
EFT62298	17/04/2025	VISION POWER	13,073.50
INV 18816	21/03/2025	SMOKE ALARM INSPECTION & RCD TESTING - DERBY STAFF HOUSING	9,680.00
INV 18817	21/03/2025	SMOKE ALARM INSPECTION & RCD TESTING - FX STAFF HOUSING	3,393.50
EFT62299	24/04/2025	A & B TYRES	610.00
INV 53670	30/01/2025	SUPPLY CENTURY BATTERY	190.00
INV 53707	04/02/2025	PUNCTURE REPAIR	25.00
INV 53912	27/02/2025	TYRE FITTING X2 11GE621	160.00
INV 54026	12/03/2025	SUPPLY CENTURY NS70 BATTERY KW15	190.00
INV 54207	31/03/2025	PUNCTURE REPAIR 1TZG-219	45.00
EFT62300	24/04/2025	AERODROME MANAGEMENT SERVICES PTY LTD	1,573.00
INV 251459	31/03/2025	2 X ICOM IC-A16E-NBT HANDHELD RADIOS WITH VS3 BLUETOOTH HEADSETS	1,573.00
EFT62301	24/04/2025	AMY MORRIS	280.00
INV REIMB0404	04/04/2025	BOND RETURN STAFF HOUSING	280.00
EFT62302	24/04/2025	ALTHAM PLUMBING	446.22
INV 19368	10/04/2025	EXCAVATE PLOT 770P	308.00
INV 19389	15/04/2025	150MM ROOF MOUNT FLUE COVER FOR DERBY YOUTH CENTRE ROOF REPAIR	138.22
EFT62303	24/04/2025	BROOME ALI WORX	3,374.25
INV X2852	08/04/2025	PURCHASE OF FABRICATED SHELVING AND DRAWS FOR BACK OF HILUX/LANDCRUISER	3,374.25
EFT62304	24/04/2025	ASHLEY ARCIDIACONO	1,181.67
INV 2576	04/04/2025	SUPPLY AND INSTALL STEEL VEHICLE GATE AND TIMBER PERSONNEL GATE - WHARFINGER HOUSE	1,181.67

EFT62305	24/04/2025	BDO TRADING PTY LTD	19,664.05
INV 311364	09/04/2025	CHAIRS FOR FX & DERBY ADMINISTRATION BUILDINGS	19,664.05
EFT62306	24/04/2025	BEATRICE RONO	280.00
INV REIMB0404	04/04/2025	BOND RETURN STAFF HOUSING	280.00
EFT62307	24/04/2025	BRIAN ELLISON	1,002.93
INV ALLOW1804	18/04/2025	APRIL 2025 COUNCILLOR ATTENDANCE FEE & ALLOWANCE	1,002.93
EFT62308	24/04/2025	G BISHOPS TRANSPORT SERVICES PTY LTD	93.96
INV B299308	11/04/2025	FREIGHT - SUNNY BRUSHWARE & ROSHER TO SDWK	93.96
EFT62309	24/04/2025	BP FITZROY CROSSING	355.00
INV 99743	04/03/2025	CATERING FOR STAFF TRAINING 05/03/2025	355.00
EFT62310	24/04/2025	BUNNINGS GROUP LIMITED	147.63
INV 2210-00175053	02/04/2025	ART AND CRAFT SUPPLIES FOR THE FITZROY CROSSING TERM 2 YOUTH PROGRAMS	147.63
EFT62311	24/04/2025	CMT BUILDING WA PTY LTD	323.51
INV 1666	09/04/2025	RE-GLAZE BROKEN WINDOW – FX ADMIN BUILDING	323.51
EFT62312	24/04/2025	CITY TOYOTA	1,095.23
INV PI13365534	06/02/2025	SUPPLY LAMP ASSY & WIRE KIT, FREIGHT	899.25
INV PI13366736	17/02/2025	SUPPLY LED LIGHT BAR FITTING KIT, FREIGHT	195.98
EFT62313	24/04/2025	DERBY BUILDING SUPPLIES	83.80
INV 579698	18/02/2025	SUPPLY SUPER GLUE	16.49
INV 582540	07/04/2025	BREMICK HOLLOW WALL ANCHOR	7.52
INV 582523	07/04/2025	DOOR HANDLE - LIGHT CHROME 102MM	12.19
INV 582527	07/04/2025	BREMICK CORD NYLON STARTER	47.60
EFT62314	24/04/2025	DERBY 4X4 & MARINE	546.78
INV 39063/61359	03/04/2025	150ARM LED TAIL LAMP COMBINATION FOR TRAILER 1TZG-219	207.35
INV 39097-61594	08/04/2025	GREASE CAP & FORD BEARING KIT	96.03
INV 39153-61213	10/04/2025	REGO INSPECTION, SUPPLY WINCH HANDLE	227.96
INV 39154-61662	10/04/2025	SUPPLY CRC EXHAUST MANISEAL	15.44
EFT62315	24/04/2025	DERBY FUELS	237.33
INV 1239039	26/03/2025	ULP91 FUEL FOR SMALL PLANT USE	237.33
EFT62316	24/04/2025	DERBY NETBALL ASSOCIATION INC	400.00
INV REIMB0904	09/04/2025	BOND RETURN FOR HIRE OF COMMUNITY ROOM & COURTS 04-06/04/2025	400.00
EFT62317	24/04/2025	DERBY PROGRESSIVE SUPPLIES	3,648.60
INV 106452	07/04/2025	STAFF KITCHEN TOP UP AT DERBY ADMINISTRATION CENTRE	131.55
INV 106576	09/04/2025	SUPPLY TOILET PAPER & HAND TOWELS – DERBY SHIRE FACILITIES	2,566.68
INV 106667	10/04/2025	SUPPLY DINNER CONTAINERS FOR FX YOUTH PROGRAMS	400.13

INV 106668	10/04/2025	SUPPLY ROAD SIDE LITTER BAGS	550.24
EFT62318	24/04/2025	DEPARTMENT OF TRAINING & WORKFORCE DEVELOPMENT	500.00
INV REIMB1004	10/04/2025	BOND RETURN FOR HIRE OF FX COURTS 09-10/04/2025	500.00
EFT62319	24/04/2025	DERBY HARDWARE MITRE10	146.82
INV 10623460	09/04/2025	SUPPLY 2X PADBOLT	13.98
INV 10623498	10/04/2025	SUPPLY CHROME HANDLE	8.99
INV 10623515	10/04/2025	SUPPLY MICRO JOINER & HOSE CLAMP	10.97
INV 10623567	11/04/2025	SUPPLY SEALANT	24.99
INV 10623604	11/04/2025	SUPPLY SPONGE SCOURER 10PK	5.99
INV 10623728	14/04/2025	SUPPLY SEALANT	24.99
INV 10623788	15/04/2025	SUPPLY QUICKSPRAY SATIN CLEAR	11.99
INV 10623789	15/04/2025	SUPPLY HOOKS	8.99
INV 10623813	15/04/2025	SUPPLY 6X TOGGLE	8.94
INV 10623840	16/04/2025	SUPPLY AQUADHERE ADHESIVE	26.99
EFT62320	24/04/2025	DWA INDUSTRIAL RESOURCES PTY LTD	2,247.52
INV 02024076	26/02/2025	INSTALLATION OF TWO STEPS ON WHARF MAIN DECK	2,247.52
EFT62321	24/04/2025	ELDERS LIMITED (DERBY BRANCH)	5,429.52
INV IY93518	08/04/2025	SUPPLY PREMIUM 50 COOL PLUS 205L	1,352.68
INV IY93519	08/04/2025	SUPPLY UNIVERSAL 20L CASTROL	580.44
INV IY93520	08/04/2025	SUPPLY ROUNDUP ULTRAMAX 20L	3,496.40
EFT62322	24/04/2025	FITZROY HARDWARE PTY LTD	1,295.60
INV 10025487	08/04/2025	MOP AND BUCKET X 4	199.00
INV 10025498	08/04/2025	RESTOCK OF ART AND CRAFT SUPPLIES FOR THE FX SCHOOL HOLIDAY PROGRAM	396.60
INV 10025829	15/04/2025	SUPPLY 2X 10L UNDERCOAT PAINT	490.00
INV 10025828	15/04/2025	PAINTING SUPPLIES – FX YOUTH PROGRAM	210.00
EFT62323	24/04/2025	THE FITZROY RIVER LODGE	620.00
INV 4033	16/04/2025	CATERING FOR FX YOUTH PROGRAM 16/04/2025	620.00
EFT62324	24/04/2025	GEOFFREY ANDREW DAVIS	1,002.93
INV ALLOW1804	18/04/2025	APRIL 2025 COUNCILLOR ATTENDANCE FEE & ALLOWANCE	1,002.93
EFT62326	24/04/2025	JILA PLUMBING	1,510.36
INV 6573	13/04/2025	REPAIR DAMAGED PIPE WORK AND TAP AT WATER TROUGH, MATERIALS – FX RECREATION CENTRE	597.36
INV 6586	13/04/2025	CLEAR DRAINS TO SEPTIC & REPLACE MENS URINAL CISTERN, MATERIALS – FX AIRPORT	748.00
INV 6598	15/04/2025	AFTER HOURS CALLOUT FOR ALARM ON SEWER PUMP OUT STATION – FX SHORT STAY	165.00
EFT62327	24/04/2025	KIMBERLEY CAR HIRE	3,410.00
INV 0000274	31/03/2025	AGRN1044 - 31 DAY HIRE MARCH 2025 - RECOVERY VEHICLE 1HHJ193	3,410.00

EFT62328	24/04/2025	K&MELECTRICAL SERVICES	1,499.71
INV 193	10/04/2025	RECTIFY MULTIPLE ELECTRICAL ISSUES - DERBY YOUTH CENTRE	1,254.09
INV 194	10/04/2025	REDIRECT ETHERNET PORT TO DOT SWITCH – DERBY ADMINISTRATION CENTRE	245.62
EFT62329	24/04/2025	KERRISSA O'MEARA	1,002.93
INV ALLOW1804	18/04/2025	APRIL 2025 COUNCILLOR ATTENDANCE FEE & ALLOWANCE	1,002.93
EFT62330	24/04/2025	KIMBERLEY HIRE	3,520.00
INV HR2176	28/02/2025	REMOVE SHADE SAILS FROM NICHOLSON SQUARE PLAYGROUND	2,200.00
INV HR2185	31/03/2025	HIRE OF ALL TERRAIN BOOM LIFT 28/03/2025	1,320.00
EFT62331	24/04/2025	MAXXIA PTY LTD	255.28
INV SDWK-ITC0325	31/03/2025	MAR-25 ITC REPATRIATED TO MAXXIA FOR EMPLOYEE	255.28
EFT62332	24/04/2025	MANAGED IT PTY LTD	5,028.36
INV 185644	08/04/2025	FORTISWITCH & 1 YEAR FORTICARE PREMIUM SUPPORT	5,028.36
EFT62333	24/04/2025	THE DEPARTMENT OF JUSTICE	500.00
INV REIMB1004	10/04/2025	BOND RETURN FOR HIRE OF FX REC CENTRE 09-10/04/2025	500.00
EFT62334	24/04/2025	MARTINS TRAILER PARTS	203.63
INV 1496034	31/03/2025	REPLACEMENT WHEEL FOR JOCKEY STAND ON TRAILER 1TZG-219, FREIGHT	203.63
EFT62335	24/04/2025	MARRA WORRA WORRA ABORIGINAL CORPORATION	500.00
INV REIMB1004	10/04/2025	BOND RETURN FOR HIRE OF FX REC CENTRE 11/02 - 08/04/2025	500.00
EFT62336	24/04/2025	OUTBACK ELECTRICAL & AIRCON SERVICES	338.91
INV 9881	15/04/2025	RESET CIRCUIT BREAKER & REPLACE FAULTY SWITCH – DERBY RECREATION CENTRE AND DERBY CIVIC CENTRE	338.91
EFT62337	24/04/2025	THINK WATER BROOME	2,087.29
INV 25-00000696	13/02/2025	RETICULATION PARTS - 4A ROWELL CRT	2,087.29
EFT62338	24/04/2025	KIMBERLEY COUNTRY DEPARTMENT STORE	5,191.87
INV DB59762	10/04/2025	STAFF UNIFORMS FOR NEW STARTER	924.39
INV DB59763	10/04/2025	STAFF UNIFORMS FOR NEW STARTER	794.45
INV DB59817	10/04/2025	STAFF UNIFORMS FOR EHO	279.86
INV DB59906	10/04/2025	STAFF UNIFORMS FOR NEW STARTER	349.49
INV DB59984	10/04/2025	STAFF UNIFORMS FOR TEAM LEADER COMM DEV	494.46
INV DB60236	10/04/2025	STAFF UNIFORMS FOR WORKS LABOURER	826.23
INV DB60237	10/04/2025	STAFF UNIFORMS FOR WORKS LABOURER	964.20
INV DB60444	11/04/2025	STAFF UNIFORMS FOR WORKS LABOURER	558.79
EFT62339	24/04/2025	OFFICE STAR	336.10
INV 65860	04/02/2025	SUPPLY TONER, FREIGHT	336.10
EFT62340	24/04/2025	PETER JOHN MCCUMSTIE	3,853.17
INV ALLOW1804	18/04/2025	APRIL 2025 PRESIDENT ATTENDANCE FEE & ALLOWANCE	3,853.17

EFT62341	24/04/2025	PS&L GROUP PTY LTD	4,455.00
INV 0342	04/04/2025	ADHOC EMPLOYMENT LAW / INDUSTRIAL RELATIONS ADVISORY - JANUARY 25 - MARCH 25	4,455.00
EFT62342	24/04/2025	SLATER-GARTRELL SPORTS	2,762.10
INV SG68793/01	28/11/2024	SUPPLY 6X 1800X1200 BASKETBALL BACKING BOARDS	2,762.10
EFT62343	24/04/2025	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	4,649.85
INV FAINV01274978	28/02/2025	6 - MONTHLY FIRST AID SERVICING 2024-25 FINANCIAL YEAR	984.76
INV FAINV01282110	24/03/2025	6 MONTHLY FIRST AID SERVICING 2024-25	3,665.09
EFT62344	24/04/2025	TALAYAH BERGMANN	131.55
INV REIMB0704	07/04/2025	REIMBURSE 2X VACCINATIONS	131.55
EFT62345	24/04/2025	TAHLIA-LEIGH STORER	63.24
INV REIMB0604	06/04/2025	REIMBURSE PURCHASE OF SAUSAGES FOR JUNIOR FOOTY PROGRAM	63.24
EFT62346	24/04/2025	TAMEIKA JOHANSON-HOUCHEN	129.99
INV REIMB0804	08/04/2025	REIMBURSE PURCHASE OF FUEL 02/04/2025	129.99
EFT62347	24/04/2025	TARUNDA SUPERMARKET	1,591.66
INV 10119895	01/04/2025	FRUIT FOR JUNIOR FOOTY PROGRAM 02/04/2025 – FX YOUTH	116.66
INV 10119897	01/04/2025	FRUIT FOR JUNIOR FOOTY PROGRAM 02/04/2025 – FX YOUTH	9.14
INV 10120206	01/04/2025	SUPPLIES FOR APRIL SCHOOL HOLIDAYS – FX YOUTH	97.26
INV 30168378	08/04/2025	SUPPLIES FOR COOKING PROGRAM – FX YOUTH	459.79
INV 10122830	09/04/2025	FRUIT FOR JUNIOR FOOTY PROGRAM 09/04/2025 - -- FX YOUTH	140.82
INV 30169728	14/04/2025	FOOD SUPPLIES FOR COOKING PROGRAM – FX YOUTH	230.82
INV 50182386	15/04/2025	FOOD SUPPLIES FOR COOKING PROGRAM – FX YOUTH	266.77
INV 30170213	16/04/2025	ASSORTED ITEMS FOR FAREWELL LUNCHEON 3X STAFF MEMBERS – FX YOUTH	270.40
EFT62348	24/04/2025	TOTALLY WORK WEAR - BROOME	200.00
INV 25-00005107	01/04/2025	PACKETS OF 50 X 25G SACHETS SQWINCHER ELECTROLYTE DRINK POWDER	200.00
EFT62349	24/04/2025	WESTERN AUSTRALIAN FOOTBALL ASSOCIATION	500.00
INV REIMB1004	10/04/2025	BOND RETURN FOR HIRE OF FX REC CENTRE 23-30/07/2024	500.00
EFT62350	24/04/2025	WORKFORCE HEALTH ASSESSORS	300.00
INV REIMB1004	10/04/2025	BOND RETURN FOR HIRE OF COMMUNITY ROOM 08-09/04/2025	300.00
EFT62351	24/04/2025	WATTLEUP TRACTORS	1,508.30
INV 1316219	05/04/2025	SUPPLY GASKET COVER, WATER PUMP & SEAL	1,508.30
		TOTAL	\$1,419,312.47

FEE PAYMENTS – MUNI ACCOUNT

PAYMENT ID	DATES	CREDITOR / INVOICE DETAILS	AMOUNT
967	03/04/2025	GHA - GREYHOUND AUSTRALIA	4,304.00
967	03/04/2025	DOT - DOT PAYMENT	1,930.25
967	03/04/2025	MER - MERCHANT FEES	411.41
967	03/04/2025	MER - MERCHANT FEES	56.79
967	03/04/2025	MER - MERCHANT FEES	49.50
967	04/04/2025	DOT - DOT PAYMENT	2,230.85
967	04/04/2025	BEX - BPOINT FEES	115.50
967	04/04/2025	BEX - BPOINT FEES	77.00
967	07/04/2025	DOT - DOT PAYMENT	3,077.65
967	07/04/2025	IINET - IINET 225211599 (\$109.99)	109.99
967	01/04/2025	BAS4 - ATO - IAS PAYMENT - PAYG WITHHOLDING	105,340.00
967	09/04/2025	DOT - DOT PAYMENT	11,356.25
967	10/04/2025	DOT - DOT PAYMENT	489.75
967	10/04/2025	GHA - GREYHOUND AUSTRALIA	2,107.15
967	11/04/2025	DOT - DOT PAYMENT	2,263.00
967	14/04/2025	BAS4 - ATO - IAS PAYMENT - PAYG WITHHOLDING	103,109.00
967	14/04/2025	DOT - DOT PAYMENT	4,138.75
967	15/04/2025	BEX - BPOINT FEES	31.50
967	01/04/2025	EXC - EXCESS TRANSACTIONS FEE	9.20
967	16/04/2025	DOT - DOT PAYMENT	2,171.45
967	17/04/2025	GHA - GREYHOUND AUSTRALIA	5,137.00
967	17/04/2025	DOT - DOT PAYMENT	3,143.70
967	22/04/2025	DOT - DOT PAYMENT	2,433.25
967	23/04/2025	DOT - DOT PAYMENT	3,321.05
967	24/04/2025	BAS4 - ATO - IAS PAYMENT - PAYG WITHHOLDING	103,516.00
967	01/04/2025	EXC - EXCESS TRANSACTIONS FEE	69.20
967	24/04/2025	DOT - DOT PAYMENT	4,027.20
967	24/04/2025	GHA - GREYHOUND AUSTRALIA	5,199.00
967	28/04/2025	DOT - DOT PAYMENT	2,018.55
967	29/04/2025	DOT - DOT PAYMENT	5,699.70
967	30/04/2025	DOT - DOT PAYMENT	1,971.75
967	30/04/2025	MER - MERCHANT FEES	132.73

967	30/04/2025	MER - MERCHANT FEES	34.88
967	01/04/2025	EXC - EXCESS TRANSACTIONS FEE	42.75
967	01/04/2025	CMD - CHEQUE OR MERCHANT DEPOSITS FEE	1.20
967	01/04/2025	MER - MERCHANT FEES	62.90
967	02/04/2025	DOT - DOT PAYMENT	2,867.25
DD22724.1	08/04/2025	AWARE SUPER	38,735.76
INV SUPER	08/04/2025	SUPERANNUATION	30,780.15
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	5,339.35
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	400.00
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	497.10
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	170.06
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	485.00
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	532.05
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	532.05
DD22724.2	08/04/2025	THE EQUIPSUPER SUPERANNUATION FUND	929.99
INV SUPER	08/04/2025	SUPERANNUATION	674.70
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	255.29
DD22724.3	08/04/2025	BRIGHTER SUPER SUNCORP EMPLOYEE SUPER PLAN	1,295.82
INV SUPER	08/04/2025	SUPERANNUATION	1,027.99
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	267.83
DD22724.4	08/04/2025	ING SUPERANNUATION FUND	446.35
INV SUPER	08/04/2025	SUPERANNUATION	446.35
DD22724.5	08/04/2025	FUTURE SUPER	482.65
INV SUPER	08/04/2025	SUPERANNUATION	482.65
DD22724.6	08/04/2025	ONEPATH LIFE- ANZ SUPER ADVANTAGE	680.51
INV SUPER	08/04/2025	SUPERANNUATION	680.51
DD22724.7	08/04/2025	MLC MASTERKEY SUPER	376.29
INV SUPER	08/04/2025	SUPERANNUATION	376.29
DD22724.8	08/04/2025	COLONIAL FIRST STATE INVESTMENTS LIMITED	579.90
INV SUPER	08/04/2025	SUPERANNUATION	579.90
DD22724.9	08/04/2025	IOOF PORTOFOLIO SERVICE SUPERANNUATION FUND	559.74
INV SUPER	08/04/2025	SUPERANNUATION	559.74
DD22759.1	22/04/2025	AWARE SUPER	36,492.43
INV SUPER	22/04/2025	SUPERANNUATION	29,783.18
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	5,157.09

INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	400.00
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	497.10
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	170.06
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	485.00
DD22759.2	22/04/2025	THE EQUIPSUPER SUPERANNUATION FUND	929.99
INV SUPER	22/04/2025	SUPERANNUATION	674.70
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	255.29
DD22759.3	22/04/2025	BRIGHTER SUPER SUNCORP EMPLOYEE SUPER PLAN	1,281.06
INV SUPER	22/04/2025	SUPERANNUATION	1,013.23
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	267.83
DD22759.4	22/04/2025	ING SUPERANNUATION FUND	446.35
INV SUPER	22/04/2025	SUPERANNUATION	446.35
DD22759.5	22/04/2025	FUTURE SUPER	475.76
INV SUPER	22/04/2025	SUPERANNUATION	475.76
DD22759.6	22/04/2025	ONEPATH LIFE- ANZ SUPER ADVANTAGE	680.51
INV SUPER	22/04/2025	SUPERANNUATION	680.51
DD22759.7	22/04/2025	MLC MASTERKEY SUPER	376.28
INV SUPER	22/04/2025	SUPERANNUATION	376.28
DD22759.8	22/04/2025	COLONIAL FIRST STATE INVESTMENTS LIMITED	526.48
INV SUPER	22/04/2025	SUPERANNUATION	526.48
DD22759.9	22/04/2025	IOOF PORTOFOLIO SERVICE SUPERANNUATION FUND	616.26
INV SUPER	22/04/2025	SUPERANNUATION	616.26
DD22798.1	17/04/2025	HORIZON POWER - ACCOUNT PAYMENTS	18,467.85
INV 220780	17/04/2025	830 STREETLIGHTS FOR 01/03/2025 TO 31/03/2025	18,384.12
INV 523100	17/04/2025	CCTV AT BAOBAB WAY FOR 01/03/2025 TO 31/03/2025	83.73
DD22798.2	23/04/2025	HORIZON POWER - ACCOUNT PAYMENTS	3,270.52
INV 333902	23/04/2025	24 LOCH ST, DERBY FOR 06/03/2025 TO 02/04/2025	1,465.14
INV 173364	23/04/2025	40 ASHLEY ST, DERBY FOR 05/02/2025 TO 02/04/2025	1,452.04
INV 421738	23/04/2025	8 COOLIBAH WAY, DERBY FOR 05/02/2025 TO 02/04/2025	116.78
INV 393995	23/04/2025	LOT 52 PANDANUS WAY, DERBY FOR 05/02/2025 TO 02/04/2025	116.46
INV 424950	23/04/2025	LOT 26818 WHARF RD, DERBY FOR 06/03/2025 TO 02/04/2025	62.26
INV 517343	23/04/2025	LOC 26818 WHARF RD, DERBY FOR 06/03/2025 TO 02/04/2025	57.84
DD22799.1	17/04/2025	THE SHELL COMPANY OF AUSTRALIA LIMITED	1,101.62
INV FUEL - MAR25	17/04/2025	SHELL FUEL - MAR 2025	1,101.62
DD22800.1	16/04/2025	BOND ADMINISTRATOR	620.00

INV BOND 23165/25	16/04/2025	RENTAL BOND FOR 4/20 CLARENDON ST, DERBY - 23165/25	620.00
DD22801.1	24/04/2025	HOUSING AUTHORITY	1,160.00
INV 24042025	24/04/2025	RENT - (REF 41046646)	1,160.00
DD22802.1	28/04/2025	MANAGED IT PTY LTD	6,615.18
INV 185677	28/04/2025	MANAGED SERVICES FOR APRIL 2025	6,615.18
DD22724.10	08/04/2025	VIRGIN MONEY SUPER	329.98
INV SUPER	08/04/2025	SUPERANNUATION	329.98
DD22724.11	08/04/2025	NETWEALTH SUPERANNUATION MASTER FUND	1,843.49
INV SUPER	08/04/2025	SUPERANNUATION	829.59
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	313.90
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	700.00
DD22724.12	08/04/2025	REST SUPERANNUATION	7,130.51
INV SUPER	08/04/2025	SUPERANNUATION	6,283.56
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	555.05
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	291.90
DD22724.13	08/04/2025	CARE SUPER	424.12
INV SUPER	08/04/2025	SUPERANNUATION	424.12
DD22724.14	08/04/2025	Q SUPER	338.54
INV SUPER	08/04/2025	SUPERANNUATION	338.54
DD22724.15	08/04/2025	HOST PLUS SUPERANNUATION FUND	3,385.88
INV SUPER	08/04/2025	SUPERANNUATION	2,728.07
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	400.00
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	56.94
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	200.87
DD22724.16	08/04/2025	AUSTRALIAN SUPER	7,685.71
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	313.69
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	620.41
INV SUPER	08/04/2025	SUPERANNUATION	6,751.61
DD22724.17	08/04/2025	FIRSTWRAP PLUS SUPER AND PENSION	1,340.42
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	367.96
INV SUPER	08/04/2025	SUPERANNUATION	972.46
DD22724.18	08/04/2025	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	2,953.15
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	350.02
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	200.86
INV SUPER	08/04/2025	SUPERANNUATION	2,402.27

DD22724.19	08/04/2025	MLC SUPER NOMINEES PTY LTD	225.93
INV DEDUCTION	08/04/2025	PAYROLL DEDUCTION	225.93
DD22724.20	08/04/2025	STUDENT SUPER PROFESSIONAL SUPER	502.12
INV SUPER	08/04/2025	SUPERANNUATION	502.12
DD22724.21	08/04/2025	MLC SUPER FUND	1,366.91
INV SUPER	08/04/2025	SUPERANNUATION	1,366.91
DD22724.22	08/04/2025	GUILD SUPER	499.91
INV SUPER	08/04/2025	SUPERANNUATION	499.91
DD22759.10	22/04/2025	VIRGIN MONEY SUPER	99.00
INV SUPER	22/04/2025	SUPERANNUATION	99.00
DD22759.11	22/04/2025	NETWEALTH SUPERANNUATION MASTER FUND	1,529.59
INV SUPER	22/04/2025	SUPERANNUATION	829.59
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	700.00
DD22759.12	22/04/2025	REST SUPERANNUATION	6,391.68
INV SUPER	22/04/2025	SUPERANNUATION	5,787.76
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	291.90
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	312.02
DD22759.13	22/04/2025	CARE SUPER	424.12
INV SUPER	22/04/2025	SUPERANNUATION	424.12
DD22759.14	22/04/2025	Q SUPER	273.98
INV SUPER	22/04/2025	SUPERANNUATION	273.98
DD22759.15	22/04/2025	HOST PLUS SUPERANNUATION FUND	2,787.44
INV SUPER	22/04/2025	SUPERANNUATION	2,529.63
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	56.94
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	200.87
DD22759.16	22/04/2025	AUSTRALIAN SUPER	8,039.66
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	313.69
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	601.75
INV SUPER	22/04/2025	SUPERANNUATION	7,124.22
DD22759.17	22/04/2025	CFS EDGE SUPER AND PENSION	1,340.42
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	367.96
INV SUPER	22/04/2025	SUPERANNUATION	972.46
DD22759.18	22/04/2025	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	3,463.15
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	350.02
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	340.86

INV SUPER	22/04/2025	SUPERANNUATION	2,772.27
DD22759.19	22/04/2025	MLC SUPER NOMINEES PTY LTD	197.78
INV DEDUCTION	22/04/2025	PAYROLL DEDUCTION	197.78
DD22759.20	22/04/2025	STUDENT SUPER PROFESSIONAL SUPER	502.12
INV SUPER	22/04/2025	SUPERANNUATION	502.12
DD22759.21	22/04/2025	MLC SUPER FUND	1,498.18
INV SUPER	22/04/2025	SUPERANNUATION	1,498.18
DD22759.22	22/04/2025	GUILD SUPER	499.91
INV SUPER	22/04/2025	SUPERANNUATION	499.91
PE08/04/2025	8/04/2025	NET PAY	\$321,138.01
PE22/04/2025	22/04/2025	NET PAY	\$318,809.64
PE30/04/2025	30/04/2025	NET PAY	\$1,082.40
		TOTAL	\$1,196,308.15

12.9 OUTSTANDING DEBT

File Number: 5174 & 5112

Author: Aaron Gloor, Senior Finance Officer

Responsible Officer: Jill Brazil, Acting Director Corporate Services

Authority/Discretion: Information

SUMMARY

The Council (Commissioner) receive the outstanding rates and outstanding sundry debtors reports to provide strategic direction as required.

DISCLOSURE OF ANY INTEREST

Nil by Author and Responsible Officer.

BACKGROUND

The Audit and Risk Committee ensure compliance with the Shire's financial reporting and will liaise with the Chief Executive Officer to ensure the effective and efficient management to meet statutory requirements.

STATUTORY ENVIRONMENT

Local Government Act 1995

Subdivision 4 — Payment of rates and service charges

6.43. *Rates and service charges are a charge on land*

6.44. *Liability for rates or service charges*

6.50. *Rates or service charges due and payable*

6.53. *Land becoming or ceasing to be rateable land*

Subdivision 5 — Recovery of unpaid rates and service charges

6.55. *Recovery of rates and service charges*

6.56. *Rates or service charges recoverable in court*

6.16 *Imposition of fees and charges*

POLICY IMPLICATIONS

F4 – SUNDRY DEBTORS COLLECTION POLICY

F5 – OUTSTANDING RATES COLLECTION POLICY

F6 – FINANCIAL HARDSHIP POLICY

FINANCIAL IMPLICATIONS

Outstanding Rates and Service Charges totalling \$1,912,566.72 in cash flow impacts.

Outstanding Sundry debtors totalling \$1,630,249.83 in cash flow impacts.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	4.3 Sustainability	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: Non-recovery of debts will impact the type and level of services provided to the town.	Almost Certain	Severe	Extreme	Be proactive with collection process and recovering outstanding debt

CONSULTATION

Internal

CS Legal

COMMENT

Attached to this report is an aged breakdown of outstanding rates and service charges by rating category as well a depiction of rates debt by month. The report also contains a breakdown of outstanding sundry debtor charges by age as well as the movement of this debt over a rolling five-month period.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Active CS Legal Files - Confidential
2. Rates and Sundry Debt Report April 2025

RESOLUTION

That Council (Commissioner) receive the information contained in the report detailing outstanding rates and sundry debtors as at 30 April 2025.

RESOLUTION CCO19/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

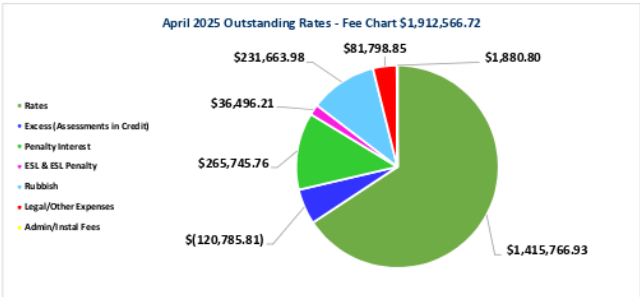
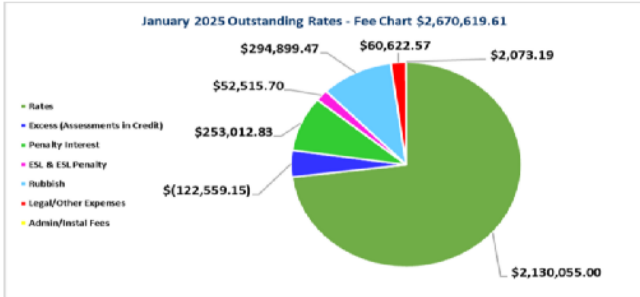
Against: Nil

CARRIED 1/0



Report to Audit Committee - Rates Debt Overview
April 2025

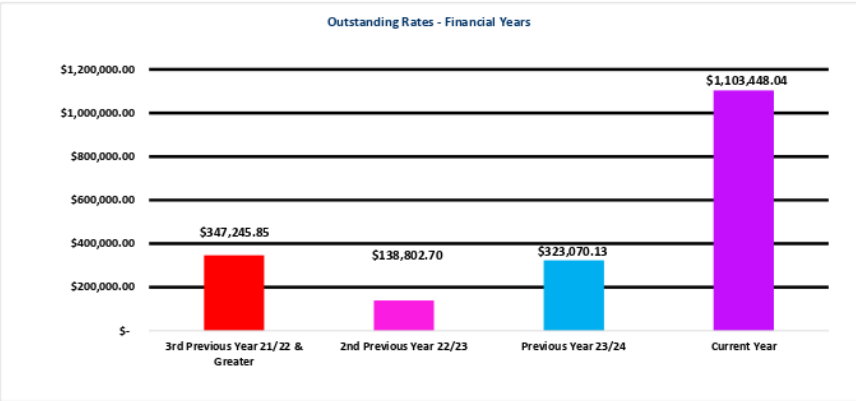
Total Rates Outstanding as at EOM April 2025 \$ 1,912,566.72



Rates and Service Charges Levied 2024/2025

Levied at 2nd September 2024

Rates	\$ 9,587,119.09
Waste	\$ 2,509,282.00
ESL	\$ 266,068.54
Total Levied 24/25	\$ 12,362,469.63
Arrears	\$ 956,139.91
Total Outstanding (As at 02/09/2024)	\$ 13,318,609.54





Rates Debt Summary Report

Total Rates & Service Charges in arrears at rates levy date 24/25 \$956,139.91
 Total Rates & Service Charges Levied for FY 2024/25 \$12,362,469.63
 Total Collected YTD From Outstanding Rates & Service charges \$11,406,042.82
 Total Rates & Service Charges Outstanding as at 30 April 2025 \$1,912,566.72

Total Overdue from Instalment Payers
 \$255,907.00

Total Balance of Debt Currently Referred to CS Legal (86 Debtors)
 \$1,013,804.56

Total Balance of owed by ratepayers on a payment arrangement OR
 making regular payments towards debt

\$355,542.12

	Total Debt					Debt Movement January - April 2025
	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	
GRV (Residential, Commercial & Industrial)	\$ 2,302,836.47	\$ 1,977,525.48	\$ 1,778,978.79	\$ 1,655,060.53	\$ 1,436,167.40	\$ (6,292.05) \$ (354,861.60)
Mining UV (Mining Tenements)	\$ 78,112.42	\$ 31,649.18	\$ 23,577.52	\$ 19,770.21	\$ 18,266.26	\$ (5,311.26)
Rural UV (Pastoral properties)	\$ 733,266.80	\$ 611,032.18	\$ 461,929.04	\$ 425,853.35	\$ 414,165.00	\$ (47,764.04)
Non-Rateable	\$ 3,027.62	\$ 3,044.82	\$ 3,060.38	\$ 3,077.58	\$ 3,094.21	\$ 33.83
Non-Rateable UV Exempt						
Non-Rateable GRV Exempt (Waste & ESL Charges)	\$ 50,465.42	\$ 49,259.55	\$ 49,331.45	\$ 49,438.08	\$ 49,216.20	\$ (115.25)
Total	\$ 3,166,023.38	\$ 2,670,619.61	\$ 2,317,882.40	\$ 2,145,803.15	\$ 1,912,566.72	\$ (405,315.68)

2,702.64

Comments

We are currently progressing a significant number of matters through Recoveries Legal in our continued drive to push down aged rates debt.
 Rates team are preparing another list of referrals to Recoveries Legal for ratepayers who have not adhered to instalment or payment plans.

	Debt Older Than Three Years	22/23	23/24	24/25	Credit Balances	Total Outstanding
COMMERCIAL - GRV	\$ -	\$1,036.88	\$42,424.09	\$187,954.75	-\$1,819.56	\$ 229,596.16
INDUSTRIAL - GRV	\$ -	\$4,808.92	\$11,270.90	\$84,166.72	-\$24,891.88	\$ 75,154.66
MINING - UV	\$ -	\$25.75	\$676.10	\$19,266.34	-\$1,701.93	\$ 18,266.26
	\$ 2,487.23	\$3,300.34	\$1,098.13	\$468.54	-\$4,260.03	\$ 3,094.21
NON-RATEABLE						
NON-RATEABLE/EXEMPT - GRV	\$ 21,961.18	\$11,514.92	\$10,856.41	\$12,905.33	-\$8,021.64	\$ 49,216.20
NON-RATEABLE/EXEMPT - UV	\$ -	\$0.00	\$426.93	\$2,625.09	-\$9,344.07	\$ (6,292.05)
	\$ -	\$0.00	\$83.02	\$7,335.16	\$0.00	\$ 7,418.18
OTHER LOCATIONS - GRV						
RESIDENTIAL - GRV	\$ 315,453.56	\$105,446.24	\$196,277.00	\$544,238.15	-\$60,188.08	\$ 1,101,226.87
RURAL - UV	\$ 18,503.78	\$13,553.33	\$55,938.77	\$336,629.14	-\$10,460.02	\$ 414,165.00
URBAN FARMLAND - GRV	\$ 1,461.73	\$3,889.12	\$7,124.99	\$8,343.99	-\$98.60	\$ 20,721.23
Total	\$ 359,867.48	\$ 143,375.50	\$ 326,176.34	\$ 1,203,933.21	\$ (120,785.81)	\$ 1,912,566.72

Comparison of Current FY to Previous FY

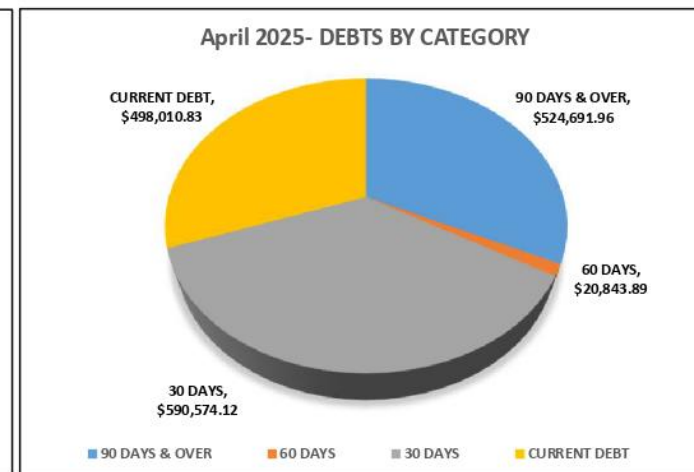
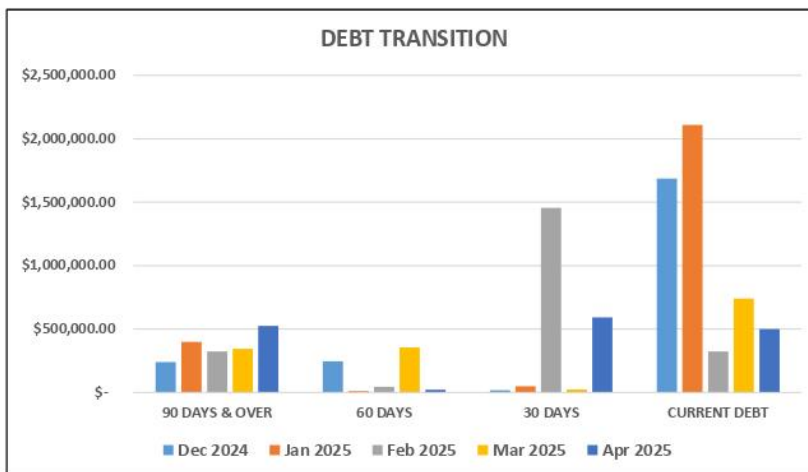
	2023/24	2024/25
Total rates and charges outstanding and levied at commencement of rating year	\$12,798,731.85	\$13,318,609.54
Unpaid rates and charges 30 April	\$1,565,759.64	\$1,912,566.72
Percentage Outstanding	12.23%	14.36%



**Shire of Derby /
West Kimberley**

ACCOUNTS RECEIVABLE DEBT COMPARISON CHARTS - 2024/2025

	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	Changes (Jan - Apr)
90 DAYS & OVER	\$ 239,906.60	\$ 397,662.48	\$ 322,585.93	\$ 343,834.21	\$ 524,691.96	\$ 127,029.48
60 DAYS	\$ 244,199.90	\$ 10,159.11	\$ 44,306.37	\$ 354,081.59	\$ 20,843.89	\$ 10,684.78
30 DAYS	\$ 17,258.56	\$ 48,741.48	\$ 1,456,816.97	\$ 23,302.06	\$ 590,574.12	\$ 541,832.64
CURRENT DEBT	\$ 1,685,833.69	\$ 2,108,718.34	\$ 321,656.76	\$ 739,685.70	\$ 498,010.83	\$ 1,610,707.51
CREDIT BALANCE	-\$ 2,762.76	-\$ 2,047.63	-\$ 3,416.12	-\$ 1,930.00	-\$ 3,870.97	-\$ 1,823.34
TOTAL	\$ 2,184,435.99	\$ 2,563,233.78	\$ 2,141,949.91	\$ 1,458,973.56	\$ 1,630,249.83	\$ 932,983.95



90+ Days Debt Comparison by Year						
Apr-19	Apr-20	Apr-21	Apr-22	Apr-23	Apr-24	Apr-25
\$683,296.98	\$295,793.65	\$498,595.84	\$372,579.77	\$1,955,696.00	\$269,858.05	\$524,691.96



Report to Council Accounts Receivable
April 2025
30/04/2025 \$ 1,630,249.83



60 - 90 Days Outstanding Debt Over \$1000 - 30/04/2025			
DEBTOR	TOTAL	COMMENTS	DEBTOR CODE
Cleanaway Co Pty Ltd	\$11,971.17	Waste charges - January 2025. Accounts team have contacted Cleanaway seeking an update on this invoice.	TOX

90+ Days Outstanding Debt over \$1000 - 30/04/2025			
DEBTOR	TOTAL	COMMENTS	DEBTOR CODE
ATI Environmental	\$ 1,335.11	May 2024 waste charges, monthly statements have been issued without response, will be sending follow-up directly requesting payment. Accounts team are conducting a company search to try and establish if contact details have changed or if the company is still in operation.	ATIE
Employee - 872	\$ 2,065.29	Relocation cost reimbursement invoice for previous employee that did not complete 12 months of employment. The former employee had entered into a payment arrangement for \$500 per month however this is not being adhered too. Several emails have been sent without response.	MS
Tristans Lawnmowing	\$ 1,585.16	Multiple waste charges from 31/01/2023 to present. Statements and follow-up requests have been issued to this debtor without response.	TLW
Department of Communities	\$ 1,426.34	Completion of Firebreaks 2023 - emails and statements have been sent to debtor without successfully securing payment. The accounts team have escalated this matter within the Department.	DOR
Department of Communities - Derby	\$ 1,387.00	Bin replacement charge on several properties. Due to the fact this invoice has not yet been paid, the finance team have instructed the admin team to reject further bin replacement requests made by the Department until payment for this invoice is made. This is the course of action we have previously taken with the Department which secured payment of their previously overdue bin replacement charges. Recent communication with the Department indicates that payment on these charges will be made shortly. They have also provided the Shire with new contact information for bin replacement invoices which should prevent this issue from occurring again.	DHWKD
Boab Festival Derby Inc	\$ 131,528.36	Invoice raised on the 3rd of December for reimbursement of Long Table Dinner expenses incurred by the Shire.	BFE
Mowanjum Aboriginal Corporation	\$ 53,200.44	Waste charges dating back to 2020. Mowanjum have previously advised that these charges are not applicable to them and as a result they have not made payment. The Shire believes that these charges may be recovered after expected administrative changes at Mowanjum.	MIU
Cockatoo Island Mining Pty Ltd	\$ 7,621.44	Use of Derby Wharf facility: January, February & March 2025. January 2025 Invoice is under investigation as debtor had several queries related to the charges. This is currently under review internally.	CMI
Countrymen Rubbish Removal	\$ 1,591.03	Waste Charges - from September 2024 to February 2025. Emails have been sent in regards to outstanding debt however no payments or contact has been made.	CRR
One Tree Community Service	\$ 8,745.00	Maintenance & Garden Charges - July & October 2024. We have conducted an investigation in to this matter and found that the maintenance work was not specifically requested by One Tree, as a result we have recommended these charges to be written off.	CSSU
Act Eco Homer	\$ 45,627.75	Multiple waste charges from 14/06/2024 to present. Debtor has emailed requesting the Shire remove these invoices stating that they should be charged to other companies that Act Eco Homer was completing work on behalf of. The debtor has not yet supplied sufficient detail to support this request and therefore this matter was referred to the Manager of Infrastructure to work towards a resolution. Recently the debtor has made contact indicating that they are now going to clear this debt within the next couple of weeks. If this does not occur we will follow up again.	AEH
Karrayili Adult Education Centre	\$ 1,008.00	Interest & Water Service Charges from 2023, contact attempts have so far not been responded to. Accounts has escalated this within the Karrayili administration team.	KAR

12.10 SCHEDULE OF FEES AND CHARGES 2025/2026**File Number: 5145****Author: Lavenia Ratabua, Senior Finance Officer****Responsible Officer: Jill Brazil, Acting Director Corporate Services****Authority/Discretion: Legislative****SUMMARY**

As part of the 2025/26 budget process, fees and charges have been reviewed. This report presents the proposed fees and charges for adoption and inclusion in the 2025/26 budget.

The new schedule of Fees and Charges (attached) will take effect 1 July 2025.

DISCLOSURE OF ANY INTEREST

Nil

BACKGROUND

In accordance with Section 6.16(1) of the Local Government Act 1995, Council may impose and recover a fee or charge for any goods or services it provides or proposes to provide, other than a service for which a service charge is imposed.

Council is required to authorise fees and charges on an annual basis. The Long-Term Financial Plan provides an inflationary factor of CPI as an average increase; however, the actual charge is based on either the cost of providing the service, importance to the community or a market price.

In accordance with the Local Government Act 1995 and associated Regulations, there is a requirement to give notice to the public of the intent to change or introduce new fees and charges. Following the adoption of the proposed fees and charges in June, the schedule will be readopted as part of the 2025/26 budget process in accordance with legislative requirements.

The Schedule must identify all of the fees applicable for the year including:

- User charges for the hiring and use of various facilities
- Fees for accessing information
- Fees for lodgement of statutory forms and application
- Any bonds or deposits associated with the hire and use of facilities.

The Schedule of Fees and Charges does not include:

- Rates levied
- Service Charges levied under the Local Government Act 1995 (such as underground power)
- Rubbish service levies
- Infringements
- Leases or other individually negotiated licences.

STATUTORY ENVIRONMENT

Section 6.16(1) of the *Local Government Act 1995*

s 6.16 Imposition of fees and charges

(1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

(2) A fee or charge may be imposed for the following –

- a) Providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
- b) Supplying a service or carrying out work at the request of a person;
- c) Subject to section 5.94, providing information from local government records;
- d) Receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
- e) Supplying goods;
- f) Such other service as may be prescribed.

(3) Fees and charges are to be imposed when adopting the annual budget but may be –

- g) (a) Imposed* during a financial year; and
- h) (b) Amended* from time to time during the financial year.

*Absolute majority required.

POLICY IMPLICATIONS

FM2 – Budget Issues

FINANCIAL IMPLICATIONS

The increases are in line with expected cost increases in 2025/26 financial year.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.4 Attract and effectively use resources to meet community needs

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: Council does not endorse the 2025/2026 Fees and Charges with the consequential risk of deferred cash flow and thus inability to meet financial commitments.	Unlikely	Major	High	Recovery of costs associated with provision of services balanced with annual review to provide financially responsible fees. Advertise via public notice.

CONSULTATION

To be advertised by local public notice and on the Shire website.

COMMENT

The adoption of the Schedule of Fees and Charges prior to 30 June 2025 has a number of benefits, including:

- It provides consistency in both reviewing and amending fees and charges on an annual basis.
- It provides sufficient time for associated documentation and advertising to be updated in advance of the fees and charges becoming effective.
- It enables any necessary statutory advertising to be undertaken in advance of the fees and charges becoming effective.
- It enables sufficient time for customers to be advised of any changes to existing fees and charges.
- It assists in budget forecasting, as the adopted fees and charges are applicable for the full financial year.

Each service area has reviewed the fees and charges applicable to their particular area and has provided recommendations as to the level of fees and charges to be imposed in 2025/26.

There are a number of charges that are statutory charges, the level of which are set by external bodies and legislation, i.e. Council cannot determine the amount that is charged.

Where Council has the discretion to set the level of fees and charges, the following factors are generally considered in determining the level of fees and charges:

1. Full cost recovery or progressing towards full cost recovery. Examples of these charges are Waste Charges.
2. Charges for the hire or use of Shire facilities that are subsidised by rates. Examples of these charges include swimming pool, children sport activities and community halls/buildings.
3. Considering CPI as a factor to determine the level of increase to certain fees and charges.
4. Benchmarking the Shire's fees and charges with comparable fees and charges of other local governments.
5. The concept of price elasticity of demand, i.e. the demand to use certain Shire facilities is considered highly elastic meaning demand for facilities drops significantly when an increase in fees is considered too high resulting in an overall drop in use and income.

Early consideration of fees and charges will allow for changes to occur on 1 July 2025 with adequate advertising of the changes.

The adoption of fees and charges in conjunction with the adoption of the 2025/26 Annual Budget will provide a consistent approach to the implementation of any changes, with the schedule being readopted pursuant to Section 6.16 of the *Local Government Act 1995*.

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS**1. Schedule of Fees and Charges 2025-2026****RESOLUTION**

That Council (Commissioner) by ABSOLUTE MAJORITY pursuant to Section 6.16 of the Local Government Act 1995,

1. Adopts the draft 2025/26 Fees and Charges Schedule, as attached; and
2. Directs the Chief Executive Officer to advertise by Local Public Notice the proposed Fees and Charges 2025/26.

RESOLUTION CCO20/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0 BY ABSOLUTE MAJORITY

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule						
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee	
Any statutory Fees are imposed by other government agencies and are subject to change without warning.						
03 GENERAL PURPOSE FUNDING						
Rates						
Rates Enquiries						
Property enquiry via settlement agent (rating information)	Per property	Council	N	\$76.00	\$78.00	
Property enquiry via settlement agent (rating information, and orders and requisitions.)	Per property	Council	N	\$146.00	\$150.00	
Property enquiry via settlement agent (rating and building information)	Per property	Council	N	\$199.00	\$205.00	
Payment / Instalment Plans						
Alternative payment arrangements	per request	Council	N	\$62.00	\$64.00	
Administration Fee on instalments	Per property	Statutory	N	\$21.00	\$22.00	
The administration fee does not apply to the first instalment. The fee is only applicable to ratepayers who elect to pay either by the two or four instalments option by the due date						
Interest on Instalment Plan	Per annum	Statutory	N	5.50%	5.50%	
Rating Charges						
Interest on overdue rates and service charges.	Per annum	Statutory	N	9%	9%	
Calculated daily on rates and service charges unpaid by due date						
Dishonoured Payment including administration fee	Per payment	Council	N	\$65.00	\$67.00	
Final Demand	Per property	Statutory	N	\$26.90	\$28.00	
Reimbursement of Search / Legal Fees, Debt Recovery	Per property	Council	Y	Actual Cost	Actual Cost	
Caveat Lodgement / Withdrawal Fee	Per property	Council	Y	Actual Cost	Actual Cost	
04 GOVERNANCE						
Administration						
Agendas and Minutes	each	Council	N	\$45.00	\$46.00	
Electoral Roll	per request	Council	N	\$230.00	\$237.00	
Interest on overdue sundry debtors.	Per annum	Statutory	N	9%	9%	
Commence 35 days after date of issue, calculated daily						
Freedom of Information Application	Per request	Statutory	N	\$30.00	\$30.00	
All other fees and charges in line with FOI Regulations 1993						
Customer Service and Library Printing Charges						
Printing / Photocopy - A4 Black and White	per page	Council	N	\$0.25	\$0.25	
Printing / Photocopy - A4 Colour	per page	Council	N	\$1.00	\$1.00	
Printing / Photocopy - A3 Black and White	per page	Council	N	\$0.50	\$1.00	
Printing / Photocopy - A3 Colour	per page	Council	N	\$2.00	\$2.00	
Laminating - A4	per item	Council	N	\$2.50	\$3.00	
Laminating - A3	per item	Council	N	\$4.50	\$5.00	
Students - 50% discount						
Advertising in the Babbling Boabs (newsletter) Advertising costs are priced per advertisement, per edition.						
1 (Full) Page Advertisement per addition	each	Council	Y		\$800.00	
1/2 (Half) Page Advertisement per addition	each	Council	Y		\$400.00	
1/4 (Quarter) Page Advertistment per addition	each	Council	Y		\$200.00	
1/8th Page Advertistment per addition	each	Council	Y		\$100.00	
Shire Special Series Number Plates	Per set	Council	Y	\$335.00	\$345.00	
05 LAW, ORDER and PUBLIC SAFETY						
Animal Control						
Ranger Charge out	per hour	Council	Y	\$120.00	\$124.00	
Animal Trap - Bond	per trap	Council	N	\$50.00	\$52.00	
Replacement animal registration tag	per tag	Council	N	\$6.50	\$7.00	
Application for grant of, or renewal of approval to breed cats	each	Statutory	N	\$200.00	\$200.00	
Cat Registration - 1 Year	each	Statutory	N	\$20.00	\$20.00	
Cat Registration - 1 Year if application is made after 31 May	each	Statutory	N	\$10.00	\$10.00	
Cat Registration - 3 Year	each	Statutory	N	\$42.50	\$42.50	
Cat Registration - Lifetime	each	Statutory	N	\$100.00	\$100.00	
Eligible Pensioners 50% of registration fees						
Guide Dogs				No Charge	No Charge	
Dog Registration - 1 Year - sterilised	each	Statutory	N	\$20.00	\$20.00	
Dog Registration - 1 Year - sterilised - if application is made after 31 May	each	Statutory	N	\$10.00	\$10.00	
Dog Registration - 3 Year - sterilised	each	Statutory	N	\$42.50	\$42.50	
Dog Registration - Lifetime - sterilised	each	Statutory	N	\$100.00	\$100.00	
Dog Registration - 1 Year - unsterilised	each	Statutory	N	\$50.00	\$50.00	
Dog Registration - 1 Year - unsterilised - if application is made after 31 May	each	Statutory	N	\$25.00	\$25.00	
Dog Registration - 3 Year - unsterilised	each	Statutory	N	\$120.00	\$120.00	
Dog Registration - Lifetime - unsterilised	each	Statutory	N	\$250.00	\$250.00	
Eligible Pensioners 50% of registration fees *Except Dangerous Dogs						
Working Dogs - Bona fide used for droving or tendering stock 25% of registration fees						
Dangerous Dog - 1 Year registration	each	Statutory	Y	\$50.00	\$50.00	
Dangerous Dog - initial property inspection (including moving to a new property)	each	Statutory	Y	\$250.00	\$250.00	
Dangerous Dog - annual inspection	each	Statutory	Y	\$100.00	\$100.00	
Dangerous Dog - sign	each	Statutory	Y	\$45.00	\$45.00	
Dangerous Dog - muzzle	each	Statutory	Y	\$35.00	\$35.00	
Dangerous Dog Collars - multiple sizes	each			At cost	At cost	
Application for more than 2 Dogs	per application	Council	Y	\$100.00	\$103.00	
Animal Control continued						
Dog and Cat Impound Fees						
First impound/seizure - registered dog or cat	each	Council	N	\$50.00	\$60.00	
First impound/seizure - unregistered dog or cat	each	Council	N	\$75.00	\$85.00	
Second impound/seizure within 12 months	each	Council	N	\$100.00	\$110.00	
Third and subsequent impound/seizure within 12 months	each	Council	N	\$150.00	\$160.00	
Dog or cat maintenance in pound	per animal per day	Council	N	\$15.00	\$20.00	
Parasite treatment if required	each	Council	Y	\$20.00	\$25.00	

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule					
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee
Destruction and/or Disposal of a dog or cat at owners request To be charged at the discretion of Ranger Coordinator to ensure animal welfare is paramount	each	Council	N	\$125.00	\$125.00
Return dog or cat after business hours. * Dependent on availability of Ranger	each	Council	N	\$150.00	\$150.00
Animal Microchipping - 1 Dog or 1 Cat	each	Council	N	\$55.00	\$55.00
Animal Microchipping - per animal where two or more	each	Council	N	\$50.00	\$50.00
Eligible Pensioners - Animal Microchipping - Dog or Cat	each	Council	N	\$50.00	\$50.00
Eligible Pensioners - Animal Microchipping - Dog or Cat	each	Council	N	\$45.00	\$45.00
NOTE: This service is a provision for the releasing dogs and cats from the pound - when and where other service providers are not available. It can not be seen as an expectation from the public and may not always be readily available. The principal Vet from the Derby Veterinary Clinic unconditionally supports the offer of this service.					
Boarding Kennels					
Boarding Kennel Registration licence	Each	Statutory	Y	\$200.00	\$200.00
Annual Kennel Licence (Inspection required before renewal of Licence)	Each	Statutory	Y	\$220.00	\$220.00
Variation of Licence	Each	Statutory	N	\$105.00	\$105.00
Transfer of Licence	Each	Statutory	N	\$70.00	\$70.00
Livestock Impound Fees					
During business hours					
Entire horses, mules, asses, camels, bulls, boars, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, rams or pigs	Each	Council	Y	\$125.00	\$129.00
Wethers, ewes, lambs or goats	Each	Council	Y	\$63.00	\$65.00
Impounded after 6pm and before 6am					
Entire horses, mules, asses, camels, bulls, boars, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, rams or pigs	Each	Council	Y	\$249.00	\$256.00
Wethers, ewes, lambs or goats per head	Each	Council	Y	\$125.00	\$129.00
Subsequent each 24 hours of part thereof					
Entire horses, mules, asses, camels, bulls, boars, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, rams or pigs	Each	Council	Y	\$32.00	\$33.00
Wethers, ewes, lambs or goats per head	Each	Council	Y	\$16.00	\$16.00
Note: No charge is payable in respect of a suckling animal under the age of six months running with its mother					
Livestock maintenance in pound	per animal per day	Council	Y	\$35.00	\$36.00
Impounded Vehicles					
Towing of vehicle from property	per vehicle	Council	Y	\$300.00	\$300.00
Initial impound fee vehicle	Each	Council	Y	\$20.00	\$50.00
Storage Fee - impounded vehicles	per day	Council	Y	\$10.00	\$10.00
travel to collect abandoned vehicle outside of Derby townsite	per kilometre	Council	Y	\$4.10	\$4.00
Fire Control					
Installation of firebreaks	each	Council	N	At cost	At cost
Administration fee if property enter conducted by Rangers	each	Council	N	\$100.00	\$100.00
07 HEALTH					
Environmental Health					
Caravan Parks					
Annual Registration Fee*	Each	Statutory	N	\$200.00	\$200.00
Transfer Caravan Park Licence	Each	Statutory	N	\$100.00	\$100.00
*OR - The amount calculated by multiplying the relevant amount below per site, by the maximum number of sites (including any sites that may be used in an overflow area) whichever is greater					
Registration per Long Stay Site	per annum	Statutory	N	\$6.00	\$6.00
Registration per Short Stay Site and Sites in Transit Parks	per annum	Statutory	N	\$6.00	\$6.00
Registration per Camp Site	per annum	Statutory	N	\$3.00	\$3.00
Registration per Overflow Site	per annum	Statutory	N	\$1.50	\$1.50
Additional fee for renewal after expiry (Reg 53)	per annum	Statutory	N	\$20.00	\$20.00
Temporary Licence - Pro rata amount of the application fee payable for the period of time for which the licence is to be in force					
Lodging House					
Annual Registration Fee	per annum	Statutory	N	\$180.00	\$180.00
Transfer of Ownership Licence	each	Statutory	N	\$100.00	\$100.00
Inspections / Applications					
Public buildings - Low Risk	per building	Statutory	N	\$100.00	\$100.00
Public buildings - Medium Risk	per building	Statutory	N	\$200.00	\$200.00
Public buildings - High Risk	per building	Statutory	N	\$300.00	\$300.00
Public Event - Not For Profit entity	per event			No Charge	No Charge
Public Event	per event	Statutory	N	\$100.00	\$100.00
Food Premises Inspection Fee	per premise	Statutory	N	\$80.00	\$80.00
Food Premises Re-Inspection Fee (following initial failure)	per premise	Statutory	N	\$120.00	\$120.00
Fee for Service of Demand					
Includes Section 39 Certificate, freezer breakdown, inspection on request, assessment of noise management plans. This fee applies to all Environmental Health Service Delivery and is not limited to food matters only					
First hour or pro rata for a part of an hour	per hour	Statutory	Y	\$220.00	\$220.00
Every hour thereafter or pro rata for a part of an hour	per hour	Statutory	Y	\$110.00	\$110.00
Sampling					
Water Sampling/Analysis *Microbial	per sample	Statutory	N	\$80.00	\$80.00
Pool Water Sampling	per sample	Statutory	N	\$58.00	\$58.00
Pool Water Re-Sampling as failed initial test	per sample	Statutory	N	\$102.00	\$102.00
Bore Water Sampling	per sample	Statutory	Y	\$78.00	\$78.00
Bore Water Re-Sampling as failed initial test	per sample	Statutory	Y	\$130.00	\$130.00
Reissue Certificate of Approval - All health related approvals	each	Statutory	N	\$55.00	\$55.00
Hairdresser/Beauty Therapy/Skin Penetration					
Initial Notification / Application	per premise	Statutory	N	\$110.00	\$110.00
Annual Inspection Fee	annual	Statutory	N	\$80.00	\$80.00
Offensive Trades Fees					
Fees for Offensive Trades are as prescribed by the Health (Offensive Trades Fees) Regulations 1976 under the Health Act 1911					
Septic Tank Applications*					
Application Fee	each	Statutory	N	\$118.00	\$118.00
Fee for Grant of Permit (Reg 10(2))	each	Statutory	N	\$118.00	\$118.00
Septic Tank Inspection Fee	each	Statutory	N	\$118.00	\$118.00
*Other fees apply if building is not a single dwelling and produces more than 540 litres of sewerage per day (ie \$56.00 fee to HDWA)					

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule						
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee	
Food Act Application Fee						
Construct or establish a food premises (s110 (3)) which includes Notification Fee						
High Risk	each	Statutory	N	\$400.00	\$400.00	
Medium Risk	each	Statutory	N	\$300.00	\$300.00	
Low Risk	each	Statutory	N	\$200.00	\$200.00	
Note: As per Food Act, any Fees and Charges set by statutory regulation take precedence over Council Fees and Charges						
Food Act Notification Fee						
High, Medium and Low Risk Premises	each	Statutory	N	\$70.00	\$70.00	
Exempted Food Premises, not-for-profit, community groups and food businesses licenced under Activities on Thoroughfares and Trading				No Charge	No Charge	
Annual Risk Assessment/Inspection Fees						
High Risk - 4 Assessments per year	each	Statutory	N	\$500.00	\$500.00	
Medium Risk - 2 Assessments per year	each	Statutory	N	\$300.00	\$300.00	
Low Risk - 1 Assessment per year	each	Statutory	N	\$150.00	\$150.00	
Second and Subsequent Re-Assessment	each	Statutory	N	\$100.00	\$100.00	
Transfer Fee	each	Statutory	N	\$100.00	\$100.00	
Stallholders Permit						
Annual Fee	each	Council	Y	\$260.00	\$260.00	
Monthly Fee	each	Council	Y	\$60.00	\$60.00	
Daily Fee	each	Council	Y	\$30.00	\$30.00	
Charitable organisation or community group				No Charge	No Charge	
Traders Permit						
Annual Fee	each	Statutory	N	\$1,565.00	\$1,565.00	
Monthly Fee	each	Statutory	N	\$260.00	\$260.00	
Daily Fee/One off	each	Statutory	N	\$55.00	\$55.00	
Noise Regulations Fees						
Regulation 13 – (Construction noise). This is a <i>Discretionary fee</i> under the Local Government Act 1995 Section 6.16.		Council	N	\$0.00	\$172.00	
Regulation 18 – (Concert music).This is a <i>Statutory fee</i> under the Noise Regulation 1997		Statutory	N	\$0.00	\$1,000.00	
08 EDUCATION AND WELFARE						
Youth Services						
Derby Youth Centre - Alcohol is not allowed at this venue						
Bond*	each	Council	Y	\$500.00	\$500.00	
Community and Non-Government Use - per hour	each	Council	Y	\$15.00	\$16.00	
Community and Non-Government Use - half day (up to 5 hours)	each	Council	Y	\$67.50	\$73.00	
Community and Non-Government Use - per day	each	Council	Y	\$96.00	\$104.00	
Commercial and Government Use - per hour	each	Council	Y	\$30.00	\$32.00	
Commercial and Government Use - half day (up to 5 hours)	each	Council	Y	\$135.00	\$146.00	
Commercial and Government Use - per day	each	Council	Y	\$180.00	\$194.00	
Additional Cleaning Charges per hour (where required)	each	Council	Y	\$115.00	\$118.00	
Additional Rubbish Collection by Shire Staff per hour (where required)	each	Council	Y	\$115.00	\$118.00	
Staff to attend - Call Out Fee - per hour	each	Council	Y	\$84.00	\$87.00	
Late key return, Community and Non-Govt Organisations - for keys not returned within hire period as specified above - per day	each	Council	Y	\$167.00	\$172.00	
Late key return, Government and Commercial Organisations - for keys not returned within hire period as specified above - per day	each	Council	Y	\$315.00	\$324.00	
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	each	Council	Y	\$630.00	\$649.00	
After hours Inspection (Weekends, Public Holidays etc.) When a post hire inspection by Shire staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above)	each	Council	Y	\$315.00	\$324.00	
Note: Hire fees may be waived at the discretion of Council for the delivery of Youth Life Skills Programs						
09 Housing						
Other Housing						
Short Stay Accommodation (dongas) Derby & Fitzroy Crossing for external contractors, training providers etc	per night	Council	Y	\$0.00	\$130.00	
10 COMMUNITY AMENITIES						
Cemeteries						
<i>Shire of Derby / West Kimberley Local Law related to Derby Public Cemetery Reserve No. 1227 and Fitzroy Crossing Public Cemetery Reserve No. 29060</i>						
Cemetery Enquiry - Search of Cemetery Records	per application	Council	N	\$65.00	\$90.00	
Burial - Application for Grant of Right of Burial						
Grant of Right of Burial	each	Council	N	\$185.00	\$200.00	
Sinking Fees - Ordinary Grave for an adult (1.8 - 2.1m deep)	each	Council	N	\$750.00	\$800.00	
Sinking Fees - Grave for any child under 13 years (1.8 - 2.1m deep)	each	Council	N	\$600.00	\$650.00	
Sinking Fees - Grave for any stillborn child (1.4m deep)	each	Council	N	\$500.00	\$600.00	
Sinking fees - Double Burial Plot (2.4m deep)	each	Council	N	\$800.00	\$900.00	
Sinking fees - Family to Dig Grave	each	Council	N	\$450.00	\$500.00	
Burial - Extra Charges						
For each additional 0-500mm				No Charge	No Charge	
For each additional 500-1000mm or part thereof	each	Council	N	\$175.00	\$185.00	
Reopening an ordinary grave for interment or exhumation - Standard Grave	each	Council	N	\$950.00	At Cost + GST	
Reopening Double Plot for second burial at 1.8m deep	each	Council	N	\$750.00	\$750.00	
Interment without due notice under By-law 6	each	Council	N	\$300.00	\$300.00	
Re-interment after exhumations	each	Council	N	\$300.00	\$300.00	
Weekend or Public Holiday	each	Council	N	\$1,100.00	\$1,100.00	
Placement of Ashes	each	Council	N	\$0.00	\$165.00	
Note: Where removal of kerbing, tiles, grass etc. is necessary, fees will be charged per labour hour incurred						
Miscellaneous Charges						
Plot Reservation/Registration of Right of Burial (25 years)	each	Council	N	\$185.00	\$200.00	
Registration of "Transfer of Form of Grant of Right of Burial"	each	Council	N	\$45.00	\$90.00	
Renewal of Grant of Burial	each	Council	N	\$0.00	\$200.00	
Copy of Right of Burial	each	Council	N	\$45.00	\$90.00	
Funeral Director's Annual Licence Fee	each	Council	N	\$295.00	\$310.00	
Monumental Mason's Annual Licence Fee	each	Council	N	\$295.00	\$310.00	
Permit to erect Headstone/Monument	each	Council	N	\$150.00	\$155.00	

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule						
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee	
Sanitation						
Refuse Collection						
Residential Rubbish - One collection per bin per week (two during wet season)	per annum	Council	N	\$1,024.00	\$1,024.00	
Residential Rubbish - Additional Bin Charge for one collection per week (two during wet season)	per annum	Council	N	\$1,155.00	\$1,155.00	
Commercial Rubbish - One collection per bin per week (two during wet season)	per annum	Council	N	\$1,470.00	\$1,470.00	
Commercial Rubbish - Additional Bin Charge for one collection per week (two during wet season)	per annum	Council	N	\$1,652.00	\$1,652.00	
Commercial Rubbish - Additional Service per day/week (two during wet season)	per annum	Council	N	\$1,155.00	\$1,155.00	
Domestic/Commercial Rubbish Bins - Replacement cost per bin	each	Council	Y	\$280.00	\$280.00	
Derby/Fitzroy Crossing Waste Management Facilities - Disposal Charge						
Domestic Household Refuse - Disposal at Landfill Site Only. Delivered in trailer or utility loads only, including recyclables				No Charge	No Charge	
Note: Any refuse from domestic premises if brought in by a commercial vehicle or operator will be charged at the commercial and industrial rates						
Separated Green Waste suitable for mulching						
Domestic / Commercial				No Charge	No Charge	
Refuse from Commercial and Industrial Premises and 'Authorised' Collection of Household Waste, and Demolition Waste						
Compacted - Compactor Vehicles - per cubic metre or part thereof	per m3	Council	Y	\$110.00	\$113.00	
Not Compacted - per cubic metre or part thereof	per m3	Council	Y	\$89.00	\$92.00	
Miscellaneous Waste						
Air Conditioners - General Public				No Charge	No Charge	
Air Conditioners - Commercial Business	each	Council	N	\$68.00	\$70.00	
Asbestos Disposal per cubic metre	per m3	Council	Y	\$153.00	\$158.00	
Asbestos Disposal Minimum Charge	per m3	Council	Y	\$365.00	\$376.00	
Batteries				No Charge	No Charge	
Car Bodies				No Charge	No Charge	
Clinical Waste Disposal - per cubic metre or part thereof	per m3	Council	Y	\$256.00	\$264.00	
Disposal of Animal Carcasses - Large animals e.g horses, cattle,pigs	each	Council	N	\$59.00	\$90.00	
E-Waste				No Charge	No Charge	
Empty Plastic 205 Litre Drums	each	Council	Y	\$20.00	\$21.00	
Empty Steel 205 Litre Drums				No Charge	No Charge	
Gas Bottles				No Charge	No Charge	
Liquid/Septage/Grease Trap Waste - deposited at Council Facility	per kilolitre	Council	Y	\$219.00	\$250.00	
Note: Arrangements to be made with private contractors						
Motor Oil and Cooking Oil - Contact Shire Officers for disposal information				No Charge	No Charge	
Refrigerators or Freezers - General Public				No Charge	No Charge	
Refrigerators or Freezers - Commercial Business	each	Council	Y	\$63.00	\$70.00	
Truck Bodies – See Waste Facility Contractors				No Charge	No Charge	
Car Tyres	each	Council	Y	\$11.00	\$11.00	
Light Truck Tyres	each	Council	Y	\$21.00	\$22.00	
Truck Tyres	each	Council	Y	\$52.00	\$54.00	
Tractor and Large Machinery Tyres	each	Council	Y	\$105.00	\$108.00	
Haul Pack/Dumptruck Tyres	each	Council	Y	\$1,260.00	\$1,298.00	
Any waste from outside the Shire's boundaries will incur double the stated fees above						
Minimum Charge per invoice per month	each	Council	Y	\$26.00	\$27.00	
Town Planning and Regional Development						
Statutory Planning Applications - In accordance with Planning and Development Regulations 2009, Reg 47 Schedule 2						
Fees are based on the estimated cost of development - Per Application *						
Determination of a Development Application (other than for an Extractive Industry) where the Development has not commenced or been carried out and the estimated cost of the Development is:						
A) Not more than \$50,000	each	Statutory	N	\$147.00	\$147.00	
B) More than \$50,000 but not more than \$500,000	each	Statutory	N	0.32% of the estimated cost of development	0.32% of the estimated cost of development	
C) More than \$500,000 but not more than \$2.5 million	each	Statutory	N	\$1,700 plus 0.257% for every \$1 in excess of \$500,000	\$1,700 plus 0.257% for every \$1 in excess of \$500,000	
D) More than \$2.5 million but not more than \$5 million	each	Statutory	N	\$7,161 plus 0.206% for every \$1 in excess of \$2.5m	\$7,161 plus 0.206% for every \$1 in excess of \$2.5m	
E) More than \$5 million but not more than \$21.5 million	each	Statutory	N	\$12,633 plus 0.123% for every \$1 in excess of \$5m	\$12,633 plus 0.123% for every \$1 in excess of \$5m	
F) More than \$21.5 million	each	Statutory	N	\$34,196.00	\$34,196.00	
* If the Development has commenced or been carried out without approval, an additional amount by way of penalty is payable. This penalty is the initial fee plus twice the amount of the initial fee payable for the determination of the application fees shown above.						
Advertising Costs SA/AA as appropriate	each	Council	N	At cost	At cost	
Resubmission of Lapsed Planning Approval	each	Council	N	\$295.00	\$295.00	
Request for Consideration of Amended Plan	each	Council	N	\$295.00	\$295.00	
Request for Extension of Time	each	Council	N	\$295.00	\$295.00	
Determining an application to cancel the development approval	each	Council	N	\$0.00	\$295.00	
Extractive Industry *						
Determination of Development Application	each	Statutory	N	\$739.00	\$739.00	
* If the Development has commenced or been carried out without approval, an additional amount by way of penalty is payable. This penalty is the initial fee plus twice the amount of the initial fee payable for the determination of the application fees shown above.						
Change of Use and Non Conforming Use Application Only						
Application for change of use or for change of continuation of a non-conforming use where development is not occurring	each	Statutory	N	\$295.00	\$295.00	
Alteration, extension or change of non-conforming use where development already commenced or been carried out	each	Statutory	N	\$885.00	\$885.00	
Rural Roads						
Development Bond* for Transportable Houses - Refundable				\$10,000.00	\$10,300.00	
Development Assessment Panel (DAP) - In accordance with Planning and Development Assessment Panels Regulations 2011						
A) \$2 million but less than \$7 million	each	Statutory	Y	\$5,603.00	\$5,603.00	
B) \$7 million but less than \$10 million	each	Statutory	Y	\$8,650.00	\$8,650.00	

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule						
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee	
C) \$10 million but less than \$12.5 million	each	Statutory	Y	\$9,411.00	\$9,411.00	
D) \$12.5 million but less than \$15 million	each	Statutory	Y	\$9,680.00	\$9,680.00	
E) \$15 million but less than \$17.5 million	each	Statutory	Y	\$9,948.00	\$9,948.00	
F) \$17.5 million but less than \$20 million	each	Statutory	Y	\$10,218.00	\$10,218.00	
G) \$20 million or more	each	Statutory	Y	\$10,486.00	\$10,486.00	
Amendment or cancellation	each	Statutory	Y	\$241.00	\$241.00	
Home Occupation - In accordance with Planning and Development Regulations 2009, Reg 47, Schedule 2						
Initial Application for approval of a home occupation where the home occupation has not commenced	each	Statutory	N	\$222.00	\$222.00	
* If the Development has commenced or been carried out without approval, an additional amount by way of penalty is payable. This penalty is the initial fee plus twice the amount of the initial fee payable for the determination of the application fees shown above.						
Application for the renewal of approval of a home occupation before the approval expires	each	Statutory	N	\$73.00	\$73.00	
* If the Development has commenced or been carried out without approval, an additional amount by way of penalty is payable. This penalty is the initial fee plus twice the amount of the initial fee payable for the determination of the application fees shown above.						
Planning Advice						
Issue of written planning advice	each	Statutory	N	\$73.00	\$73.00	
Replying to a property settlement questionnaire	each	Statutory	N	\$73.00	\$73.00	
Section 40 Liquor License Certificate	each	Council	N	\$0.00	\$200.00	
Zoning						
Issue of Zoning Certificate	each	Statutory	N	\$73.00	\$73.00	
Written Zoning Enquiries	each	Statutory	N	\$73.00	\$73.00	
Copy of Monthly Statistics						
Per Month	each	Council	Y	\$21.00	\$50.00	
Per Annum	each	Council	Y	\$210.00	\$400.00	
Scheme Amendment and Structure Plans						
Calculated for individual applications as per the schedules in the Planning and Development Regulations 2009						
Scheme Amendments - At cost based on Schedule 3 of Planning and Development Regulations, Minimum fee payable upon submission \$2,500	at cost/scheme amendment	Statutory	N	\$199.00	\$2,500 minimum	
Structure Plans - At cost based on Schedule 4 of Planning and Development Regulations	at cost/Structure Plan	Statutory	N	\$149.00	At cost	
Secretary/Administration				\$121.00	\$121.00	
Professional Advice (Expert Witness Statement, Audits, Reports) <i>**Professional advice as a resource of Council may only be provided on agreement of the Chief Executive Officer. Other fees may be incurred if other internal staff is required).</i>	per hour	Council	Y	per hour	per hour	
Director	per hour	Council	Y	\$226.00	\$226.00	
Manager or in house Planner	per hour	Council	Y	\$199.00	\$199.00	
External Shire Planning Consultant	per hour	Council	Y	\$226.00	\$226.00	
Environmental Health Officer or officer with qualifications relevant	per hour	Council	Y	\$149.00	\$149.00	
Secretary/Administration	per hour	Council	Y	\$121.00	\$121.00	
Any required amendments or changes to the application undertaken by a Shire Officer will be charged for the time taken - applicable officer/per hour						
Note. Above fees are based on the completed application being lodged.						
Fee for Service of Demand						
Liquor Applicants			N		\$172.00	
Certificate of Local Planning Authority (or Local Government Authority where appropriate such as Section 39 & 40 requests, Certificates relating to firearms approvals etc). This is a discretionary fee under the Local Government Act 1995 Section 6.16						
Town Planning and Regional Development continued						
Provision of a Sub-Division/Strata Clearance						
A) 1 to 5 lots - Charge per lot	per lot	Statutory	N	\$73.00	\$73.00	
B) More than 5 lots but not more than 195 lots - \$73 each for first 5 lots and then \$35.00 per additional lot	per lot	Statutory	N	\$365 minimum	\$365 minimum	
C) More than 195 lots	per lot	Statutory	N	\$7,393.00	\$7,393.00	
Application for Certificate of Approval for Strata Plan (Form 24)						
a) Up to and including 5 lots - \$656 plus \$65 per lot fee	per lot	Statutory	N	\$656 + \$65 per Lot	\$656 + \$65 per Lot	
b) More than 5 and up to 100 lots - \$981 plus \$43.50 per lot fee	per lot	Statutory	N	\$981 + \$43.50 per lot in excess of 5 lots	\$981 + \$43.50 per lot in excess of 5 lots	
c) more than 100 lots	per lot	Statutory	N	\$5,113.50	\$5,113.50	
11 RECREATION AND CULTURE						
Kimberley Art and Photographic Prize						
Art Prize						
Artist Entry Fee	each	Council	Y	\$55.00	\$55.00	
Artist Entry Fee - Youth	each	Council	Y	\$20.00	\$20.00	
Artist Entry Fee - Boab nut category	each	Council	Y	\$15.00	\$15.00	
Artist Entry Fee - Concession	each	Council	Y	\$50.00	\$50.00	
Commission on sale of works	each	Council	Y	\$0.20	20%	
Hanging System - art piece	each	Council	Y	\$40.00	\$40.00	
Photographic Awards						
Artist Entry Fee	each	Council	Y	\$35.00	\$35.00	
Artist Entry Fee - Youth	each	Council	Y	\$20.00	\$20.00	
Artist Entry Fee - Snap and Send category	each	Council	Y	\$0.00	\$0.00	
Artist Entry Fee - Concession	each	Council	Y	\$30.00	\$30.00	
Commission on sale of works	each	Council	Y	\$0.20	20%	
Hanging System - photography piece	each	Council	Y	\$40.00	\$40.00	
Library Services						
Lost or damaged membership card	each	Council	Y	\$5.50	\$5.50	
Administration fee for lost or damaged items	each	Council	Y	\$5.50	\$5.50	
Replacement items	each	Council	Y	at cost	at cost	
DVD Case single	each	Council	Y	\$2.00	\$2.00	
DVD Case multiple	each	Council	Y	\$4.00	\$4.00	
CD Case	each	Council	Y	\$3.50	\$3.50	
Exam Fee invigilation per person including exam room hire - University				Set by University	Set by University	
Exam Fee invigilation per person including exam room hire - All other exams	per hour	Council	Y	\$110.00	\$110.00	
Used Books	each	Council	Y	\$2.20	\$2.20	
Used DVD or CD	each	Council	Y	\$2.50	\$2.50	
Used Audio Book	each	Council	Y	\$10.50	\$10.50	
Programs - Derby Library	each	Council	Y	\$2.50	\$2.50	

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule					
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee
Aquatic Facilities					
Derby Memorial Swimming Pool					
Spectator - Casual Entry	each	Council	Y	\$1.00	\$1.00
Child 0 - 4 - Casual Entry				no charge	no charge
Child 5 to 15 - Casual Entry	each	Council	Y	\$3.50	\$4.00
Child 5 to 15 - 3 Month Pool Membership	each	Council	Y	\$76.00	\$78.00
Child 5 to 15 - 6 Month Pool Membership	each	Council	Y	\$119.00	\$123.00
Child 5 to 15 - 12 Month Pool Membership	each	Council	Y	\$194.00	\$200.00
Adult 16+ - Casual Entry	each	Council	Y	\$5.50	\$6.00
Adult 16+ - 3 Month Pool Membership	each	Council	Y	\$113.00	\$116.00
Adult 16+ - 6 Month Pool Membership	each	Council	Y	\$226.00	\$233.00
Adult 16+ - 12 Month Pool Membership	each	Council	Y	\$345.00	\$355.00
Concession - Casual Entry	each	Council	Y	\$3.50	\$4.00
Concession - 3 Month Pool Membership	each	Council	Y	\$76.00	\$78.00
Concession - 6 Month Pool Membership	each	Council	Y	\$119.00	\$123.00
Concession - 12 Month Pool Membership	each	Council	Y	\$194.00	\$200.00
School Groups - Per student, pool opening hours only	each	Council	Y	\$2.00	\$2.00
Community Pool Party - Pool Entry	each	Council	Y	\$2.00	\$2.00
Family - Casual Entry	each	Council	Y	\$15.00	\$15.00
Family - 3 Month Pool Membership	each	Council	Y	\$286.00	\$295.00
Family - 6 Month Pool Membership	each	Council	Y	\$442.00	\$455.00
Family - 12 Month Pool Membership	each	Council	Y	\$668.00	\$688.00
Note: Family is 2 adults and up to 4 children					
Multi Pass Swim (10 Entry)					
Adult 10 visit pass	each	Council	Y	\$49.50	\$51.00
Child 5 to 15 10 visit pass	each	Council	Y	\$31.50	\$32.00
Concession 10 visit pass	each	Council	Y	\$31.50	\$32.00
Spectator 10 visit pass	each	Council	Y	\$9.00	\$9.00
Aquatic Programs					
Adult - Group Fitness Class	each	Council	Y	\$10.00	\$10.00
Junior - Group Fitness Class	each	Council	Y	\$5.00	\$5.00
Concession - seniors, students, healthcare card - Group Fitness Classes	each	Council	Y	\$8.00	\$8.00
Dash and Splash Entry	each	Council	Y	\$15.00	\$15.00
Derby Swim Classic	each	Council	Y	\$15.00	\$15.00
Multi Pass Aquatic Programs (10 Entry)					
Adult 10 visit pass	each	Council	Y	\$90.00	\$93.00
Child 5 to 15 10 visit pass	each	Council	Y	\$45.00	\$46.00
Concession 10 visit pass	each	Council	Y	\$72.00	\$74.00
Swimming Lessons and Educational Programs					
Adult (non-member) - Group	each	Council	Y	\$15.00	\$15.00
Adult (member) - Group	each	Council	Y	\$12.50	\$13.00
Junior (non-member) - Group	each	Council	Y	\$13.00	\$13.00
Junior (member) - Group	each	Council	Y	\$11.00	\$11.00
Adult - 1:1 teaching per 30min lesson	each	Council	Y	\$37.00	\$38.00
Junior - 1:1 teaching per 30min lesson	each	Council	Y	\$37.00	\$38.00
Additional Adult/Junior - 1:1 teaching per 30min lesson	each	Council	Y	\$21.00	\$22.00
Bronze Medallion Qualification - Full Course	each	Council	Y	\$210.00	\$216.00
Bronze Medallion Qualification - Requalification	each	Council	Y	\$105.00	\$108.00
Note: Full term is to be paid up front at commencement of program					
Aquatic other					
Lane Hire	per hour	Council	Y	\$17.00	\$18.00
Pool Hire (Outside of normal opening hours with prior agreement only. Includes one Pool Operator qualified staff member)	per hour	Council	Y	\$105.00	\$108.00
Pool Hire with Inflatable (Outside of normal opening hours with prior agreement only. Includes one Pool Operator qualified staff member)	per hour	Council	Y	\$150.00	\$155.00
Facility Hire - Exclusive use during ordinary opening hours (eg School Carnivals). Includes 1 Pool Operator qualified staff member.	per hire	Council	Y	\$472.00	\$486.00
Additional Lifeguard (compulsory for events over 100 attendees)	per hour	Council	Y	\$50.00	\$52.00
Instructor Fee	per hour	Council	Y	\$50.00	\$52.00
Event Booking Bond* - during operational hours only	per event	Council	Y	\$50.00	\$52.00
Bond* - private booking whole of facility	per event	Council	Y	\$300.00	\$300.00
*Bonds will not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred.					
Cancellation of Bookings					
7 Days or more prior to booking	per booking	Council	N	Full Refund	Full Refund
Between 1 and 7 Days prior to booking	per booking	Council	N	50% Refund	50% Refund
Within 24 Hours of booking	per booking	Council	N	No Refund	No Refund
Other Recreation and Sport					
Junior School Holiday Program: Primary School Sessions					
Individual Session	per session	Council	N	\$11.00	\$11.00
One Week - All Sessions	per session	Council	N	\$30.00	\$31.00
Two Weeks - All Sessions	per session	Council	N	\$60.00	\$62.00
Recreation Programs					
Adult Recreation Program	per session	Council	N	\$10.00	\$10.00
Junior Recreation Program	per session	Council	N	\$5.00	\$5.00
Marquee Hire					
Hire Fee - First day (including labour hire to erect and dismantle)	per hire	Council	Y	\$950.00	\$979.00
Hire Fee - Each additional day	per hire	Council	Y	\$200.00	\$206.00
Bond*		Council	N	\$550.00	\$567.00
Note: It is compulsory for the Shire to erect and dismantle the marquee					
Pop-up Gazebo Hire					
Daily Hire Fee	per hire	Council	Y	\$200.00	\$200.00
Labour Hire to Erect or Dismantle (optional)	per hire	Council	Y	\$375.00	\$386.00
Bond*		Council	N	\$550.00	\$550.00
Equipment plus bond					
BBQ Trailer Hire	per day	Council	Y	\$80.00	\$80.00
Note: the Hirer must obtain a Food Permit, which may incur an additional cost					
Public Address System	per hire	Council	Y	\$75.00	\$75.00
Projector	per hire	Council	Y	\$50.00	\$50.00

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule						
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee	
Screen	per hire	Council	Y	\$25.00	\$25.00	
Bond*	per session	Council	N	\$250.00	\$250.00	
Equipment plus bond - Large						
Inflatable Obstacle Course	per hire	Council	Y	\$350.00	\$361.00	
Requirement to have Shire staff assist with set up. Minimum one hour required	per hire	Council	Y	as per labour	as per labour	
Bond* - Outdoor Cinema Screen, Gladiator Ring and Inflatable Obstacle Course				\$500.00	\$500.00	
*Bonds will not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred.						
Facility Hire						
Keys						
Late key return, Community and Non-Govt Organisations - for keys not returned within hire period as specified above - per day	each	Council	Y	\$150.00	\$155.00	
Late key return, Government and Commercial Organisations - for keys not returned within hire period as specified above	each	Council	Y	\$300.00	\$309.00	
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	each	Council	Y	\$600.00	\$618.00	
After hours Inspection - when a post hire inspection by Shire Staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above)	each	Council	Y	\$300.00	\$309.00	
Cancellation of Facility Hire Bookings						
14 Days or more prior to booking				Full Refund	Full Refund	
Between 8 and 13 Days prior to booking				75% Refund	75% Refund	
Between 2 and 7 Days prior to booking				50% Refund	50% Refund	
Within 48 Hours of booking				No Refund	No Refund	
Equipment						
Chairs and Trestle tables are included in facility booking fee. They will not be hired for use outside of Council facilities						
Hire of Community Events Trailer						
For not for profit and community group use only – No private hire						
Hire fee			Y			
Bond			N			
Other Services						
Additional Cleaning Charges (where required)	per hour	Council	Y	cleaning contractor costs + 20%	cleaning contractor costs + 20%	
Additional Rubbish Collection by Shire Staff (where required)	per hour	Council	Y	\$115.00	\$115.00	
Staff to attend - Call Out Fee	per hour	Council	Y	\$84.00	\$84.00	
Additional time using facility outside of user agreement - Charged at facility hourly rate listed						
Bonds						
Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred						
* Council retains the right to charge a higher bond if the hirer has previously caused damage or if the activity is likely to cause damage						
** Council retains the right to retain bond if the hirer breaches any conditions of hire.						
** Council retains the right to refuse bookings where there has been a prior breach of conditions of hire by the hirer for any of the shire venues at any time in the past						
** Where an organisation will be hiring a venue or equipment multiple times throughout the year, one bond can be paid and held by the Shire for the entire year or until a refund of the bond is requested. The bond must be of the bond value applicable to the venue or equipment being hired. If multiple venues or equipment are required on the same day, the person or organisation hiring the facilities or equipment are to pay the additional bond applicable.						
Definitions						
Alcohol - Where alcohol is being served or otherwise provided, including BYO and gratis provision						
Per Day Rates - Per day rate is 8 hours. Up to a maximum of 14 hrs eg 10am - 12 midnight, Friday and Saturday only						
Community and Non-Government Organisations - This category covers individuals (eg: birthday parties and weddings except where alcohol is being served), incorporated and non-incorporated community groups where the purpose is not for profit. This includes groups such as Churches, Playgroups, and Aboriginal Community Organisations (eg: Land Council etc)						
Commercial and Government - All state, federal and other local governments including their agencies, or where the purpose is to generate a profit by a business (excludes fairs, circuses, sideshows or other large scale events)						
Facility Hire continued						
Council Chambers						
Community and Non-Government Use	per hour	Council	Y	\$52.00	\$55.00	
Community and Non-Government Use	per day	Council	Y	\$156.00	\$164.00	
Commercial and Government Use	per hour	Council	Y	\$104.00	\$109.00	
Commercial and Government Use	per day	Council	Y	\$311.00	\$327.00	
Bond*				\$300.00	\$300.00	
Derby Wharf Covered Seating Area						
Private/exclusive use opportunity to one of the designated portions (two x 10m ² sites available) of the jetty site – weekdays, except public holidays	per hour	Council	Y	\$25.00	\$25.00	
Private/exclusive use opportunity to one of the designated portions (two x 10m ² sites available) of the jetty site – weekends and public holidays	per hour	Council	Y	\$50.00	\$50.00	
Civic Centre - Alcohol is allowed at this venue						
Community and Non Government Organisations						
Hall Hire	per hour	Council	Y	\$47.00	\$49.00	
Hall Hire - Sunday to Thursday 10am to 11pm	daily	Council	Y	\$280.00	\$294.00	
Hall Hire - Friday and Saturday 10am to midnight	daily	Council	Y	\$280.00	\$294.00	
Government and Commercial Organisations						
Hall Hire	per hour	Council	Y	\$94.00	\$99.00	
Daily Hall Hire - Sunday to Thursday 10am to 11pm	daily	Council	Y	\$746.00	\$783.00	
Daily Hall Hire - Friday and Saturday 10am to midnight	daily	Council	Y	\$746.00	\$783.00	
Charitable / Not for Profit Fundraising Events						
Hall Hire with Alcohol	per hour	Council	Y	\$47.00	\$49.00	
Hall Hire with Alcohol	daily	Council	Y	\$280.00	\$294.00	
Hall Hire without Alcohol	per hour	Council	Y	\$47.00	\$49.00	
Hall Hire without Alcohol	daily	Council	Y	\$280.00	\$294.00	
Hall Hire for funeral service only	per hour	Council	Y	\$47.00	\$49.00	
Hall Hire for funeral service only	daily	Council	Y	\$280.00	\$294.00	
Bond* - Without alcohol consumption				\$500.00	\$500.00	
Bond* - With alcohol consumption				\$2,000.00	\$2,000.00	
Derby Recreation Centre - Alcohol is not allowed at this Venue						
Squash Courts - per 30 minutes	30 minutes	Council	Y	\$11.00	\$12.00	
Squash Courts - per hour	per hour	Council	Y	\$17.00	\$18.00	

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule						
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee	
Community Room						
Community and Non-Government Use	per hour	Council	Y	\$16.00	\$17.00	
Community and Non-Government Use	daily	Council	Y	\$92.00	\$97.00	
Commercial and Government Use	per hour	Council	Y	\$32.00	\$34.00	
Commercial and Government Use	daily	Council	Y	\$189.00	\$199.00	
Bond*				\$300.00	\$300.00	
Meeting Room						
Community and Non-Government Use	per hour	Council	Y	\$13.00	\$14.00	
Community and Non-Government Use	daily	Council	Y	\$79.00	\$83.00	
Commercial and Government Use	per hour	Council	Y	\$26.00	\$27.00	
Commercial and Government Use	daily	Council	Y	\$173.00	\$182.00	
Bond*				\$300.00	\$300.00	
Derby Courts - per court						
Community and Non-Government Use - Without Lighting	per hour	Council	Y	\$16.00	\$17.00	
Community and Non-Government Use - With Lighting	per hour	Council	Y	\$42.00	\$44.00	
Community and Non-Government Use - 6am to 6pm	daily	Council	Y	\$94.00	\$99.00	
Commercial and Government Use - Without Lighting	per hour	Council	Y	\$32.00	\$34.00	
Commercial and Government Use - With Lighting	per hour	Council	Y	\$83.00	\$87.00	
Commercial and Government Use - 6am to 6pm	daily	Council	Y	\$187.00	\$196.00	
Bond* (one off hire by individual user)**				\$100.00	\$100.00	
Bond* (larger regular user groups, sporting groups)**				\$300.00	\$300.00	
Derby Oval						
Community and Non-Government Use - Without Lighting	per hour	Council	Y	\$16.00	\$17.00	
Community and Non-Government Use - With Lighting	per hour	Council	Y	\$42.00	\$44.00	
Community and Non-Government Use - Without Lighting	per day	Council	Y	\$94.00	\$99.00	
Commercial and Government Use - Without Lighting	per hour	Council	Y	\$32.00	\$34.00	
Commercial and Government Use - With Lighting	per hour	Council	Y	\$83.00	\$87.00	
Commercial and Government Use - Without Lighting	per day	Council	Y	\$187.00	\$196.00	
Derby Oval Changerooms						
Changeroom Hire - Community and non-government organisations	per hour	Council	Y	\$12.00	\$13.00	
Changeroom Hire - Community and non-government organisations	daily	Council	Y	\$69.00	\$73.00	
Changeroom Hire - Commercial and government	per hour	Council	Y	\$23.00	\$24.00	
Changeroom Hire - Commercial and government	daily	Council	Y	\$137.00	\$144.00	
Bond*				\$500.00	\$500.00	
Airport Function Centre - Alcohol is allowed at this venue						
Hire Fee	Daily	Council	Y	\$0.00	\$3,500.00	
Hire Fee	Weekly (7 days)	Council	Y	\$0.00	\$19,600.00	
Bond - Without Alcohol Consumption			N	\$0.00	\$1,500.00	
Bond - With Alcohol Consumption			N	\$0.00	\$400.00	
Facility Hire continued						
Fitzroy Crossing Recreation Centre - No alcohol allowed at this venue						
Community and Non-Government Use	per hour	Council	Y	\$32.00	\$34.00	
Community and Non-Government Use	daily	Council	Y	\$187.00	\$196.00	
Commercial and Government Use	per hour	Council	Y	\$63.00	\$66.00	
Commercial and Government Use	daily	Council	Y	\$373.00	\$392.00	
Bond* - Without alcohol consumption				\$500.00	\$500.00	
Fitzroy Crossing Courts - Charges are per Court						
Community and Non-Government Use - Without Lighting	per hour	Council	Y	\$21.00	\$22.00	
Community and Non-Government Use - With Lighting	per hour	Council	Y	\$37.00	\$39.00	
Community and Non-Government Use - 6am to 6pm	daily	Council	Y	\$125.00	\$131.00	
Commercial and Government Use - Without Lighting	per hour	Council	Y	\$42.00	\$44.00	
Commercial and Government Use - With Lighting	per hour	Council	Y	\$73.00	\$77.00	
Commercial and Government Use - 6am to 6pm	daily	Council	Y	\$249.00	\$262.00	
Bond* (one off hire by individual user)**				\$200.00	\$200.00	
Bond* (larger regular user groups, sporting groups)**				\$500.00	\$500.00	
Fitzroy Crossing Canteen and Changerooms						
Canteen Hire - Community and non-government organisations	per hour	Council	Y	\$25.00	\$26.00	
Canteen Hire - Community and non-government organisations	daily	Council	Y	\$300.00	\$315.00	
Canteen Hire - Commercial and government	per hour	Council	Y	\$40.00	\$42.00	
Canteen Hire - Commercial and government	daily	Council	Y	\$480.00	\$504.00	
Note- Hirers of the Canteen are required to obtain a food permit prior to the use of the facility. This may incur additional costs.						
Changeroom Hire - Community and non-government organisations- per day	per hour	Council	Y	\$15.00	\$16.00	
Changeroom Hire - Community and non-government organisations- per hour	daily	Council	Y	\$180.00	\$189.00	
Changeroom Hire - Commercial and government - per day	per hour	Council	Y	\$26.00	\$27.00	
Changeroom Hire - Commercial and government - per hour	daily	Council	Y	\$312.00	\$328.00	
Bond*				\$500.00	\$500.00	
Fitzroy Crossing Gym (managed by Garnduwa)						
Key Bond*	each	Council	N	\$100.00	\$100.00	
Fitzroy Crossing Oval						
Community and Non-Government Use - Without Lighting	per hour	Council	Y	\$16.00	\$17.00	
Community and Non-Government Use -With Lighting	per hour	Council	Y	\$42.00	\$44.00	
Community and Non-Government Use - Without Lighting	daily	Council	Y	\$94.00	\$99.00	
Commercial and Government Use - Without Lighting	per hour	Council	Y	\$32.00	\$34.00	
Commercial and Government Use - With Lighting	per hour	Council	Y	\$83.00	\$87.00	
Commercial and Government Use - per day - Without Lighting	daily	Council	Y	\$187.00	\$196.00	
Bond*				\$500.00	\$500.00	
Large Events						
Sideshows/Fairs/Expos/Travelling Shows per night of operation	per night	Council	Y	\$311.00	\$327.00	
Sideshows/Fairs/Expos/Travelling Shows per night of non operation	per night	Council	Y	\$156.00	\$164.00	
Circuses per night of operation	per night	Council	Y	\$518.00	\$544.00	
Circuses per night of non operation	per night	Council	Y	\$259.00	\$272.00	
Sport and Recreation User Agreements						
Derby Boxing Area	annual	Council	Y	\$1,000.00	\$1,050.00	
Derby Oval – No Lights Team/Associations	annual	Council	Y	\$650.00	\$683.00	
Derby Oval – No Lights Jnr Team/Associations	annual	Council	Y	\$275.00	\$289.00	
Derby Oval – With Lights Team/Associations	annual	Council	Y	\$1,000.00	\$1,050.00	

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule					
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee
Derby Oval – With Lights Jnr Team/Associations	annual	Council	Y	\$375.00	\$394.00
Derby Community Room - Recreation Centre Jnr Team/Associations	annual	Council	Y	\$165.00	\$173.00
Derby Community Room - Recreation Centre Team/Associations	annual	Council	Y	\$455.00	\$478.00
Derby Covered Courts – No Lights Team/Associations - Per Court	annual	Council	Y	\$350.00	\$368.00
Derby Covered Courts – No Lights Jnr Team/Associations - Per Court	annual	Council	Y	\$125.00	\$131.00
Derby Covered Courts – With Lights Team/Associations - Per Court	annual	Council	Y	\$700.00	\$735.00
Derby Covered Courts – With Lights Jnr Team/Associations - Per Court	annual	Council	Y	\$275.00	\$289.00
Derby Outside Courts – No Lights Team/Associations - Per Court	annual	Council	Y	\$175.00	\$184.00
Derby Outside Courts – No Lights Jnr Team/Associations - Per Court	annual	Council	Y	\$62.50	\$66.00
Derby Outside Courts – With Lights Team/Associations - Per Court	annual	Council	Y	\$350.00	\$368.00
Derby Outside Courts – With Lights Jnr Team/Associations - Per Court	annual	Council	Y	\$137.50	\$144.00
Fitzroy Crossing Gym	annual	Council	Y	\$1,000.00	\$1,050.00
Fitzroy Crossing Oval – No Lights Team/Associations	annual	Council	Y	\$650.00	\$683.00
Fitzroy Crossing Oval – No Lights Jnr Team/Associations	annual	Council	Y	\$275.00	\$289.00
Fitzroy Crossing Oval – With Lights Team/Associations	annual	Council	Y	\$1,000.00	\$1,050.00
Fitzroy Crossing Oval – With Lights Jnr Team/Associations	annual	Council	Y	\$375.00	\$394.00
FX Covered Courts Single Court – No Lights Team/Associations	annual	Council	Y	\$175.00	\$184.00
FX Covered Courts Single Court – No Lights Jnr Team/Associations	annual	Council	Y	\$70.00	\$74.00
FX Covered Courts Single Court – With Lights Team/Associations	annual	Council	Y	\$385.00	\$404.00
FX Covered Courts Single Court – With Lights Jnr Team/Associations	annual	Council	Y	\$155.00	\$163.00
FX Covered Courts Two Courts – No Lights Team/Associations	annual	Council	Y	\$350.00	\$368.00
FX Covered Courts Two Courts – No Lights Jnr Team/Associations	annual	Council	Y	\$125.00	\$131.00
FX Covered Courts Two Courts – With Lights Team/Associations	annual	Council	Y	\$700.00	\$735.00
FX Covered Courts Two Courts – With Lights Jnr Team/Associations	annual	Council	Y	\$275.00	\$289.00
FX Canteen	annual	Council	Y	\$90.00	\$95.00
User Agreement Key Bond*	each	Council	N	\$100.00	\$100.00
User Agreements entitle teams or associations to use the facility for up to two x2 hour sessions per week, for the duration of their season					
12 TRANSPORT					
Derby Airport					
Charging Cycle					
Airport charges are on a Calendar Year basis (not a financial year). As per aviation regulations, airport landing charges will be invoiced to the registered owner of the aircraft only. This information is gathered from the Civil Aircraft Register supplied by the Australian Government's Civil Aviation Safety Authority. The CEO is authorised to negotiate with RPT or other commercial proponents on the condition that any proposal is advised to Council Members.					
Regular Passenger Transport and Charter Operators					
Landing Fees					
Aircraft < 10,750kg Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)	per landing	Council	Y	\$37.00	\$39.00
Aircraft > 10,750kg Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)	per landing	Council	Y	\$37.00	\$39.00
Non Regular Passenger Traffic (including Charters not paying as RPT)					
Fixed Wing Aircraft Landing Fee Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)	per landing	Council	Y	\$35/tonne, with a minimum charge of \$60.	\$36/tonne, with a minimum charge of \$60.
Rotary Winged Aircraft (Helicopters) Landing Fee Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)	per landing	Council	Y	\$17.50/tonne, with a minimum charge of \$35.00.	\$18.50/tonne, with a minimum charge of \$35.00.
Manually Required Landing Charge/Fee	per landing	Council	Y	\$100 + twice the applicable landing charge	\$105 + twice the applicable landing charge
DPI Competition Protected Route: Negotiated Discounts may apply.				As negotiated.	As negotiated.
Head Tax					
Embarking Head (when seating capacity exceeding 20 passengers)	per passenger	Council	Y	\$32.00	\$33.00
Dis-Embarking Head (when seating capacity exceeding 20 passengers)	per passenger	Council	Y	\$11.00	\$12.00
Aircraft Parking (Fixed Wing and Helicopter)					
Daily - All Aircraft - less than 20 tonne	per day	Council	Y	\$22.00	\$23.00
Daily - All Aircraft - greater than 20 tonne	per day	Council	Y	\$44.00	\$46.00
Long Term Permit - Commercial Use					
Single Engine (same aircraft)	annual	Council	Y	\$2,720.00	\$2,800.00
Single Engine (alternating aircraft usage)	per quarter	Council	Y	\$1,088.00	\$1,121.00
Twin Engine (same aircraft)	annual	Council	Y	\$5,439.00	\$5,602.00
Twin Engine (alternating aircraft usage)	per quarter	Council	Y	\$2,176.00	\$2,242.00
Long Term Permit - Private Use					
Single Engine (same aircraft)	annual	Council	Y	\$1,632.00	\$1,681.00
Twin Engine (same aircraft)	annual	Council	Y	\$2,176.00	\$2,242.00
Terminal Space					
User Agreement Note: Leases are managed via S3.58 of the Local Government Act)	As Negotiated - Per customer or per plane fee, depending on circumstances (minimum annual charge of \$500)				
Signage (Discount may apply if incorporated into User Agreement). Annual	per m2	Council	Y	\$378.00	\$390.00
Sandwich Boards	annual	Council	Y	\$435.00	\$448.00
Land Space					
User Agreement Note: Leases are managed via S3.58 of the Local Government Act)	annual	Council	Y	\$21.00 (minimum \$1,100)	\$22.00 (minimum \$1,100)
Water Rates and Charges					
Annual Rate (charged at Water Corporation's '25mm' Annual Water Meter Charge rate)	per service	Council	Y	\$552.90	\$570.00
Consumption (charged at Water Corporation Regional Area #9 rates)	per kilolitre	Council	Y	\$5.53	\$5.70
Labour Rates					
Labour Rates - Notes: Discount apply when Embarking Head Charge applied. Hours charged to elect employee hours paid (e.g. minimum call-out hours).	per hour	Council	Y	As per labour	As per labour
Exemptions & Variations					
Firefighting Aircraft are exempt.					
Defence Aircraft by agreement, are charged through Australian Airports Association, with funds collected by AAA and remitted to the Shire.					
Fitzroy Crossing Airport					
Landing Fees					

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule					
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee
Fixed Wing Aircraft Landing Fee Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)	per landing	Council	Y	\$35/tonne, with a minimum charge of \$60.	\$36/tonne, with a minimum charge of \$60.
Rotary Winged Aircraft (Helicopters) Landing Fee Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)	per landing	Council	Y	\$17.50/tonne, with a minimum charge of \$35.00.	\$18.50/tonne, with a minimum charge of \$35.00.
Manually Required Landing Charge/Fee	per landing	Council	Y	\$100 + twice the applicable landing charge	\$105 + twice the applicable landing charge
DPI Competition Protected Route: Negotiated Discounts may apply.				As negotiated.	As negotiated.
Head Tax					
Embarking Head (when seating capacity exceeding 20 passengers)	per passenger	Council	Y	\$32.00	\$33.00
Dis-Embarking Head (when seating capacity exceeding 20 passengers)	per passenger	Council	Y	\$11.00	\$12.00
Aircraft Parking (Fixed Wing and Helicopter)					
Daily - All Aircraft - less than 20 tonne	per day	Council	Y	\$22.00	\$23.00
Daily - All Aircraft - greater than 20 tonne	per day	Council	Y	\$44.00	\$46.00
Long Term Permit - Commercial Use					
Single Engine (same aircraft)	annual	Council	Y	\$2,720.00	\$2,800.00
Single Engine (alternating aircraft usage)	per quarter	Council	Y	\$1,090.00	\$1,121.00
Twin Engine (same aircraft)	annual	Council	Y	\$5,440.00	\$5,602.00
Twin Engine (alternating aircraft usage)	per quarter	Council	Y	\$2,176.00	\$2,242.00
Long Term Permit - Private Use					
Single Engine (same aircraft)	annual	Council	Y	\$1,632.00	\$1,681.00
Twin Engine (same aircraft)	annual	Council	Y	\$2,176.00	\$2,242.00
Land Space					
User Agreement Note: Leases are managed via S3.58 of the Local Government Act)	annual	Council	Y	\$17.50 (minimum \$1,100)	\$18.50 (minimum \$1,100)
Water Rates and Charges					
Annual Rate (charged at Water Corporation's '25mm' Annual Water Meter Charge rate)	per service	Council	Y	\$552.90	\$570.00
Consumption (charged at Water Corporation Regional Area #9 rates)	per kilolitre	Council	Y	\$5.53	\$5.70
Labour Rates					
Labour Rates Notes: Discount apply when Embarking Head Charge applied. Hours charged to select employee hours paid (e.g. minimum call-out hours).	per hour	Council	Y	as per labour	as per labour
Exemptions & Variations					
Firefighting Aircraft are exempt.					
Derby Port / Wharf					
Wharfage Rates					
General Cargo - per tonne or m3 whichever is greater	per tonne	Council	Y	\$10.90	\$11.30
Feed - Primary Producer - per tonne or m3 whichever is greater	per tonne	Council	Y	\$3.90	\$4.10
Fish including Ice - Primary Producer - per tonne or m3 whichever is greater	per tonne	Council	Y	\$7.30	\$8.00
Bulk fuel by Road Tanker - per kilolitre	kilolitre	Council	Y	\$17.10	\$17.70
Bulk Minerals - per tonne	per tonne	Council	Y	\$7.30	\$8.00
20-30 Foot Empty Containers - roll on ramp charge (per tonne or m3 whichever is greater)	per TEU	Council	Y	\$68.00	\$70.00
20-30 Foot Loaded Containers - roll on ramp charge (per tonne or m3 whichever is greater)	per TEU	Council	Y	\$228.00	\$235.00
40-45 Foot Empty Containers - roll on ramp charge (per tonne or m3 whichever is greater)	per TEU	Council	Y	\$135.00	\$139.00
40-45 Foot Loaded Containers - roll on ramp charge (per tonne or m3 whichever is greater)	per TEU	Council	Y	\$440.00	\$454.00
Livestock (Cattle)	each	Council	Y	\$3.75	\$3.90
Change of booking < 24hrs notice	each	Council	Y	\$275.00	\$284.00
* TEU = twenty-foot equivalent units. A twenty-foot equivalent unit is a measure of containerised cargo. In metric units this is 6.10 m (length) x 2.44 m (width) / (per tonne or m3 whichever is greater) x 2.59 m (height), or approximately 39m³					
Berthage Dues					
Vessels over 200 GRT (Max 3hr period) - per tonne or Lm	per tonne	Council	Y	\$2.10	\$2.20
Vessels over 200 GRT (Max 3hr period) - minimum charge	each	Council	Y	\$280.00	\$289.00
Vessels under 200GRT (Max 3hr period) - per tonne or Lm	per tonne	Council	Y	\$2.10	\$2.20
Vessels under 200GRT (Max 3hr period) - minimum charge	each	Council	Y	\$145.00	\$150.00
Passenger/Charter Vessels (Max 3hr period) - per metre	per metre	Council	Y	\$7.30	\$7.90
Passenger/Charter Vessels (Max 3hr period) - minimum charge	each	Council	Y	\$155.00	\$160.00
Barging Vessels - per berthage	each	Council	Y	\$176.00	\$182.00
Storage Fees					
Cargo Storage: 1-3 Days - rate greater of per tonne or per m3 per day	per tonne	Council	Y	\$0.68	\$0.70
Cargo Storage: 4-10 Days - rate greater of per tonne or per m3 per day	per tonne	Council	Y	\$1.77	\$1.90
Cargo Storage: >10 Days - rate greater of per tonne or per m3 per day	per tonne	Council	Y	\$4.95	\$5.10
It is the responsibility of the transporters of goods, to notify the Shire of shipping/barging movements and quantities					
Security Officer - Minimum Charge of 2 hours					
Labour/Security Officer per hour *	per hour	Council	Y	\$152.00	\$157.00
Labour/Security Officer per hour at time and a half *	per hour	Council	Y	\$224.00	\$231.00
Labour/Security Officer per hour at Double time *	per hour	Council	Y	\$300.00	\$309.00
Labour/Security Officer per hour at Double time and a half *	per hour	Council	Y	\$377.00	\$389.00
* minimum per half hour increments					
Water Sales					
Water per litre - Caravans, Campers Etc FX	per litre	Council	Y	\$0.10	\$0.10
Water Delivery					
Water per 1,000Lt - sourced from tanks onsite Includes Admin Fee, Water Cost and Headworks/Infrastructure charge	per kilolitre	Council	Y	\$22.00	\$23.00
Delivery of Water to Barge at Wharf - Delivered by Truck	per litre	Council	Y	Cost + 10%	Cost + 10%
Minimum Charge of \$14.00 per invoice per month	each	Council	Y	\$15.00	\$16.00
Land Space					
As per applicable Temporary User Agreement - per square metre, per year (< 1,000m2)	annual	Council	Y	\$33.00	\$34.00
As per applicable Temporary User Agreement - per square metre, per year (=> 1,000m2)	annual	Council	Y	\$33,000 + \$16/m2 for the area over 1000m2	\$33,000 + \$16/m2 for the area over 1000m2
As per applicable Temporary User Agreement - per square metre, per year (Boat Trailer Storage Area Only)	annual	Council	Y	\$16.50	\$17.00

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule					
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee
Minimum Charge per year	annual	Council	Y	\$2,590.00	\$2,668.00
13 ECONOMIC SERVICES					
Derby and Fitzroy Crossing Tourism					
Greyhound Bus Ticket Sales - Commission	each	Council	Y	5% - 20%	5% - 20%
Greyhound Freight Commission	each	Council	Y	\$0.20	20%
Integrity Bus Ticket Sales Commission	each	Council	Y	\$0.15	15%
Greyhound Freight Handling Fee	per item	Council	Y	\$1.10	\$1.10
Souvenirs and merchandise is sold at manufacturer recommended retail price					
All tours and bus ticket prices as per companies pricing structure					
Building Control					
Applications for Building and or Demolition Permits - In accordance with Building Act 2011 (s. 16(1)) Certified Application for a Building Permit (s. 16(1))					
Minimum Fee	each	Statutory	N	\$115.00	\$115.00
For building work for a Class 1 or Class 10 or incidental structure *Value of the building work as determined by the relevant permit authority	each	Statutory	N	0.19 % of the estimated value of the building work but not less than \$110	0.19 % of the estimated value of the building work but not less than \$110
For building work for a Class 2 to Class 9 building or incidental structure - *Value of the building work as determined by the relevant permit authority	each	Statutory	N	0.09 % of the estimated value of the building work but not less than \$110	0.09 % of the estimated value of the building work but not less than \$110
Uncertified Application for a Building Permit (s. 16(1))					
Minimum Fee	each	Statutory	N	0.32% of the estimated value of the building work but not less than \$110	0.32% of the estimated value of the building work but not less than \$110
Application for a Certificate of Design Compliance (CDC) for Class 2-9 building works (commercial) in the Shire	each	Statutory	N	\$450 plus 0.1% of the estimated value of works	\$450 plus 0.1% of the estimated value of works
Application for a Building Approval Certificate for a building in respect of which unauthorised work has been done.	each	Statutory	N	0.38 % estimated (inclusive of GST) value of the building work but not less than \$110	0.38 % estimated (inclusive of GST) value of the building work but not less than \$110
Amendment to existing Building Permit - Minor amendments	each	Statutory	N	\$91.12	\$91.12
Amendment to existing Building Permit - Major amendment :subject to additional hourly rate depending upon extent of changes (MPBS to confirm)	each	Statutory	N	\$238.70 but subject to additional hourly rate depending upon extent of changes (MPBS to confirm)	\$238.70 but subject to additional hourly rate depending upon extent of changes (MPBS to confirm)
Building and Construction Industry Training Levy if over \$20,000	each	Statutory	N	0.2% of the estimated value (incl of GST) of the proposed construction, minimum \$20,000 value	0.2% of the estimated value (incl of GST) of the proposed construction, minimum \$20,000 value
Application for a Demolition Permit (s. 16(1))					
(a) For demolition work in respect of a Class 1 or Class 10 building or incidental structure	each	Statutory	N	\$110.00	\$110.00
(b) For demolition work in respect of a Class 2 to Class 9 building	each	Statutory	N	\$110.00 for each storey of the building	\$110.00 for each storey of the building
Application to Extend the time during which a Building or Demolition Permit has effect (s. 32(3)(f))	each	Statutory	N	\$110.00	\$110.00
Application for Occupancy Permits and Building Approval Certificate					
Application for an Occupancy Permit for a completed building (s.46)	each	Statutory	N	\$110.00	\$110.00
Application for a Temporary Occupancy Permit for an incomplete building (s. 47)	each	Statutory	N	\$110.00	\$110.00
Application for modification of an Occupancy Permit for additional use of a building on a temporary basis (s. 48)	each	Statutory	N	\$110.00	\$110.00
Application for a Replacement Occupancy Permit for Permanent Change of the building's use, classification (s. 49)	each	Statutory	N	\$110.00	\$110.00
Application for an Occupancy Permit or Building Approval Certificate for registration of strata scheme or plan of re- subdivision (s. 50(1) and (2))	each	Statutory	N	\$11.60 for each strata unit covered by the application, but not less than \$110.00	\$11.60 for each strata unit covered by the application, but not less than \$110.00
Application for an Occupancy Permit for a building in respect of which unauthorised work has been done (s. 51(2))					
Minimum Fee	each	Statutory	N	\$105.00	\$105.00
* Estimated value of the unauthorised work as determined by the relevant permit authority.	each	Statutory	N	0.18% of the estimated value of the unauthorised work* but not less than \$110.00	0.18% of the estimated value of the unauthorised work* but not less than \$110.00
Building Control continued					
Application for a Building Approval Certificate for a building or an incidental structure in respect of which unauthorised work has been done (s. 51(3))					
Minimum Fee	each	Statutory	N	\$110.00	\$110.00
Application to replace a Occupancy Permit for an existing building (s52(1))	each	Statutory	N	\$115.00	\$115.00
Application for a Building Approval Certificate for an existing building or an incidental structure where unauthorised work has not been done (s. 52 (2))	each	Statutory	N	\$115.00	\$115.00
Application to extend the time during which an Occupancy Permit or Building Approval Certificate has effect (s. 65(3)(a))	each	Statutory	N	\$115.00	\$115.00
Application for Variation/Modification of Building Standards in which declaration is sought from Building Commissioner as defined in Regulation 31 (for each Building Standard in respect of which a Declaration is sought)	each	Statutory	N	\$2,160.15	\$2,160.15

Shire of Derby / West Kimberley 2025/26 Fees and Charges Schedule						
Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2024/25 Fee	2025/26 Fee	
Inspections of Swimming Pool Enclosures \$57.45, as defined in Regulation 53 (2), Division 2 of the Building Regulations Act 2012. This fee will be charged pro-rata on the Rates Notice for all properties with private swimming pools	each	Statutory	N	\$19.50	\$19.50	
Swimming Pool re-inspection(s) and per request outside of normal inspection programs (Pursuant to S6.162 of the LG Act 1995)	each	Statutory	N	\$220.00	\$220.00	
Application for approval of Battery Powered Smoke Alarms	each	Statutory	N	\$179.40	\$179.40	
Application to search a property for Plans (plus photo copying charges)	each	Council	N	\$78.00	\$90.00	
Building Services Levy \$45,000 or Less - Set by Building Services Commission						
Building Permit	each	Statutory	N	\$61.65	\$61.65	
Demolition Permit	each	Statutory	N	\$61.65	\$61.65	
Occupancy Permit for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	each	Statutory	N	\$61.65	\$61.65	
Building Approval Certificate for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	each	Statutory	N	\$61.65	\$61.65	
Occupancy Permit for unauthorised building work under Section 51 of the Building Act 2011	each	Statutory	N	\$123.30	\$123.30	
Building Approval Certificate for unauthorised building work under Section 51 of the Building Act 2011	each	Statutory	N	\$123.30	\$123.30	
Building Services Levy Over \$45,000 - Set by Building Services Commission						
Building Permit	each	Statutory	N	0.137% of the value of the work	0.137% of the value of the work	
Demolition Permit	each	Statutory	N	0.137% of the value of the work	0.137% of the value of the work	
Occupancy Permit for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	each	Statutory	N	\$61.65	\$61.65	
Building Approval Certificate for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	each	Statutory	N	\$61.65	\$61.65	
Occupancy Permit for unauthorised building work under Section 51 of the Building Act 2011	each	Statutory	N	0.274% of the value of the work	0.274% of the value of the work	
Building Approval Certificate for unauthorised building work under Section 51 of the Building Act 2011	each	Statutory	N	0.274% of the value of the work	0.274% of the value of the work	
Private Swimming Pool inspection Fees						
Swimming Pool Inspection Fees and Follow Up Inspection Fees. Includes the following: Final Inspection of newly completed pools and pool fencing. Mandatory compliance inspection every four years (to be charged over 4 years); and any subsequent follow up inspections	annual	Statutory	N	\$78.00	\$78.00	
Pool Barrier Inspection(s) and Certificate for new Pool Barriers. As per Reg 53A(2) Building Regulations 2012	annual	Statutory	N	\$0.00	\$312.00	
14 OTHER PROPERTY AND SERVICES						
Plant and Labour Charge Out Rates						
Please note for plant items not specifically listed below, the CEO has the ability to approve hire and set rates on a per request basis						
Council Policy - Council will only make plant available outside normal working hours. The plant is operated by a Shire employee, unless otherwise authorised by the Chief Executive Officer (only in an emergency)						
Plant Item						
Loader Kubota	per hour	Council	Y	\$80.00	\$85.00	
Tractor - 4000kg - 6000kg	per hour	Council	Y	\$80.00	\$85.00	
Tractor - 6000kg +	per hour	Council	Y	\$115.00	\$120.00	
Tip Truck - up to 4T	per hour	Council	Y	\$110.00	\$115.00	
Road Broom (Tractor Drawn)	per hour	Council	Y	\$135.00	\$140.00	
Road Sweeper (Kubota Loader)	per hour	Council	Y	\$120.00	\$125.00	
Tractor - 4000kg - 6000kg and Slasher	per hour	Council	Y	\$140.00	\$150.00	
Tractor - 6000kg + and Slasher	per hour	Council	Y		\$200.00	
Plate Compactor	per hour	Council	Y	\$40.00	\$45.00	
Litter Vacuum	per hour	Council	Y	\$65.00	\$75.00	
Ute	per hour	Council	Y	\$50.00	\$55.00	
Backhoe	per hour	Council	Y	\$100.00	\$120.00	
12 Seater Bus	per hour	Council	Y	\$50.00	\$55.00	
Truck 13T	per hour	Council	Y	\$155.00	\$175.00	
Mower - Kubota Ride-On	per hour	Council	Y	\$66.00	\$75.00	
All Plant items are charged per hour of usage, Plus Day Labour Charge Materials						
Staff Charge Out Rates - A minimum of one hour applies (with charges per hour, or part thereof)						
Staff Charge Out Rates: 6am to 6pm Monday to Friday - Per Hour (if not otherwise stated in this Fees & Charges Schedule)						
Labour - Operator/Administration	per hour	Council	Y	\$115.00	\$118.00	
Labour - Leading Hand/Supervisor/Technical Officer	per hour	Council	Y	\$145.00	\$149.00	
Manager (e.g. Works and Services)	per hour	Council	Y	\$196.00	\$202.00	
Executive (e.g. Director Infrastructure Services)	per hour	Council	Y	\$224.00	\$231.00	
Labour - Operator/Administration (Time and a half)	per hour	Council	Y	\$173.00	\$178.00	
Labour - Leading Hand/Supervisor/Technical Officer (Time and a half)	per hour	Council	Y	\$217.00	\$224.00	
Manager (e.g. Works and Services) (Time and a half)	per hour	Council	Y	\$294.00	\$303.00	
Executive (e.g. Director Infrastructure Services) (Time and a half)	per hour	Council	Y	\$336.00	\$346.00	
Labour - Operator/Administration (Double Time)	per hour	Council	Y	\$230.00	\$237.00	
Labour - Leading Hand/Supervisor/Technical Officer (Double Time)	per hour	Council	Y	\$289.00	\$298.00	
Manager (e.g. Works and Services) (Double Time)	per hour	Council	Y	\$392.00	\$404.00	
Executive (e.g. Director Infrastructure Services) (Double Time)	per hour	Council	Y	\$447.00	\$460.00	
Standpipe Water						
Water taken from Standpipe at Shire Depot - (labour costs charged as above)	per kilolitre	Council	Y	\$5.00	\$5.00	
Materials						
Costs will be recovered as required with agreement from the Chief Executive Officer						

13 EXECUTIVE SERVICES**13.1 COMPLIANCE REPORTS - COUNCIL MINUTE MANAGEMENT****File Number:** 4262**Author:** Ryan Boldison, Executive Assistant**Responsible Officer:** Jill Brazil, Acting Director Corporate Services**Authority/Discretion:** Information**SUMMARY**

The Council Minute Management Report provides Council with an update on all actions required to be undertaken by the Administration once a resolution has been adopted by Council at the Audit and Risk Committee and Ordinary Council Meetings.

DISCLOSURE OF ANY INTEREST

Nil by Author and Responsible Officer.

BACKGROUND

Officers are required to provide an accurate update on items to inform the Council on the progress, or any delays or the completion of each recommendation adopted by Council at the Ordinary Council and Audit Committee Meetings.

The report assists the Shire to fulfil its corporate governance responsibilities in managing the affairs of the organisation. This includes financial reporting, risk management, compliance requirements and auditing.

STATUTORY ENVIRONMENT***Local Government Act 1995***

Section 5.41(a) of the Act requires the Chief Executive Officer (CEO) to advise Council in relation to the functions of a local government under both the *Local Government Act 1995*, and other legislation.

The CEO's function under section 5.41(b) is to ensure the availability of unbiased, professional and relevant advice and information to elected members for their decision-making purposes.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.1 Provide strong civic leadership

1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance
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RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: Financial, Legal and Compliance, Organisational Operations and Reputation	Unlikely	Severe	Extreme	Monthly reporting to the Audit Committee / Council (Commissioner) for awareness and direction where required.

CONSULTATION

Internal consultation.

COMMENT

Action items are addressed ongoingly with the Shire of Derby/West Kimberley Executive Team and updated accordingly in Infocouncil.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS**1. Actions - May 2025****RESOLUTION**

That Council (Commissioner) receive the information contained in the report detailing Council Minute Management.

RESOLUTION CCO21/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

Division:	Date From:
Committee:	Date To:
Officer:	
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Meeting	Officer/Director	Section	Subject
Council 29/02/2024	Neate, Wayne Putland, Dale	Development Services	Proposed Dedication of Portion of Sandford Road, Fitzroy Crossing
RESOLUTION 17/24 Moved: Cr Andrew Twaddle Seconded: Cr Brian Ellison That Council initiate the process required to dedicate a previously constructed portion of Sandford Road, Fitzroy Crossing through Lot 126 on DP215485 (Reserve 36669) and portion Lot 402 on DP77614 (Reserve 36669) as a public road pursuant to section 56 of the <i>Land Administration Act 1997</i> and associated regulations and direct the Shire Chief Executive Officer to progress the proposal accordingly. <u>In Favour:</u> Mr Peter McCumstie and Crs Brett Angwin, Geoff Davis, Brian Ellison, Wayne Foley, Kerrissa O'Meara and Andrew Twaddle <u>Against:</u> Nil <div style="text-align: right;">CARRIED 7/0</div>			
16 May 2024 2:17pm Chadwick, Mark The road dedication process has been initiated with the Lands Division 04 Dec 2024 3:33pm de Jong, Sarah - Target Date Revision Target date changed by de Jong, Sarah from 14 March 2024 to 20 February 2025 - The road dedication process has been initiated with the Lands Division 12 May 2025 3:15pm de Jong, Sarah - Reallocation Action reassigned to Neate, Wayne by de Jong, Sarah - Mark Chadwick has left organisation			

Meeting	Officer/Director	Section	Subject
Council 29/08/2024	Neate, Wayne Putland, Dale	Development Services	Demolition of Fire Damaged Asbestos Property at 20 Baobab Street
RESOLUTION 115/24 Moved: Cr Paul Bickerton Seconded: Cr Geoff Haerewa That Council authorises option 3 (Full Demolition and Remediation of Friable Asbestos in soil) and for the prosecution of the Building Order should the owner fail to comply with the Building Order issued for the demolition of 20 Baobab Street Derby WA 6728 and;			

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- (a) In order to cover the cost of demolition and the inclusion of a caveat on the Title for Lot 775, No 20 Baobab Street Derby reflecting the Shire's interest in the land, requires the CEO to utilise the allocation of \$150,000 in COA 2070666 PREV OTH Demolition of Condemned Buildings; and
- (b) Once demolition and inclusion of Caveat on Title for Lot 775, No 20 Baobab Street Derby has been undertaken, the Chief Executive Officer be authorised to actively seek reimbursement of Shire's costs from the owner.
- (c) That the Chief Executive Officer draft a Policy for Council's consideration, highlighting that the responsibility for suitably addressing contaminated and derelict (etc) properties remains with the owner and owners will be legally pursued to ensure compliance with orders, and/or costs for any Shire actions taken.

In Favour: Crs Peter McCumstie, Geoff Haerewa, Brett Angwin, Paul Bickerton, Geoff Davis, Wayne Foley, Kerrissa O'Meara, and Andrew Twaddle

Against: Nil

CARRIED 8/0

04 Dec 2024 3:29pm de Jong, Sarah

Mark Chadwick to update for 20 February 20/02/2025 Audit & Risk Committee Meeting

12 May 2025 3:15pm de Jong, Sarah - Reallocation

Action reassigned to Neate, Wayne by de Jong, Sarah - Mark Chadwick has left organisation

Meeting	Officer/Director	Section	Subject
Council 28/03/2024	Neate, Wayne Putland, Dale	Matters for which the Meeting May Be Closed (Confidential)	Waste Facility Site Identification Derby and Fitzroy Crossing 2024
RESOLUTION 42/24			
Moved: Cr Geoff Davis			
Seconded: Cr Geoff Haerewa			
That Council:			
1. Receives the report Waste Facility Site Identification Derby and Fitzroy Crossing prepared by ASK Waste Management Consulting;			
2. Directs the CEO to ensure the potential waste facility sites remain confidential until land tenure agreements are secured.			
3. Directs the CEO to complete the following;			

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<p>(a) Identify potential waste facility sites and seek land tenure agreements;</p> <p>(b) Investigate potential waste facility sites in parallel for Derby and Fitzroy Crossing;</p> <p>(c) Complete basic soil test assessments of potential waste facility sites;</p> <p>(d) Conduct a survey to confirm projected operational lifespan of the Derby waste facility site;</p> <p>(e) Engage a suitably qualified and experienced project manager for the two waste facility projects; and</p> <p>(f) Define specific lots for each potential waste facility site where tenure is required and detailed investigations can take place.</p> <p>4. Considers the full costs of site investigations and construction for inclusion in the long-term financial plan for the waste facility sites in Derby and Fitzroy Crossing; and</p> <p>5. Directs the CEO to prepare revaluation of future waste facility closure costs for Derby and Fitzroy Crossing and to bring back a report to Council for its consideration in the subsequent budget.</p> <p><u>In Favour:</u> Crs Peter McCumstie, Geoff Haerewa, Brett Angwin, Paul Bickerton, Geoff Davis, Brian Ellison, Wayne Foley and Kerrissa O'Meara</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 8/0</p> <p>15 May 2024 10:41am Chadwick, Mark The project has commenced; several meetings held and the setting up of a project working group on 17 May 2024., Currently officers are awaiting further advice (i.e. Enquiry Form has been lodged) with Department Planning Lands and Heritage regarding obtaining access to the 5 parcels of land vested with the (DPLH). This is required to conduct the soil site tests. , The expected completion date for this portion of project for reporting back to Council, will be once two sites have been identified for Derby and Fitzroy Crossing; to purchase each of the sites and to secure tenure., Currently in the process of developing a business plan and timeline to be endorse by Council a the OCM in August 2024. Once endorsed it will be presented to DWER and DPLH. , Tenders to be obtained via Vendorpanel for the investigation and construction of the waste facility site in Derby as well as the site testing. The scope of the tenders is pending review via the Waste project meeting group.</p> <p>04 Dec 2024 3:32pm de Jong, Sarah - Target Date Revision Target date changed by de Jong, Sarah from 11 April 2024 to 20 February 2025 - Abha Singh is now leading this project and will provide update to Council 20/02/2025</p> <p>12 May 2025 3:15pm de Jong, Sarah - Reallocation Action reassigned to Neate, Wayne by de Jong, Sarah - Mark Chadwick has left organisation</p>

Meeting	Officer/Director	Section	Subject
Council 28/03/2024	Neate, Wayne Putland, Dale	Development Services	Local Planning Scheme No. 9 Review - Schedule of Submissions and Modifications

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RESOLUTION 38/24

Moved: Cr Geoff Davis

Seconded: Cr Geoff Haerewa

That Council:

1. Pursuant to Regulation 25(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, acknowledge all submissions received public advertising of the Shire of Derby/West Kimberley Local Planning Scheme No.9 and endorse the recommendations contained in Attachment 2 – Schedule of Submissions prepared in respect of the new Scheme;
2. Pursuant to Regulation 25 (3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, support the Shire of Derby/West Kimberley Local Planning Scheme No.9 subject to the various modifications contained in Attachment 3 – Schedule of Proposed Modifications;
3. Pursuant to Regulation 28 (1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, forward the advertised version of the Shire of Derby/West Kimberley Local Planning Scheme No.9, the Schedule of Submissions (i.e. Attachment 2), the Schedule of Proposed Modifications (i.e. Attachment 3), and a copy this resolution to the Western Australian Planning Commission for formal consideration and the Hon. Minister for Planning's final determination;
4. Authorise the Chief Executive Officer to make any additional minor modifications to the Shire of Derby/West Kimberley Local Planning Scheme No.9 Scheme Text and/or Maps as may be required by the Western Australian Planning Commission or authorised person to address any spelling, grammar, legibility issues or mapping anomalies/errors as well as all modifications required by the Hon. Minister for Planning; and
5. Authorise the Chief Executive Officer and President to endorse all final revised documentation required to be prepared in respect of the Shire of Derby/West Kimberley Local Planning Scheme No.9 in due course by affixing the Shire's common seal and signing the documentation accordingly.

In Favour: Crs Peter McCumstie, Geoff Haerewa, Brett Angwin, Paul Bickerton, Geoff Davis, Brian Ellison, Wayne Foley and Kerrissa O'Meara

Against: Nil

CARRIED 8/0

15 May 2024 10:47am Chadwick, Mark

Awaiting confirmation from the Minister of Planning that the Local Planning Scheme may be published.

15 May 2024 10:49am Chadwick, Mark

Awaiting notification from the Minister of Planning that the Local Planning Scheme No. 9 is ready to endorse.

04 Dec 2024 3:30pm de Jong, Sarah

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Awaiting notification from the Minister of Planning that the Local Planning Scheme No. 9 is ready to endorse.

12 May 2025 3:15pm de Jong, Sarah - Reallocation

Action reassigned to Neate, Wayne by de Jong, Sarah - Mark Chadwick has left organisation

Meeting	Officer/Director	Section	Subject
Council (Commissioner) 24/04/2025	Clarkson, Tamara Dexter, Amanda	Executive Services	Amendment - Delegation of Authority 1.1.22 Defer, Grant Discounts, Waive or Write Off Debts
<p>RECOMMENDATION</p> <p>That Council (Commissioner) by ABSOLUTE MAJORITY adopts the Shire of Derby/West Kimberley Delegation of Authority 1.1.22 Defer, Grant Discounts, Waive of Write Off Debts.</p> <p>RESOLUTION CCO06/25</p> <p>Moved: Mr Jeffrey Gooding</p> <p><u>In Favour:</u> Mr Jeffrey Gooding</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 1/0 BY ABSOLUTE MAJORITY</p>			

Meeting	Officer/Director	Section	Subject
Council 17/10/2024	Clarkson, Tamara Dexter, Amanda	Executive Services	Submission to Housing Diversity Pipeline Round 2
<p>RESOLUTION 140/24</p> <p>Moved: Cr Geoff Haerewa</p> <p>Seconded: Cr Brett Angwin</p> <p>That Council:</p> <p>1. APPROVES the CEO to finalise and lodge the submission to the State Government's Housing Development Pipeline Round 2, as at Confidential Attachment 3.</p>			

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2. SUPPORTS the finalisation of the Business Case to guide future housing development for the purpose of Shire employee housing; and 3. SUPPORTS the ongoing investigation into land and housing opportunities to increase the housing portfolio to support attraction and retention of the Shire workforce.	
<u>In Favour:</u>	Mr Peter McCumstie and Crs Geoff Haerewa, Brett Angwin, Geoff Davis, Brian Ellison, Kerrissa O'Meara and Andrew Twaddle
<u>Against:</u>	Nil
CARRIED 7/0	
05 Dec 2024 1:03pm Davis, Mark EOI document submitted.RFQ for business case closes mid December. 05 Dec 2024 5:26pm de Jong, Sarah - Target Date Revision Target date changed by de Jong, Sarah from 31 October 2024 to 28 February 2025 - Ongoing 12 May 2025 3:16pm de Jong, Sarah - Reallocation Action reassigned to Clarkson, Tamara by de Jong, Sarah - Mark Davis has left organisation	

Meeting	Officer/Director	Section	Subject
Council 27/02/2025	Gloor, Aaron Brazil, Jill	Matters for which the Meeting May Be Closed (Confi	Local Government Act (LGA) Sales - 5 Knopp Street & 19 Kurrajong Loop
RESOLUTION 17/25			
Moved: Cr O'Meara			
Seconded: Cr Ellison			
That Council:			
1. Approve the commencement of LGA sale proceedings against the following properties; 5 Knopp Street (A103940) & 19 Kurrajong Loop (A900275).			
<u>In Favour:</u>	President McCumstie, Cr Bickerton, Cr Davis, Cr Ellison and Cr O'Meara		
<u>Against:</u>	Nil		
CARRIED 5/0			

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Meeting	Officer/Director	Section	Subject
Audit and Risk Committee 20/02/2025	Gloor, Aaron Brazil, Jill	Reports	Outstanding Debt - January 2025
COMMITTEE RESOLUTION AC02/25 Moved: Deputy President Haerewa Seconded: Cr Angwin That the Audit and Risk Committee recommends that Council receive the information contained in the report detailing outstanding rates and sundry debtors as at 31 January 2025. <u>In Favour:</u> President McCumstie and Cr Twaddle, Cr Angwin, Cr Davis and Deputy President Haerewa <u>Against:</u> Nil			
			CARRIED 4/0

Meeting	Officer/Director	Section	Subject
Council 27/02/2025	Gloor, Aaron Brazil, Jill	Matters for which the Meeting May Be Closed (Confidential)	Write-Off Outstanding Debt
RECOMMENDATION That Council by ABSOLUTE MAJORITY: 1. Writes off the outstanding rates and sundry debtors balance of \$17,252.61 as listed in the attached schedule.			

Meeting	Officer/Director	Section	Subject
Council 29/02/2024	Reilly, Telia Brazil, Jill	Executive Services	One Tree Community Services Inc. Child Care Centre Lease and Building Modification; and Associated Residence

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THE ITEM WAS NOT FOUND (BOOKMARK: PDF2_ReportName_11247)
CHECK THE INTEGRITY OF THE ITEM IN THE MINUTES DOCUMENT

DOCUMENT: \\SDWK-APP02\INFOCOUNCIL\DOCUMENTS\COUNCIL\MINUTES\CO_20240229_MIN_2286_AT.DOCX

Resolution not found

03 Apr 2024 10:06am Hartley, Neil - Target Date Revision

Target date changed by Hartley, Neil from 14 March 2024 to 30 June 2025 - Discussions between Shire and One Tree (and third party, LotteryWest) occurring. Agreement in principle reached, but securing LotteryWest funding and implementation of building renovation will take time.

04 Nov 2024 11:14am Hartley, Neil - Target Date Revision

Target date changed by Hartley, Neil from 30 June 2025 to 30 June 2025 - Draft Lease documents forwarded to One Tree. Awaiting feedback.

03 Dec 2024 4:08pm Hartley, Neil - Target Date Revision

Target date changed by Hartley, Neil from 30 June 2025 to 30 June 2025 - Discussions have been ongoing as to how to manage house maintenance and what the associated rental level should be (historically it has been set very low at \$80/week, with One Tree undertaking most maintenance itself). Child Care Centre lease seems to be OK with One Tree, but is at its Board level for consideration.

05 Dec 2024 9:48am de Jong, Sarah - Target Date Revision

Target date changed by de Jong, Sarah from 30 June 2025 to 28 February 2025 - Discussions on rent amount are ongoing and Civic Legal are preparing the two leases.

12 May 2025 3:17pm de Jong, Sarah - Reallocation

Action reassigned to Reilly, Telia by de Jong, Sarah - Neil Hartley has left organisation

Meeting	Officer/Director	Section	Subject
Council 31/08/2023	Reilly, Telia Brazil, Jill	Executive Services	Derby Airport - Lease to Federal Government (SouthPAN Project)
RESOLUTION 93/23			
Moved: Cr Peter McCumstie			
Seconded: Cr Andrew Twaddle			
That Council:			
<ol style="list-style-type: none"> Notes that this proposed lease arrangement is exempt from the standard Local Government Act S3.58 requirements, via Regulation 30 of the Local Government (Functions and General) Regulations; Agrees to lease the portion of land referred to in this report to the Federal Government agency, Geoscience Australia, for a period of up to 20 years; and Authorises the Chief Executive Officer to negotiate the appropriate lease form, conditions, and annual lease charge. 			
In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie			

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Against: Nil

CARRIED 6/0

06 Sep 2023 3:32pm Hartley, Neil - Target Date Revision

Target date changed by Hartley, Neil from 14 September 2023 to 31 December 2023 - Advice of Council's position forwarded to Federal Government's Geoscience Australia. Awaiting its response so lease price can be negotiated. Will largely use Geoscience Australia lease document as a base, plus include operational protections for the Derby Airport. Timeline and lease priority establishment for Geoscience Australia is unknown.

02 Oct 2023 8:35am Hartley, Neil - Target Date Revision

Target date changed by Hartley, Neil from 31 December 2023 to 31 December 2023 - Drafting of a lease agreement for the Shire's consideration is being progressed by SouthPAN.

04 Dec 2023 9:37am Hartley, Neil - Target Date Revision

Target date changed by Hartley, Neil from 31 December 2023 to 31 March 2024 - Shire's comments on lease draft have been submitted to SouthPAN for feedback (generally only minor as lease looks to be an almost standard type commonwealth government lease document). Lease price is still to be negotiated.

03 Apr 2024 10:02am Hartley, Neil - Target Date Revision

Target date changed by Hartley, Neil from 31 March 2024 to 31 May 2024 - Discussions occurring between SouthPAN and the Shire to finalise arrangements. Access point agreed; power and communications arrangements being progressed; lease details agreed to but not yet executed.

05 Aug 2024 4:16pm Hartley, Neil - Target Date Revision

Target date changed by Hartley, Neil from 31 May 2024 to 31 October 2024 - Lease being prepared by Commonwealth government.

04 Nov 2024 11:13am Hartley, Neil - Target Date Revision

Target date changed by Hartley, Neil from 31 October 2024 to 30 November 2024 - Terms agreed to. Awaiting final version of Lease document from Federal Government to arrange Shire signing and sealing.

13 Nov 2024 10:43am Hartley, Neil - Target Date Revision

Target date changed by Hartley, Neil from 30 November 2024 to 30 November 2024 - Final Document received - execution by both parties progressing.

02 Dec 2024 11:19am Hartley, Neil - Target Date Revision

Target date changed by Hartley, Neil from 30 November 2024 to 13 December 2024 - Shire has signed/sealed the lease and returned it to Geoscience/SouthPAN. We are awaiting return of a fully executed original for our records.

12 May 2025 3:17pm de Jong, Sarah - Reallocation

Action reassigned to Reilly, Telia by de Jong, Sarah - Neil Hartley has left organisation

Meeting	Officer/Director	Section	Subject
Council 26/10/2023	Lawrence, Luke Putland, Dale	Community and Recreation Services	Derby Landcare Group Cattle Grid and Installation Request for Donation
RESOLUTION 131/23			
Moved: Cr Geoff Haerewa			
Seconded: Cr Paul Bickerton			
That Council:			

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1. Approves the donation of an ex-Main Roads WA cattle grid to the Derby Landcare Group for installation at the entrance to Munkajarra Wetlands subject to Derby Landcare Group taking on the ongoing maintenance and upkeep of the cattle grid; and
2. Approves the in-kind donation of Shire resources (staff and material) to the value of \$3,000.00 to assist with the installation of the cattle grid at the entrance to Munkajarra Wetlands.

In Favour: President Peter McCumstie, Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Wayne Foley, Brian Ellison, Kerrissa O'Meara, Brett Angwin and Paul Bickerton

Against: Nil

CARRIED 9/0 BY ABSOLUTE MAJORITY

16 May 2024 11:08am de Jong, Sarah - Reallocation

Action reassigned to Mildenhall, Christie by Smith, Sarah - Shane Edwards has left SDWK

16 May 2024 11:45am Mildenhall, Christie

Not yet progressed due to wet season. Installation of cattle grid proposed for end of May 2024

16 May 2024 11:51am Mildenhall, Christie - Target Date Revision

Target date changed by Mildenhall, Christie from 09 November 2023 to 03 June 2024 - Due to wet season installation scheduled for end of May 2024.

04 Dec 2024 2:10pm Mildenhall, Christie

Awaiting advice from DLGC that site is ready for the installation of grid.

30 Jan 2025 9:41am Reilly, Telia - Reallocation

Action reassigned to Lawrence, Luke by Reilly, Telia - This was an action originally allocated to Shane and then to Christie. Luke is the current Manager Community Development

Meeting	Officer/Director	Section	Subject
Council (Commissioner) 24/04/2025	Mildenhall, Christie Putland, Dale	Community and Recreation Services	Community Development Grant Assessments and Decision Process
RECOMMENDATION			
That Council (Commissioner) by Absolute Majority delegates the determination of Community Grant applications to the Chief Executive Officer.			
RESOLUTION CCO09/25			
Moved: Mr Jeffrey Gooding			
<u>In Favour:</u> Mr Jeffrey Gooding			

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Against: Nil

CARRIED 1/0 BY ABSOLUTE MAJORITY

Meeting	Officer/Director	Section	Subject
Council 25/08/2022	Neate, Wayne Putland, Dale	Technical Services	REQUEST TO CLOSE HOLLAND STREET, DERBY AND TO AMALGAMATE WITH ADJOINING LAND
<p>RESOLUTION 110/22</p> <p>Moved: Cr Andrew Twaddle</p> <p>Seconded: Cr Rowena Mouda</p> <p>That with respect to request to close Holland Street, Derby and to amalgamate with adjoining land, Council:</p> <ol style="list-style-type: none"> 1. Pursuant to Section 58 of the Land Administration Act 1997, support the permanent closure of Holland Street, Derby as outlined in this Report and expresses its preference that the closed portion be offered to adjoining land owners to acquire those portions of the closed road that abut their land; 2. Give notice of the proposed road closure in accordance with <i>Land Administration Act 1978</i> allowing a minimum period of 35 days for people to lodge submissions from the date of the notice; 3. At the conclusion of the submission period, that the Chief Executive Officer be requested to provide a further report addressing whether to proceed or not to proceed with the proposed road closure in light of any submissions; and 4. Instruct the Chief Executive Officer to write to all of the owners requesting that they indemnify the Shire and the State of Western Australia of any and all third party costs that may be triggered by this process and only proceed with points 1, 2 and 3 when all letters are received from all property owners that adjoin the Holland Street road reserve. <p><u>In Favour:</u> Crs Geoff Davis, Andrew Twaddle, Rowena Mouda, Pat Riley, Linda Evans and Peter McCumstie</p> <p><u>Against:</u> Nil</p> <p>CARRIED 6/0</p>			
03 Nov 2022 4:38pm Neate, Wayne - Target Date Revision			

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Revised Target Date changed by: Neate, Wayne From: 8 Sep 2022 To: 30 Jan 2023, Reason: All letters agreeing to indemnify Shire have been recieved from all property Owners. Currently advertising proposal and will await outcome of advertising.

02 Aug 2023 3:17pm Neate, Wayne - Target Date Revision

Target date changed by Neate, Wayne from 30 January 2023 to 09 December 2023 - Application has been lodged with DPLH we now await thier confirmation and process's to occur to finalise the process

08 May 2024 12:43pm Neate, Wayne - Target Date Revision

Target date changed by Neate, Wayne from 09 December 2023 to 25 December 2024 - The matter is now sitting with DPLH and will fall within thier processing timeframes - Road closures are normally not a priority so this process may take some time

03 Dec 2024 3:57pm de Jong, Sarah - Target Date Revision

Target date changed by de Jong, Sarah from 25 December 2024 to 01 December 2025 - The matter is now sitting with DPLH and will fall within thier processing timeframes - Road closures are normally not a priority so this process may take some time

Meeting	Officer/Director	Section	Subject
Council 27/02/2025	Neate, Wayne Putland, Dale	Technical Services	Application to install two grids on the Fairfield-Leopold Road by Department of Biodiversity Conservation and Attractions
RESOLUTION 15/25 Moved: Cr Bickerton Seconded: Cr Ellison That Council; <ol style="list-style-type: none"> Approve the installation of two new grids on the Fairfield-Leopold Road; and Instruct the Chief Executive Officer to write to the Department of Biodiversity Conservation and Attractions advising the department of the approval to install the two grids on the Fairfield-Leopold Road and also to confirm that all costs for the installation, ongoing maintenance, cleaning and future replacement of the grids becomes the responsibility of the Department of Biodiversity Conservation and Attractions. <p><u>In Favour:</u> President McCumstie, Cr Bickerton, Cr Davis, Cr Ellison and Cr O'Meara <u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 5/0</p>			

Meeting	Officer/Director	Section	Subject
Council (Commissioner) 24/04/2025	Neate, Wayne Putland, Dale	Technical Services	Award of Tender T14-2024/25 Various Road and Verge Remediations - Derby
A) RECOMMENDATION			

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b) That Council (Commissioner) award Tender T14-2024/25 Various Road and Verge Remediations to Buckley's Earthworks and Paving Pty Ltd.

c) *RESOLUTION CCO08/25*

d) *Moved: Mr Jeffrey Gooding*

e) *In Favour: Mr Jeffrey Gooding*

f) *Against: Nil*

G) *CARRIED 1/0*

Meeting	Officer/Director	Section	Subject
Council (Commissioner) 24/04/2025	Neate, Wayne Putland, Dale	Technical Services	Award of Tender T08-2024/25 Derby Airport Road Rehabilitation Works
H) <i>RECOMMENDATION</i>			
i) That Council (Commissioner) by Absolute Majority;			
j) 1. Award Tender T08-2024/25 Derby Airport Road Rehabilitation Works to Buckley's Earthworks and Paving Pty Ltd; and			
k) 2. Approve the reallocation of \$30,000 from RC037 – Rowan Street works to account 4120692 Derby Airport Road Repairs and Improvement works.			
L) <i>RESOLUTION CCO07/25</i>			
m) <i>Moved: Mr Jeffrey Gooding</i>			
n) <i>In Favour: Mr Jeffrey Gooding</i>			
o) <i>Against: Nil</i>			
			P) <i>CARRIED 1/0 BY ABSOLUTE MAJORITY</i>

Meeting	Officer/Director	Section	Subject
Council 29/08/2024	Neate, Wayne Putland, Dale	Technical Services	Old Crossing - Fitzroy Crossing
Q) <i>RESOLUTION 114/24</i>			
r) <i>Moved: Cr Paul Bickerton</i>			

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- s) Seconded: Cr Wayne Foley
- t) That Council not reinstate the southern approach from Yurabi Road in the immediate future and instruct the Chief Executive officer to;
1. Undertake observations of the southern approach river bank to see if any further erosion or river course changes take place over the next two wet seasons;
 2. Instruct officers to allow traffic on the northern approach access to the river bed and sand bars as per previous practice and;
 3. Instruct officers to investigate funding sources for the low-level crossing in both its historical use and as a future tourism attraction.

u) In Favour: Crs Peter McCumstie, Geoff Haerewa, Brett Angwin, Paul Bickerton, Wayne Foley, Kerrissa O'Meara, and Andrew Twaddle

v) Against: Cr Geoff Davis

W) CARRIED 7/1

08 Nov 2024 9:59am Neate, Wayne - Target Date Revision

Target date changed by Neate, Wayne from 12 September 2024 to 30 April 2026 - Item states monitor the river for the next 2 years. Also have received the geomorphology report for the river

03 Dec 2024 3:56pm de Jong, Sarah - Target Date Revision

Target date changed by de Jong, Sarah from 30 April 2026 to 30 May 2026 - Under investigation - Officers will monitor over the next 2 wet seasons and report back to Council.

Meeting	Officer/Director	Section	Subject
Council 30/05/2024	Lawrence, Luke Putland, Dale	Matters for which the Meeting May Be Closed (Confi	Ngunga Early Years - Lease of Land and Proposed Transfer of Reserve - Commercial in Confidence
X)	RESOLUTION 77/24		
y)	Moved: Cr Geoff Davis		
z)	Seconded: Cr Kerrissa O'Meara		
aa)	That Council:		
1.	Endorses the establishment of a 21-year lease (on a peppercorn style basis) to Ngunga Women's Group for a 1,300sqm parcel of land from Reserve Number; 24904 (part of 28 Ashley Street) vested in the Shire of Derby/West Kimberley for Recreation and Community Purposes, for the establishment of the Early Years Centre, inclusive of a day care centre with a 30 children capacity;		
2.	Authorises the CEO to progress the lease to its conclusion;		
3.	Authorises the CEO (once the initial lease has been executed) to apply to the Minister for Lands, for a further 21-year lease as above;		
4.	Approves the CEO to progress the formal transfer of the leased area of land (approximately 1,300sqm) to Ngunga Women's Group (Aboriginal Corporation) through the Department of Planning, Lands and Heritage, under the authority of the Minister for Lands; and		
5.	Authorises the CEO to undertake all necessary actions to facilitate the above transfer.		

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- bb) In Favour: Mr Peter McCumstie and Crs Geoff Haerewa, Brett Angwin, Paul Bickerton, Geoff Davis, Brian Ellison, Wayne Foley, Kerrissa O'Meara and Andrew Twaddle
- cc) Against: Nil
- DD) CARRIED 9/0 BY ABSOLUTE MAJORITY

09 Oct 2024 3:24pm de Jong, Sarah - Reallocation

Action reassigned to Putland, Dale by Smith, Sarah - To be taken over by Dale Putland on CEO and Strategic Business departure

12 May 2025 3:18pm de Jong, Sarah - Reallocation

Action reassigned to Lawrence, Luke by de Jong, Sarah - Dale Putland has left organisation

Meeting	Officer/Director	Section	Subject
Council 24/04/2024	Lawrence, Luke Putland, Dale	Community and Recreation Services	Youth Engagement and Safety at Derby Youth Centre
<p>EE) RESOLUTION 55/24</p> <p>ff) Moved: Cr Kerrissa O'Meara</p> <p>gg) Seconded: Cr Brian Ellison</p> <p>hh) That Council by ABSOLUTE MAJORITY:</p> <p>ii) 1. Approves the recommendation of installing a new, upgraded fence at the Derby Youth Centre;</p> <p>jj) 2. Approves expenditure of up to \$148,000 (noting this amount includes art installations) (inc. GST) for the purpose of installing the Derby Youth Centre fence, and four (4) art installations, within the FY23/24 Shire budget;</p> <p>kk) 3. Delegates oversight of this project to the Shire CEO; and</p> <p>ll) 4. Notes that Shire administration will pursue funding to offset the cost of fence installation at the Derby Youth Centre.</p> <p>mm) <u>In Favour:</u> Mr Peter McCumstie and Crs Geoff Haerewa, Brett Angwin, Brian Ellison, Kerrissa O'Meara and Andrew Twaddle</p> <p>nn) <u>Against:</u> Nil</p> <p style="text-align: right;">OO) CARRIED 6/0 BY ABSOLUTE MAJORITY</p> <p>16 May 2024 3:45pm Reilly, Telia - Reallocation Action reassigned to Fromont, Paul by Reilly, Telia - Following the production of the report, this has been assigned to appropriate manager</p> <p>16 May 2024 3:49pm Reilly, Telia - Target Date Revision Target date changed by Reilly, Telia from 08 May 2024 to 31 July 2024 - Following Council approval of the business case, a vendor panel post was done giving 14 days to submit a quote for the installation of a new fence and the removal of the old fence. Replies must be received before the 24th May. Once all submissions have been received a preferred supplier will be selected.</p> <p>03 Dec 2024 4:55pm de Jong, Sarah - Reallocation Action reassigned to Putland, Dale by de Jong, Sarah - Paul Fromont no longer employed</p> <p>12 May 2025 3:18pm de Jong, Sarah - Reallocation</p>			

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Action reassigned to Lawrence, Luke by de Jong, Sarah - Dale Putland has left organisation

Meeting	Officer/Director	Section	Subject
Council 29/08/2024	Reilly, Telia Brazil, Jill	Executive Services	One Tree Community Services Inc. - Works Proposal
PP) RESOLUTION 110/24 qq) Moved: Cr Andrew Twaddle rr) Seconded: Cr Kerrissa O'Meara ss) That Council: 1. Endorses as the property owner, the installation of the childcare centre modifications proposed, subject to: (a) One Tree Community Services Inc. securing all necessary planning and building assessments and approvals, prior to any works commencing; (b) One Tree Community Services Inc. allowing Shire staff to undertake a pre-construction inspection and regular inspections throughout the works to ensure the asset remains in an acceptable condition (c) One Tree Community Services Inc. rectify any damage as a result of the work being undertaken to any part of the building or infrastructure. 2. Require One Tree Community Services Inc. to engage with the community to keep them informed of the works proposed and any inconveniences that might occur during the period the improvements are being constructed. tt) <u>In Favour:</u> Crs Peter McCumstie, Geoff Haerewa, Brett Angwin, Paul Bickerton, Geoff Davis, Wayne Foley, Kerrissa O'Meara and Andrew Twaddle uu) <u>Against:</u> Nil <div style="text-align: right;">VV) CARRIED 8/0</div>			
05 Dec 2024 9:49am de Jong, Sarah - Target Date Revision Target date changed by de Jong, Sarah from 28 February 2025 to 28 February 2025 - Ongoing - staff have meet with One Tree to discuss works.			

Meeting	Officer/Director	Section	Subject
Council 27/02/2025	Reilly, Telia Brazil, Jill	Executive Services	2025 Ordinary Local Government Election - Appointment of the Electoral Commissioner as Returning Officer
WW) RESOLUTION 11/25 xx) Moved: Cr Bickerton yy) Seconded: Cr O'Meara zz) That Council by Absolute Majority:			

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1. In accordance with section 4.20(4) of the *Local Government Act 1995*, declare by an Absolute Majority that the Western Australian Electoral Commissioner be responsible for the 2025 Shire of Derby / West Kimberley Local Government Election; and
 2. Include in the 2025/2026 budget an allocation of \$25,000 for the 2025 local government election
- aaa) In Favour: President McCumstie, Cr Bickerton, Cr Davis, Cr Ellison and Cr O'Meara
- bbb) Against: Nil

CCC) CARRIED 5/0

Meeting	Officer/Director	Section	Subject
Council 27/02/2025	Reilly, Telia Brazil, Jill	Executive Services	Compliance Audit Return 2024
<p>DDD) RESOLUTION 14/25</p> <p>eee) Moved: Cr Davis</p> <p>fff) Seconded: Cr Bickerton</p> <p>ggg) That Council</p> <ol style="list-style-type: none"> 1. Note the areas of non-compliance in the 2024 Compliance Audit Return; and 2. Authorises the President and Chief Executive Officer to jointly certify the Compliance Audit Return and submit it to the Department of Local Government, Sport and Cultural Industries by the 31 March 2025. <p>hhh) <u>In Favour:</u> President McCumstie, Cr Bickerton, Cr Davis, Cr Ellison and Cr O'Meara</p> <p>iii) <u>Against:</u> Nil</p>			
			JJJ) CARRIED 5/0

Meeting	Officer/Director	Section	Subject
Audit and Risk Committee 20/02/2025	Reilly, Telia Brazil, Jill	Reports	Compliance Reports - Council Member Meeting Attendance
<p>KKK) COMMITTEE RESOLUTION AC04/25</p> <p>III) Moved: Cr Angwin</p> <p>mmm) Seconded: Cr Haerewa</p>			

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nnn) That the Audit and Risk Committee receives the information contained in the report detailing Council Members meeting attendance (including via electronic means).

ooo) In Favour: President McCumstie and Cr Twaddle, Cr Angwin, Cr Davis and Deputy President Haerewa

ppp) Against: Nil

QQQ) CARRIED 4/0

Meeting	Officer/Director	Section	Subject
Audit and Risk Committee 20/02/2025	Reilly, Telia Brazil, Jill	Reports	Compliance Audit Return 2024
RRR) COMMITTEE RESOLUTION AC03/25			
sss) Moved: Cr Angwin			
ttt) Seconded: Deputy President Haerewa			
uuu) That the Audit and Risk Committee:			
1. Notes the areas of non-compliance in the 2024 Compliance Audit Return; and			
2. Authorises the President and Chief Executive Officer to jointly certify the Compliance Audit Return and submit it to the Department of Local Government, Sport and Cultural Industries by the 31 March 2025.			
vvv) <u>In Favour:</u> President McCumstie and Cr Twaddle, Cr Angwin, Cr Davis and Deputy President Haerewa			
www) <u>Against:</u> Nil			
XXX) CARRIED 4/0			

Meeting	Officer/Director	Section	Subject
Council 27/02/2025	Ross, Steve Neate, Wayne	Executive Services	Award of Tender T10-2024/25 Derby Recreation Centre Lighting Upgrade and Fencing Replacement
RESOLUTION 13/25			
Moved: Cr O'Meara			
Seconded: Cr Ellison			
That Council:			

<div>Division:</div> <div>Committee:</div> <div>Officer:</div>		<div>Date From:</div> <div>Date To:</div> <div>Printed: 12 May 2025 3:18 PM</div>
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<div><div>1. Award tender T10-2024/25 Derby Recreation Centre lighting upgrade and fencing replacement to West Coast Building & Construction; and</div><div>2. Authorises the Chief Executive Officer to sign a contract with West Coast Building & Construction.</div><div><div>In Favour:</div><div>Against:</div></div><div>President McCumstie, Cr Bickerton, Cr Davis, Cr Ellison and Cr O'Meara</div><div>Nil</div><div>CARRIED 5/0</div></div>		

13.2 2025 ORDINARY LOCAL GOVERNMENT ELECTION - APPOINTMENT OF THE ELECTORAL COMMISSIONER AS RETURNING OFFICER

File Number: 5475

Author: Telia Reilly, Governance and Risk Coordinator

Responsible Officer: Jill Brazil, Acting Director Corporate Services

Authority/Discretion: Executive

SUMMARY

Local government ordinary elections are held every two years on the third Saturday in October for all local governments' state-wide.

The Shire has received advice from the Western Australian Electoral Commissioner (WAEC) that they will accept responsibility for the 2025 Local Government Ordinary Election, together with any other elections or polls that may also be required.

A Council decision is required to determine whether to proceed with the Electoral Commissioner conducting the elections or whether, Council would like Chief Executive Officer to conduct the election.

DISCLOSURE OF ANY INTEREST

Nil by Author and Responsible Officer.

BACKGROUND

In accordance with section 4.20(1) of the *Local Government Act 1995* the Chief Executive Officer is the returning officer for local government elections, unless and in accordance with section 4.20(2) of the *Local Government Act 1995*, another person is appointed by Council as being responsible for the election. Any other person, other than the Chief Executive Officer, is required to be approved by the WAEC. The Council can decide, under section 4.20(4) of the *Local Government Act 1995*, that the WAEC be responsible for the election, which includes the appointment of a returning officer and other arrangements associated with the election.

The Shire recently received in-principle advice from the WAEC to conduct local government elections on the City's behalf and any other polls that may be required until the end of 2023. In accordance with the *Local Government Act 1995*, Council is required to confirm whether the WAEC is to undertake the 2025 local government in-person election on the Shire's behalf.

The current procedure required by the *Local Government Act 1995* is that the WAEC written agreement is to be obtained before a vote is taken on who should be responsible for the local government's elections. The attached letter received by the Shire from the WAEC can be taken as agreement for it to be responsible for the conduct of the 2025 Shire ordinary elections, together with any other elections or polls that may also be required.

Whilst the most popular form of election across Western Australian local government districts is by postal vote, the Shires of Derby/West Kimberley, Broome and Halls Creek in 2023 all had the WAEC conduct their elections as "in-person elections", mainly due to the following:

1. These local governments have remote communities;

2. The WAEC as part of its contract, undertakes visits to selected remote communities to accept on-site, elector votes (as opposed to requiring those community members to travel to Derby or Fitzroy Crossing to lodge their vote); and
3. The *Local Government Act 1995* forbids the casting of early votes unless the election is conducted as an in-person style of voting.

STATUTORY ENVIRONMENT

Local Government Act s 4.7 (Ordinary elections day usually third Saturday in October) states that the ordinary elections day is the third Saturday in October.

Local Government Act s 4.20 (CEO to be returning officer unless other arrangements made) outlines that the CEO is the returning officer unless the local government chooses to appoint an alternative person to be the returning officer for its elections. The local government may alternatively (conditional on the decision being by absolute majority and on having first obtained the written agreement of the Electoral Commissioner) declare the WAEC as for responsible for the election. To be effective, the appointment must be made prior to the 80th day before election day.

Local Government Act s 4.61 (Choice of methods of conducting election) outlines that local government elections are to be conducted as voting in-person elections, unless Council otherwise decides by absolute majority, to undertake a postal election (which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day).

Local Government Act s 4.67 (Where to vote in person) allows the Returning Officer to invite electors to cast a vote (vis. an early vote) before election day at the local government's offices, or at a place notified for that purpose in the election notice (i.e. a remote district community).

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Appropriate allocations will be required to be made in the 2025/2026 annual budget for the local government election which will include the WAEC costs, as well as any other incidentals such as advertising and promotion undertaken by the Shire.

In addition, there will be Shire staff and operational costs incurred throughout the election process that will be funded from existing salary / administrative budget allocations.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance
1. Leadership and Governance	1.1 Collaboration and partnership	1.1.1 Engage with our communities

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: The Electoral Commissions costs could exceed the estimated \$26,601	Possible	Insignificant	Low	Maintain communication with the Electoral Commission to monitor costs, and budget for a 10% variation
Reputation: The Electoral Commissions costs could exceed the estimated \$26,601	Possible	Moderate	Medium	Maintain communication with the Electoral Commission to monitor costs, and budget for a 10% variation

CONSULTATION

The WAEC has provided advice on conducting an in-person election, including its costings and proposed timeline. As part of the election process, public advertising will be conducted in-person and via the Shire's social media and website platforms.

COMMENT

As the biennial elections are a vital part of the governance process, the historic separation of roles between the Council, and the Administration, is recommended to be maintained. The appointment of the WAEC to undertake the election and to appoint the Returning Officer reinforces a strong level of governance separation and enables public visibility of the historic high levels of electoral accountability being maintained. It also reinforces within the local government, that there is a genuine differentiation between the roles of the CEO and the organisation, and that of the roles of the President, Councillors and Council.

The Shire received an initial quote dated 12 December 2024 from the WAEC for the amount of \$22,592 (ex GST) and approved by Council at the Ordinary Council Meeting on the 27 February 2025 (Item number 14.1, Resolution number 11/25). On the 30 April 2025, the WAEC provided the Shire with an updated quote of \$26,601, reflecting the change in the number of vacant positions in the 2025 Ordinary Council Elections, being eight Elected Members and one Shire President.

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS**1. WAEC Local Government Election Cost Estimate****RESOLUTION**

That Council (Commissioner) by ABSOLUTE MAJORITY:

1. In accordance with section 4.20(4) of the *Local Government Act 1995*, declares that the Western Australian Electoral Commissioner be responsible for the 2025 Shire of Derby/West Kimberley Local Government Election; and
2. Include in the 2025/2026 budget an allocation of \$30,000 for the 2025 local government election which includes the estimated WAEC cost of \$26,601 and incidental costs.

RESOLUTION CCO22/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0 BY ABSOLUTE MAJORITY



WESTERN AUSTRALIAN
Electoral Commission

Ms Tamara Clarkson
Chief Executive Officer
Shire of Derby-West Kimberley
PO Box 94
DERBY WA 6728

Dear Ms Clarkson,

Cost Estimate Letter: 2025 Local Government Ordinary Election

As you are aware, the next local government ordinary election will be held on 18 October 2025. This letter is in response to your query on 16 April 2025 for a revised cost estimate for the Western Australian Electoral Commission to conduct your election as an in person election as a response to all positions on council becoming vacant, should you proceed with making a declaration under the *Local Government Act 1995* for us to do so.

Cost Estimate

The Commission has estimated the cost to conduct your Council's election in 2025 as an in person election at approximately \$26,601 (ex GST).

This cost has been based on the following assumptions:

- The method of election will be in person;
- 1 President vacancy
- 8 Councillor vacancies
- 3,700 electors;
- response rate of approximately 15%;
- appointment of a local Returning Officer; and
- count to be conducted at your office using CountWA.

If any of these assumptions are not correct, please contact us and we can provide a new cost estimate.

Variations to the final costs for your Council

In accordance with the *Local Government (Elections) Regulations 1997*, the Commission conducts elections on the basis of full accrual cost recovery. This means that should the actual costs incurred to conduct the election be less or greater than what we have estimated, the final cost may differ from the cost estimate you have been provided.

Whilst we aim to keep additional costs at a minimum wherever possible, the following are examples of where cost increases may arise:

- If a Returning Officer is selected that is not local to your area;
- If you elect for Australia Post Priority Service for the lodgement of your postal votes;
- If casual staff are required for the issuing of Early Votes;
- If casual staff are required to assist the Returning Officer on election day or night; or
- Unanticipated cost increases from our suppliers.

We will endeavour to keep you informed of any unanticipated cost increases as they are incurred during the election.

Service Commitment

The Commission is committed to conducting elections impartially, effectively, efficiently and professionally. Following each election event, we review our performance and identify ways to improve our service delivery.

The Commission acknowledges that during the 2023 Local Government Ordinary Elections, the results for many Local Governments were delayed. Since this time we have improved our Count Processes, and as demonstrated through extraordinary elections conducted in 2024, we are now able to finalise our results more quickly whilst still retaining accuracy and integrity.

If you have any suggestions for improvements we can make to deliver your election, your feedback is welcome at all times.

Next Steps

Should you wish to accept this cost estimate and proceed with the Electoral Commission undertaking this election, there are specific steps that must be taken under the *Local Government Act 1995*. These steps are summarised in the attached flow chart (Attachment A).

As outlined in the flow chart, if you accept this Cost Estimate then please advise of us this in writing, so that we can issue a Written Agreement letter. Both the Cost Estimate letter, and the Written Agreement letter then need to be taken to Council for a decision.

If you have any queries, please contact lgelections@waec.wa.gov.au.

Yours sincerely,



Courtney Barron
ACTING ELECTORAL COMMISSIONER

30 April 2025

13.3 AMENDMENT TO POLICY (F19) - COMMUNITY FUNDING SCHEME**File Number:** 4160, GS/035**Author:** Telia Reilly, Governance and Risk Coordinator**Responsible Officer:** Jill Brazil, Acting Director Corporate Services**Authority/Discretion:** Legislative**SUMMARY**

The Shire of Derby / West Kimberley acknowledges its role as a facilitator and partner, and supports community organisations, groups and individuals to develop community projects, activities and events via the distribution of funds or non-financial assistance. To enable the continued provision of local events, activities and services, the Shire supports the annual allocation of funding towards a variety of community grant programs and schemes.

A review of policy (F19) Community Funding Scheme, identified the need to expand the policy to include criteria and eligibility for the waiving of fees by the Chief Executive Officer and to make minor amendments.

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

Over recent years Policy (F19) Community Funding Scheme has undergone several amendments. To ensure transparency and accountability, a review of the policy has been undertaken to ensure that the policy provides a clear and detailed account of the available grant funding streams including sponsorships, grants, donations and the waiving of fees, and the criteria for an individual or community organisation to be eligible to receive a grant.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

This report recommends minor amendments to policy F19 – Community Funding Scheme.

FINANCIAL IMPLICATIONS

A grants policy determines the criteria by which Council gives grant funding to individuals or community organisations. The amount of funding administered through this policy is established by Council as part of the annual budget process.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
2. Community	2.2 Healthy Communities	1.1.1 Engage with our communities
2. Community	2.3 Vibrant and culturally rich communities	2.3.2 Facilitate and/ or contribute to community events, cultural activities and festivals

2. Community	2.4 Sustainable Communities	2.4.1 Support and assist volunteer, community and sporting groups
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RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: Without clear policy guidance, the Shire is at risk of providing grant funding to ineligible individuals and community groups	Possible	Moderate	Medium	A strong and clear grants policy will mitigate the risks associated with the provision of funding to community organisations and individuals
Community: Without clear policy guidance, the community may have inadequate information or be unclear about how the Shire allocates it funds to individuals and community groups.	Possible	Minor	Medium	A strong and clear grants policy will mitigate the risks associated with the provision of funding to community organisations and individuals and ensure transparency.
Organisation's Operations: Without clear policy guidance, day to day businesses, processes and procedures may be inconsistently applied and adhered to.	Likely	Minor	Medium	A strong and clear grants policy will mitigate the risks associated with the inconsistent application of funding processes to community organisations and individuals

CONSULTATION

Nil

COMMENT

Minor updates have been made to the current policy following a review. These include:

- Change in title from 'Policy (F19) Community Funding Scheme' to 'Policy (F19) Community Funding Policy';
- The addition of funding category, eligibility and overview table;
- The inclusion of funding acquittal information; and
- Updating information in the following headings; Introduction, Purpose, Objective, Scope and Definitions.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS**1. Policy (F19) Community Funding Scheme****RESOLUTION**

That Council (Commissioner) adopts the amended Policy (F19) – Community Funding Policy.

RESOLUTION CCO23/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0



(F19) COMMUNITY FUNDING SCHEME

POLICY OBJECTIVE

To provide financial and non-monetary in-kind assistance to individuals, community groups and not-for-profit organisations in a transparent, equitable and consistent manner. Support is provided as a contribution towards the delivery of services, activities and initiatives by community groups and not-for-profit organisations which enhance community participation and wellbeing. Contributions may also be provided to support individuals who have been selected at a representative level to participate in relevant events.

POLICY SCOPE

This policy applies to all requests from individuals, community groups and not-for-profit organisations to access financial, or non-monetary in-kind resources, to support the delivery of activities and initiatives with the Shire of Derby/West Kimberley (the Shire) district.

This policy does not cover:

- (a) Sponsorship arrangements whereby the Shire negotiates the right to associate the Shire's name with an event, service or activity;
- (b) Partnership arrangements; and
- (c) Lease agreements and approved waivers for Shire fees and charges.

POLICY DEFINITIONS

Non-monetary and in-kind assistance – the provision of goods and services which do not involve a monetary transaction. This may include, but is not limited to, the use of Shire operated facilities, equipment and personnel.

Not-for-profit organisations – Organisations that provide services to the community and do not operate to make a profit for its members. All profits must go back into the services the organisations provide and must not be distributed to members, even if the organisation winds-up. This includes registered charities, sporting and recreation clubs, community service organisations, professional and business associations, cultural and social societies and some indigenous corporations (*Australia Tax Office definition*).

POLICY STATEMENT

The Shire acknowledges its role as a facilitator and partner in building the capacity, ownership and identity of the community. To support this role the Shire is committed to supporting community groups and not-for-profit organisations in the delivery of activities, services and initiatives by making an annual allocation to the Community Funding Scheme (the Scheme). Funds allocated to this scheme can be accessed by individuals, community groups and not-for-profit organisations through grant programs or requests to Council and can include financial or non-monetary contributions from the Shire.

Activities funded through the Scheme must address identified community priorities as outlined in the Shire's Strategic Community Plan. Generally, the funded activities are to be delivered within the district of the Shire. Exceptions can be made where it can be demonstrated the project has significant benefit to Shire residents or promotes the Shire on a wider basis. Priority is given to groups that are based within the Shire district, however this does not preclude organisations who are based outside of the Shire area from obtaining funding.



The funding allocation to the individual grants programs to be administered under the Scheme will be determined annually by Council. Each grants program will have a management guideline which will, at a minimum, outline:

- (a) Objectives of the grant program and types of projects to be funded;
- (b) Eligibility criteria;
- (c) Funding criteria;
- (d) Terms and conditions of the grant;
- (e) Application, assessment and approval process;
- (f) Appeals process;
- (g) Acquittal and reporting requirements; and
- (h) How the Shire's contribution should be acknowledged.

All other funding requests will be presented to Council, or as otherwise determined by Council, and outlined in the relevant program's management guidelines.

Policy Details			
Original Adoption date:	26 September 2002 (Item 10.5.4 Res. 223/2002)	Review Frequency:	3 years
		Next Review Due:	August 2027
Policy Implementing Officer or Team:	Manager Community Development	Policy Reviewer:	Director Community Planning
Legislative Head of Power (Act, Regulation, or Local Law):	Not applicable		
Related Documents (other Policies, Operational Procedures, Delegations, etc.):	Policy PC1 Risk and Opportunity Management Policy Policy PC10 Code of Conduct Behaviour Complaints Management Policy Strategic Community Plan 2021-2031 Record Keeping Procedure Community Grants Management Guidelines Community Representatives Grants Program Guidelines		
Version Control Council Meeting Review Details:			
Review #:	Council Meeting Date:	Item/Resolution#:	
1.	28 February 2019	Item 9.1.1, Res. 005/2019	
2.	30 September 2020	Item 15.1, Res. 168/20	
3.	29 September 2022	Item 15.3. Res/ 124/22	
4.	29 August 2024	Item 12.1, Res. 100/24	

13.4 2024/25 BUDGET AMENDMENT - FITZROY CROSSING YOUTH ZONE AND TOWN OVAL PRECINCT FENCING**File Number: 5120****Author: Steve Ross, Project Officer****Responsible Officer: Tamara Clarkson, Chief Executive Officer****Authority/Discretion: Legislative****SUMMARY**

This item is for Council to consider a budget amendment to the 2024/25 budget to support the confirmation of funding by the Department of Local Government, Sport and Cultural Industries for the delivery of the Fitzroy Crossing Youth Zone and Town Oval Precinct Fencing.

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

In the 2021 State Election, a commitment of \$4 million was made towards the Shire of Derby/West Kimberley (Shire) for the Fitzroy Crossing Recreation Precinct redevelopment.

The funding commitment was confirmed following the Election, and the funding package was split in two parts – Stage One of \$1.5 million and Stage Two of \$2.5 million.

Stage One supported the installation of new floodlights at the Town Oval as well as the planning and design of a new Fitzroy Crossing Recreation and Evacuation Centre. This funding forms part of Financial Assistance Agreement 1, which was executed on 4 May 2023.

Stage Two incorporates the delivery of a new perimeter palisade fencing at the Fitzroy Crossing Town Oval and a second stage of the Fitzroy Crossing Youth Precinct development. The delivery of the Fitzroy Crossing Youth Precinct is dependent on future Council consideration, and the Shire may seek to vary the purpose of the funding should it not proceed. Financial Assistance Agreement 2 incorporates this stage and this was executed on 11 February 2025.

The income and subsequent expenditure relating to Financial Assistance Agreement 2 requires a budget amendment. As the agreement was not executed at the time of Council's endorsement of the 2024/25 Budget, the Stage 2 income and expenditure were not included.

STATUTORY ENVIRONMENT

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution*; or

(c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

(1a) In subsection (1) —

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

(2) Where expenditure has been incurred by a local government —

(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Recreation – Capital Grants 51103820

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance
2. Community	2.1 Safe Communities	2.1.2 Endeavour to provide safe, clean and well-lit streets and public spaces
2. Community	2.2 Healthy Communities	2.2.1 Build, maintain and maximise the use of community facilities

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: If budget amendment is not endorsed, there is a potential to lose funds due to inability to deliver projects within agreed timeframe.	Likely	Major	High	Allocate funds as part of budget amendment to support delivery of funded projects.
Reputation: Poor reflection of Shire by State Government and community in regards to being able to	Possible	Major	High	Allocate funds as part of budget amendment to support delivery of funded projects and

deliver on commitments and projects.				ensure execution on time and on schedule.
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CONSULTATION

Internal

COMMENT

The amendment of the 2024/25 budget would assist Officers to deliver the first priority within Financial Assistance Agreement 2, which is the new perimeter fencing at the Fitzroy Crossing Town Oval. This will result in an improved experience for users and visitors of the oval, particularly during football season, due to improved safety management.

Further consideration will be given to the delivery of the second stage of the project pending a Council direction regarding the Youth Precinct development.

An amendment of \$1.5 million to reflect the expected income to be received the current financial year. The Shire will achieve the first two milestones under the agreement, being contract execution and procurement for the fencing project.

It is likely that no expenditure will be recorded against this income within the current financial year as the projects will be delivered in the coming financial year.

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS

1. Minister Signed - FAA2 - SDWK - Fitzroy Crossing Youth Zone and Town Oval Precinct Fencing - Confidential

RESOLUTION

That Council (Commissioner) by ABSOLUTE MAJORITY authorises an amendment of the 2024/25 budget to reflect new income amounting \$1,500,000 ex GST (milestone 1 \$750,000 on executions of agreement, milestone 2 \$750,000 Award Construct Contract for supply and install of perimeter fencing) within Income Account Code: Recreation – Capital Grants 51103820.5810

RESOLUTION CCO24/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0 BY ABSOLUTE MAJORITY

14 DEVELOPMENT SERVICES**14.1 CONSIDERATION OF SERVICE LEVEL CHANGES TO WASTE MANAGEMENT SERVICES****File Number: 7190****Author: Wayne Neate, Director Infrastructure****Responsible Officer: Tamara Clarkson, Chief Executive Officer****Authority/Discretion: Administrative****SUMMARY**

Council to consider permanent changes to the service level for its Derby and Fitzroy Crossing waste management sites. On 31 August 2023, Council resolved a trial period to reduce the operational hours of both Derby and Fitzroy Crossing sites for a period of 12 months. The trial period has now concluded and has been identified as successful.

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

On 31 August 2023, Council resolved the following at its Ordinary Council Meeting:

RESOLUTION 98/23**Moved: Cr Paul White****Seconded: Cr Geoff Davis****That Council:**

- 1. Change, for a trial period of 12 months, the operational hours for the Derby Waste Management site from its current hours of 8am to 4pm, to 8am to 12noon on Sundays, and the Fitzroy Crossing Waste Management site from seven days a week to six days a week, noting it will be closed on Sundays;**
- 2. Following a period of advertising, implement those changes from the 1 November 2023 for each site; and**
- 3. Modify the contract with Cleanaway to reflect the changes as outlined above.**

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

CARRIED 6/0

The operational hours were altered in accordance with Council's resolution 98/23. These changes were advertised, and a 12-month trial period was subsequently implemented at both the Derby and Fitzroy Crossing waste management sites.

The trial period has now concluded, subsequently the consideration is for Council to determine whether or not the trial period maintained adequate service levels for the community during the

trial period, implementing these changes as permanent, and for any changes to be formalised with the Shires waste management contractor Cleanaway.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are potential ongoing cost savings to the Council if the operations hours of the waste management facilities are maintained as per the trial period.

The full details of those savings are presented in the Attachment 1 (confidential) to this item.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: Reverting to the original waste management operating times from before the trial period will result in increased costs to the Shire.	Almost Certain	Severe	High	Formalise the trial period operating hours, and amend the contract with the Shire's waste management contractor.
Community: Reduced operating hours at either facility will receive negative feedback from community.	Unlikely	Moderate	Low	The 12-month trial period was advertised and implemented, and no adverse comments or reactions have been received.

CONSULTATION

Consultation has occurred with the Shire's waste management contractor, Cleanaway, to ascertain the most viable options for ongoing cost savings for the Shire. In addition, the Shire collected visitation data from Cleanaway for the waste management facilities, specific to Sunday trading at the Derby waste management site to make an informed decision.

The feedback received from Cleanaway is they have not witnessed any concerns or impacts from the revised operating hours at both sites during the trial period.

It should be noted, although the community has not been directly consulted during the trial period, the Shire have received no complaints or adverse comments regarding the revised Sunday operating times in both Derby and Fitzroy Crossing.

Relevant Shire staff have also been consulted and no feedback has been received or reported that the changes have had a negative impact. In addition, there has also been no increase in reporting or identified illegal dumping for the duration of the trial period.

COMMENT

There have been no adverse comments raised by the community during the trial period, inclusive of any requests to revert back to the waste management sites operating hours preceding the trial period.

Throughout the trial period, there has been no increase in reported or identified illegal dumping of waste.

Based on the above and the foreseeable cost savings for the Shire, it is proposed Council formalise the Sunday operating hours at the Derby and Fitzroy Crossing waste management sites.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Extract from SDWK and Cleanaway Contract - Confidential

RESOLUTION

That Council (Commissioner) approves changes being made to the Derby and Fitzroy Crossing Waste Management Contract as follows;

Make permanent the current operational hours for the Derby Waste Management site on Sundays, 8:00am to 12:00pm and the Fitzroy Crossing Waste Management site to six days a week, noting it will be closed on Sundays; The above changes be formalised with Cleanaway through an amendment to the existing contract; and Note the Chief Executive Officer will continue to investigate potential further changes to operations hours at both the Derby and Fitzroy Crossing Waste Management Facilities.

RESOLUTION CCO25/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

14.2 LIQUOR CONTROL - BUNGARDI RESTRICTIONS AREA - EXPIRY AUGUST 2025**File Number:** GR/RP/1**Author:** Wayne Neate, Director Infrastructure**Responsible Officer:** Tamara Clarkson, Chief Executive Officer**Authority/Discretion:** Advocacy**SUMMARY**

The Department of Local Government, Sport and Cultural Industries has requested the Shire of Derby/West Kimberley to make comments on the proposal to extend the *'Section 175 Liquor Control Act 1988'* relating to Bungardi Community which expires on 19 August 2025. It is recommended that Council (Commissioner) support the extensions to these liquor restrictions and direct the Chief Executive Officer to respond to the request for the extension.

DISCLOSURE OF ANY INTEREST

Nil by Author and Responsible Officer

BACKGROUND

The Community of Bungardi have had Restricted Area Liquor restrictions under the *'Liquor Control Act 1988 – Restricted Area Regulations'* for the last eight years. It is the Shire's understanding that the restrictions are generally considered to be a positive for the communities and the community is requesting a further extension.

The Department has requested that the Shire provide comment to the Minister as is prescribed under section 175 of the Act, the Minister may only recommend the making of such regulations after consultation with the Commissioner of Police, the local government authority and any other stakeholders he considers appropriate to consult. The Minister must also be satisfied that the regulations are in the public interest.

There are numerous community areas across the State that have been declared liquor restricted. Generally restricted area regulations expire after a period of three years to five years, however the regulations can be renewed following consultation with stakeholders. The request was received on 20 March and the Shire was requested to provide comment by 30 April 2025.

STATUTORY ENVIRONMENT

'Section 175 Liquor Control Act 1988 - Restricted Area Regulations'

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.3 Effective Communication	1.3.2 Listen to and respond to the needs of our communities

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Reputation: The Shire makes comment on behalf of the Communities without adequate consultation which is damaging to the Shire and the Community	Unlikely	Moderate	Low	It is understood that the request for extension is usually made by the community CEO or Chair on behalf of the Community and therefore this risk is minimal

CONSULTATION

No direct consultation has been undertaken with the community itself as it is considered the community usually makes the request for the extension to occur. The Shire consulted the Department about the criteria relevant to Council in deciding whether or not to support an extension. The Departments comments are provided in the next section.

COMMENT

According to the relevant Policy Officer at Department of Local Government, Sport and Cultural Industries 'Section 175 of the Liquor Control Act 1988', requires that we consult with the relevant Local Government Authority before the Minister can recommend the drafting/making of liquor restricted area regulations.

We require a decision from Council each time a set of liquor restricted area regulations that is within the area of the Shire of Derby West Kimberly is close to being due for renewal as these are generally in place for a period of 3 or 5 years. (We typically send out consultation letters 6-8 months before these expire)

In terms of consultation for existing liquor restricted area regulations, we are seeking a response on whether the Council is in support of them continuing for the relevant community for a further period.

To my knowledge there isn't a specific set of specific criteria that we require local governments to consult on, however from past experience most local government stakeholders are happy to support the regulations being in place if they are still wanted/needed by the relevant community.

Other reasons that that we've received as consultation feedback on, include if the Council has certain issues that they want to promote or that are in line with any strategic community plans in relation to the continuation of the liquor restrictions (for example, reducing alcohol-related harm, community safety, connections to culture and improving wellbeing) and they have stated that they would support the regulations for those reasons."

The Shire has demonstrated that it supports alcohol management initiatives, and has previously demonstrated its support for communities that undertake such initiatives that leads to reducing alcohol related harm.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Letter requesting extension

RESOLUTION

That Council (Commissioner);

1. Supports the Department of Local Government, Sport and Cultural Industries request to extend the liquor restrictions for Bungardi Community; and
2. Directs the Chief Executive Officer to respond to the Department of Local Government, Sport and Cultural Industries supporting the Bungardi Community liquor extensions.

RESOLUTION CC026/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0



Department of
**Local Government, Sport
and Cultural Industries**



Our Ref 22/4004
Enquiries Steve Spallarossa
Phone (08) 6551 4987
Email s.175.regulations@dlgsc.wa.gov.au

Ms. Tamara Clarkson
Chief Executive Officer
Shire of Deby-West Kimberley
sdkw@sdkw.wa.gov.au

Dear Ms Clarkson

**SECTION 175 LIQUOR CONTROL ACT 1988 – RESTRICTED AREA REGULATION:
BUNGARDI ABORIGINAL COMMUNITY**

On 19 August 20217, the Liquor Control (Bungardi Restricted Area) Regulations 2017 (Bungardi Regulations) came into to declare Bungardi a liquor restricted area and prohibit the bringing in and consumption of liquor into the community.

The *Liquor Control Act 1988* provides that the Governor, on the recommendation of the relevant Minister, may make regulations declaring an area of the State to be a liquor restricted area.

The Minister may only recommend making such regulations after consulting with the community, the Commissioner of Police, the local government authority, and other stakeholders as appropriate. The Minister must also be satisfied that the regulations are in the public interest.

As the Bungardi Regulations are scheduled to expire on 19 August 2025, I seek your comments on extending the liquor restrictions for the community for a further period. Attached for your reference is a description of the liquor restricted area as it appears in the regulations.

It would be appreciated if you could provide me with your comments for the Minister's consideration via return email to s.175.regulations@dlgsc.wa.gov.au by 30 April 2025.

Yours sincerely

Caitlin Marson
General Manager, Policy and Legislation
20 March 2025

*Liquor Control (Bungardi Restricted Area) Regulations 2017***3.Term used: Bungardi Aboriginal Community**

In these regulations —

Bungardi Aboriginal Community means the area of land —

(a) bounded by —

- (i) the east side of Marrala Creek; and
- (ii) the south side of Geikie Gorge Road; and
- (iii) the east side of Bungardi Road; and
- (iv) the north side of Fitzroy River;

and

- (b) being part of Lot 289 Crown Reserve 45608 and part of Lot 290 Crown Reserve 45609.

14.3 LIQUOR CONTROL - KADJINA RESTRICTIONS AREA - EXPIRY OCTOBER 2025**File Number:** GR/RP/1**Author:** Wayne Neate, Director Infrastructure**Responsible Officer:** Tamara Clarkson, Chief Executive Officer**Authority/Discretion:** Advocacy**SUMMARY**

The Department of Local Government, Sport and Cultural Industries have requested the Shire of Derby/West Kimberley to make comments on the proposal to extend the *'Section 175 Liquor Control Act 1988'* relating to Kadjina Community which expires on 10 October 2025. It is recommended that Council (Commissioner) support the extensions to these liquor restrictions and directs the Chief Executive Officer to respond to the request for the extension.

DISCLOSURE OF ANY INTEREST

Nil by Author and Responsible Officer

BACKGROUND

The Community of Kadjina have had Restricted Area Liquor restrictions under the *'Liquor Control Act 1988 – Restricted Area Regulations'* for the last five years. It is the Shire's understanding that the restrictions are generally considered to be a positive for the communities and each of the communities are requesting a further extension.

The Department has requested that the Shire provide comment to the Minister as is prescribed under section 175 of the Act, the Minister may only recommend the making of such regulations after consultation with the Commissioner of Police, the local government authority and any other stakeholders he considers appropriate to consult. The Minister must also be satisfied that the regulations are in the public interest.

There are numerous community areas across the State that have been declared liquor restricted. Generally restricted area regulations expire after a period of three years to five years, however the regulations can be renewed following consultation with stakeholders. The request was received on 21 March 2025 and the Shire was requested to provide comment by 30 April 2025.

STATUTORY ENVIRONMENT

'Section 175 Liquor Control Act 1988 - Restricted Area Regulations'

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.3 Effective Communication	1.3.2 Listen to and respond to the needs of our communities

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Reputation: The Shire makes comment on behalf of the Communities without adequate consultation which is damaging to the Shire and the Community	Unlikely	Moderate	Low	It is understood that the request for extension is usually made by the community CEO or Chair on behalf of the Community and therefore this risk is minimal

CONSULTATION

No direct consultation has been undertaken with the community itself as it is considered the community usually makes the request for the extension to occur. The Shire consulted the Department about the criteria relevant to Council deciding whether or not to support an extension. The Departments comments are provided in the next section.

COMMENT

According to the relevant Policy Officer at Department of Local Government, Sport and Cultural Industries *"Section 175 of the Liquor Control Act 1988, requires that we consult with the relevant Local Government Authority before the Minister can recommend the drafting/making of liquor restricted area regulations.*

We require a decision from Council each time a set of liquor restricted area regulations that is within the area of the Shire of Derby West Kimberly is close to being due for renewal as these are generally in place for a period of 3 or 5 years. (We typically send out consultation letters 6-8 months before these expire)

In terms of consultation for existing liquor restricted area regulations, we are seeking a response on whether the Council is in support of them continuing for the relevant community for a further period.

To my knowledge there isn't a specific set of specific criteria that we require local governments to consult on, however from past experience most local government stakeholders are happy to support the regulations being in place if they are still wanted/needed by the relevant community.

Other reasons that that we've received as consultation feedback on, include if the Council has certain issues that they want to promote or that are in line with any strategic community plans in relation to the continuation of the liquor restrictions (for example, reducing alcohol-related harm, community safety, connections to culture and improving wellbeing) and they have stated that they would support the regulations for those reasons."

The Shire has demonstrated that it supports alcohol management initiatives, and has previously demonstrated its support for communities that undertake such initiatives that leads to reducing alcohol related harm.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Letter requesting extension

RESOLUTION

That Council (Commissioner);

1. Supports the Department of Local Government, Sport and Cultural Industries request to extend the liquor restrictions for Kadjina Community; and
2. Directs the Chief Executive Officer to respond to the Department of Local Government, Sport and Cultural Industries supporting the Kadjina Community liquor extensions.

RESOLUTION CC027/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0



Department of
**Local Government, Sport
and Cultural Industries**



Our Ref 24/6145
Enquiries Steve Spallarossa
Phone (08) 6551 4987
Email s.175.regulations@dlgsc.wa.gov.au

Ms. Tamara Clarkson
Chief Executive Officer
Shire of Deby-West Kimberley
sdkw@sdkw.wa.gov.au

Dear Ms Clarkson

**SECTION 175 LIQUOR CONTROL ACT 1988 – RESTRICTED AREA REGULATIONS:
KADJINA ABORIGINAL COMMUNITY**

On 7 November 2020, the Liquor Control (Kadjina Restricted Area) Regulations 2020 (Kadjina Regulations) came into to declare Kadjina a liquor restricted area and prohibit the bringing in and consumption of liquor in the community.

The *Liquor Control Act 1988* provides that the Governor, on the recommendation of the relevant Minister, may make regulations declaring an area of the State to be a liquor restricted area.

The Minister may only recommend making such regulations after consulting with the community, the Commissioner of Police, the local government authority, and other stakeholders as appropriate. The Minister must also be satisfied that the regulations are in the public interest.

As the Kadjina Regulations are expiring on 10 October 2025, I seek your comments on extending the liquor restrictions for the community for a further period. Attached for your reference is a description of the liquor restricted area as it appears in the regulations.

It would be appreciated if you could provide me with your comments for the Minister's consideration via return email to s.175.regulations@dlgsc.wa.gov.au by 30 April 2025.

Yours sincerely

Caitlin Marson
General Manager, Policy and Legislation
21 March 2025

*Liquor Control (Kadjina Restricted Area) Regulations 2020***3. Term used: Kadjina Aboriginal Community**

In these regulations —

Kadjina Aboriginal Community means —

- (a) the area of land described as Lot 9 on Deposited Plan 238001 and the subject of Certificate of Title LR3011/45; and
- (b) the area of land described as Lot 60 on Deposited Plan 238001 and the subject of Certificate of Title LR3011/50.

14.4 DRAFT LOCAL HERITAGE SURVEY 2025 AND DRAFT HERITAGE LIST 2025**File Number:** RC/060/2**Author:** Christie Mildenhall, Community Planning Advisor**Responsible Officer:** Wayne Neate, Director Infrastructure**Authority/Discretion:** Executive**SUMMARY**

For Council to endorse the draft Local Heritage Survey 2025 and draft Heritage List 2025 for the purpose of advertising.

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

The Municipal Heritage Inventory was received in 1995, and this was incorporated in the Heritage Strategy 2016.

Part 8 of the *Heritage Act 2018* requires local governments to prepare a Local Heritage Survey, previously known as a Local Heritage Inventory, to identify and record places that are, or that might become, of cultural heritage significance.

The Local Heritage Survey is undertaken with consideration to the Department of Planning, Lands and Heritage's (DPLH) guidelines, *Assessment of Local Heritages Places (2022)* as recommended in State Planning Policy 3.5 *Historic Heritage Conservation*.

Assessments determine levels of heritage significance for each place in consideration of the overall context of the entire area of the Shire of Derby/West Kimberley (Shire). The levels of significance are consistent with the required categories noted in the DPLH guidelines, and are as follows:

Level of Significance to the Local Area	Classification	Description
Exceptional	Category 1	Essential to the heritage of the locality. Rare or outstanding example.
Considerable	Category 2	Very important to the heritage of the locality.
Some/Moderate	Category 3	Contributes to the heritage of the locality.
Little	Category 4	Has elements or values worth noting for community interest but otherwise makes little contribution.

Included within the Local Heritage Survey is the Heritage List, this comprises of places identified during the survey as category one and category two classification.

In June 2022, the Shire received contributory funding from DPLH to engage a consultant to:

- Undertake a local heritage survey on behalf of the Shire, and prepare a draft Local Heritage Survey; and

- Prepare a draft Heritage List, informed by the draft Local Heritage Survey

The Shire appointed Heritage Intelligence to undertake this work.

STATUTORY ENVIRONMENT

The *Heritage Act 2018* requires that a local government must prepare a survey of places in its district that in its opinion are, or may become, of cultural heritage significance. The Local Heritage Survey must be prepared, reviewed and updated in accordance with the Guidelines for Local Heritage Surveys.

After preparing a Local Heritage Survey, or reviewing and updating a Local Heritage Survey, a local government must:

- Provide the Council with a copy of the Local Heritage Survey; and
- Make the Local Heritage survey available to the public.

This Local Heritage Survey is consistent with the Guidelines for Local Heritage Surveys, which recommends a general review every 10-15 years for a regional local government.

Whilst there is no statutory timeframe prescribed for advertising a Local Heritage Survey, should Council resolve to advertise the draft Local Heritage Survey 2025 and proposed draft Heritage List 2025, the Shire intends to advertise for a 28-day period.

POLICY IMPLICATIONS

Policy (F2) Asset Management may be impacted by the establishment of the Heritage Survey.

FINANCIAL IMPLICATIONS

This project was partially funded by a \$15,000 grant from DPLH. The remaining expenses were included in the 2023/24 and 2024/25 operational budget. There is not expected to be any future costs associated with the project if Council endorses the draft Local Heritage Survey 2025 and draft Heritage List 2025 for advertising.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.3 Effective Communication	1.3.3 Use multiple channels to distribute information about services, programs, places and spaces
2. Community	2.3 Vibrant and culturally rich communities	2.3.3 Record, recognise, preserve and celebrate the district's culture, history and heritage

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance:	Possible	Minor	High	The Shire has prepared the Local Heritage Survey in accordance

Failure to comply with requirements of the <i>Heritage Act 2018</i>				with the Guidelines for Local Heritage Surveys.
Property: Failure to protect places of cultural and heritage significance across the Shire.	Unlikely	Moderate	Medium	Ensure the Local History Survey and Heritage List are finalised, endorsed and publicised to the community.

CONSULTATION

Throughout the process of undertaking the Local Heritage Survey, Heritage Intelligence undertook a number of consultation processes, including:

Consultation Audience	Summary
Council	Briefings on the process and requirements provided to Council on the following dates: <ul style="list-style-type: none"> 29 September 2022 13 June 2023
Research	Engagement with the Shire's Library and Heritage team and the Friends of Wharfinger House volunteers.
Community	Community members able to nominate sites for inclusion on the Local Heritage Survey through completing an online form between 5 June 2024 until 12 July 2024.
Community	In person consultation sessions held on: <ul style="list-style-type: none"> 13 June 2024 (Derby) 14 June 2024 (Fitzroy Crossing)
Community	Targeted consultation with local organisations.
Community	Site visits

COMMENT

It is important to note, Aboriginal places are only included in either the Local Heritage Survey, or based on their categorisation, the Heritage list if they relate to both the thematic history of a place, not solely on account of its connection with Aboriginal tradition or culture.

As stated on page 6 of the Heritage Survey report (attached) *The Aboriginal Heritage Act 1972 and The Aboriginal Heritage Legislation Amendment and Repeal Act 2023* as acts provide to make provision for the preservation of places and objects customarily used by or traditional to the original inhabitants of Australia or their descendants, or associated therewith, and for other purposes incidental thereto and therefore provide for the preservation, protection and management of Aboriginal Heritage Places. These two acts inform the legislative procedures for the identification and protection of Aboriginal cultural and are quite separate from the process identified under the *Heritage Act 2018*.

The Shire has not reviewed the Municipal Inventory of Heritage Places since 1995.

In undertaking the Local Heritage Survey, Heritage Intelligence undertook research of the Heritage Council's inHerit database. InHerit contains information about cultural heritage places listed in the State Register of Heritages Places, local government heritage surveys and heritages lists, the Australia Government's heritage list and other non-government lists and surveys.

The database list identifies 100 places relevant to the Shire, however not all are relevant to the intent of the Local Heritage Survey in accordance with the Heritage Act 2018. Of the 100 places identified:

- 17 were not relevant for the purposes of the Local Heritage Survey as defined under the Heritage Act 2018; and
- 20 are listed as State Registered (category one). Of the 20, only 15 have individual registration, while the remaining five are places with varying degrees of significance within a registered group.

Of the remaining 78 places, Heritage Intelligence identified two places as duplicates/shared sites, and a further seven places were either demolished or no information, amounting to 71 places remaining.

As a result of the survey, Heritage Intelligence identified 32 new places, when combined with the 71 remaining from the database, the draft Local Heritage Survey 2025 comprises of 103 total place records.

The draft Local Heritage Survey 2025 document identifies the 32 places with 'NEW', and each place has a category recommendation relevant to its assessed heritage significance.

The following is a summarised break down of the 32 new places by their heritage significance category recommendation:

Classification	Total
Category 1	0
Category 2	9
Category 3	17
Category 4	6

Following advertising, category one and two places will be recommended for inclusion in the Heritage List. Categories three and four will remain on the Local Heritage Survey but not be included in the Heritage List. The full survey report has also been attached for a better understanding of the heritage process.

It must also be noted that this process by no way diminishes the importance of Aboriginal heritage in the shire but is meant to complement *The Aboriginal Heritage Act 1972 and The Aboriginal Heritage Legislation Amendment and Repeal Act 2023* which form the legislative procedures for the identification and protection of Aboriginal cultural and are quite separate from the process identified under the *Heritage Act 2018*.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Draft Local Heritage Survey 2025
2. Draft Heritage List 2025
3. Heritage Survey Report

RESOLUTION

That Council (Commissioner):

1. Endorses the draft Local Heritage Survey 2025 and draft Heritage List 2025 , attached, for the purpose of advertising for 28 days;
2. Directs the Chief Executive Officer to prepare a report at the conclusion of the advertisement period for Council to consider the adoption of the draft Local Heritage Survey 2025 and draft Heritage List 2025, including feedback and any recommended amendments.

RESOLUTION CCO28/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

**SHIRE OF DERBY WEST KIMBERLEY
LOCAL HERITAGE SURVEY 2025**

APPENDIX 1

Local Heritage Survey (table of places)

Refer to:

Primary Report

Appendix 2: Heritage List



Shire of Derby-West Kimberley

Local Heritage Survey 2025

LOCAL HERITAGE SURVEY- List

Refer to Local Heritage Survey 2025 Table of Places (page 8)

SDWK No.	inherit No.	Place Name	Address
		DERBY	
1	9759	United Aborigines Mission Hostel	Alfonas & Ashley streets
2	9758	SITE St Joseph's Hostel	Ashley & Wodehouse streets
3	NEW	Derby Sportsman's Club Derby Golf Club (Boab Course)	Ashley Street
4	NEW	West Kimberley Turf Club	Ashley Street
5	NEW	Derby Rodeo Ground	Ashley Street
6	2980	Bungarun (Leprosarium) & Cemetery	Bungarun Road
7	9728	SITE of Club Hotel Spinifex Hotel	12-16 Clarendon Street west corner Johnston Street
8	15708	Derby Memorial Swimming Pool	17 Clarendon Street east corner Johnston Street
9	NEW	Shop and residence	18 Clarendon Street south corner Johnston Street
10	9729	Ah Chee's Bakery (site) & House (former)	20 Clarendon Street
11	14497	Derby Fire Station	35 Clarendon Street
12	9742	SITE original primary school (skate park)	37 Clarendon Street north corner Hardman Street
13	9735	North West Women's Group	39 Clarendon Street east corner Hardman Street
14	9733	Kimberley Air Branch of the Country Women's Association (CWA)	43 Clarendon Street
15	9757	Commercial precinct	46-70 Clarendon Street
16	9740	Derby Hospital	72-Clarendon, Hensman, Loch & Neville streets

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Local Heritage Survey 2025

17	9727	Royal Flying Doctor Service Base House & Office (former)	90 Clarendon Street
18	NEW	RAAF Curtin Military Airbase civil airport	Derby Broome Highway
19	NEW	Mary Island Fishing Club	12 Elder Street
20	9738	SITE One Mile Camp (Dinner Tree) sunset photos	Hakea Place
21	9750	MMA Hostel (former)	4 Hardman Street /234 Villiers Street
22	NEW	Derby Jetty & Port	Jetty Road
23	NEW	Derby Port – cattle race and muster holding yards	Jetty Road
24	NEW	Derby port - Weighbridge	Jetty Road
25	NEW	Port foreshore: Centenary Pavillion	Jetty Road
26	NEW	SITE Port (Loch Street) tramway, machinery (ruins)	Jetty to Loch Street- southeast to Sutherland Street
27	4661	Derby Tramway Woolshed	Jetty Road
28	691	Wharfingers House, Derby	3 Loch Street east corner Elder Street
29	9749	SITE Jimmy Ah Chee's Garage	Loch & Elder streets
30	NEW	SITE Port Hotel	4 Loch Street
31	NEW	SITE Kimberley Traders	6 Loch Street
32	NEW	SITE ANZ Bank	8 Loch Street
33	9734	Derby Picture Gardens (former)	19 Loch Street
34	NEW	Coleman Centre	22 Loch Street
35	NEW	Residence (former) Norval Art Gallery	28 Loch Street west corner of Johnston Street
36	9760	Lion's Park: Statue-Robert Rowell SITE First tennis courts	30-40 Loch Street west corner Johnston Street
37	15707	Shire of Derby West Kimberley Group: Shire Civic Centre Visitors' Centre	30-40 Loch Street (library and Council chambers entries on Clarendon Street

Shire of Derby-West Kimberley

Local Heritage Survey 2025

		Administration office Library Council chamber Original shire office Plaque/mosaic	
38	15707	War memorial & SS Colac relics	38-40 Loch Street
39	9756	Residence	35 Loch Street
40	9744	Tom Street Mission House	47 Loch Street
41	9753	Derby Anglican Church (former)- Daystar Family Church	52 Loch Street
42	NEW	Derby Post Office	63 Loch Street
43	NEW	People's Church	71-75 Loch Street
44	NEW	The Sisters of St John of God residence (former)	Loch Street north corner Neville Street
45	NEW	Holy Rosary School	97-101 Loch Street
46	9752	Our Lady Queen of the Holy Rosary Catholic Church Church Hall Presbytery	103 Loch Street
47	0692	Derby Police Gaol (former)	121 Loch Street
48	17313 10943	Derby Police Station & Courthouse	123-125 Loch Street
49	9751	SITE General stores	Loch & Waycott streets
50	9748	Coleman's Jaycee Aerated Water Company- Factory (former)	171 Loch Street
51	9737	SITE Derby Stone Quarry	Loch Street
52	NEW	Derby Pioneer Cemetery & Derby Cemetery	Lovegrove Street
53	9730	Kimberley School of the Air, Derby District High School	Marmion & Fairbairn streets
54	9732	SITE Derby CWA Hall	Marmion Street
55	9755	Watts House	2 Neville Street corner Villiers Street

Shire of Derby-West Kimberley

Local Heritage Survey 2025

56	9736	Lands Department Office (former) Wells cottage	4 Neville Street
57	NEW	Sculptures on the Marsh	Rowan and Villiers streets– tidal mudflats
58	9738	Interpretive site: Stock Route, cattle race to port	Rowan Street
59	9754	Residence	43 Rowan Street
60	NEW	SITE Original Derby townsite	Sutherland Street
61	9743	Numbala Nunga SITE Government Residency SITE Derby Native Hospital	37 Sutherland Street
62	NEW	Wapet Shed (former)	2 Villiers Street
63	NEW	SITE Dodor's Creek Kingsford Smith landing site Flying Doctor airstrip	Villiers Street – tidal mudflats
64	7214 7207 695 693 9741	Derby Town Commonage Frosty's Pool Myall's Bore- cattle trough (longest) Prison Boab Tree Holman House	Gibb River Road & Derby Broome Highway
		FITZROY CROSSING	
65	9764	SITE United Aborigines Mission (former) Second Fitzroy Crossing school, (Buruwa Mission) Junjuwa People's Church	Forrest Road
66	NEW	Fitzroy Crossing Visitors' Centre	Great Northern Highway & Forrest Road
67	9763	Fitzroy Crossing Bridge (post flood) 2024 SITE Fitzroy Crossing Bridge (before flood) 1974-2024	Great Northern Highway (National Highway 1)
68	17390	Fitzroy Crossing Police Station & Courthouse	55 McLarty Road
69	NEW	Fitzroy Crossing Cemetery (2004-)	Mangkulrla Cemetery Road
70	NEW	St Francis Catholic Church	Millard Road cnr McDonald Way

Shire of Derby-West Kimberley

Local Heritage Survey 2025

71	NEW	SITE original Fitzroy Crossing townsite	Russ Road – east of juncture with Gieke Gorge Road
72	696	Fitzroy Crossing Police Group (former) in original townsite	Russ Road
73	2984	Fitzroy Crossing Post Office (former) in original townsite	Russ Road
74	9761	SITE Australian Inland Mission (AIM) Hospital	Russ Road
75	NEW	SITE Fitzroy Crossing Rodeo Ground	Sandford Road
76	16776	Fitzroy Crossing Pioneer Cemetery	Skuthorp Road: memorials not visible
77	9762	The Crossing Inn (photo before 2024 flood)	Skuthorp Road
78	2985	Low Level Crossing	Yurabi Road
		REGIONAL-NO SITE VISITS	
79	9745	Mowanjum Mission (former)	Near Derby airport
		CAMBALLIN	
80	9767	Camballin townsite	
		LOOMA	
81	NEW	Looma Remote Community School	
82	0694	Liveringa Homestead Group including Cemetery	about 120 kms southeast of
83	9774	Munkayarra (ruins)	
84	11738	Air Beef Abattoir and Aerodrome (ruins) and Glenroy Homestead Group Glenroy Meatworks, Glenroy Abattoir	Glenroy Station, via Derby-Gibb River Rd West Kimberly
85	9777	Mount House Station Homestead & Gardens	
86	9775	Nobbys Well tank (on stock route)	
87	9776	Mount Barnett Station Homestead	Gibb River Road 300kms from Derby
88	9769	SITE Donkey Meat Factory	Gibb River Road Mount Hart
89	9765	Telegraph Station (former) Blue Bush Swamp	Fossil Downs turn-off Great Northern Highway, Fitzroy Crossing

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90	9768	Mt Hart Station Homestead ruins	
91	0698 9778	Gogo Homestead and Cave School, Margaret Downs Old Cherabun Station - on Gogo Station	Gogo Road St George Ranges 60 km from Fitzroy Crossing
92	16192	SITE Narlaria Mine, Barker Gorge Deposit, Devonian Lead Mine	Napier Downs Station- 125 km east of Derby
93	4361 9773	Yeeda Station & Forrest Boab tree	
94	NEW	Yongngora (Noonkanbah) Station	Noonkanbah Access Road - south off Great Northern Highway
95	9770	SITE Van Emmerick Air Crash	Hawkstone Peak
		KING LEOPOLD RANGES– no site visit	
96	697	Fossil Downs Homestead Group	Fossil Downs Road
97	2986	Oscar Range Station	
		LENNARD RIVER– no site visit	
98	2987	Leopold Downs Station ruins	
99	3691	Lillimilura Ruins and Grotto Lennard River Police Camp, Lillmaloora Station	140 k E of Derby
100	9771	Lukins Bore	Kimberley Downs Station
		KING SOUND– no site visit	
101	15737	Adele Island Lighthouse	
102	9766	SITE Point Torment	32 km north of Derby
		KOOLAN ISLAND– no site visit	
103	4104	Yampi Defence Area	130 km northwest of Derby by road

LOCAL HERITAGE SURVEY 2025

Table of Places

Shire of Derby-West Kimberley

Local Heritage Survey 2025

No.	inHerit	Photo	Place Name	Address	Significance	Cat
			DERBY			
1	9759		United Aborigines Mission Hostel	Alfonsas & Ashley streets	<p><u>Significance</u></p> <p>The site of the United Aborigines Mission Hostel for Aboriginal school children established in the 1950's is of considerable historic significance for the provision of a facility to ensure education for Aboriginal children.</p> <p><u>History</u></p> <p>St Joseph's Hostel for the Aboriginal school children was established in the 1950's to provide accommodation to facilitate their education.</p>	3
2	9758	SITE	St Joseph's Hostel	Ashley & Wodehouse streets	<p><u>Significance</u></p> <p>The site of the United Aborigines Mission Hostel established in the 1950's is of considerable historic significance for the provision of accommodation to facilitate the education for the Aboriginal Children, and for the association with the Catholic Church.</p> <p><u>History</u></p> <p>St Joseph's Hostel for the Aboriginal school children was established by the Roman Catholic Church in the 1950's to provide accommodation to facilitate their education.</p>	4
3	NEW		Derby Sportsman's Club: Derby Golf Club (Boab Course)	Ashly Street	<p><u>Significance</u></p> <p>Derby Sportsman's Club is of social and sporting value for the community socialisation and the sporting activities of the golf course that represent Kimberley lifestyle and culture.</p> <p><u>History</u></p> <p>A course was established in 1923. The course has been crafted by Terry Gale with 11 holes that are arranged to make 18 holes. The 18 hole course is fully grassed; established from recycled water. It is often referred to as the Boab course as Boab trees line the fairways and the "Five Fingered Lady" at Hole no. 7 is an infamous feature.</p>	3

Shire of Derby-West Kimberley

Local Heritage Survey 2025

4	NEW		West Kimberley Turf Club	Ashly Street	<p><u>Significance</u> West Kimberley Turf Club is of social and sporting value in epitomising significant community events that represent and demonstrate the one of the iconic country race meetings that are integral to the Kimberley lifestyle and culture.</p> <p><u>History</u> West Kimberley Turf Club host the annual Derby Cup with the Derby BEP Cup and Fashions on the Field, to complement the racing action and social catch-ups.</p>	3
5	NEW		Derby Rodeo Ground	Ashly Street	<p><u>Significance</u> Derby Rodeo Ground is of social and sporting value in epitomising significant community events that represent and demonstrate the integral Kimberley lifestyle and culture.</p> <p><u>History</u> Derby Rodeo and Campdraft attracts regional participants and community for competitions and skills that showcase riders and their steeds, including bronc riding and barrel racing, with other community activities at the venue such as live music, food stalls, facilitated by the Derby Rodeo and Horseriders Association.</p>	3


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6	2980	NO ACCESS TO THE SITE	Bungarun (Leprosarium) Cemetery	Bungarun Road	<p>Significance</p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>Statement of Significance</u></p> <p>Bungarun (Leprosarium), Derby, including blocks of Staff Quarters dating from the 1930s, the Catholic and Protestant Churches and the Detention Centre dating from the 1950s, one remaining patient accommodation structure probably dating from the 1970s, numerous other hospital and service buildings, and the Graveyard, has cultural heritage significance for the following reasons:</p> <ul style="list-style-type: none"> the place is highly valued by Aboriginal people in and beyond the Kimberley, and by the Sisters of St John of God, for its role in providing a home and medical care for leprosy patients; the Graveyard, which contains the remains of numerous patients who died at the leprosarium over five decades, is of exceptional significance to the Aboriginal community; the place was the only government facility in Western Australia in which accommodation was provided for leprosy patients to live in whilst undergoing long-term medical treatment, and, further, its establishment ended mandatory transfer of leprosy patients from Western Australia to the Northern Territory, thus allowing more Aboriginal people from the Kimberley to remain in, or closer to, their own country; the place has associations with the Sisters of St John of God, who tended to the needs of the leprosy patients and their families for five decades, and with Dr L. Holman, who provided medical care for fifteen years; the place, although no longer used as leprosarium, is the only facility of this type now extant in Western Australia; the place is a benchmark site which has potential to contribute to an understanding of the conditions under which long-term leprosarium patients lived in the period from 1936 to 1986; and, the buildings, site and landscape elements, together with the sites of the former residential units and the 	1
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Shire of Derby-West Kimberley

Local Heritage Survey 2025

					<p>Graveyard, evoke through their isolated location and open landscape setting, the harshness of the environment and the poignant history of the place.</p> <p>Bungarun (Leprosarium), Derby contains a large number of buildings, site elements and areas. Because they all relate to the development of the place during its period of use as a leprosarium, and have high social significance as a result, none can be identified as intrusive. The following levels have been identified.</p> <ul style="list-style-type: none"> o <i>Exceptional Significance:</i> Graveyard; Three original Staff Quarters including the Chapel extension, (Nos 36, 39, 44); Sites of former male and female patient accommodation. o <i>Considerable Significance:</i> Remnants of the Roman Catholic Church (32); o <i>Detention Centre</i> (30); <i>Protestant Church</i> (16); <i>Patient Block</i> (19). o <i>Some Significance:</i> All other buildings and structures on the site, except as identified elsewhere. o <i>Little Significance:</i> Landscaping & 2 bough sheds. <p><u>History</u> Registration documentation</p>	
7	9728		<p>SITE of Club Hotel Spinifex Hotel</p>	<p>12-16 Clarendon Street west corner Johnston Street</p>	<p><u>Significance</u> The site of the Club Hotel, also known as Shy Pooh and subsequently Spinifex Hotel is of historical significance for the continuous use as a licenced premises and place of hospitality since c.1888. It has considerable social significance as a meeting place of a diverse cross section of members of the Derby and region communities. The Boxing Day Sports is now a famous local event linked with the hotel.</p> <p><u>History</u> The Club Hotel is recorded to have existed on the site of the existing Spinifex Hotel, in c.1888. Locally known as the Shy Pooh, the name Club Hotel was still in use in the 1960's. The hotel was owned and run independently until the Swan Brewery acquired in the 1960's. It has since</p>	3




Shire of Derby-West Kimberley

Local Heritage Survey 2025

					<p>reverted to independent ownership. It is well known in the region for the now famous Boxing Day Sports which feature such unique events as cockroach races, frog races, jelly eating, stubby sucking etc.</p> <p>The existing building was constructed in 1956/1960. The original cellar under the lounge bar was filled in 1959. The roof was replaced in 1993 after the earlier roof blew off.</p> <p>Further refurbishment and new builds on site since that time and more recently.</p>	
8	15708	 	Derby Memorial Swimming Pool	17 Clarendon Street east corner Johnston Street	<p><u>Significance</u></p> <p>Derby Memorial Swimming Pool is socially and historically significant as a memorial to service personnel from the region who served in World War Two, and as a highly valued recreation and sport venue that provides an oasis for town and district communities.</p> <p><u>History</u></p> <p>The swimming pool was established in 1958 by a project shared by the then Derby West Kimberley Road Board, and community volunteers. It was a commemorative memorial to service personnel who served in the war.</p> <p>It underwent a major upgrade in 2009.</p> <p>An important sport and recreation facility for the community, in the tropical climate.</p>	3



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9	NEW	 	Shop and residence	18 Clarendon Street south corner Johnston Street	<p><u>Significance</u></p> <p>The shop and residence has social value for the services it offers and landmark for its contribution to the townscape.</p> <p><u>History</u></p> <p>The shop that was originally a residence provides hospitality services to the community and tourists.</p>	3
10	9729		Ah Chee's Bakery (site) & House (former)	20 Clarendon Street	<p><u>Significance</u></p> <p>The former Ah Chee's bakery (site) and house is of social and historic significance for the association with the Ah Chee family who ran the bakery business for over fifty years from c.1910 until the 1970s. The longstanding business represented by the site of the bakery and the remains of the two-room house built by Owen Ah Chee demonstrates a way of life no longer practiced. The place is historically significant in also representing the diversity of the early pioneers of Derby, by way of AH Chee being an immigrant from China in 1892, becoming a prominent identity making a substantial contribution to the development of Derby.</p> <p><u>History</u></p>	3



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					<p>Owen Ah Chee who first arrived in Darwin in 1892 from Hynum near the Hong Kong border. He purchased the site in c.1895 and built a two-room house with bakery where he baked bread which was sold from the front veranda of the house. As the family grew, the veranda was utilised for sleeping and a shop was built next to the house that was adapted over time.</p> <p>In 1973 the bakery at the rear and the shop were closed and in 1983 the bakery was demolished. The house remains.</p>	
11	14497		Derby Fire Station	35 Clarendon Street	<p><u>Significance</u></p> <p>The Derby Fire station makes a significant contribution to the safety of the community, and essential service for the town and region.</p> <p><u>History</u></p> <p>The 1971 Fire station is typical of the state-wide upgrade by the Fire services.</p>	4
12	9742		SITE original Derby Primary School (skate park)	37 Clarendon Street north corner	<p><u>Significance</u></p> <p>This is the site of original 1904 Derby School that is historically and socially significant for its important role in the development of the town of Derby and to the history of education in the north of Western Australia</p> <p><u>History</u></p> <p>This is the site of the first school in Derby. Calls for a school were happening as early as 1896, but with only 19 students the Education Department requirement was 20 students. The parents rallied and built a school.</p> <p>It closed in 1939 when World War Two started, and reopened with 47 students in 1943 after the Japanese threat had gone. By 1957 there were 105 students who all transferred to the new Derby Junior High School in 1959. The skate park for youth is a relevant activity for the site.</p>	4


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13	9735		North West Women's Group	39 Clarendon Street East corner Hardman Street	<p><u>Significance</u></p> <p>The North West Women's Group building, the home built for Alma Huddleston in c.1958, was one of the smartest in town, and the added shop was the first shoe shop in Derby. It represents a historically significant period of expansion and the development of Derby and specifically Clarendon Street as the commercial centre of town. The association with the North West Women's group is of social value as a place of gathering for women of the town and region.</p> <p><u>History</u></p> <p>The original house was constructed c.1958 by Lou Kent for Alma Huddleston. The shop was added in the late 1960s and was the first shoe shop in Derby.</p> <p>The house and shop are of timber frame construction with a corrugated iron roof, typical of the period of expansion in the town in the 1950s and 60s.</p>	2
14	9733		Kimberley Air Branch of the Country Women's Association (CWA)	43 Clarendon Street	<p><u>Significance</u></p> <p>The Kimberley Air Branch of the CWA is of considerable historic and social significance. It represents a role of the CWA in the lives of women in remote areas of Australia. In Derby-West Kimberley the CWA has played a significant social and support role in the lives of women and their families in the Kimberley community since the 1950's.</p> <p><u>History</u></p> <p>Derby had two branches of the CWA. The town branch founded in 1954 (since demolished) and the air branch was formed. Mrs Jessie Pederick visiting the region (from Dowerin) in 1956, inspired the station women to form an air-branch of the CWA. The Royal Flying Doctor Service provided transceivers, until phone became available. The meeting held on 17 June 1956, was attended by 20 women, including Mrs Heseltine, who went onto serve 50 continuous years. Meeting were held at 3pm every second Sunday of the month, providing a critical social connection for the otherwise isolated women. The CWA House was built by the Air Branch in 1959 to provide accommodation for the women when they came into town</p>	2



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Local Heritage Survey 2025

					<p>from the stations rural. The CWA assisted women in the community to cope with the isolation from family and friends at a time when few government support agencies were available. By the 1990s when transport relieved some of the isolation, the Air and town branches merged and meetings were held in town.</p> <p>A regular Saturday market at the CWA house provides a wonderful community gathering.</p>	
15	9757		Commercial precinct	46-70 Clarendon Street	<p><u>Significance</u></p> <p>The commercial precinct represents a historically significant period of expansion and the development of Derby and specifically Clarendon Street as the commercial centre of town in the 1960s and 1970s, moving from the Lock Street area.</p> <p><u>History</u></p> <p>The Loch Street retail and services declined after the tramway was removed, and activity centred around this precinct where shops including Rusty's, and the North West Women's Group and air branch of the CWA were already established, forming a social setting for further development.</p> <p>Rusty Birch came to Derby in the early 1960s as an MMA employee. He recognised opportunities and established a small general store in Haynes butchers shop in Loch Street near the picture gardens: Rusty's General Store. In 1964, he constructed a new premises in a prominent position in Clarendon Street. The business developed under different ownership, including the King family in the 1980s, becoming the Foodland Store, Supa Value and then IGA, still known as Rusty's.</p>	3


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16	9740		Derby Hospital	72-Clarendon, Hensman, Loch & Neville streets	<p>Significance</p> <p>The Derby Hospital is historically significant as the site of the 1924 hospital for white patients. The social and historical significance of the associations with Dr Holman, the resident medical officer, and the staff, patients and families over the generations who benefited from the continued provision of health services to the north of Western Australia.</p> <p>History</p> <p>The first hospital was located on the grounds of the former Residency building (now the site of Numbala Nunga). In 1924 a hospital for white patients was opened on the current hospital site. The house of the resident medical officer, later named Holman House, existed on the site at that time, but has since been relocated to the Derby commonage. In 1924 the old Residency building remained in use as an isolation hospital for Aboriginal people, many suffering from leprosy.</p>	3
17	9727		Royal Flying Doctor Service Base House and Office (former)	90 Clarendon Street	<p>Significance</p> <p>REGISTER OF HERITAGE PLACES</p> <p>History</p> <p>Registration documentation</p> <p><i>Royal Flying Doctor Service House & Office, comprising two timber framed, asbestos and iron single-storey buildings constructed in 1955 in the north west Vernacular style and a house (c. 2000) on the south-eastern corner, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • <i>as part of a nation-wide network of Royal Flying Doctor Service bases, the place made a significant contribution to the betterment of life to people living in remote parts of the West Kimberley over a 46 year period by providing communication channels and medical assistance;</i> • <i>the place is associated with the late Reverend John Flynn, whose work was integral to the formation of Aerial Medical Service and thus to the subsequent formation of the RFDS;</i> 	1

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					<ul style="list-style-type: none"> the place provides a source of information and a site for research into the layout, function, type and positioning of radio station buildings that were used to communicate within a network of outposts situated on pastoral stations and other remote localities; the place was an important point of call for station people, dignitaries, and travellers who visited Derby, and, from the mid-1960s, has been an important tourist attraction; the place was the first broadcast School of the Air, a programme which has provided children, who reside in remote locations in north Western Australia, access to education since 1955; and the place is valued not only by the local community but also by the people who either contributed to or are appreciative of the critical link it provided between towns and remote localities. 	
18	NEW		RAAF Curtin Military Airbase	Derby Broome Highway	<p><u>Significance</u></p> <p>RAAF Curtin Military Airbase, established to provide support for land, air and sea operations aimed at securing Australia's northern approaches is of considerable historical significance to Derby, the Kimberleys and Western Australia, and for the associations with former Prime Ministers Curtin and Hawke.</p> <p>The base was officially opened in 1988, named in honour of former Prime Minister John Curtin who served from 1941-1945.</p> <p>It was officially opened by the Prime Minister Bob Hawke in 1988. In 1989 the Civil Terminal and facilities opened at Curtin Airport.</p> <p><u>History</u></p> <p>RAAF Base Curtin is a joint use military air base and civil airport covering an area of more than 25,000 hectares. Curtin is one of 3 RAAF base bases that form an arc across the north of Australia. During peacetime, Curtin is maintained by a small caretaker staff permanently stationed there, the base is activated for Defence Force exercises and operations by units deploying to the base from other parts of Australia.</p>	2


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					<p>During the 1930s, the RAAF developed a network of airfields around the Australian coast to provide protection for Australia's sea lanes of communication, a site near Derby was identified for an all-weather landing ground. As the likelihood of war approached, existing airfields at Broome, Derby and Wyndham were upgraded along with other defence facilities in Western Australia.</p> <p>Within weeks of the first Japanese bombing raids against Darwin on 19 February 1942, Derby and Broome suffered the same fate. Following a morning reconnaissance on 20 March 1942, about an hour later a medium force of enemy bombers and fighters attacked the two towns almost concurrently. While Broome aerodrome was bombed, Derby was strafed with machine-gun and cannon fire from a low level. There were no casualties and little damage. An Operational Base Detachment was deployed to Derby aerodrome. It was based there until Western Area formed it into No. 80 Operational Base Unit on 3 July 1944. The unit mounted .303 Vickers (Medium) and .50 calibre Browning Machine Guns in pits to provide anti-aircraft defence. After the war ended, they disbanded in January 1946.</p> <p>In 1982, the Standing Parliamentary Committee on Public Works (Public Works Committee) considered a proposal for the establishment of a forward defence air base at Derby to allow operations by all types of RAAF aircraft.</p> <p>None of the civil airfields could accommodate modern fighter jets. Construction at the Derby South site commenced in 1983 and was completed in 1987. On 11 June 1988, Prime Minister the Honourable R.J.L. Hawke, AC, GCL, attended by the Chief of the Air Force (CAS) Air Marshal R.G. Funnell, AC, and conducted the official opening. CAS then discontinued use of the name Derby South, and formally naming the new base RAAF Curtin, in honour of the Right Honourable John J.A. Curtin, Member for Fremantle in Western Australia, who served as Australia's 14th Prime Minister from 7 October 1941 until his death on 5 July 1945.</p> <p>After works associated with a civilian terminal and air service were completed in 1989, the civilian airport</p>	
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					<p>located near town of Derby was reduced to light aircraft status and used by charter and tourist operators, private craft and the Royal Flying Doctor Service. RAAF Curtin became a joint use, military and civilian airfield with Derby Curtin Aerodrome operating under a Civil Lease Agreement with West Kimberley Shire.</p> <p>Curtin has been activated a number of times for large-scale exercises, including Kangaroo '89 and '92 as well as Pitch Black '91, a major air defence exercise. The base, which normally had a caretaker staff of 4, was able to expand to a fully functioning air base and headquarters with about 800 military personnel and fighter, strike and transport aircraft.</p> <p>In 1995, the federal government established a detention centre at Curtin to accommodate asylum seekers arriving in northern Australia by boat. All operational activities, were transferred to RAAF Learmonth. The Curtin detention centre was shut down in 2002 but was re-opened again in 2010, before it was closed again in September 2014. At its peak, the detention centre held more than 1,000 detainees.</p> <p>On 1 January 2013, RAAF Curtin's 25th anniversary, responsibility for the provision of air base services at RAAF Curtin transferred to No. 13 Squadron. RAAF units are permanently based at RAAF Base Curtin, it forms a vital element of Australia's defence posture.</p>	
19	NEW		Mary Island Fishing Club	12 Elder Street	<p><u>Significance</u></p> <p>Mary Island Fishing Club is of social value in epitomising significant elements of the Kimberley lifestyle and culture.</p> <p><u>History</u></p> <p>The club was founded in 1999 by a group of local fishers to gather and exchange fisho's stories and conduct competitions. Competitions social and serious, from the annual mud crab races to the Buccaneer Classic.</p>	3


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20	9738		SITE One Mile Camp (Dinner Tree) sunset photos	Hakea Place	<p><u>Significance</u></p> <p>The stock route from Mayall's bore including the Dinner Tree, site of the cattle race and the cattle yards are very significant of the history of Derby, the Derby jetty and the cattle industry in the north of Australia.</p> <p><u>History</u></p> <p>There have been a succession of cattle races and stock routes connecting the pastoral hinterland with the Derby jetty. The first recording of the construction of a cattle race dates back to 1984/1985. The existing cattle yards constructed of steel and jarrah date from 1964, however the cattle race has been demolished. The cattle were driven into town along the cattle route which commenced at Mayall's bore and the stock-men rested along the way under the Dinner Tree behind the pensioner houses in Rowan Street.</p>	2
21	9750		MMA Hostel (former)	4 Hardman Street Through to the site 234-235 Villiers Street.	<p><u>Significance</u></p> <p>The former MMA hostel is historically and socially significant for the associations with MMA, the staff, the Derby community, the impact of the development of Derby and its part in the history of aviation in Western Australia.</p> <p><u>History</u></p> <p>The Derby Hostel was constructed to provide accommodation for staff of the former MacRobertson Miller Airline (MMA) Company. The hostel was located behind the original airlines office (demolished).</p> <p>The first air service in Western Australia was established between Derby and Geraldton in 1921 by war veteran Norman Brearley's Western Australian Airways (commonly called 'Airways'). This service was extended to Perth in 1923. In 1934 tenders were called for the service link with a proposed airmail service to the UK. The MacRobertson Miller Aviation Company (MMA) took control of the service at that time. It has been an accommodation facility in private ownership for some time.</p>	3
22	NEW		Derby Jetty & Port	Jetty Road	<p><u>Significance</u></p>	2



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				<p>The Derby Jetty & Port represents exceptional historic significance, despite interventions and developments over time, as it has been critical to the development of the pastoral, cattle and other industries associated with the development of Derby since the 1880s.</p> <p><u>History</u></p> <p>Derby developed slowly, servicing the pastoralists. In 1880, a landing port was built near Yeeda. The town of Derby town was gazetted in 1883. The first wharf, a wooden T-shaped jetty, was built in 1885 and upgraded in the 1890's to service the early pastoralists of the region and the goldseekers (Halls Creek gold rush). Goods and people came by ship and Derby was declared a warehousing port with the 30-metre-long timber jetty and a small corrugated iron shed. Wool and pearl shell were the major exports. Steamships unloaded 40-50 tons of goods a week.</p> <p>The original jetty linked to town by horse drawn tramway across the mudflats via a causeway (now Jetty Road).</p> <p>After the 1964 steel and concrete jetty was constructed, live cattle were the major export, and fuel and provisions the major imports. In 1972, State Ships passenger ships ended. , although their freight service continued until 181, when their new ships did not suit the shallow banks. The Department of marine and Harbours closed the port in 1983.</p> <p>In 1997, Derby wharf reopened for barging operations to export lead and zinc concentrates from the Cadjebut Mine in Fitzroy Crossing, and to service Mount Gibson iron ore and the Cone Bay barramundi farm .</p> <p>Derby has Australia's highest tides with variations up to 11 metres.</p> <p>The jetty is a tourist destination for stunning sunsets.</p>
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23	NEW		Derby Port – cattle race and muster holding yards	Jetty Road	<p><u>Significance</u></p> <p>The Derby Port cattle race and muster holding yards represent considerable historic significance, as there were integral to the live cattle export, and the livelihood of the associated cattle stations in the regions.</p> <p><u>History</u></p> <p>The Kimberley pastoralists initially focused on wool, but by 1887 they had focussed on cattle. Cattle were driven across the mudflats to be held in the yards awaiting export. There was a trough and the cattle race. The yard near the jetty facilitated the cattle walking directly to the ship for export. The cattle yard and race were improved in 1895, 1904 and 1911, until the steel and concrete jetty in 1964. The live export from Derby ceased in 1983 when the wharf closed and Broome port exported the cattle. In 1997 the Derby Port re-opened for the export of lead and zinc concentrates.</p>	2
24	NEW		Derby port - Weighbridge	Jetty Road	<p><u>Significance</u></p> <p>The Derby Port weighbridge represent considerable historic significance, as it was an integral element associated with the import and export of goods that passed through the port and onto the tramway that transported between the original townsite and the port.</p> <p><u>History</u></p> <p>The weighbridge would have been a critical element of the import and export of goods associated with the port and the tramway through to the town.</p>	2

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25	NEW		Port foreshore Centenary Pavillion	Jetty Road	<p><u>Significance</u></p> <p>The Centenary Pavilion has social and historical significance as a gathering place to commemorate and be informed of the history and jetty environment.</p> <p><u>History</u></p> <p>The Centenary Pavilion was constructed in the centenary year of 2001. 370 children and adults collaborated to achieve the mosaic, contributing over 700 hours, laying 30,000 tiles under the management of Michelle Elliot. The key element of the mosaic design is the symbolic Snake who made the Kimberley region.</p> <p>Interpretation panels inform of the history of the wharf, the mangroves, and King Sound.</p> <p>Machinery ruins further along Jetty Road, represents a small part of the former workings of the port.</p>	3

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26	NEW		SITE Port (Loch Street) tramway machinery (ruins)	Jetty to Loch Street- southeast to Sutherland Street	<p>Significance</p> <p>The site of the Port (Loch Street) tramway represents exceptional historic significance. The formation of the route is still represented from Jetty Road and Loch Street, although the physical tramway and function is no longer evident. It was an integral element, critical to the development of the pastoral, cattle and other industries associated with the development of Derby since the 1880s.</p> <p>History</p> <p>From 1884 when the jetty was constructed, it linked to town by horse-drawn tramway across the mudflats via a causeway (Jetty Road), transporting wool and pearl shell to the port. Wool and pearl shell were the major exports, connecting the wharf to the town and transported goods as well as passengers. The causeway was a stone construction with stones from the quarry towards the south end of Loch Street. The Wool Shed building ceased to be used when the current jetty was built in the 1960's. Some remnants of rolling stock are along the tramway. After the 1964 jetty was constructed, live cattle were the major export, and fuel and provisions the major imports. Passenger ships were also docking at the port until 1973. During the 1990s barges were used to export lead and zinc concentrates from the Cadjebut Mine in Fitzroy Crossing.</p> <p>Derby has Australia's highest tides with variations up to 11 metres.</p> <p>The jetty is a tourist destination for stunning sunsets.</p>	2
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27	4661		Derby Tramway Woolshed	Jetty Road	<p>Significance REGISTER OF HERITAGE PLACES History Registration documentation <i>Derby Tramway Woolshed, a rectangular corrugated iron clad and gabled roofed industrial building (1900 and 1957), together with a concrete loading platform (1900) and remnants of the boundary fence of the former goods yard, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • <i>the place is rare as the only known woolshed of its vintage in Northern Australia;</i> • <i>the place is rare as a reminder of the importance of the wool industry to the Kimberley in the late nineteenth and early twentieth century, having been constructed in 1900 as part of the infrastructure of the Derby tramway and port for the purpose of storing wool for export from the region in the early twentieth century;</i> • <i>the place is the only building remaining from the former goods yard and combines with the Wharfinger's House on the opposite corner of Loch Street to provide a visual reminder of the former tramway and port system, which was central to the development of Derby and the region in the late nineteenth and early twentieth centuries;</i> • <i>the place is a landmark by virtue of its simple form and industrial character that provide a striking contrast to the adjacent open marsh land, and its location which defines the edge of the Derby town site and marks the former termination of Loch Street; and,</i> • <i>the place contributes to the sense of place of the local community as a reminder of the history of early settlement in the area.</i> <p><i>The concrete slab floor of the woolshed is of little significance.</i></p> <p>In 2023, Population 11, an Australian comedy-thriller movie, with American Actor Ben Feldman, was shot in Derby, featuring the goods shed building.</p>	1
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28	691		Wharfingers House, Derby	3 Loch Street East corner Elder Street	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <p><i>Wharfinger's House, Derby, a single storey residential building in the North-west Regional style, constructed on concrete stumps with wide verandahs, medium pitched hipped roof and iron shutters, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • the place was the site of the town's first Water Police Station and then, from 1928 to 1962, the site of the first quarters provided to house the succession of wharfingers responsible for management of port activities at Derby; • the place, with the former wool shed, forms a significant cultural environment in that these structures are the only obvious remnants of the early port-related facilities connected with the town section of the Derby Jetty Tramway; • the place, together with the Wool Shed, contributes to the community's sense of place by reminding residents and visitors that port activities once took place not only in the area adjacent to the new jetty but also in this part of the town; • the place is highly valued by the Derby community, which was responsible for its restoration in 1989; and, • the place is a good example of a residential building designed, in the early twentieth century, and before the advent of mechanical airconditioning, as a response to the extreme conditions of the tropical north of Western Australia. <p><i>The laundry and bathroom structure and the landscaped gardens are of little significance.</i></p>	1
29	9749	SITE	Jimmy Ah Chee's Garage	Loch & Elder Street	<p><u>Significance</u></p> <p>The site of Jimmy Ah Chee's garage is historically significant in the 1930s providing a valued service to motor vehicles, in a way of life no longer practiced.</p> <p><u>History</u></p>	4


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					The existing store is constructed in front of a much older building which is believed to have been Jimmy Ah Chee's Garage in the 1930s. Also Le Lievre's Store	
30	NEW	SITE	Port Hotel	4 Loch Street	<p>Significance</p> <p>The site of the Port Hotel is historically significant as part of the early town development and a place of hospitality and social value that contributed to the town's development prior to its demise.</p> <p>History</p> <p>In 1954 Derby's biggest fire destroyed the Port Hotel that adjoined Kimberley Traders that was also destroyed. All of the town turned out to try and save the block of 11 buildings. 22 residents of the hotel were asleep at the time of the fire, and no one was hurt. The hotel was entirely destroyed and significantly under-insured. The source of the fire was unknown but seemed to have started in a vacant upstairs room. Everyone was trying to salvage items. By the time the fire tender from the airport arrived, the intense heat prevented the appliances being used.</p>	4
31	NEW		SITE Kimberley Traders	6 Loch Street	<p>Significance</p> <p>The site of Kimberley Traders is historically significant as part of the early town development and a place of retail and social value as the town's largest general Store that contributed to the town's development prior to its demise.</p> <p>History</p> <p>In 1954 Derby's biggest fire destroyed Kimberley Traders Derby's largest general store, adjoined the Port Hotel that was also destroyed. All of the town turned out to try and save the block of 11 buildings. ANZ bank documents in the safe were retrieved undamaged. A truck was destroyed. It was loaded high with drapery salvaged during the fire when the back of the truck caught alight from sparks off the 40 feet high flames ignited it. The truck was only a few metres from the fuel petrol depot. The driver rushed the blazing truck to the marsh 100 yards away.</p> <p>Kimberley Country store now occupies the site.</p>	4



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32	NEW	SITE	ANZ Bank	8 Loch Street	<p><u>Significance</u></p> <p>The site of the ANZ Bank is historically significant as part of the early town development and a place of commercial and social value as a valued institution in the town, that was sacrificed to save the remaining buildings in that block, it contributed to the town's development prior to its demise.</p> <p><u>History</u></p> <p>In 1954 Derby's biggest fire destroyed Kimberley Traders that adjoined the Port Hotel on the northwest side, and the ANZ bank on the southeast side. The Port Hotel was also destroyed. All of the town turned out to try and save the block of 11 buildings. ANZ bank documents in the safe were retrieved undamaged.</p> <p>Everyone was trying to salvage items. By the time the fire tender from the airport arrived, the intense heat prevented the appliances being used.</p> <p>As others dragged furniture and goods from their buildings, it was decided to sacrifice the ANZ Bank to save the rest of the buildings. The bank was hosed with water and a wire hawser placed around the timber frame. A heavy diesel truck pulled on the hawser and collapsed the building to present the iron roof to the fire rather than the timber.</p>	4
33	9734		Derby Picture Gardens (former)	19 Loch Street	<p><u>Significance</u></p> <p>The former Derby Picture Gardens is of historical and significant social significance since the 1940s. The pictures were a significant entertainment that contributed to the social life of Derby residents.</p> <p><u>History</u></p> <p>The Derby Picture Gardens were constructed in the 1940s. The projection equipment was purchased second hand and dated from the 1930s (no longer evident). In the 1990s the Picture Gardens was acquired by Wanang Ngari. The Derby Lions Club showed pictures at the gardens in 1991-1992.</p> <p>The picture gardens were renovated in 1994 but have closed since then. The screen remains on site.</p>	2


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34	NEW		Coleman Centre	22 Loch Street	<p><u>Significance</u> Coleman Centre is an unusual building in the Derby town's context, built for a government department, it is something of a landmark in Loch Street.</p> <p><u>History</u> A government construction in the Brutalist architectural style in contrast to the Derby environment.</p>	3
35	NEW		Residence (former) Norval Art Gallery	28 Loch Street west corner of Johnston Street	<p><u>Significance</u> The former residence, that is the Norval Art Gallery, is of some historic and social value for the community activities, the cultural promotion of art and artists in the community, and as one of the 3 artists who contributed to the Statues on the Marsh.</p> <p><u>History</u> The Norval Art Gallery was established by Mark Norval, to invite community artists' work, community events, and a tourism destination celebrating Derby culture. Mark Norval was one of the three collaborative artists who developed the Sculptures on the Marsh.</p>	3
36	9760		Lion's Park; Statue-Robert Rowell SITE First tennis courts	30 -40 Loch Street	<p><u>Significance</u> The Lion's Park, incorporating statue of Robert Rowell, c is historically socially and aesthetically significant, as a project developed by a community effort in 1964 and exhibiting civic pride in the town.</p> <p><u>History</u> The Derby Lion's Park provides a foreground for the Derby Civic Centre and was established through a Lions Club project in 1964 at the same time as the opening of the Civic Centre. The statue commemorates Robert Rowell, a stalwart of the community after arriving in 1938, he established a number of business enterprises that made a substantial contribution to the development of Derby. He served on</p>	3

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					<p>the Road Board from 1949-1960, during which time he was the Chairman for 9 years, and on the Shire of Derby West Kimberley between 1962 and 1972, with 6 years as President.</p> <p>The site is where the town's first tennis courts were located.</p>	
37	15707		<p>Shire of Derby West Kimberley group</p> <p>Civic Centre</p> <p>Visitor Centre</p> <p>Administration office</p> <p>Library</p> <p>Council chamber</p> <p>Original shire office</p> <p>Plaque/mosaic</p>	<p>30-40 Loch Street</p> <p>(library and Council chambers entries, and original office and mosaic, on Clarendon Street.</p>	<p><u>Significance</u></p> <p>The Shire of Derby West Kimberley group represent the ongoing development of the local government since 1964 and the services provided to the community.</p> <p><u>History</u></p> <p>The West Kimberley Road Board District was established in 1887. On 1 July 1961, in line with state legislation, the Road Board became the Shire.</p> <p>In 1964 the Shire of West Kimberley office and Civic Centre were opened. IN 1983, the Governor Sir Richard Trowbridge renamed the Shire of Derby West Kimberley. The Visitor Centre was opened in 2011.</p>	3

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38	15707	 	War memorial SS Colac relics	38-40 Loch Street	<p><u>Significance</u></p> <p>The War Memorial is socially and historically significant as a sense of place and remembrance for those who served. It is a place of commemoration and remembrance, and important to many members of the community.</p> <p>The War Memorial commemorates all those who have served the country, particularly those from the Derby West Kimberley region.</p> <p>The SS Colac remnants are a historical reminder of the early days of shipping in the region.</p> <p><u>History</u></p> <p>In 1990, the ANZAC Memorial was established in the east corner at the southeast end of the park.</p> <p>The park includes relics from the S.S. Colac sank on 17 September 1910 while loading stock at the port. These include an anchor and a propeller screw which contains a time capsule placed there in 1983 at the time of the town's Centenary celebrations.</p> <p>The gardens contain three majestic boab trees, a selection of native Kimberley eucalypts and a number of introduced species.</p>	2
39	9756		Residence	35 Loch Street	<p><u>Significance</u></p> <p>The Residence House at 35 Loch Street is of aesthetic significance as a fine example of the early residential development of Derby. It has historical value for associations with the Robert Rowell an esteemed member of the community making a considerable contribution to the Road Board, the Shire and extensive business enterprises.</p> <p><u>History</u></p> <p>The single storey timber framed, painted weatherboard residence with surrounding verandas is typical of the original bungalow style of architecture.</p> <p>Robert Rowell lived in this home with his office, opposite the Shire offices where he served on the Road Board from</p>	3



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					1949-1960, during which time he was the Chairman for 9 years, and on the Shire of Derby West Kimberley between 1962 and 1972, with 6 years as President.	
40	9744		Tom Street Mission House	47 Loch Street	<p>Significance</p> <p>The c.1932 Tom Street Mission House is historically significant for the use of local and found materials in the construction of the house, and as part of the history of the church and in particular the United Aborigines Mission in the north of Western Australia.</p> <p>History</p> <p>The Tom Street Mission House was built circa 1932/33 by church missionaries of the United Aborigines Mission and named after the first UAM missionary in the area. The house has been used continuously from the 1930s to the present for housing church missionaries and pastors.</p> <p>The house was built of materials available locally. The house frame and stumps are of Cyprus pine and the external walls and roof are corrugated iron. The timber floorboards are believed to have come from ship wrecks off the coast. Roof battens are mangrove jacks. The original section of the house remains intact with original Malthoid (bituminous paper) internal lining. The house has been extended and a veranda was added in the 1980s.</p> <p>The site also contains a corrugated iron Aboriginal Welfare Department hut which was used by the mission women as a work room. There is also a larger outbuilding constructed of similar materials to the house. The old hostel that existed adjacent to the house has been demolished and replaced by a church.</p> <p>The Derby mission is related to the mission at Mount Barnett Station.</p>	3



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41	9753		Derby Anglican Church (former) Daystar Family Church	52 Loch Street	<p><u>Significance</u></p> <p>The former Derby Anglican Church is historically significant to the development of Derby, representing the presence of the Anglican Church from 1915.</p> <p><u>History</u></p> <p>The original Derby Anglican Church was built of corrugated iron circa 1915. That church was destroyed by a cyclone in the 1940s. The existing church was constructed of vertical profile Asbestos sheeting in 1953.</p>	3
42	NEW		Derby Post Office	65 Loch Street	<p><u>Significance</u></p> <p>The Derby Post Office is of social and historical significance for the communication services and social interaction that takes place.</p> <p><u>History</u></p> <p>The Post Office building appears to be a relatively contemporary construction that replaced a former post office.</p>	3


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43	NEW		People's Church	71-75 Loch Street	<p><u>Significance</u></p> <p>The People's Church is historically, socially and spiritually significant in providing guidance and support for Aboriginal families.</p> <p><u>History</u></p> <p>The People's Church run by the Derby Anglican Christian fellowship is a charity established in 1984. They provide counselling to prevent suicides, deal with hardships and family crises, for Aboriginal adults and youths. They provide services to needy people in the community and religious activities as a Christian church</p>	3
44	NEW		The Sisters of St John of God residence (former)	Loch Street north corner Neville Street	<p><u>Significance</u></p> <p>The Sisters of St John of God residence has significance for the association with the Catholic Church, the establishment of, and teaching at, Holy Rosary School for over 30 years.</p> <p><u>History</u></p> <p>In 1954 Sister Ignatius of the Sisters of St John of God returned to Derby to establish the Parish School that opened on 15 February with 21 children. The Church building was the school venue with the pews for desks and fruit boxes for seats. Sister was accommodated at the Derby Native Hospital. By December 1955, community volunteers had built a classroom on the site of the existing school. The school developed and another Sister teacher was required and that meant accommodation. A local, Albert Archer, donated the land for their residence. By 1961 there were 74 students, and the school continued to develop with 6 teaching Sisters by 1969. In 1988, there was a new school building, and the Catholic Education Department took over from the Sisters.</p>	3


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45	NEW		Holy Rosary School	97-101 Loch Street	<p><u>Significance</u></p> <p>The Holy Rosary School has significance for the association with the Sisters of St John of God who established the school in 1954 and taught there until 1988, and the provision of a high standard of education for the community of Derby since that time.</p> <p><u>History</u></p> <p>In 1954 Sister Ignatius of the Sisters of St John of God returned to Derby to establish the Parish School that opened on 15 February with 21 children. The Church building was the school venue with the pews for desks and fruit boxes for seats. Sister was accommodated at the Derby Native Hospital. By December 1955, community volunteers had built a classroom on the site of the existing school. The school developed and another Sister teacher was required.</p> <p>By 1961 there were 74 students, most staying at St Joseph's Hostel. Every year the student numbers increased and so did the requirement for more teachers. By 1969, there were 6 Sisters in 5 classrooms that were in the new convent building that had been constructed in 1966, with a tuckshop added in 1968.</p> <p>In 1988, a new school building was constructed and the Catholic Education Department took over from the Sisters.</p>	3
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46	9752		<p>Our Lady Queen of the Holy Rosary Catholic Church Church Hall Presbytery</p>	103 Loch Street	<p><u>Significance</u> Our Lady Queen of the Holy Rosary Catholic Church is of aesthetic, historic, social and spiritual significance historically significant representing the presence of the Catholic Church.</p> <p><u>History</u> The existing Church was built in the c.1960 by Frank Rodrigues. It is a frame construction with fibro (asbestos) wall linings. It is attractively proportioned and detailed.</p> <p><i>Queen of the Holy Rosary Derby blessed and opened by the Most Rev. John Jobst Bishop of the Kimberleys 9th September 1962.</i></p> <p>There is a memorial stone located in front of the church with a number of dedication plaques including: dedicated to the memory of Palatine Father Alphonse Bleuschwitz, missionary pioneer 1947-1993; First missionary Father Duncan McNab 1-4-1884 and Clare Lucy Bowler, lay missionary of the Parish of Derby.</p>	2
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47	0692	 	Derby Police Gaol (former)	121 Loch Street	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <p><i>Derby Police Gaol, comprising the remnants of the Native Shelter Shed, which is an iron grille structure (cage) with a concrete slab floor into which bolts are cast for the purpose of securing prisoners, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • <i>the place is the earliest known example of a grille prison designed specifically for the detention of Aboriginal people;</i> • <i>the place reflects the standard of short term prison accommodation provided for Aboriginal prisoners in the first decade of the twentieth century in Western Australia;</i> • <i>the place is one of a few pre World War 1 buildings remaining in Derby, and is the only remnant of the 1896-1906 Police Station and Police Gaol; and,</i> • <i>the place is important to the community as a landmark and the place is important to the community as a landmark and an important marker of an earlier era.</i> 	1


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48	17313 10943		Derby Police Station & Courthouse	123-125 Loch Street	<p><u>Significance</u></p> <p>The Derby Police Station has aesthetic and historic value, as a fine example of contemporary architecture in a public building, and for the representation of law and order and of the justice system, in the community.</p> <p><u>History</u></p> <p>The Derby Police station and courthouse provide contemporary facilities to continue to their role of law and order in the community.</p>	3
49	9751	SITE	SITE General stores	Loch & Waycott streets	<p><u>Significance</u></p> <p>The site of the General stores is of historic value in recognising the retail trade at the site since the early 1900s with the various providers of goods and services making a significant contribution to the development of Derby.</p> <p><u>History</u></p> <p>The site currently occupied by the Derby Woolworths supermarket has been associated with the retail trade from the early 1900's. It was previously the site of various stores including McGovern and Thompson's Store and Knapp's Store. The town's first hotel was built adjacent to this site and the store's location is believed to have been</p>	4


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					convenient for camel, bullock and donkey teams arriving at the end of the tramway.	
50	9748		Coleman's Jaycee Aerated Water Company- Factory (former)	171 Loch Street	<p><u>Significance</u></p> <p>The former Coleman's Jaycee Aerated Water Company-Factory (former) known colloquially as the cordial factory, is of historic value in providing goods for the community, associations with the Coleman family, and making a significant contribution to the development of Derby.</p> <p><u>History</u></p> <p>Llewellyn James (LJ-Jim) Coleman's father (William Isaiah Coleman) arrived in Australia from England in the 1890s and travelled overland to the Kimberley region, moving from Halls Creek to Derby in 1900. W I Coleman became Chairman of the Road Board and was on the Turf Club committee. In 1907 after a few years away, he took over the Port Hotel where he stayed until 1914, during which time he was also part owner of Federal Downs Station. Jim was a stockman on that property and continued after his father died in 1928, until 1936, when he married Jessie Ah Chee. By 1951, he was the proprietor of the Jaycee Aerated Water Factory. His first advertisement in 1952 included lemonade, dry ginger ale, and brewed horehound drinks and Justfrute all pure fruit drinks. In 1953 he set up a kiosk in town with cool drinks and Peters ice-cream. Jim and Jessie were still in Derby in the 1980, he died in 1985, his wife in 1993.</p> <p>The corrugated iron shed on site is believed to have been used as a cordial factory.</p>	3
51	9737	SITE	Derby Stone Quarry	Loch Street (near Brand Street)	<p><u>Significance</u></p> <p>The Derby Stone Quarry site is of historical significance as the stone was used to construct the causeway to the jetty, and the tramway through town to facilitate transport of the stone. The quarry was excavated by hand. It is significant as part of the history of the Derby jetty tramway.</p> <p><u>History</u></p> <p>The Derby Quarry was likely first excavated in c.1892 for the purpose of constructing the causeway across the mud</p>	4



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					flats from the town to the jetty for the construction of the Tramline. In c.1900 the tramway was extended through the town to the quarry for the purpose of carrying stone for the construction of the causeway. The quarry is believed to have been excavated by hand using Aboriginal labour.	
52	NEW		Derby Pioneer Cemetery Derby Cemetery	Lovegrove Street	<p><u>Significance</u></p> <p>Derby Pioneer Cemetery is a REGISTERED Aboriginal Cultural Heritage (ACH) Site No.1020.</p> <p>The ACH significance is stated as a burial place.</p> <p>The Historic Cultural Heritage significance of the Pioneer and general cemeteries is in commemorating those who have passed away.</p> <p>Derby Pioneer Cemetery and Derby Cemetery are of considerable historic and spiritual significance. They comprise record of generations of the Derby community members of the town and region.</p> <p>The Cemeteries evoke a sense of place, of reverence and commemoration.</p> <p><u>History</u></p> <p>The Cemetery is located on the traditional land of the Nyikina and Warwa people. The Cemetery, an area of 10 acres, was gazetted in July 1887, although the earliest gravestone is dated 26 December 1896. In 1907, three trustees were appointed to manage the Cemetery: William Isaiah Coleman, Joseph Blyth jnr and Reginald McGovern. In 1909, Cemetery rules were gazetted, iron grave numbers were purchased from the Road Board, and half of the Cemetery was fenced, seemingly due to the Perth authority's financial constraints. The Aboriginal gravesites were not within the fenced area. In 1915, the Trustees officially resigned and the responsibility was transferred to the West Kimberley Road Board. A clean up of the cemetery in 1970 upset many of the grave markers from their original sites.</p> <p>A new cemetery was opened in 1972. Most of the early Aboriginal graves are unmarked and there was no record until after the 1967 referendum, after which there was a register of deaths, but not many grave site markers. It is</p>	2



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					<p>also noted that people from Sunday Island may also be in the Cemetery.</p> <p>In 1972 the Derby Pioneer Cemetery was Registered as a site of Aboriginal cultural heritage significance due the Aboriginal people interred at the Cemetery. In 1988 memorial entry gates and with stone pillars were constructed at the "old " Cemetery.</p>	
53	9730		Kimberley School of the Air, Derby District High School	Marmion & Fairbairn streets	<p><u>Significance</u></p> <p>The Kimberley School of the Air is of social and scientific significance to the Kimberley community. Although the buildings are not significant, the location of the school on the Derby High School site is significant as is the original site of the school at the old Derby airport.</p> <p><u>History</u></p> <p>The Kimberley School of the Air was established in 1960 at the old Derby airport (near the Royal Flying Doctor base). It was transferred to Kimberley High School and officially opened in 1982.</p> <p>The school is located in demountable buildings that contain two broadcasting rooms, general work areas and office. There was an additional building in 1987.</p> <p>There is direct communication between the students and the teachers via two-way radio which has a split frequency so that the students can hear each other.</p>	3
54	9732	SITE	Derby CWA Hall	Marmion Street	<p><u>Significance</u></p> <p>The CWA Hall represents the role of the CWA in the lives of women in rural areas of Australia. In Derby the CWA has played a significant social and support role in the lives of women in the Kimberley community since the 1950s.</p> <p><u>History</u></p> <p>Derby has two branches of the CWA. The town branch founded in 1954 and the air branch. The CWA Hall was built by the Town Branch circa the 1960s when</p>	4



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					membership numbers exceeded forty women. The CWA assisted women in the community to cope with the isolation from family and friends at a time when few government support agencies were available. The hall is an expression of this role.	
55	9755		Watts House	2 Neville Street corner Villiers Street	<p><u>Significance</u></p> <p>The house at 2 Neville Street is of aesthetic and historic significance as a good example of a 1940s home in Derby, and a way of life no longer practiced.</p> <p><u>History</u></p> <p>Hugh Watt was a Sunday island missionary. He built three houses after the war, one since destroyed by fire. 2 and 4 Neville Street remain. He lived in 4 Neville Street until his 7 year old daughter (only child) died and he could live there- that's when he built No.2 and lived here. After Mr Watt died in 1958 Mrs Watt took in a boarder Dennis Jaques, to whom she left the house on her death in 1976. House has a simple floor plan with one main room and bedroom, plus sleepouts.</p>	3
56	9736		Lands Department Office (former) Wells cottage	4 Neville Street	<p><u>Significance</u></p> <p>Wells cottage is of aesthetic and historic significance as a good example of a 1940s home in Derby, and a way of life no longer practiced.</p> <p><u>History</u></p> <p>Hugh Watt was a Sunday Island missionary. He built three houses after the war, one since destroyed by fire. 2 and 4 Neville Street remain. He lived in 4 Neville Street until his 7 year old daughter (only child) died and he could live there- that's when he built No.2 and lived there. The house was constructed in 1945 by Hugh Watt from recycled materials due to shortages caused by the war. This building was used for a period as the office of the Department of Lands, and residence with 5 kids. In 1964 it became the home of Mr and Mrs Wells - one of the first missionaries at Fitzroy Crossing (AIM), who added a recycled WAPET hut as a spare room in 1966, a carport c.1970 and a back veranda in 1987.</p>	3



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57	NEW		Sculptures on the Marsh	Rowan and Villiers streets– tidal mudflats	<p><u>Significance</u> Inspiring combination of Aboriginal heritage in the landscape of the northwest. Artists Mark Norval, Valerie Lennard and Joey Kitching, power of art to transcend boundaries. Outstanding landmarks in the mudflats.</p> <p><u>History</u> The sculptures were developed in collaboration by three artists; Mark Norval, Valerie Lennard and Joey Kitching. In 2024, Sculptures on the Marsh won bronze as the best sculpture park or trail, in the Australian Street Art Award.</p>	2
58	9738		Interpretive site: Stock Route, cattle race to port	Rowan Street	<p><u>Significance</u> The stock route from Mayall's bore including the Dinner Tree, site of the cattle race and the cattle yards are very significant of the history of Derby, the Derby jetty and the cattle industry in the Kimberley region of north Australia.</p> <p><u>History</u> There have been a succession of cattle races and stock routes connecting the pastoral hinterland with the Derby jetty. The first recording of the construction of a cattle race dates back to 1984/1985. The existing cattle yards constructed of steel and jarrah date from 1964, however the cattle race has been demolished. The cattle were driven into town along the cattle route which commenced at Mayall's bore and the stock-men rested along the way</p>	2

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					<p>under the Dinner Tree behind the pensioner houses in Rowan Street.</p> <p>It was important for the early pastoralists to get their cattle to the port. Derby was described as having 1 mile of mudflats to cross, convenient but not ideal. Initially the cattle walked across but sometimes it was mud at high tide.</p> <p>In 1893 the magistrate Dr Earnest Black ensured that the government built a crossing.</p>	
59	9754		Residence	43 Rowan Street	<p><u>Significance</u></p> <p>The residence House at 43 Rowan Street is of aesthetic significance as a fine example of the early residential development of Derby.</p> <p><u>History</u></p> <p>The single storey residence with surrounding enclosed verandas is typical of the original "bungalow" style of architecture designed specifically for the tropical regions of Australia and other nations.</p>	3
60	NEW	SITE	Original Derby townsite	Sutherland Street	<p><u>Significance</u></p> <p>The site of the original townsite of Derby is historically significant as the beginning of what is now developed into a thriving town and port.</p> <p><u>History</u></p> <p>The townsite was the as the site of the Government Residency (1884), the place is representative of the settlement of the Kimberley by colonists from the mid-1880s, and the important first step in establishing a government in the region.</p>	4
61	9743		<p>Numbala Nunga</p> <p>SITE Government Residency</p> <p>SITE Derby Native Hospital</p>	37 Sutherland Street	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p>	1

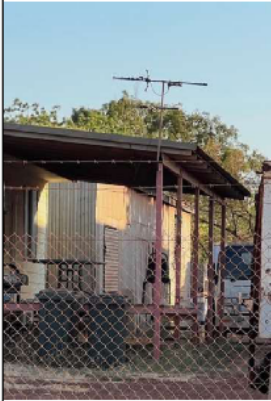
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					<p>Registration documentation</p> <p><i>Numbala Nunga, Derby, the site of the former Derby Government Residency (1884), Derby Hospital (including Leprosy and Lock Hospital facilities) (1890s-1925), Derby Native Hospital (1925-1968), Numbala Nunga Nursing Home (1968-2008), and including the current Numbala Nunga Nursing Home (2008 to present), populated with mature plantings and boab trees, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> <i>the place represents the measures undertaken by the Western Australian government, since the late nineteenth century, to provide health care to the Aboriginal population of the State's North West, and therefore government policies and social attitudes towards health and wellbeing of Aboriginal people throughout the twentieth century;</i> <i>the place is indicative of the impact that colonial settlement had on the Aboriginal population of Western Australia, and the consequential need to provide health care to treat diseases that they would have otherwise not encountered;</i> <i>the place was the site of a Lock Hospital, one of only four in the Western Australia, and is representative of the Government policy from the late 1900s of the relocation, isolation and treatment of Aboriginal people suffering from venereal diseases;</i> <i>the place is rare as the site of a leprosy hospital in the 1920s and the 1930s and is representative of the Government policy of the relocation, detention, isolation and treatment of leprosy patients;</i> <i>the place was the site of the first and only Nursing Home in the Kimberley Region from 1968 until the late 1980s, serving residents that were predominantly of Aboriginal descent and as such the facility worked to retain Aboriginal cultural links where possible;</i> <i>as the site of the Government Residency (1884), the place is representative of the settlement of the Kimberley by colonists from the mid-1880s, and the important first step in establishing a government in the region;</i> 	
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					<ul style="list-style-type: none"> • as the site of a Native hospital from 1925 until 1966, the place is representative of the then official government policy of treating Aboriginal and non-Aboriginal patients in separate medical facilities; • as a nursing home, the place was established with funding from the Commonwealth's Aboriginal Advancement Trust Account, which aimed to help improve Aboriginal health services across Australia following the 1967 referendum when the Commonwealth first became directly engaged in Aboriginal affairs; • as a nursing home, the establishment of the place for Elderly Aboriginal patients requiring geriatric care in the North West was a direct result of the implementation of the Pastoral Industry Awards of 1968. 	
62	NEW		WAPET Shed (former)	2 Villiers Street	<p><u>Significance</u></p> <p>The former WAPET shed represents associations with WAPET, a pioneer in the oil and gas exploration and processing company in WA that relied on Derby Port.</p> <p><u>History</u></p> <p>WAPET (West Australian Petroleum Pty Ltd) was an oil and gas company that was involved in the development of the Derby region, including the transport of oil drilling equipment and the use of a license oil pipeline along Derby Jetty</p> <p>In 1953, WAPET was granted exploration permits and discovered a significant oil deposit at Barrow Island. The discovery led to commercial production in 1967, and at one point, Barrow Island was Australia's largest oil producer.</p>	3
63	NEW	SITE	Doctor's Creek Kingsford Smith landing site Flying Doctor airstrip	Villiers Street – tidal mudflats	<p><u>Significance</u></p> <p>The site of Doctor's Creek that was Kingsford Smith's landing site and the Flying Doctor airstrip is of exceptional significance in the history of western Australian and the Kimberley region.</p> <p><u>History</u></p>	2

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					<p>In 1921, Australia's first airmail service arrived in Derby piloted by Major Norman Brearley and Charles Kingsford Smith. By 1922 the first scheduled air service was underway between Derby and Geraldton.</p> <p>In 1934, The Australian Aerial Medical Service (later known as the Royal Flying Doctor Service: 1955) began operating in the Kimberley.</p>	
64	<p>7214</p> <p>7207</p> <p>695</p> <p>693</p> <p>9741</p>		<p>Derby Town Commonage</p> <p>Frosty's Pool</p> <p>Myall's Bore</p> <p>Cattle Trough (longest)</p> <p>Prison Boab Tree</p> <p>Holman House</p>	Gibb River Road & Derby Broome Highway	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p>Registration documentation</p> <p><i>Derby Town Commonage, a culturally modified landscape containing pindan woodlands, Boab trees (Adansonia gregorii) including the Boab Prison Tree; bores including Myalls Bore; a 100m long concrete cattle trough; holding yards; a concrete pool known as Frosty Pool; a section of former highway; a relocated house; access roads; car park; visitor facilities including picnic shelters, an interpretive shelter and seating; and various fences, gates and other markers, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • the Boab Prison Tree is a registered Aboriginal site and is highly valued by the Indigenous people for whom it has cultural and spiritual significance; • for more than a century, and despite reductions in its size, the place provided travellers and travelling livestock with a resting place and water within a day's travel of the port of Derby; • the place became the last overnight camp for the thousands of head of livestock that were shipped out of Derby each year, after a plentiful supply of artesian water was obtained from Myalls Bore in 1911; • the 100m long concrete trough constructed in 1917 is reputed to be the longest cattle trough in the Southern Hemisphere and represents a considerable technical achievement; • service personnel lived on the place, stored fuel there, and constructed Frosty Pool, thus leaving a physical reminder of the role of the armed services in the 	1

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	  			<p>protection of Australia's north during World War Two; and,</p> <ul style="list-style-type: none">the Boab Prison Tree and the adjacent cattle trough are well-known tourist attractions that contribute to the sense of place of West Kimberley residents and visitors. <p>The DCA bores have no heritage significance and are not included in the assessment. The car park, shelters, seating, and visitor information located between the Boab Prison Tree and the cattle trough have no heritage significance. The disused holding yards have moderate heritage significance but may need to be altered if brought back into use. Notwithstanding that it is a relocated place and its significance is reduced by its current position, Holman House retains significance relating to its original use.</p>	
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			FITZROY CROSSING			
65	9764		<p>SITE</p> <p>United Aborigines Mission (former)</p> <p>Second Fitzroy Crossing school, (Buruwa Mission)</p> <p>Junjuwa People's Church</p>	Forrest Road	<p><u>Significance</u></p> <p>The second school on the former United Aborigines Mission site at Fitzroy Crossing is significant as representative of a way of life (Missions) which was typical of a past era. The site of the former telegraph station is believed to be adjacent to the site of the UAM.</p> <p><u>History</u></p> <p>The former United Aborigines Mission at Fitzroy Crossing was established in the 1940s on the site of the previous Aboriginal rations depot. A number of buildings were erected in connection with the mission, some of which are still standing on the site and used by the Junjuwa Aboriginal community for various purposes. The original church has been relocated to a site within the new community area. The second school which was used by</p>	4



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					the mission in the 1950s is still standing. The building is little more than a tin shed which must have been very uncomfortable for students and teachers alike for most of the year. The school was established by Mrs Pearl Smoker.	
66	NEW		Fitzroy Crossing Visitors' Centre	Great Northern Highway & Forrest Road	<p><u>Significance</u></p> <p>Fitzroy Crossing Visitors' Centre is of social significance in providing a welcome and source of information for travellers in the region, and as a place for the local community to connect.</p> <p><u>History</u></p> <p>The Fitzroy Crossing Visitor Centre is run by the Shire of Derby West Kimberley and is located at the entrance to Fitzroy Crossing Library.</p> <p>The centre houses Aboriginal art galleries and is a central booking agency for all Kimberley accommodations and tours. It is also a retail outlet, agent for Bus Freight and Greyhound Australia.</p>	3
67	9763		<p>Fitzroy Crossing Bridge (post flood) 2024</p> <p>(Brooking Channel Bridge)</p> <p>SITE Fitzroy Crossing Bridge (before flood)</p> <p>1974-2024</p>	Great Northern Highway (National Highway 1)	<p><u>Significance</u></p> <p>The Fitzroy Crossing Bridge was of historic significance as the bridge on Highway One around Australia. It was the only means of crossing the Fitzroy River and travelling between the east and west Kimberley across the top of Australia; a critical transport communication. The 2024 bridge is of historic significance for its integral importance as part of Highway One, the engineering accomplishments and relevance to the community.</p> <p><u>History</u></p> <p>The Brooking Channel, Two Mile Creek and Blue Bush Creek bridges and approaches, were built as part of the Commonwealth State Beef Roads Scheme to contribute to the development of the region, minimising the frequency and duration of road closures. Total bridge's lengths were 890 feet at a cost of over \$1,430,00. The Beef roads construction by Main Roads, was undertaken between 1961 and 1974, taking over from the low-level crossing. As a result the centre of Fitzroy Crossing</p>	2

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					relocated, abandoning the old town site close to the low-level crossing. The bridge was upgraded several times, before being destroyed in the devastating floods from ex Tropical cyclone Ellie in January 2024, smashing records, peaking at 15.81 metres. In June 2024 a temporary two-lane bridge was constructed over the Brooking Channel to facilitate travel across the river. The new bridge opened on 10 December 2024. It was a 100 metres across the river, 270 in total length (including approaches) and twice as wide as the 1974 bridge with pylons double the depth, reaching 40 metres into the river-bed. The bridge cost \$300 million, jointly funded by federal and state governments, designed to be six times stronger than the previous bridge.	
68	17390		Fitzroy Crossing Police Station & Courthouse	55 McLarty Road	<p><u>Significance</u> Fitzroy Crossing Police Station & Courthouse is of historical and social significance for the services to the community in terms of law and order and the justice system.</p> <p><u>History</u> The previous Fitzroy Crossing Police Station & Courthouse, was built in 1974 and demolished in 2011.</p>	3

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69	NEW		Fitzroy Crossing Cemetery	Mangkurla Cemetery Road	<p><u>Significance</u></p> <p>Fitzroy Crossing Cemetery is of considerable historic and spiritual significance. It is a record of the generations of the Fitzroy Crossing community members of the town and region, including from the Pioneer Cemetery.</p> <p>The Cemetery evokes a sense of place, of reverence and commemoration.</p> <p><u>History</u></p> <p>The new Cemetery opened in July 2004, for the interment of graves in danger of being lost in flood waters at the Pioneer Cemetery in Skuthorp Road.</p>	2
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70	NEW		St Francis Catholic Church	Millard Road cnr McDonald Way	<p><u>Significance</u> St Francis Catholic Church is of historical and spiritual significance to the community of Fitzroy Crossing.</p> <p><u>History</u></p>	3
71	NEW	SITE	Original Fitzroy Crossing townsite	Russ Road – east of juncture with Gieke Gorge Road	<p><u>Significance</u> The original Fitzroy Crossing townsite is a historically significant site that represents the development and demise of the settlement.</p> <p><u>History</u> The Fitzroy River was discovered in 1893 by Captain Stokes who named the river after the Captain of the Beagle during its round the world voyage (1831-1836); Robert FitzRoy. The Fitzroy Crossing settlement was evident in the 1890s with an official post office that opened as a telegraph office in September 1892, and a police camp was established in 1894. A wayside house licence was issued in July 1897. In 1903 it was shown on maps.</p>	4

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72	696		Fitzroy Crossing Police Group (former)	Russ Road	<p>Significance</p> <p>REGISTER OF HERITAGE PLACES</p> <p>Registration documentation</p> <p><i>Fitzroy Crossing Police Group, comprising the Military Kitchen/Trackers' Hut (c. 1940s), No. 1 Police Quarters (1951), Cell Block (1951, c. 1970), Office and Store (1953, 1974), and Toilet Block (1953), has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> <i>the place was associated, over a period of eight decades, with the imposition of European law on, and the delivery of welfare services to, Aboriginal people, and, consequently, it was responsible for the interaction, both voluntary and involuntary, of numerous Aboriginal people with a succession of police constables and their wives;</i> <i>the place is important as a marker for the location of the first Fitzroy Crossing police station, built in 1895 by Constable Richard Henry Pilmer whose keen participation in the quelling of Aboriginal resistance in the 1890s is recalled by the Aboriginal people of today;</i> <i>the place, with Fitzroy Crossing Post Office (fmr) and Low Level Crossing, Fitzroy Crossing, forms a significant cultural environment in that these structures are the only obvious remnants of the 'old' Fitzroy Crossing settlement;</i> <i>the place has a landmark quality, both as part of 'old' Fitzroy Crossing and because of the unusual aesthetic qualities and construction technique of the Military Kitchen/Trackers Hut (c. 1940s); consequently, it contributes to the community's sense of place and has potential as a tourist destination within the State; and,</i> <i>the place demonstrates the characteristics of a self-contained police station which, having evolved from a remote outpost, presents a group of police buildings that reflect typical construction methods and building styles used by the Public Works Department of WA for utilitarian buildings in the north of Western Australia in the 1950s.</i> 	1
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73	2984		Fitzroy Crossing Post Office (former)	Russ Road	<p>Significance REGISTER OF HERITAGE PLACES Registration documentation <i>Fitzroy Crossing Post Office (fmr)</i>, a single storey timber framed structure on concrete footings comprising the former post office and quarters (including the original telephone switchboard), set in landscaped gardens, together with a windmill, water tanks and tank stands, laundry, garage, generator room, L.L.E. building and remnants of a former river crossing frame, has cultural heritage significance for the following reasons:</p> <ul style="list-style-type: none"> the place is a rare example in the north of Western Australia of a substantially intact public building from the 1940s, and it is part of a significant cultural environment that also includes Fitzroy Crossing Police Group and Low Level Crossing, Fitzroy Crossing. These buildings are the only obvious remnants of the 'old' settlement of Fitzroy Crossing. the place comprises a complex of structures associated with the daily functioning of a Government communications facility in a remote location in the north of Western Australia from 1948 to 1985; the place provided an essential service for people living in a remote area and, to a lesser degree, a setting where those people could enjoy random instances of social contact; and, the place is a typical example of the work of the Commonwealth Department of Works and Housing, designed in the 1940s for the tropical climate of the north of Western Australia, and, further, it is a rare example of such a building having remained substantially intact. 	1
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74	9761		SITE Australian Inland Mission (AIM)Hospital	Russ Road	<p>Significance The site of the Australian Inland Mission Hospital at Fitzroy Crossing is very significant to the history of the development of medical services to the Aboriginal community and others in the isolated Fitzroy Crossing region, and to the social history of the area.</p> <p>History The idea of establishing a hospital at Fitzroy Crossing was first considered by the Australian Inland Mission 1922. The Fitzroy Crossing Hospital was eventually established in 1939.</p> <p>In 1952, the Native Affairs Department handed over, what had been a ration depot, to the United Aborigines Mission who took over the Hospital. Sisters Margaret Coakes (Wells) and Alice Hall were the first of many AIM people to contribute to the service and care.</p> <p>In 1980 it was handed over to the Health Department. The two storey building has been demolished. A memorial plaque is on the site.</p>	2
75	NEW		Fitzroy Valley Rodeo Ground	Sandford Road	<p>Significance Fitzroy Valley Rodeo Ground is of social and sporting value in epitomising a significant annual community event that represent and demonstrate the integral Kimberley lifestyle and culture.</p> <p>History Fitzroy Valley Rodeo Ground annual four-day event includes the Campdraft Challenge, gymkhana and the Sockman's challenge, as well as the rodeo and facilities for the regional community communities to experience.</p>	3

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76	16776		Fitzroy Crossing Pioneer Cemetery	Skuthorp Road Memorials not visible	<p><u>Significance</u></p> <p>The Pioneer Cemetery is of considerable historic and spiritual significance. It is a record of the generations of the Fitzroy Crossing community members of the town and region.</p> <p>The Cemetery evokes a sense of place, of reverence and commemoration.</p> <p><u>History</u></p> <p>Flooding events along the banks of the Fitzroy River over decades have caused many graves dating from 1904-1985, unmarked and undocumented, to be moved to higher ground or interred at the new Cemetery.</p>	2
77	9762		Crossing Inn (photo before 2024 flood)	Skuthorp Road	<p><u>Significance</u></p> <p>The Crossing Inn is historically and socially significant for the continuous use as a hotel from c.1890. The place has played an important hospitality and social role in the community of Fitzroy Crossing.</p> <p><u>History</u></p> <p>The Crossing Inn was established by Charles Blythe in 1897. At that time the place consisted of a store and an Inn selling wine, beer and spirits. Charles was the son of Joseph Blythe who established Noonkabah Station for the Emmanuels in the 1890's. A number of building have been constructed on or near the site over the years.</p>	2
78	2985		Low Level Crossing	Yurabi Road	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <p><i>Low Level Crossing, Fitzroy Crossing, a concrete structure 160m long and 4m wide, spans the Fitzroy River bed and has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • <i>it was the first large-scale project undertaken by Main Roads in the north Western Australia and the first bridge across the Fitzroy River;</i> • <i>its construction was an economical solution to the problem of providing a river crossing in a remote region</i> 	1

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					<p><i>of the north of Western Australia in the early decades of the twentieth century, which, in turn, gives insight into the development of road engineering in the region;</i></p> <ul style="list-style-type: none"> <i>it contributes to the community's understanding of the remoteness of the north by demonstrating the very basic means by which vehicles crossed a major river on Route 1 up to the 1970s and, for this reason, is an important tourist attraction in the region.</i> <i>the place is part of a significant cultural environment that also includes Fitzroy Crossing Police Group and Fitzroy Crossing Post Office (fmr); and,</i> <i>the view of the crossing from the approaches on either bank, across the sweeping vista that descends to the Fitzroy River bed, is a landmark in the West Kimberley context.</i> <p>Until 1974, the low level crossing, bank to bank across the Fitzroy River was the only road in and out of town with flooding that filled bank to bank relying on a flying fox to get supplies across the river.</p> <p>The river can rise up to 26 metres in the wet season.</p>	
		REGIONAL - NO SITE VISITS				
79	9745		Mowanjum Mission (former) Mowanjum Art and Culture Centre	Gibb River Road	<p><u>Significance</u></p> <p>The former Mowanjum Mission, relocated several times, demonstrates resilience of historical and social significance for associations with the founders of the community; Albert Barunga, Alan Mungulu and David Mowaljarlai, and the development of an Art gallery and cultural centre to present their culture and art.</p> <p><u>History</u></p> <p>The settlement began after the establishment of a mission station by the Presbyterian Church in 1912, first called the Port George IV mission and later Kunmunya, staying until c.1930. Reverend JRB Love who returned from the AIF in 1927, remained superintendent until 1941. He translated the gospels and taught the mission children English and Wororra.</p> <p>In 1949, the land, livestock and equipment of Munja Aboriginal Cattle Station was handed over to the</p>	3

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					<p>missionaries, which overstretched their capacity. In the meantime, Kumunya experienced crop failures, and after deliberations among the various groups, they all relocated in 1951 to Wotjulum, near Yampi Sound, about 130 kilometres south-west of Port George, near Coppermine Estuary.</p> <p>The relocated again to this site in 1956.</p> <p>The name Mowanjum was inscribed in the Derby marsh in 1956 by David Mowaljarlai. It means "settled" or "on firm ground. The three men attributed to founding the Mowanjum Community are Albert Barunga, Alan Mungulu and David Mowaljarlai.</p> <p>The community was again shifted in 1975 to its present site on the Gibb River Road 10 km east of Derby, following government requirements for additional land for the Derby Airport.</p> <p>Mowanjum Aboriginal Community present their culture and art.</p>	
			CAMBALLIN			
80	9697	SITE	Camballin townsite		<p><u>Significance</u></p> <p>The Camballin townsite is historically significant to the development of rural industries in the Kimberley.</p> <p><u>History</u></p> <p>In the 1950's Kimberley Durack experimented with rice growing on the floodplains at Camballin land that had previously been used for lambing paddocks by Liveringa Station and was irrigated for that purpose. In 1957 the Northern Development Commission named the project Camballin after a nearby pastoral station. The townsite of Camballin was gazetted in 1959. The experiments proved to be mostly unsuccessful. By 1969 the project had been taken over by the Australian Land and Cattle Company who were interested in damming the Fitzroy River for crops to fatten cattle. The Australian Land and Cattle Company abandoned the Camballin irrigation area in 1983 after floodwaters breached the levee banks constructed to control seasonal inundation from the Fitzroy River.</p>	4

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					<p>Teaching personnel at Looma Regional School were accommodated in Camballin only 15 kilometres from the Looma Aboriginal community.</p> <p>The population of Camballin has varied; compromising teachers, health, Looma Community support staff and Liveringa Pastoral Company employees.</p>	
			LOOMA			
81	NEW		Looma Remote Community School	120 km southeast of Derby	<p><u>Significance</u></p> <p>Looma Remote Community School is of historical and social significance in the provision of education and social interaction for the Looma Aboriginal Community, Camballin residents and other Aboriginal groups.</p> <p><u>History</u></p> <p>The school services the Looma Aboriginal Community (390-410 people) and the town of Camballin (30-40 people) approximately fifteen minutes from the school. Looma Community is built at the base of the picturesque Grant Range and the school enjoys magnificent vistas of the surrounding hills and rock formations that give Looma its name.</p> <p>Looma Community, established in the 1970's, has developed steadily. The population comprises of three major groups; Walmajarri, Nyikina and Mangala, with a smattering of others.</p> <p>The name 'Looma' is Walmajarri for 'blue tongue lizard' and the lizard is the school and community logo. A traditional legend traces the history of a 'Looma' which travelled from Christmas Creek with its children to escape a big flood.</p> <p>The Looma Community by choice is dry (no alcohol). There are three to four religious groups which at times interact with the school directly. Some traditional law practices do take place but with minimal effect on the school.</p> <p>Looma Remote Community School originally started in 1982 as an annex of Camballin Special Aboriginal School. Camballin School officially closed at the end of 1983 when all Aboriginal students were relocated. Looma Remote Community School was officially opened on November</p>	3

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					<p>14, 1986. In 1998 the school became a District High School.</p> <p>Teaching personnel at Looma Regional School were accommodated in Camballin, a small township only 15 kilometres from the Looma Aboriginal community.</p> <p>As of 2003, Looma has been reclassified as a Remote Community School. The school has many resources which include; Administration Block and Library, Home Economics Room, Design and technology Centre, Art Room, Post Compulsory Room, Pre-Primary and Primary Classrooms, LOTE Room, Primary and Secondary Photocopy Rooms and Primary and Secondary Resource Rooms. Two DET Personnel Carriers and a bus are available for staff to take students on Department of Education and Training approved excursions.</p> <p>Aboriginal English and Kriol are spoken by the majority of students.</p>	
82	0694		Liveringa Homestead Group Including Cemetery	about 120 kms southeast of	<p>Significance</p> <p>REGISTER OF HERITAGE PLACES</p> <p>History</p> <p>Registration documentation</p> <p><i>Liveringa Homestead Group, consisting of a Federation Bungalow stone and 'corrugated iron' roof homestead and associated buildings, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • <i>the place is associated with the beginnings of settlement in the Kimberley district in 1881;</i> • <i>the elevated position of the homestead gives it a landmark quality;</i> • <i>the buildings and associated outbuildings form a significant pastoral precinct;</i> • <i>the place is associated with the Kimberley Pastoral Company and its shareholders who formed extensive political, economic and social networks throughout Western Australia;</i> • <i>the place was the first polling station in the area for the Commonwealth elections in 1901, and, the place contributes to the sense of place of the Kimberley community.</i> 	1

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					Liveringa Station was the principle station of the Kimberley Pastoral Company that landed in King Sound in 199881; the first pastoralists to attempt that point of entry.	
83	9774		Munkayarra (ruins)		<p><u>Significance</u></p> <p>The Munkayarra (ruins) are of aesthetic significance for the picturesque setting and historical value for ruins of the windmill and homestead, and a c.1910 cotton farm that represent development of the region.</p> <p><u>History</u></p> <p>Munkayarra is a watering place on a station which is incorporated into the area occupied by Mowanjum since 1968. The site consists of a water hole and remnants of a windmill and homestead structure. The origins of these structures is believed to have been a poultry and cotton farm c.1910.</p>	3
84	11738		<p>SITE Air Beef Abattoir and Aerodrome (ruins) and Glenroy Homestead Group</p> <p>Glenroy Meatworks, Glenroy Abattoir</p>	Glenroy Station, via Derby-Gibb River Rd West Kimberly	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <ul style="list-style-type: none"> • Air Beef Abattoir and Aerodrome (ruins) and Glenroy Homestead Group, comprising the site of the former Abattoir, meat processing plant, associated structures and Aerodrome, and the concrete, stone and iron Glenroy Homestead Group, located seven kilometres to the south-east of the ruins, has cultural heritage significance for the following reasons: • construction of the Abattoir and Aerodrome was an innovative venture that changed the way beef was exported from northern inland areas, provided an important facility for north west pastoralists from 1949 to 1965, and contributed significantly to the quota of Australian meat exported to Britain; • the Abattoir was the only Air Beef abattoir established in Western Australia, and probably in Australia as a whole; • construction of the Abattoir and Aerodrome was a considerable innovative achievement in difficult climatic and logistical conditions, where the materials, with the 	1

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					<p>exception of raw materials such as sand and water, were transported by air to the site;</p> <ul style="list-style-type: none"> the Abattoir and Aerodrome were part of the Air Beef Scheme, which it was anticipated would produce a network of inland abattoirs throughout northern Australia, although this network did not eventuate; and, construction of the Abattoir and Aerodrome was a highlight of the Blythe family's significant contributions to the establishment of pastoral settlement in the West Kimberley. <p>The operative cattle yards (1973), tanks, windmill, and fencing adjacent to Air Beef Abattoir and Aerodrome (ruins) were not part of the Air Beef facility and have no cultural heritage significance in that context. Those structures do, however, serve as a landmark for locating the ruins.</p>	
85	9777		Mount House Station Homestead & Gardens		<p><u>Significance</u></p> <p>Mount House Station Homestead & gardens are of historical and aesthetic significance, typifying a 1950's station homestead in a garden setting.</p> <p><u>History</u></p> <p>Mount House Station Homestead was constructed in 1951 of concrete blocks with a corrugated iron roof. The foundation stone was laid by Rita Blythe. The homestead is attractive and designed to suit the Kimberley climate with a central breezeway, high ceilings with natural ventilation and wide verandas. The gardens are of particular interest for their attractive layout and for the shade house.</p>	3
86	9775		Nobbys Well tank	Old stock route leading from to Derby to the Fitzroy River and Broome.	<p><u>Significance</u></p> <p>The tank at Nobby's Well is of considerable historic significance for the provision of water along the stock route and the means by which that is provided.</p> <p><u>History</u></p> <p>Nobbys Well consists of a large square iron tank set in a concrete bed containing distinctive coffee rock. The tank was manufactured in the USA and is marked with the</p>	2

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					manufacturer's name - ISC A Foundry, Co. Newport, Montana. The origin of the tank is not known.	
87	9776		Mount Barnett Station Homestead	Gibb River Rd 300kms from Derby	<p><u>Significance</u></p> <p>Mount Barnett Station Homestead is of historical significance as the main centre for mission activity from 1927 when United Aboriginal Mission (UMA) missionaries camped in the gorges using donkeys for transport. It was the mission centre during World War Two and has been used in association with the mission since that time.</p> <p><u>History</u></p> <p>The homestead at Barnett Station is constructed of timber and stone and has been extended.</p>	2
88	9769	SITE	Donkey Meat Factory	Gibb River Road Mount Hart	<p><u>Significance</u></p> <p>The site of the Donkey Meat Processing Factory at Mount Hart is of considerable historic significance as it represents the history of one of the more unusual enterprises of attempting to deal with the donkey problem, as part of the development in the Kimberley region.</p> <p><u>History</u></p> <p>Donkeys were used for transport in the Kimberley from 1886 and were also introduced for stud purposes to produce mules which were resistant to Kimberley horse disease which had devastated the horse population. As a result the area had a large donkey population which during the 1950s had reached the level of nuisance and as a consequence donkeys were being shot.</p> <p>In the late 1950s a Mr Telford who was a concrete construction worker by profession flew over Mt Hart and decided to purchase it. He travelled overland from Victoria with men and vehicles and experienced considerable hardship along the way. After seeing donkeys being shot he saw the potential to process and export the meat to the Asian market. He established a processing plant and used one gallon tins to can the processed meat. He took samples to Singapore to test the market. However the Health Department soon closed the plant down as it did not meet international export health requirements.</p>	4

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89	9765		Telegraph Station (former) Blue Bush Swamp	Fossil Downs turn-off from Great Northern Highway Fitzroy Crossing	<p><u>Significance</u></p> <p>The former telegraph station at Blue Bush Swamp has historical and social significance as a way of life no longer practiced and a means of communications and socialising in the isolated Kimberley.</p> <p><u>History</u></p> <p>The first Fitzroy Crossing telegraph station was established in c.1906 when a new building was erected closer to Fitzroy Crossing. The building was constructed of stone and timber and consisted of five rooms surrounded by a veranda. The building housed the Telegraph station master. The first was Charles Annear who later became a local pastoralist.</p>	3
90	9768		Mt Hart Station Homestead ruins Graves		<p><u>Significance</u></p> <p>The ruins and graves at Mt Hart Station Homestead are of considerable significance, informing of a way of life that is no longer practiced and commemorates the graves.</p> <p><u>History</u></p> <p>Mount Hart Station contains ruins of a c.1900 stone homestead. The ruins contain the foundations of a group of buildings.</p> <p>There are also several graves in the vicinity of the ruins.</p>	2 Graves 3
91	0698 9778		<p>Gogo Homestead and Cave School</p> <p>Margaret Downs</p> <p>Old Cherabun Station</p>	<p>Gogo Road St George Ranges</p> <p>60 km from Fitzroy Crossing</p>	<p><u>Statement of Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <p><i>Gogo Homestead and Cave School, consisting of an Inter-War Bungalow style house of concrete block wall and 'corrugated iron' roof construction, various outbuildings, and a network of excavations, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> the place is located on an early Kimberley lease, taken up in 1883; the place is associated with the Emanuel family who also held leases for Christmas Creek, Cherrabun, and Meda; and the Gogo Cave School contributed to the educational needs of the house, community and was 	1

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					<p><i>reputedly the first school to be established on a cattle station in Western Australia.</i></p> <p><i>There are six other buildings to the east now mostly in ruins and of little heritage significance.</i></p>	
92	16192	SITE	Narlaria Mine, Barker Gorge Deposit, Devonian Lead Mine	Napier Downs Station 125 km east of Derby	<p><u>Significance</u></p> <p>The Narlaria lead-silver mine is of historical significance as one of the shortest mining boom and bust episodes in Australia's history.</p> <p><u>History</u></p> <p>Mineral deposits in the region had been promoted by local station owner.</p> <p>In 1906, G.J. Poulton, arrived in Adelaide and Melbourne with some very rich specimens from the area. He managed to convince a number of people in these cities to invest large sums of money to form the Narlaria Hills Silver Lead Mining Company. The company applied for two leases totalling 48 acres. The company sent J.H. Grant to oversee the establishment of a mine, and a shaft was sunk.</p> <p>The ore outcropped in two places and the assumption was that they joined to form a large deposit. Shares in the company skyrocketed, three more syndicates formed, but reports became unfavourable. Assistant Government geologist HP Woodward investigated and reported the deposit was uneconomic. At that time there were many reports emerging.</p> <p>In 1941 Rex T Prider head of Geology at UWA discovered hydrozincite at the site.</p>	4
93	4361 9773		Yeeda Station- Forrest Boab tree		<p><u>Significance</u></p> <p>Yeeda Station is of historic significance for the associations with pioneers of the Kimberley, and particularly the Boab tree marked by the explorer Alexander Forrest.</p> <p><u>History</u></p> <p>The settlement of Yeeda Station dates from a period prior to 1885. Julius Brockman and the Murray Squatting Company landed at Beagle Bay in 1879 and 1880 and travelled inland from there in the summer of 1880-1881.</p>	4

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					<p>Their animals grazed along the Fitzroy River and formed the nucleus of the Yeeda Station flock.</p> <p>There is believed to be a boab tree marked by Alexander Forrest on the Station.</p>	
94	NEW	SITE	Yongngora (Noonkanbah) Station	Noonkanbah Access Road - south off Great Northern Highway	<p><u>Significance</u></p> <p>Noonkanbah Station made history in the 1970's standoff by the traditional owners. It was the subject of an infamous land-rights dispute in August 1980 when state premier Sir Charles Court enforced an oil exploration project under police protection.</p> <p><u>History</u></p> <p>Noonkanbah Station was originally a pastoral station pegged in 1880s and covered approximately 4,000 square kilometres.</p> <p>The traditional owners – the people of the <u>Yungngora Community</u> – were employed by the station owners until 1971 when they walked off over a pay and conditions dispute. In 1976 the station was purchased by the Aboriginal Land Fund to be developed by the traditional owners. It has since then been run by the people of the Yungngora Community.</p> <p>The station was the scene for an intense political dispute when the government of the day allowed exploration company AMAX to drill for oil in <u>sacred sites</u>.</p> <p>The mining boom experienced in the 1970s led to hundreds of resource tenements being pegged on the pastoral station in the Kimberley, but an anthropological report found the land had spiritual significance for the Yungngora community. Western Australia's Premier, Charles Court, was adamant that the exploration should go ahead regardless – and a convoy of 45 non-union drilling rigs and trucks left Perth protected by hundreds of police on 7 August 1980. Violent confrontations between police and Noonkanbah protesters ensued, culminating in the drilling rigs forcing their way through community picket lines onto sacred land.</p> <p>In April 2007, the Yungngora people had their native title recognised over the Noonkanbah land.</p>	4

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					The traditional owners now control around 1800 square kilometres of the land sacred to the Yungngora Community who are located at the Noonkanbah Station on the banks of the Fitzroy River.	
95	9770	SITE	SITE Van Emmerick Air Crash	Hawkstone Peak	<p><u>Significance</u></p> <p>The site of the Van Emmerick Air Crash is an historical tragedy that is memorialised at the site.</p> <p><u>History</u></p> <p>The Royal Flying Doctor Service aeroplane crashed at Hawkstone Peak in 1956. The plane was on an emergency Royal Flying Doctor Service ambulance flight from Tablelands Station to Derby on the 4th February 1956.</p> <p>The crash killed the pilot (Peter J. van Emmerik), two Derby-based nurses (Frances Day (20) and Margaret Newman (19)), the 9 month old patient (Helen Rudduck) and her father (Jack Rudduck).</p> <p>After the aeroplane had arrived at Tablelands, the weather had deteriorated but because the patient was seriously ill, Van Emmerick decided to make the 344 kilometre flight to Derby. The last reported location was some 16 kilometres from Mt. House Station.</p> <p>Despite an extensive (38,850 square-kilometre) search by some 16 aeroplanes, the crash site submerged in flood-water, was not located until the 22nd February and was reached only after crossing some 27 kilometres of swamp. The aeroplane and its occupants had been almost completely destroyed. Although the Coroner's report was inconclusive, it was generally thought that the aeroplane had become uncontrollable in the severe electrical storm and hit the ground at an angle of some 78 degrees.</p>	4
		NO SITE VISITS	KING LEOPOLD RANGES			
96	697		Fossil Downs Homestead Group	Fossil Downs Rd	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p>	1

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					<p><i>Fossil Downs Homestead Group, a two-storey homestead of concrete block construction built in the Inter-War period, and associated buildings, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> <i>the place is located on an early Kimberley lease and is still associated with the MacDonald family who pioneered the lease in 1883-85;</i> <i>the homestead is of large scale and is notable in the North West for the quality of architecture and setting in landscaped gardens with extensive outbuildings;</i> <i>the place and its associated buildings, which form a distinct pastoral precinct, are arranged around a central axis with the Homestead being the most prominent structure by reason of its location at the head of the main vista; and,</i> <p><i>the place is highly regarded in the Kimberley Region as part of an important pastoral station.</i></p>	
97	2986		Oscar Range Station		<p><u>Significance</u></p> <p>The Oscar Range Station is of historical significance having undertaken experiments with cotton and tropical fruit growing in the period 1909-1910.</p> <p><u>History</u></p> <p>The Oscar Range Station contains the ruins of a stone homestead believed to date from the 1890's.</p>	3
		NO SITE VISITS	LENNARD RIVER			
98	2987		Leopold Downs Station ruins		<p><u>Significance</u></p> <p>The Leopold Downs Station ruins are of historical significance as ruins of the second homestead on the station to date from the early 1900s.</p> <p><u>History</u></p> <p>The site consists of the ruins of two stone buildings one of which was the homestead and the other the kitchen. The buildings were probably occupied until the 1950s. The immediate vicinity of the homestead building.</p>	3
99	3691		Lillimilura Ruins and Grotto	140 k east of Derby	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p>	1


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			Lennard River Police Camp, Lillmalooora Station		<p><u>History</u> Registration documentation <i>Lillmilura Ruins and Grotto, consisting of the walls and other remnants of stone buildings and a grotto, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • <i>the place is representative of the frontier conflict that accompanied pastoral settlement in the Kimberley in the 1880s and 1890s and particularly for its association with the Bunuba warrior Jandamarra (Pigeon);</i> • <i>the place is associated with the King Sound Pastoral Company Limited and its shareholders who, as well as including Hon. James Munro who was Premier of Victoria and an agent-general for that colony, are representative of the investment of Victorian capital in the far north of Western Australia in the 1880s;</i> • <i>the remnant building fabric is representative of the late nineteenth and early twentieth century use of locally quarried stone in homesteads built in the more remote and/or arid parts of the Kimberley;</i> • <i>the place indicates the significance of reliable water sources to aboriginal peoples and to early settlers in remote Western Australia and the struggle for control and access to these water sources; and the place has aesthetic value for its isolated setting against the impressive backdrop of the Napier Range.</i> 	
100	9771	SITE	Lukins Bore	Kimberley Downs Station	<p><u>Significance</u> Lukins Bore is of historical value as a significant water source for Aboriginal people and has been used since the 1880s as a watering hole for sheep and then cattle that contributed to the settlement of the Kimberley.</p> <p><u>History</u> Lukin's Bore is a water hole on Kimberley Downs Station which takes its name from William Lukin, founder of the Lennard River Station.</p>	4
		NO SITE VISITS	KING SOUND			

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101	15737		Adele Island Lighthouse		<p><u>Significance</u></p> <p>The Adele Island Lighthouse is of historical and scientific significance as s remote solar powered lattice structured facility providing an important location identification.</p> <p><u>History</u></p> <p>Astronauts aboard the International Space Station took detailed images of a tiny island in 2015. Adele Island, is 2.9 km long, but the entire tidal zone with all the concentric zones is 24.5 km long, surrounded by extensive sandbanks in the tidally exposed area. The highest point is 3.5 metres above sea level.</p> <p>A remote solar-powered lighthouse is a latticed metal structure. The island is a breeding site of world importance for Lesser Frigatebirds and three other species. Polynesian rats are a constant threat to the seabirds.</p>	3
102	9766	SITE	Point Torment	King Sound 32 km north of Derby	<p><u>Significance</u></p> <p>The site of Point Torment is historically significant for the 1838 landing of the HMS Beagle and subsequent naming of the site by Lieutenant Stokes due to the mosquitoes and sandflies.</p> <p><u>History</u></p> <p>It was named by Lieutenant John Lort Stokes of the HMS Beagle in 1838, in response to the misery suffered by the ship's crew due to the hordes of sandflies and mosquitos they encountered.</p> <p>Point Torment is home to the Warrwa people, many of whom now live in the town of Derby and visit the area to fish, hunt and conduct ceremonies. Despite being a designated part of the Meda Pastoral Lease for many years, Point Torment has not been heavily grazed by cattle, and the country is in good condition.</p> <p>In c.2010 the then Premier Barnett identified the site for an industrial hub and deep water port.</p> <p>Rey Resources has proposed the initial development of a coal mine to export 2.5 million tonnes of coal a year via the existing but mothballed Derby Export Facility. However, exporting coal through that facility is a complex</p>	4

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					transport situation. Rey proposed the only alternative deepwater port at Point Torment Port Development. In September 2016, the EPA of the Government of Western Australia in agreement with Rey Resources, has terminated its assessment of the Duchess Paradise Project, a coal mine and transport proposal located in Canning Basin area in the West Kimberley.	
		NO SITE VISITS	KOOLAN ISLAND			
103	4104	SITE	Yampi Defence Area	130 km northwest of Derby by road	<p><u>Significance</u></p> <p>Yampi Defence Area is of historical value as a potential defence training site that revealed it as a place of high natural heritage value.</p> <p><u>History</u></p> <p>Yampi Sound Training Area consists of ca 5,600 km2, Formerly comprising Kimbolton and Oobagooma Stations, it was acquired by Defence in 1978 for use as a training area. It has had little use due to access issues. The limited use, combined with an almost total lack of Defence infrastructure and the removal of introduced animals, has helped to make Yampi Sound Training Area a place of extremely high natural heritage value. Situated at the confluence of three distinct bioregions, Yampi displays an unusual richness of faunal associations and vegetation communities, amongst them a number of threatened or endangered species.</p>	4

**SHIRE OF DERBY WEST KIMBERLEY
LOCAL HERITAGE SURVEY 2025**

APPENDIX 2

Heritage List (table of places)

Refer to:

Primary Report

Appendix 1: Local Heritage Survey (table of places)



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Category 1 & 2 places

An important part of the recognition and understanding of cultural heritage significance of a place, is that some guidance is provided to the owners, managers and statutory authority, to respond to that assessed significance.

Categories have been determined relevant to the assessed level of significance for each place. Implications for each recommendation are also summarised. The Heritage List is subject to the provisions of the Shire of Derby West Kimberley's Local Planning Policy.


The Heritage List is comprised of:

- Category 1**
A place of exceptional cultural heritage significance to Shire of Derby West Kimberley and the state of Western Australia, that is either in the Heritage Council of Western Australia's (HCWA) [Register of Heritage Places](#) or worthy of consideration for entry onto the Register.
- Category 2**
A place of considerable cultural heritage significance to Shire of Derby West Kimberley that is worthy of recognition and protection through provisions of the Shire of Derby West Kimberley's Local Planning Policy.

The following table of places informs of the Significance of each of the places worthy of the Heritage List.


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No.	inHerit	Photo	Place Name	Address	Significance	Cat
			DERBY			
6	2980	<p>NO ACCESS TO THE SITE</p> 	Bungarun (Leprosarium) Cemetery	Bungarun Road	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>Statement of Significance</u></p> <p>Bungarun (Leprosarium), Derby, including blocks of Staff Quarters dating from the 1930s, the Catholic and Protestant Churches and the Detention Centre dating from the 1950s, one remaining patient accommodation structure probably dating from the 1970s, numerous other hospital and service buildings, and the Graveyard, has cultural heritage significance for the following reasons:</p> <ul style="list-style-type: none"> • the place is highly valued by Aboriginal people in and beyond the Kimberley, and by the Sisters of St John of God, for its role in providing a home and medical care for leprosy patients; • the Graveyard, which contains the remains of numerous patients who died at the leprosarium over five decades, is of exceptional significance to the Aboriginal community; • the place was the only government facility in Western Australia in which accommodation was provided for leprosy patients to live in whilst undergoing long-term medical treatment, and, further, its establishment ended mandatory transfer of leprosy patients from Western Australia to the Northern Territory, thus allowing more Aboriginal people from the Kimberley to remain in, or closer to, their own country; • the place has associations with the Sisters of St John of God, who tended to the needs of the leprosy patients and their families for five decades, and with Dr L. Holman, who provided medical care for fifteen years; • the place, although no longer used as leprosarium, is the only facility of this type now extant in Western Australia; • the place is a benchmark site which has potential to contribute to an understanding of the conditions under 	1


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					<p>which long-term leprosarium patients lived in the period from 1936 to 1986; and,</p> <ul style="list-style-type: none"> the buildings, site and landscape elements, together with the sites of the former residential units and the Graveyard, evoke through their isolated location and open landscape setting, the harshness of the environment and the poignant history of the place. <p>Bungarun (Leprosarium), Derby contains a large number of buildings, site elements and areas. Because they all relate to the development of the place during its period of use as a leprosarium, and have high social significance as a result, none can be identified as intrusive. The following levels have been identified.</p> <ul style="list-style-type: none"> Exceptional Significance: Graveyard; Three original Staff Quarters including the Chapel extension, (Nos 36, 39, 44); Sites of former male and female patient accommodation. Considerable Significance: Remnants of the Roman Catholic Church (32); Detention Centre (30); Protestant Church (16); Patient Block (19). Some Significance: All other buildings and structures on the site, except as identified elsewhere. Little Significance: Landscaping & 2 bough sheds. <p><u>History</u> Registration documentation</p>	
13	9735		North West Women's Group	39 Clarendon Street East corner Hardman Street	<p><u>Significance</u> The North West Women's Group building, the home built for Alma Huddleston in c.1958, was one of the smartest in town, and the added shop was the first shoe shop in Derby. It represents a historically significant period of expansion and the development of Derby and specifically Clarendon Street as the commercial centre of town. The association with the North West Women's group is of social value as a place of gathering for women of the town and region.</p> <p><u>History</u></p>	2


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					<p>The original house was constructed c.1958 by Lou Kent for Alma Huddleston. The shop was added in the late 1960s and was the first shoe shop in Derby.</p> <p>The house and shop are of timber frame construction with a corrugated iron roof, typical of the period of expansion in the town in the 1950s and 60s.</p>	
14	9733		Kimberley Air Branch of the Country Women's Association (CWA)	43 Clarendon Street	<p><u>Significance</u></p> <p>The Kimberley Air Branch of the CWA is of considerable historic and social significance. It represents a role of the CWA in the lives of women in remote areas of Australia. In Derby-West Kimberley the CWA has played a significant social and support role in the lives of women and their families in the Kimberley community since the 1950's.</p> <p><u>History</u></p> <p>Derby had two branches of the CWA. The town branch founded in 1954 (since demolished) and the air branch was formed. Mrs Jessie Pederick visiting the region (from Dowerin) in 1956, inspired the station women to form an air-branch of the CWA. The Royal Flying Doctor Service provided transceivers, until phone became available. The meeting held on 17 June 1956, was attended by 20 women, including Mrs Heseltine, who went on to serve 50 continuous years. Meetings were held at 3pm every second Sunday of the month, providing a critical social connection for the otherwise isolated women. The CWA House was built by the Air Branch in 1959 to provide accommodation for the women when they came into town from the stations rural. The CWA assisted women in the community to cope with the isolation from family and friends at a time when few government support agencies were available. By the 1990s when transport relieved some of the isolation, the Air and town branches merged and meetings were held in town.</p> <p>A regular Saturday market at the CWA house provides a wonderful community gathering.</p>	2

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17	9727		Royal Flying Doctor Service Base House and Office (former)	90 Clarendon Street	<p>Significance</p> <p>REGISTER OF HERITAGE PLACES</p> <p>History</p> <p>Registration documentation</p> <p><i>Royal Flying Doctor Service House & Office, comprising two timber framed, asbestos and iron single-storey buildings constructed in 1955 in the north west Vernacular style and a house (c. 2000) on the south-eastern corner, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • <i>as part of a nation-wide network of Royal Flying Doctor Service bases, the place made a significant contribution to the betterment of life to people living in remote parts of the West Kimberley over a 46 year period by providing communication channels and medical assistance;</i> • <i>the place is associated with the late Reverend John Flynn, whose work was integral to the formation of Aerial Medical Service and thus to the subsequent formation of the RFDS;</i> • <i>the place provides a source of information and a site for research into the layout, function, type and positioning of radio station buildings that were used to communicate within a network of outposts situated on pastoral stations and other remote localities;</i> • <i>the place was an important point of call for station people, dignitaries, and travellers who visited Derby, and, from the mid-1960s, has been an important tourist attraction;</i> • <i>the place was the first broadcast School of the Air, a programme which has provided children, who reside in remote locations in north Western Australia, access to education since 1955; and</i> • <i>the place is valued not only by the local community but also by the people who either contributed to or are appreciative of the critical link it provided between towns and remote localities.</i> 	1
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18	NEW		RAAF Curtin Military Airbase	Derby Broome Highway	<p>Significance</p> <p>RAAF Curtin Military Airbase, established to provide support for land, air and sea operations aimed at securing Australia's northern approaches is of considerable historical significance to Derby, the Kimberleys and Western Australia, and for the associations with former Prime Ministers Curtin and Hawke.</p> <p>The base was officially opened in 1988, named in honour of former Prime Minister John Curtin who served from 1941-1945.</p> <p>It was officially opened by the Prime Minister Bob Hawke in 1988. In 1989 the Civil Terminal and facilities opened at Curtin Airport.</p> <p>History</p> <p>RAAF Base Curtin is a joint use military air base and civil airport covering an area of more than 25,000 hectares. Curtin is one of 3 RAAF base bases that form an arc across the north of Australia. During peacetime, Curtin is maintained by a small caretaker staff permanently stationed there, the base is activated for Defence Force exercises and operations by units deploying to the base from other parts of Australia.</p> <p>During the 1930s, the RAAF developed a network of airfields around the Australian coast to provide protection for Australia's sea lanes of communication, a site near Derby was identified for an all-weather landing ground. As the likelihood of war approached, existing airfields at Broome, Derby and Wyndham were upgraded along with other defence facilities in Western Australia.</p> <p>Within weeks of the first Japanese bombing raids against Darwin on 19 February 1942, Derby and Broome suffered the same fate. Following a morning reconnaissance on 20 March 1942, about an hour later a medium force of enemy bombers and fighters attacked the two towns almost concurrently. While Broome aerodrome was bombed, Derby was strafed with machine-gun and cannon fire from a low level. There were no casualties and little damage. An Operational Base Detachment was deployed to Derby aerodrome. It was based there until Western Area formed it into No. 80 Operational Base Unit on 3 July 1944. The</p>	2
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					<p>unit mounted .303 Vickers (Medium) and .50 calibre Browning Machine Guns in pits to provide anti-aircraft defence. After the war ended, they disbanded in January 1946.</p> <p>In 1982, the Standing Parliamentary Committee on Public Works (Public Works Committee) considered a proposal for the establishment of a forward defence air base at Derby to allow operations by all types of RAAF aircraft. None of the civil airfields could accommodate modern fighter jets. Construction at the Derby South site commenced in 1983 and was completed in 1987. On 11 June 1988, Prime Minister the Honourable R.J.L. Hawke, AC, GCL, attended by the Chief of the Air Force (CAS) Air Marshal R.G. Funnell, AC, and conducted the official opening. CAS then discontinued use of the name Derby South, and formally naming the new base RAAF Curtin, in honour of the Right Honourable John J.A. Curtin, Member for Fremantle in Western Australia, who served as Australia's 14th Prime Minister from 7 October 1941 until his death on 5 July 1945.</p> <p>After works associated with a civilian terminal and air service were completed in 1989, the civilian airport located near town of Derby was reduced to light aircraft status and used by charter and tourist operators, private craft and the Royal Flying Doctor Service. RAAF Curtin became a joint use, military and civilian airfield with Derby Curtin Aerodrome operating under a Civil Lease Agreement with West Kimberley Shire.</p> <p>Curtin has been activated a number of times for large-scale exercises, including Kangaroo '89 and '92 as well as Pitch Black '91, a major air defence exercise. The base, which normally had a caretaker staff of 4, was able to expand to a fully functioning air base and headquarters with about 800 military personnel and fighter, strike and transport aircraft.</p> <p>In 1995, the federal government established a detention centre at Curtin to accommodate asylum seekers arriving in northern Australia by boat. All operational activities, were transferred to RAAF Leamonth. The Curtin detention centre was shut down in 2002 but was re-</p>	
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					<p>opened again in 2010, before it was closed again in September 2014. At its peak, the detention centre held more than 1,000 detainees.</p> <p>On 1 January 2013, RAAF Curtin's 25th anniversary, responsibility for the provision of air base services at RAAF Curtin transferred to No. 13 Squadron. RAAF units are permanently based at RAAF Base Curtin, it forms a vital element of Australia's defence posture.</p>	
20	9738		SITE One Mile Camp (Dinner Tree) sunset photos	Hakea Place	<p><u>Significance</u></p> <p>The stock route from Mayall's bore including the Dinner Tree, site of the cattle race and the cattle yards are very significant of the history of Derby, the Derby jetty and the cattle industry in the north of Australia.</p> <p><u>History</u></p> <p>There have been a succession of cattle races and stock routes connecting the pastoral hinterland with the Derby jetty. The first recording of the construction of a cattle race dates back to 1984/1985. The existing cattle yards constructed of steel and jarrah date from 1964, however the cattle race has been demolished. The cattle were driven into town along the cattle route which commenced at Mayall's bore and the stock-men rested along the way under the Dinner Tree behind the pensioner houses in Rowan Street.</p>	2
22	NEW		Derby Jetty & Port	Jetty Road	<p><u>Significance</u></p> <p>The Derby Jetty & Port represents exceptional historic significance, despite interventions and developments over time, as it has been critical to the development of the pastoral, cattle and other industries associated with the development of Derby since the 1880s.</p> <p><u>History</u></p> <p>Derby developed slowly, servicing the pastoralists. In 1880, a landing port was built near Yeeda. The town of Derby town was gazetted in 1883. The first wharf, a wooden T-shaped jetty, was built in 1885 and upgraded in the 1890's to service the early pastoralists of the region and the goldseekers (Halls Creek gold rush). Goods and people came by ship and Derby was declared a</p>	2

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				<p>warehousing port with the 30-metre-long timber jetty and a small corrugated iron shed. Wool and pearl shell were the major exports. Steamships unloaded 40-50 tons of goods a week.</p> <p>The original jetty linked to town by horse drawn tramway across the mudflats via a causeway (now Jetty Road).</p> <p>After the 1964 steel and concrete jetty was constructed, live cattle were the major export, and fuel and provisions the major imports. In 1972, State Ships passenger ships ended, although their freight service continued until 1981, when their new ships did not suit the shallow banks. The Department of marine and Harbours closed the port in 1983.</p> <p>In 1997, Derby wharf reopened for barging operations to export lead and zinc concentrates from the Cadjebut Mine in Fitzroy Crossing, and to service Mount Gibson iron ore and the Cone Bay barramundi farm.</p> <p>Derby has Australia's highest tides with variations up to 11 metres.</p> <p>The jetty is a tourist destination for stunning sunsets.</p>	
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23	NEW		Derby Port – cattle race and muster holding yards	Jetty Road	<p><u>Significance</u></p> <p>The Derby Port cattle race and muster holding yards represent considerable historic significance, as there were integral to the live cattle export, and the livelihood of the associated cattle stations in the regions.</p> <p><u>History</u></p> <p>The Kimberley pastoralists initially focused on wool, but by 1887 they had focussed on cattle. Cattle were driven across the mudflats to be held in the yards awaiting export. There was a trough and the cattle race. The yard near the jetty facilitated the cattle walking directly to the ship for export. The cattle yard and race were improved in 1895, 1904 and 1911, until the steel and concrete jetty in 1964. The live export from Derby ceased in 1983 when the wharf closed and Broome port exported the cattle. In 1997 the Derby Port re-opened for the export of lead and zinc concentrates.</p>	2
24	NEW		Derby port - Weighbridge	Jetty Road	<p><u>Significance</u></p> <p>The Derby Port weighbridge represent considerable historic significance, as it was an integral element associated with the import and export of goods that passed through the port and onto the tramway that transported between the original townsite and the port.</p> <p><u>History</u></p> <p>The weighbridge would have been a critical element of the import and export of goods associated with the port and the tramway through to the town.</p>	2


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26	NEW		SITE Port (Loch Street) tramway machinery (ruins)	Jetty to Loch Street- southeast to Sutherland Street	<p><u>Significance</u></p> <p>The site of the Port (Loch Street) tramway represents exceptional historic significance. The formation of the route is still represented from Jetty Road and Loch Street, although the physical tramway and function is no longer evident. It was an integral element, critical to the development of the pastoral, cattle and other industries associated with the development of Derby since the 1880s.</p> <p><u>History</u></p> <p>From 1884 when the jetty was constructed, it linked to town by horse-drawn tramway across the mudflats via a causeway (Jetty Road), transporting wool and pearl shell to the port. Wool and pearl shell were the major exports, connecting the wharf to the town and transported goods as well as passengers. The causeway was a stone construction with stones from the quarry towards the south end of Loch Street. The Wool Shed building ceased to be used when the current jetty was built in the 1960's. Some remnants of rolling stock are along the tramway. After the 1964 jetty was constructed, live cattle were the major export, and fuel and provisions the major imports. Passenger ships were also docking at the port until 1973. During the 1990s barges were used to export lead and zinc concentrates from the Cadjebut Mine in Fitzroy Crossing.</p>	2

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					<p>Derby has Australia's highest tides with variations up to 11 metres.</p> <p>The jetty is a tourist destination for stunning sunsets.</p>	
27	4661		Derby Tramway Woolshed	Jetty Road	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <p><i>Derby Tramway Woolshed, a rectangular corrugated iron clad and gabled roofed industrial building (1900 and 1957), together with a concrete loading platform (1900) and remnants of the boundary fence of the former goods yard, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> <i>the place is rare as the only known woolshed of its vintage in Northern Australia;</i> <i>the place is rare as a reminder of the importance of the wool industry to the Kimberley in the late nineteenth and early twentieth century, having been constructed in 1900 as part of the infrastructure of the Derby tramway and port for the purpose of storing wool for export from the region in the early twentieth century;</i> <i>the place is the only building remaining from the former goods yard and combines with the Wharfinger's House on the opposite corner of Loch Street to provide a visual reminder of the former tramway and port system, which was central to the development of Derby and the region in the late nineteenth and early twentieth centuries;</i> <i>the place is a landmark by virtue of its simple form and industrial character that provide a striking contrast to the adjacent open marsh land, and its location which defines the edge of the Derby town site and marks the former termination of Loch Street; and,</i> <i>the place contributes to the sense of place of the local community as a reminder of the history of early settlement in the area.</i> <p><i>The concrete slab floor of the woolshed is of little significance.</i></p>	1

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					In 2023, Population 11, an Australian comedy-thriller movie, with American Actor Ben Feldman, was shot in Derby, featuring the goods shed building.	
28	691		Wharfingers House, Derby	3 Loch Street East corner Elder Street	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <p><i>Wharfinger's House, Derby, a single storey residential building in the North-west Regional style, constructed on concrete stumps with wide verandahs, medium pitched hipped roof and iron shutters, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • the place was the site of the town's first Water Police Station and then, from 1928 to 1962, the site of the first quarters provided to house the succession of wharfingers responsible for management of port activities at Derby; • the place, with the former wool shed, forms a significant cultural environment in that these structures are the only obvious remnants of the early port-related facilities connected with the town section of the Derby Jetty Tramway; • the place, together with the Wool Shed, contributes to the community's sense of place by reminding residents and visitors that port activities once took place not only in the area adjacent to the new jetty but also in this part of the town; • the place is highly valued by the Derby community, which was responsible for its restoration in 1989; and, • the place is a good example of a residential building designed, in the early twentieth century, and before the advent of mechanical airconditioning, as a response to the extreme conditions of the tropical north of Western Australia. <p><i>The laundry and bathroom structure and the landscaped gardens are of little significance.</i></p>	1




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33	9734		Derby Picture Gardens (former)	19 Loch Street	<p><u>Significance</u></p> <p>The former Derby Picture Gardens is of historical and significant social significance since the 1940s. The pictures were a significant entertainment that contributed to the social life of Derby residents.</p> <p><u>History</u></p> <p>The Derby Picture Gardens were constructed in the 1940s. The projection equipment was purchased second hand and dated from the 1930s (no longer evident). In the 1990s the Picture Gardens was acquired by Wanang Ngai. The Derby Lions Club showed pictures at the gardens in 1991-1992. The picture gardens were renovated in 1994 but have closed since then. The screen remains on site.</p>	2
46	9752		Our Lady Queen of the Holy Rosary Catholic Church	103 Loch Street	<p><u>Significance</u></p> <p>Our Lady Queen of the Holy Rosary Catholic Church is of aesthetic, historic, social and spiritual significance historically significant representing the presence of the Catholic Church.</p> <p><u>History</u></p> <p>The existing Church was built in the c.1960 by Frank Rodrigues. It is a frame construction with fibro (asbestos) wall linings. It is attractively proportioned and detailed.</p> <p><i>Queen of the Holy Rosary</i> <i>Derby</i> <i>blessed and opened by</i> <i>the Most Rev. John Jobst</i> <i>Bishop of the Kimberleys</i> <i>9th September 1962.</i></p> <p>There is a memorial stone located in front of the church with a number of dedication plaques including: dedicated to the memory of Palatine Father Alphonse Bleuschwitz, missionary pioneer 1947-1993; First missionary Father Duncan McNab 1-4-1884 and Clare Lucy Bowler, lay missionary of the Parish of Derby.</p>	2
47	0692		Derby Police Gaol (former)	121 Loch Street	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p>	1



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		 			<p><u>History</u></p> <p>Registration documentation</p> <p><i>Derby Police Gaol, comprising the remnants of the Native Shelter Shed, which is an iron grille structure (cage) with a concrete slab floor into which bolts are cast for the purpose of securing prisoners, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • the place is the earliest known example of a grille prison designed specifically for the detention of Aboriginal people; • the place reflects the standard of short term prison accommodation provided for Aboriginal prisoners in the first decade of the twentieth century in Western Australia; • the place is one of a few pre World War 1 buildings remaining in Derby, and is the only remnant of the 1896-1906 Police Station and Police Gaol; and, • the place is important to the community as a landmark and the place is important to the community as a landmark and an important marker of an earlier era. 	
52	NEW		<p>Derby Pioneer Cemetery Derby Cemetery</p>	Lovegrove Street	<p><u>Significance</u></p> <p>Derby Pioneer Cemetery is a REGISTERED Aboriginal Cultural Heritage (ACH) Site No.1020.</p> <p>The ACH significance is stated as a burial place.</p> <p>The Historic Cultural Heritage significance of the Pioneer and general cemeteries is in commemorating those who have passed away.</p> <p>Derby Pioneer Cemetery and Derby Cemetery are of considerable historic and spiritual significance. They comprise record of generations of the Derby community members of the town and region.</p> <p>The Cemeteries evoke a sense of place, of reverence and commemoration.</p> <p><u>History</u></p>	2



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					<p>The Cemetery is located on the traditional land of the Nyikina and Warwa people. The Cemetery, an area of 10 acres, was gazetted in July 1887, although the earliest gravestone is dated 26 December 1896. In 1907, three trustees were appointed to manage the Cemetery: William Isaiah Coleman, Joseph Blyth jnr and Reginald McGovern. In 1909, Cemetery rules were gazetted, iron grave numbers were purchased from the Road Board, and half of the Cemetery was fenced, seemingly due to the Perth authority's financial constraints. The Aboriginal gravesites were not within the fenced area. In 1915, the Trustees officially resigned and the responsibility was transferred to the West Kimberley Road Board. A clean up of the cemetery in 1970 upset many of the grave markers from their original sites.</p> <p>A new cemetery was opened in 1972. Most of the early Aboriginal graves are unmarked and there was no record until after the 1967 referendum, after which there was a register of deaths, but not many grave site markers. It is also noted that people from Sunday Island may also be in the Cemetery.</p> <p>In 1972 the Derby Pioneer Cemetery was Registered as a site of Aboriginal cultural heritage significance due the Aboriginal people interred at the Cemetery. In 1988 memorial entry gates and with stone pillars were constructed at the "old " Cemetery.</p>	
57	NEW		Sculptures on the Marsh	Rowan and Villiers streets– tidal mudflats	<p><u>Significance</u></p> <p>Inspiring combination of Aboriginal heritage in the landscape of the northwest. Artists Mark Norval, Valerie Lennard and Joey Kitching, power of art to transcend boundaries Outstanding landmarks in the mudflats.</p> <p><u>History</u></p> <p>The sculptures were developed in collaboration by three artists; Mark Norval, Valerie Lennard and Joey Kitching. In 2024, Sculptures on the Marsh won bronze as the best sculpture park or trail, in the Australian Street Art Award.</p>	2

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58	9738		Interpretive site: Stock Route, cattle race to port	Rowan Street	<p><u>Significance</u></p> <p>The stock route from Mayall's bore including the Dinner Tree, site of the cattle race and the cattle yards are very significant of the history of Derby, the Derby jetty and the cattle industry in the Kimberley region of north Australia.</p> <p><u>History</u></p> <p>There have been a succession of cattle races and stock routes connecting the pastoral hinterland with the Derby jetty. The first recording of the construction of a cattle race dates back to 1984/1985. The existing cattle yards constructed of steel and jarrah date from 1964, however the cattle race has been demolished. The cattle were driven into town along the cattle route which commenced at Mayall's bore and the stock-men rested along the way under the Dinner Tree behind the pensioner houses in Rowan Street.</p> <p>It was important for the early pastoralists to get their cattle to the port. Derby was described as having 1 mile of mudflats to cross, convenient but not ideal. Initially the cattle walked across but sometimes it was mud at high tide.</p> <p>In 1893 the magistrate Dr Earnest Black ensured that the government built a crossing.</p>	2
61	9743		Numbala Nunga SITE Government Residency	37 Sutherland Street	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p>	1

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			SITE Derby Native Hospital		<p><u>History</u> Registration documentation <i>Numbala Nunga, Derby, the site of the former Derby Government Residency (1884), Derby Hospital (including Leprosy and Lock Hospital facilities) (1890s-1925), Derby Native Hospital (1925-1968), Numbala Nunga Nursing Home (1968-2008), and including the current Numbala Nunga Nursing Home (2008 to present), populated with mature plantings and boab trees, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • <i>the place represents the measures undertaken by the Western Australian government, since the late nineteenth century, to provide health care to the Aboriginal population of the State's North West, and therefore government policies and social attitudes towards health and wellbeing of Aboriginal people throughout the twentieth century;</i> • <i>the place is indicative of the impact that colonial settlement had on the Aboriginal population of Western Australia, and the consequential need to provide health care to treat diseases that they would have otherwise not encountered;</i> • <i>the place was the site of a Lock Hospital, one of only four in the Western Australia, and is representative of the Government policy from the late 1900s of the relocation, isolation and treatment of Aboriginal people suffering from venereal diseases;</i> • <i>the place is rare as the site of a leprosy hospital in the 1920s and the 1930s and is representative of the Government policy of the relocation, detention, isolation and treatment of leprosy patients;</i> • <i>the place was the site of the first and only Nursing Home in the Kimberley Region from 1968 until the late 1980s, serving residents that were predominantly of Aboriginal descent and as such the facility worked to retain Aboriginal cultural links where possible;</i> • <i>as the site of the Government Residency (1884), the place is representative of the settlement of the Kimberley by colonists from the mid-1880s, and the important first step in establishing a government in the region;</i> 	
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					<ul style="list-style-type: none"> • as the site of a Native hospital from 1925 until 1966, the place is representative of the then official government policy of treating Aboriginal and non-Aboriginal patients in separate medical facilities; • as a nursing home, the place was established with funding from the Commonwealth's Aboriginal Advancement Trust Account, which aimed to help improve Aboriginal health services across Australia following the 1967 referendum when the Commonwealth first became directly engaged in Aboriginal affairs; • as a nursing home, the establishment of the place for Elderly Aboriginal patients requiring geriatric care in the North West was a direct result of the implementation of the Pastoral Industry Awards of 1968. 	
63	NEW	SITE	<p>Doctor's Creek</p> <p>Kingsford Smith landing site</p> <p>Flying Doctor airstrip</p>	Villiers Street – tidal mudflats	<p><u>Significance</u></p> <p>The site of Doctor's Creek that was Kingsford Smith's landing site and the Flying Doctor airstrip is of exceptional significance in the history of western Australian and the Kimberley region.</p> <p><u>History</u></p> <p>In 1921, Australia's first airmail service arrived in Derby piloted by Major Norman Brearley and Charles Kingsford Smith. By 1922 the first scheduled air service was underway between Derby and Geraldton,</p> <p>In 1934, The Australian Aerial Medical Service (later known as the Royal Flying Doctor Service: 1955) began operating in the Kimberley.</p>	2
64	7214 7207 695 693 9741		<p>Derby Town Commonage</p> <p>Frosty's Pool</p> <p>Myall's Bore</p> <p>Cattle Trough (longest)</p> <p>Prison Boab Tree</p> <p>Holman House</p>	Gibb River Road & Derby Broome Highway	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p>Registration documentation</p> <p><i>Derby Town Commonage, a culturally modified landscape containing pindan woodlands, Boab trees (Adansonia gregorii) including the Boab Prison Tree; bores including Myalls Bore; a 100m long concrete cattle trough; holding yards; a concrete pool known as Frosty Pool; a section of former highway; a relocated house; access roads; car</i></p>	1

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				<p>park; visitor facilities including picnic shelters, an interpretive shelter and seating; and various fences, gates and other markers, has cultural heritage significance for the following reasons:</p> <ul style="list-style-type: none"> • the Boab Prison Tree is a registered Aboriginal site and is highly valued by the Indigenous people for whom it has cultural and spiritual significance; • for more than a century, and despite reductions in its size, the place provided travellers and travelling livestock with a resting place and water within a day's travel of the port of Derby; • the place became the last overnight camp for the thousands of head of livestock that were shipped out of Derby each year, after a plentiful supply of artesian water was obtained from Myalls Bore in 1911; • the 100m long concrete trough constructed in 1917 is reputed to be the longest cattle trough in the Southern Hemisphere and represents a considerable technical achievement; • service personnel lived on the place, stored fuel there, and constructed Frosty Pool, thus leaving a physical reminder of the role of the armed services in the protection of Australia's north during World War Two; and, • the Boab Prison Tree and the adjacent cattle trough are well-known tourist attractions that contribute to the sense of place of West Kimberley residents and visitors. <p>The DCA bores have no heritage significance and are not included in the assessment. The car park, shelters, seating, and visitor information located between the Boab Prison Tree and the cattle trough have no heritage significance. The disused holding yards have moderate heritage significance but may need to be altered if brought back into use. Notwithstanding that it is a relocated place and its significance is reduced by its current position, Holman House retains significance relating to its original use.</p>
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			FITZROY CROSSING			
67	9783	 	<p>Fitzroy Crossing Bridge (post flood) 2024 (Brooking Channel Bridge) SITE Fitzroy Crossing Bridge (before flood) 1974-2024</p>	Great Northern Highway (National Highway 1)	<p><u>Significance</u></p> <p>The Fitzroy Crossing Bridge was of historic significance as the bridge on Highway One around Australia. It was the only means of crossing the Fitzroy River and travelling between the east and west Kimberley across the top of Australia; a critical transport communication. The 2024 bridge is of historic significance for its integral importance as part of Highway One, the engineering accomplishments and relevance to the community. It's an outstanding landmark.</p> <p><u>History</u></p> <p>The Brooking Channel, Two Mile Creek and Blue Bush Creek bridges and approaches, were built as part of the Commonwealth State Beef Roads Scheme to contribute to the development of the region, minimising the frequency and duration of road closures. Total bridge's lengths were 890 feet at a cost of over \$1,430,00. The Beef roads construction by Mian Roads, was undertaken between 1961 and 1974, taking over from the low-level crossing. As a result the centre of Fitzroy Crossing relocated, abandoning the old town site close to the low-level crossing. The bridge was upgraded several times, before being destroyed in the devastating floods from ex Tropical cyclone Ellie in January 2024, smashing records, peaking at 15.81 metres. In June 2024 a temporary two-lane bridge was constructed over the Brooking Channel to facilitate travel across the river. The new bridge opened on 10 December 2024. It was a 100 metres across the</p>	2


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					river, 270 in total length (including approaches) and twice as wide as the 1974 bridge with pylons double the depth, reaching 40 metres into the river-bed. The bridge cost \$300 million, jointly funded by federal and state governments, designed to be six times stronger than the previous bridge.	
69	NEW		Fitzroy Crossing Cemetery	Mangkurla Cemetery Road	<p><u>Significance</u></p> <p>Fitzroy Crossing Cemetery is of considerable historic and spiritual significance. It is a record of the generations of the Fitzroy Crossing community members of the town and region, including from the Pioneer Cemetery.</p> <p>The Cemetery evokes a sense of place, of reverence and commemoration.</p> <p><u>History</u></p> <p>The new Cemetery opened in July 2004, for the interment of graves in danger of being lost in flood waters at the Pioneer Cemetery in Skuthorp Road.</p>	2

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72	696		Fitzroy Crossing Police Group (former)	Russ Road	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p>Registration documentation</p> <p><i>Fitzroy Crossing Police Group, comprising the Military Kitchen/Trackers' Hut (c. 1940s), No. 1 Police Quarters (1951), Cell Block (1951, c. 1970), Office and Store (1953, 1974), and Toilet Block (1953), has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • <i>the place was associated, over a period of eight decades, with the imposition of European law on, and the delivery of welfare services to, Aboriginal people, and, consequently, it was responsible for the interaction, both voluntary and involuntary, of numerous Aboriginal people with a succession of police constables and their wives;</i> • <i>the place is important as a marker for the location of the first Fitzroy Crossing police station, built in 1895 by Constable Richard Henry Pilmer whose keen participation in the quelling of Aboriginal resistance in the 1890s is recalled by the Aboriginal people of today;</i> • <i>the place, with Fitzroy Crossing Post Office (fmr) and Low Level Crossing, Fitzroy Crossing, forms a significant cultural environment in that these structures are the only obvious remnants of the 'old' Fitzroy Crossing settlement;</i> • <i>the place has a landmark quality, both as part of 'old' Fitzroy Crossing and because of the unusual aesthetic</i> 	1



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					<p>qualities and construction technique of the Military Kitchen/Trackers Hut (c.1940s); consequently, it contributes to the community's sense of place and has potential as a tourist destination within the State; and,</p> <ul style="list-style-type: none"> the place demonstrates the characteristics of a self-contained police station which, having evolved from a remote outpost, presents a group of police buildings that reflect typical construction methods and building styles used by the Public Works Department of WA for utilitarian buildings in the north of Western Australia in the 1950s. 	
73	2984		Fitzroy Crossing Post Office (former)	Russ Road	<p>Significance REGISTER OF HERITAGE PLACES Registration documentation Fitzroy Crossing Post Office (fmr), a single storey timber framed structure on concrete footings comprising the former post office and quarters (including the original telephone switchboard), set in landscaped gardens, together with a windmill, water tanks and tank stands, laundry, garage, generator room, L.L.E. building and remnants of a former river crossing frame, has cultural heritage significance for the following reasons:</p> <ul style="list-style-type: none"> the place is a rare example in the north of Western Australia of a substantially intact public building from the 1940s, and it is part of a significant cultural environment that also includes Fitzroy Crossing Police Group and Low Level Crossing, Fitzroy Crossing. These buildings are the only obvious remnants of the 'old' settlement of Fitzroy Crossing. the place comprises a complex of structures associated with the daily functioning of a Government communications facility in a remote location in the north of Western Australia from 1948 to 1985; the place provided an essential service for people living in a remote area and, to a lesser degree, a setting where those people could enjoy random instances of social contact; and, the place is a typical example of the work of the Commonwealth Department of Works and Housing, designed in the 1940s for the tropical climate of the 	1



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					<i>north of Western Australia, and, further, it is a rare example of such a building having remained substantially intact.</i>	
74	9761		SITE Australian Inland Mission (AIM)Hospital	Russ Road	<p><u>Significance</u></p> <p>The site of the Australian Inland Mission Hospital at Fitzroy Crossing is very significant to the history of the development of medical services to the Aboriginal community and others in the isolated Fitzroy Crossing region, and to the social history of the area.</p> <p><u>History</u></p> <p>The idea of establishing a hospital at Fitzroy Crossing was first considered by the Australian Inland Mission 1922. The Fitzroy Crossing Hospital was eventually established in 1939.</p> <p>In 1952, the Native Affairs Department handed over, what had been a ration depot, to the United Aborigines Mission who took over the Hospital. Sisters Margaret Coakes (Wells) and Alice Hall were the first of many AIM people to contribute to the service and care.</p> <p>In 1980 it was handed over to the Health Department. The two storey building has been demolished. A memorial plaque is on the site.</p>	2
76	16776		Fitzroy Crossing Pioneer Cemetery	Skuthorp Road Memorials not visible	<p><u>Significance</u></p> <p>The Pioneer Cemetery is of considerable historic and spiritual significance. It is a record of the generations of the Fitzroy Crossing community members of the town and region.</p> <p>The Cemetery evokes a sense of place, of reverence and commemoration.</p> <p><u>History</u></p> <p>Flooding events along the banks of the Fitzroy River over decades have caused many graves dating from 1904-1985, unmarked and undocumented, to be moved to higher ground or interred at the new Cemetery.</p>	2

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77	9762		Crossing Inn (photo before 2024 flood)	Skuthorp Road	<p><u>Significance</u></p> <p>The Crossing Inn is historically and socially significant for the continuous use as a hotel from c.1890. The place has played an important hospitality and social role in the community of Fitzroy Crossing.</p> <p><u>History</u></p> <p>The Crossing Inn was established by Charles Blythe in 1897. At that time the place consisted of a store and an Inn selling wine, beer and spirits. Charles was the son of Joseph Blythe who established Noonkabah Station for the Emmanuels in the 1890's. A number of building have been constructed on or near the site over the years.</p>	2
78	2985		Low Level Crossing	Yurabi Road	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <p><i>Low Level Crossing, Fitzroy Crossing, a concrete structure 160m long and 4m wide, spans the Fitzroy River bed and has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • <i>it was the first large-scale project undertaken by Main Roads in the north Western Australia and the first bridge across the Fitzroy River;</i> • <i>its construction was an economical solution to the problem of providing a river crossing in a remote region of the north of Western Australia in the early decades of the twentieth century, which, in turn, gives insight into the development of road engineering in the region;</i> • <i>it contributes to the community's understanding of the remoteness of the north by demonstrating the very basic means by which vehicles crossed a major river on Route 1 up to the 1970s and, for this reason, is an important tourist attraction in the region.</i> • <i>the place is part of a significant cultural environment that also includes Fitzroy Crossing Police Group and Fitzroy Crossing Post Office (fmr); and,</i> • <i>the view of the crossing from the approaches on either bank, across the sweeping vista that descends to the</i> 	1

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					<p><i>Fitzroy River bed, is a landmark in the West Kimberley context.</i></p> <p>Until 1974, the low level crossing, bank to bank across the Fitzroy River was the only road in and out of town with flooding that filled bank to bank relying on a flying fox to get supplies across the river.</p> <p>The river can rise up to 26 metres in the wet season.</p>	
		REGIONAL- NO SITE VISITS				
82	0694		Liveringa Homestead Group Including Cemetery	about 120 kms southeast of	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <p><i>Liveringa Homestead Group, consisting of a Federation Bungalow stone and 'corrugated iron' roof homestead and associated buildings, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • the place is associated with the beginnings of settlement in the Kimberley district in 1881; • the elevated position of the homestead gives it a landmark quality; • the buildings and associated outbuildings form a significant pastoral precinct; • the place is associated with the Kimberley Pastoral Company and its shareholders who formed extensive political, economic and social networks throughout Western Australia; • the place was the first polling station in the area for the Commonwealth elections in 1901, and, the place contributes to the sense of place of the Kimberley community. <p>Liveringa Station was the principle station of the Kimberley Pastoral Company that landed in King Sound in 19881; the first pastoralists to attempt that point of entry.</p>	1
84	11738		SITE Air Beef Abattoir and Aerodrome (ruins) and Glenroy Homestead Group	Glenroy Station, via Derby-Gibb River Rd West Kimberly	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p>	1

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			Glenroy Meatworks, Glenroy Abattoir		<ul style="list-style-type: none"> <i>Air Beef Abattoir and Aerodrome (ruins) and Glenroy Homestead Group, comprising the site of the former Abattoir, meat processing plant, associated structures and Aerodrome, and the concrete, stone and iron Glenroy Homestead Group, located seven kilometres to the south-east of the ruins, has cultural heritage significance for the following reasons:</i> <i>construction of the Abattoir and Aerodrome was an innovative venture that changed the way beef was exported from northern inland areas, provided an important facility for north west pastoralists from 1949 to 1965, and contributed significantly to the quota of Australian meat exported to Britain;</i> <i>the Abattoir was the only Air Beef abattoir established in Western Australia, and probably in Australia as a whole;</i> <i>construction of the Abattoir and Aerodrome was a considerable innovative achievement in difficult climatic and logistical conditions, where the materials, with the exception of raw materials such as sand and water, were transported by air to the site;</i> <i>the Abattoir and Aerodrome were part of the Air Beef Scheme, which it was anticipated would produce a network of inland abattoirs throughout northern Australia, although this network did not eventuate; and, construction of the Abattoir and Aerodrome was a highlight of the Blythe family's significant contributions to the establishment of pastoral settlement in the West Kimberley.</i> <p><i>The operative cattle yards (1973), tanks, windmill, and fencing adjacent to Air Beef Abattoir and Aerodrome (ruins) were not part of the Air Beef facility and have no cultural heritage significance in that context. Those structures do, however, serve as a landmark for locating the ruins.</i></p>	
86	9775		Nobbys Well tank	Old stock route leading from to Derby to the Fitzroy River and Broome.	<p><u>Significance</u></p> <p>The tank at Nobby's Well is of considerable historic significance for the provision of water along the stock route and the means by which that is provided.</p> <p><u>History</u></p>	2

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					Nobbys Well consists of a large square iron tank set in a concrete bed containing distinctive coffee rock. The tank was manufactured in the USA and is marked with the manufacturer's name - ISC A Foundry, Co. Newport, Montana. The origin of the tank is not known.	
91	0698 9778		Gogo Homestead and Cave School Margaret Downs Old Cherabun Station	Gogo Road St George Ranges 60 km from Fitzroy Crossing	<p><u>Statement of Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <p><i>Gogo Homestead and Cave School, consisting of an Inter-War Bungalow style house of concrete block wall and 'corrugated iron' roof construction, various outbuildings, and a network of excavations, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • the place is located on an early Kimberley lease, taken up in 1883; • the place is associated with the Emanuel family who also held leases for Christmas Creek, Cherrabun, and Meda; and the Gogo Cave School contributed to the educational needs of the house, community and was reputedly the first school to be established on a cattle station in Western Australia. <p><i>There are six other buildings to the east now mostly in ruins and of little heritage significance.</i></p>	1
93	4361 9773		Yeeda Station- Forrest Boab tree		<p><u>Significance</u></p> <p>Yeeda Station is of historic significance for the associations with pioneers of the Kimberley, and particularly the Boab tree marked by the explorer Alexander Forrest.</p> <p><u>History</u></p> <p>The settlement of Yeeda Station dates from a period prior to 1885. Julius Brockman and the Murray Squatting Company landed at Beagle Bay in 1879 and 1880 and travelled inland from there in the summer of 1880-1881. Their animals grazed along the Fitzroy River and formed the nucleus of the Yeeda Station flock. There is believed to be a boab tree marked by Alexander Forrest on the Station.</p>	2

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94	NEW	SITE	Yongngora (Noonkanbah) Station	Noonkanbah Access Road - south off Great Northern Highway	<p>Significance</p> <p>Noonkanbah Station made history in the 1970's standoff by the traditional owners. It was the subject of an infamous land-rights dispute in August 1980 when state premier Sir Charles Court enforced an oil exploration project under police protection.</p> <p>History</p> <p>Noonkanbah Station was originally a pastoral station pegged in 1880s and covered approximately 4,000 square kilometres.</p> <p>The traditional owners – the people of the <u>Yungngora Community</u> – were employed by the station owners until 1971 when they walked off over a pay and conditions dispute. In 1976 the station was purchased by the Aboriginal Land Fund to be developed by the traditional owners. It has since then been run by the people of the Yungngora Community.</p> <p>The station was the scene for an intense political dispute when the government of the day allowed exploration company AMAX to drill for oil in <u>sacred sites</u>.</p> <p>The mining boom experienced in the 1970s led to hundreds of resource tenements being pegged on the pastoral station in the Kimberley, but an anthropological report found the land had spiritual significance for the Yungngora community. Western Australia's Premier, Charles Court, was adamant that the exploration should go ahead regardless – and a convoy of 45 non-union drilling rigs and trucks left Perth protected by hundreds of police on 7 August 1980. Violent confrontations between police and Noonkanbah protesters ensued, culminating in the drilling rigs forcing their way through community picket lines onto sacred land.</p> <p>In April 2007, the Yungngora people had their native title recognised over the Noonkanbah land.</p> <p>The traditional owners now control around 1800 square kilometres of the land sacred to the Yungngora Community who are located at the Noonkanbah Station on the banks of the Fitzroy River.</p>	2
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		NO SITE VISITS	KING LEOPOLD RANGES			
96	697		Fossil Downs Homestead Group	Fossil Downs Rd	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <p><i>Fossil Downs Homestead Group, a two-storey homestead of concrete block construction built in the Inter-War period, and associated buildings, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • the place is located on an early Kimberley lease and is still associated with the MacDonald family who pioneered the lease in 1883-85; • the homestead is of large scale and is notable in the North West for the quality of architecture and setting in landscaped gardens with extensive outbuildings; • the place and its associated buildings, which form a distinct pastoral precinct, are arranged around a central axis with the Homestead being the most prominent structure by reason of its location at the head of the main vista; and, <p><i>the place is highly regarded in the Kimberley Region as part of an important pastoral station.</i></p>	1
		NO SITE VISITS	LENNARD RIVER			
99	3691		Lillimilura Ruins and Grotto Lennard River Police Camp, Lillimaloora Station	140 k east of Derby	<p><u>Significance</u></p> <p>REGISTER OF HERITAGE PLACES</p> <p><u>History</u></p> <p>Registration documentation</p> <p><i>Lillimilura Ruins and Grotto, consisting of the walls and other remnants of stone buildings and a grotto, has cultural heritage significance for the following reasons:</i></p> <ul style="list-style-type: none"> • the place is representative of the frontier conflict that accompanied pastoral settlement in the Kimberley in the 1880s and 1890s and particularly for its association with the Bunuba warrior Jandamarra (Pigeon); • the place is associated with the King Sound Pastoral Company Limited and its shareholders who, as well as including Hon. James Munro who was Premier of 	1

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					<p><i>Victoria and an agent-general for that colony, are representative of the investment of Victorian capital in the far north of Western Australia in the 1880s;</i></p> <ul style="list-style-type: none"><i>• the remnant building fabric is representative of the late nineteenth and early twentieth century use of locally quarried stone in homesteads built in the more remote and/or arid parts of the Kimberley;</i><i>• the place indicates the significance of reliable water sources to aboriginal peoples and to early settlers in remote Western Australian and the struggle for control and access to these water sources; and</i> <p><i>the place has aesthetic value for its isolated setting against the impressive backdrop of the Napier Range.</i></p>	
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SHIRE OF DERBY WEST KIMBERLEY

LOCAL HERITAGE SURVEY 2025

Primary Report

refer to;

Appendix 1 Local Heritage Survey (table of places)

Appendix 2 Heritage List (table of places)



Shire of Derby West Kimberley
LOCAL HERITAGE SURVEY 2025

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	Appendix 2	Heritage List 2025

Shire of Derby West Kimberley
LOCAL HERITAGE SURVEY 2025

1.0 INTRODUCTION

A review of the local heritage inventories is a requirement of the Heritage Act 2018. Inventories have been renamed 'Local Heritage Surveys'. This review is in accordance with Part 8 of the Heritage Act 2018 that includes the requirement of the identification of a "Heritage List" of the most significant places within the local government area, and policies to support the future conservation of those places.

It is undertaken in consideration of the Department of Planning, Lands and Heritage's (DPLH) guidelines; *Assessment of local heritage places (2022)* as recommended in *State Planning Policy 3.5 Historic Heritage Conservation*.

Assessments determine levels of significance for each place in consideration of the overall context of the entire area of the Shire of Derby West Kimberley. The levels of significance are consistent with the required categories (Heritage Act 2018).

The Heritage Act 2018 only references places of Aboriginal historical significance. Places and elements of Aboriginal Cultural Heritage significance come under the jurisdiction of *The Aboriginal Heritage Legislation Amendment and Repeal Act 2023*.

1.1 Review Summary

Understanding a place is the foundation for substantiation of the heritage value and inclusion in the Local Heritage Survey. Almost every place in the review has been photographed, although that has not included a number of private properties and places not visible from public property. Photographs are only taken from public space unless approved in advance on private properties. Places in the regional areas have been recorded on existing information.

For each place deemed to be of heritage value, a level of significance and consequent category has been applied. The places with the highest level of significance are recommended for inclusion in the Shire of Derby West Kimberley's Heritage List that provides policies and the provisions of the Planning Scheme and Local Planning Policy for future conservation.

The Heritage Council's inHerit database lists 100 places relevant to the Shire of Derby West Kimberley. However not all are relevant to the intent of a Local Heritage Survey in accordance with the Heritage Act 2018 Act:

17 Natural environments Not defined as cultural heritage (14 Landscape and 3 oceans) listed for reference only.

That reduces to 83 relevant places on inHerit:

Of those 83 places, the Department of Planning Lands and Heritage (DPLH) lists 20 registered places.

- Bungarun (Leprosarium), Derby
- Royal Flying Doctor Service, House and Office
- Derby Tramway Woolshed
- Wharfingers House, Derby
- Derby Police Gaol
- Numbala Nunga
- Derby Town Commonage
 - Frosty's Pool

**Shire of Derby West Kimberley
LOCAL HERITAGE SURVEY 2025**

- Myall's Bore
- Holman House
- Prison Boab Tree
- Fitzroy Crossing Police Group (former)
- Fitzroy Crossing Post Office (former)
- Low Level Crossing, Fitzroy Crossing
- Liveringa Homestead Group including cemetery
- Fossil Downs Homestead Group
- Gogo Homestead and Cave School
 - Old Cherabun Station
- Air Beef Abattoir and Aerodrome (ruins) and Glenroy Homestead Group
- Lillimilura Ruins and Grotto

The 20 registered places include other places in their group listings; only 15 have individual registration. The "other" places are not individually registered places; they are places of varying degrees of significance within a registered group.

Registered places comprise:

5 places:	<u>Derby Commonage</u>	4 places NOT individually Registered
2 places:	<u>Gogo Station</u>	1 place NOT individually Registered

Seventy eight (78) places remain relevant to the inHerit database. A further 2 have been identified as duplicates and there are 7 demolished places or no information.

Duplicates/shared sites:	Yeeda Station & Yeeda Boab tree			
	Derby Police Station & Derby courthouse			
Demolished places or no information	9731	House	69 Clarendon Street Derby	demolished
	9746	House	7 Loch Street Derby	demolished
	9747	Shed	33 Loch Street Derby	demolished
	26114	House	21 Millard Road Fitzroy Crossing	demolished
	4360	Boab tree	Fitzroy Crossing	no information
	4515	Boab tree	Prince Regent	no information
	16714	Copper Creek	Mine	no information

Sixty nine places from the inHerit database together with 34 new places are included in the Local Heritage Survey 2025 comprising 103 place records. The new places are identified in the listing with NEW in the inHerit number column.

Each place has a category recommendation relevant to its assessed heritage significance.

Shire of Derby West Kimberley
LOCAL HERITAGE SURVEY 2025

The Heritage List that comprises the Registered places (Category 1) and Category 2 places of the highest level of significance to the Shire of Derby West Kimberley. The Category 1 places are the 15 State Registered places (that comprise 20 places) as noted above.

The places in the 2025 Heritage List are comprised of categories 1 and 2 in the Local Heritage Survey 2025. Categories 3 and 4 are not included in the Heritage List and consequently have no implications.

The Local Heritage Survey 2025 references places by their original owner/operators where possible with (former) after the name indicating the former naming rather than recent naming that changes over time.

It is presented in alphabetical order of towns, streets and districts in the Shire of Derby West Kimberley.

Shire of Derby West Kimberley
LOCAL HERITAGE SURVEY 2025

2.0 ABORIGINAL CULTURAL HERITAGE

The *Heritage Act 2018* includes all places of historic heritage significance, including places of Aboriginal historical heritage significance.

Places and elements of Aboriginal Cultural Heritage (ACH) significance come under the jurisdiction of *The Aboriginal Heritage Legislation Amendment and Repeal Act 2023*. Quote from Division 2 Item 10, the long title of the 1972 Act (p.9) has been replaced with:

An Act to make provision for the preservation of places and objects customarily used by or traditional to the original inhabitants of Australia or their descendants, or associated therewith, and for other purposes incidental thereto.

Places of Aboriginal Cultural Heritage are listed by the Department of Planning Lands and Heritage (DPLH) on the Aboriginal Heritage Inquiry System (AHIS).

The Department of Aboriginal Affairs (DAA) oversees an “Aboriginal Sites Database” and works with Aboriginal people to protect their culture and to protect and manage places and objects of significance to Aboriginal cultural heritage.

The Aboriginal Heritage Legislation Amendment and Repeal Act 2023 (The Act 23) informs of the legislative procedures for the identification and protection of Aboriginal cultural heritage.

The Act 23 restored *The Aboriginal Heritage Act 1972* (the Act 1972). One of the key principles out of The Act 23 was management of activities.

There are three levels of ACH under the Act 1972. Section 5 is the assessment process.

The hierarchy of ACH is:

- **Registered place of Aboriginal cultural heritage (ACH) significance**
Recorded with a designated identification number. (AHIS- DPLH records)
- **Lodged place:** A place identified (lodged) for its ACH significance but not Registered.
Information received but not assessed to determine if it meets section 5 of the Act 1972.
- **Recorded place** Below threshold of Section 5 assessment
Stored data (AHIS) – assessed as not meeting section 5 of the Act 1972.

All the above warrants relevant approval for any intervention to those sites. There is also a hierarchy of impact to the sites that can trigger degrees of approval through Sections 7 and 10 for ground level disturbances, and Section 18 for more significant development of an ACH site.

According to AHIS, there are 710 Registered places of Aboriginal cultural heritage (ACH) significance in the Shire of Derby West Kimberley.

One of those sites is located in the town of Derby: and is identified in the Local Heritage Survey 2025 at Number 52.

Derby Pioneer Cemetery is a REGISTERED Aboriginal Cultural Heritage (ACH) Site No.1020.

The ACH significance is stated as a burial place.

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LOCAL HERITAGE SURVEY 2025

3.0 INDICATORS FOR CULTURAL HERITAGE SIGNIFICANCE

Places previously listed in the original 1995 municipal inventory and 34 new places (including sites) in Derby (22), Fitzroy Crossing (8) and region (2 places) have been assessed within the Heritage Council's *Guidelines for assessment of local heritage places* (2022).

The five indicators of significance for the assessment are summarised hereunder:

3.1 Aesthetic Value:

It is significant in exhibiting particular aesthetic characteristics valued by the community

Overview

Aesthetic value is necessarily subjective and should not simply rely on a common perception or most popular view.

There is a need to consider aesthetics as understood by different community groups and cultures.

A place does not necessarily need to conform to prevailing 'good taste' or be architecturally designed to display aesthetic qualities. For example, vernacular buildings that sit well within their cultural landscape due to the use of local materials, form, scale, or massing, may also have aesthetic value.

The aesthetic qualities of gardens, plantings and cultural landscape settings should also be considered.

Indicators

Places demonstrating this value should have importance:

- to a community for aesthetic characteristics.
- for its ability through archaeological investigation to reveal obscured fabric due to subsequent alterations or additions and in so doing, reveal aesthetic characteristics of an earlier structure, either through design or setting aesthetic characteristics of an earlier
- for its creative, design or artistic excellence, innovation or achievement
- for its contribution to the aesthetic values of the setting demonstrated by a landmark quality or having impact on important vistas
- for its contribution to the aesthetic qualities of the cultural environs or the natural landscape within which it is located or importance for its contribution to the natural landscape as part of a cultural environment
- for the aesthetic character created by the individual components that collectively form a significant precinct; that is, streetscape, townscape, or cultural environment

Guidelines For Exclusion

A place will generally be excluded if:

- the aesthetic qualities of the place do not exceed those of the general class to which the place belongs
- its distinguishing features have been lost, irreversibly impacted, or compromised
- its landmark or scenic qualities have been irreversibly impacted by subsequent activities or development

3.2 Historic value:

It is significant in the evolution or pattern of the history of Western Australia

Overview

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The historic values associated with a place should be explored with reference to the thematic history for the locality and/or region.

Indicators

Places demonstrating this value should have importance:

- for the density or diversity of cultural features illustrating the human occupation and evolution of the locality, or region
- in relation to an event, phase or activity of historic importance in the locality, or region
- for close association with an individual or individuals whose life, works or activities have been significant within the history of the locality or region
- as an example of technical, creative, design or artistic excellence, innovation or achievement in a particular period.

The associations should be strong and verified by evidence and will most often be supported in the fabric of the place.

However, consideration should also be given to places with little or no fabric such as archaeological sites, ruins, and sites of historical importance.

Guidelines For Exclusion

A place will generally be excluded if:

- no reliable or verifiable physical, documentary, or historical evidence exists to demonstrate the association of the place with an historical event or phase in the locality

3.3 Scientific value:

Potential to yield information that will contribute to an understanding of the history of the locality or region

Overview

These indicators will generally inform a determination of scientific value. They will commonly be used to assess significance of identified, or potential, archaeological deposits, or to identify places that through investigation may reveal earlier construction and design techniques.

Indicators

Places demonstrating this value should have importance:

- for information/archaeological material contributing to a wider understanding of cultural history by virtue of its use as a research site, teaching site, type locality, reference or benchmark site

3.4 Social value:

It is significant through association with a community or cultural group in the locality or region for social, cultural, educational, or spiritual reasons.

Overview

Places of social value are commonly, but not always, public places that make a positive contribution to the local 'sense of place' and identity. They may be symbolic or landmark places, and may include places of worship, community halls, or schools, as well as privately owned places such as hotels, cinemas, or sporting venues. However, more modest places such as private residences may also be of importance to a particular group within the local community.

Indicators

Places demonstrating this value should be:

- highly valued by a community or cultural group for reasons of social, cultural, religious, spiritual, aesthetic, or educational associations.

Places need not be valued by the entire community to be significant. For example, a place may be valued by a community or cultural group based on its associations with a particular group's ethnic identity, religious belief, or profession.

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Guidelines For Exclusion

A place will not normally be considered if:

- the associations are not held very strongly or cannot be demonstrated satisfactorily to others
- the social value is historical rather than in the present day.

Care should be taken not to confuse cultural heritage significance with amenity or utility.

There must be evidence that the building/ place is valued over and above everyday activities that occur there.

3.5 Spiritual value:

It is significant because it embodies or evokes intangible values and meanings which give it importance in the spiritual identity, or the traditional knowledge, art, and practices of a cultural group.

Overview

Spiritual value refers to the intangible values and meanings embodied in or evoked by a place which give it importance in the spiritual identity, or the traditional knowledge, art and practices of a cultural group. Spiritual values may also be interdependent on the social values and physical properties of a place.

Indicators

Places demonstrating this value should have importance for:

- contributing to the spiritual identity or belief system of a cultural group
- being a repository of knowledge, traditional art or lore related to spiritual practice of a cultural group
- maintaining the spiritual health and wellbeing of a culture or group
- finding expression in cultural practices or human-made structures, or inspire creative works

A place will not normally be considered if:

- the associations are not held very strongly or cannot be demonstrated satisfactorily to others
- the spiritual value is historical rather than the present day.

3.6 Representative - importance in demonstrating the characteristics of a class of cultural places or environments in the local district.

Overview

This indicator explores how well a place would stand as a representative of others in its class. The analysis of representativeness provides information that helps to assess the relative merits of a place against its peers.

A place may demonstrate representativeness with respect to any of the values.

A place will generally be considered to be representative if it:

- provides a good example of its type
- is representative of a common building or construction type, a particular period or way of life, the work of a particular builder or architect, or an architectural style

To be considered a good representative example, the place should have a high level of authenticity.

Guidelines For Exclusion

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A place would generally not be considered to be representative if:

- its characteristics do not clearly typify its class
- the representative qualities have been degraded or lost.

Substantiation of the heritage value of heritage places is the foundation for understanding a place and inclusion in the Local Heritage Survey.

For each place deemed to be of heritage value, a level of significance and consequent grade is applied.

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LOCAL HERITAGE SURVEY 2025**

4.0 LEVELS OF SIGNIFICANCE

For each place deemed to be of heritage value, a level of significance and consequent category is applied. The following table from the Heritage Council's *Guidelines for assessment of local heritage places (2022)* illustrates the details to identify relevant categories for the identified places. Each place was categorised on the basis of the following levels of significance:

LEVELS of SIGNIFICANCE	DESCRIPTION	DESIRED OUTCOME
Category 1	Essential to the heritage of the locality	Register of Heritage Places
Exceptional significance	Rare or outstanding example.	The place should be retained and conserved. Any alterations or extensions should reinforce the significance of the place. Refer to Heritage Council.
Category 2	Very important to the heritage of the locality.	HERITAGE LIST
Considerable significance	High degree of integrity/authenticity.	Conservation of the place is highly desirable. Any alterations or extensions should reinforce the significance of the place.
Category 3	Contributes to the heritage of the locality.	NO CONSTRAINTS
Some/Moderate significance	Some altered or modified elements, not necessarily detracting from the overall significance of the item.	Conservation of the place is desirable. Contributes to the heritage of the locality. Has some altered or modified elements, not necessarily detracting from the overall significance of the item. Any alterations or extensions should reinforce the significance of the place. Original fabric should be retained where possible.
Category 4	Has elements or values worth noting for community interest but otherwise makes little contribution	NO CONSTRAINTS
Little significance		Contributes to the history of the locality. Photographically record prior to any major development or demolition. Recognise and interpret the site.

**Shire of Derby West Kimberley
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5.0 CATEGORIES

In line with Heritage Council's guidelines, Category 1 and 2 places are recommended to be included in the Local Heritage Survey to facilitate a level of management through the Local Planning Scheme that will provide guidance to the owners, managers, and statutory authority, to respond to that assessed significance.

Categories have been determined relevant to the assessed level of significance for each place. Implications for each recommendation are also summarised.

Category 1 Registered Places and those currently under consideration for the Register.

A place of exceptional cultural heritage significance to Shire of Derby West Kimberley and the state of Western Australia, that is either in the Heritage Council of Western Australia's Register of Heritage Places, or worthy of consideration for entry into the Register.

A place worthy of recognition and protection through provisions of the Shire of Derby West Kimberley Local Planning Policy.

Planning application needs to be submitted to Shire of Derby West Kimberley for any proposed development. A Heritage Impact Statement may be required.

Planning application referred for heritage comment and background information for Heritage Council of Western Australia (HCWA).

The development application needs to be submitted to HCWA for support for any proposed development, and Shire of Derby West Kimberley cannot approve contrary to HCWA recommendation.

Recommend: Maximum encouragement to owners to retain and conserve the place. Full consultation with property owner prior to making the recommendation.

IMPLICATIONS of REGISTRATION:

A Memorial is lodged on the Certificate of Title of the Registered place under the provisions of the *Heritage Act (2018)*.

By virtue of the *Heritage Act (2018)*, the owner is bound to conserve the place.

ALL development (including demolition) MUST be referred to Heritage Council for consideration PRIOR to undertaking any works.

The Shire of Derby West Kimberley cannot approve anything contrary to Heritage Council recommendations.

Private owners of Registered places qualify for the Heritage Council's Conservation Grants Funding.

Local Government owned Registered places qualify to claim for \$10,000 per annum 'Disability allowance' through the Grants Commission. Up to a maximum of \$50,000 is allowed for 5 buildings or more.

Category 2 A place of considerable cultural heritage significance to Shire of Derby West Kimberley that is worthy of recognition and protection through provisions of the Shire of Derby West Kimberley Local Planning Policy.

Planning application needs to be submitted to Shire of Derby West Kimberley for any proposed development for particular consideration of the heritage impact.

Recommend:

Inclusion in the Heritage List

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Retain and conserve the place.

Document the place prior to any development; and photographic archive report if retention is not possible.

IMPLICATIONS:

Planning applications must be submitted to Shire of Derby West Kimberley for approval prior to undertaking any works.

Private owners do not qualify for any conservation funding.

Local Government, churches and community (not-for-profit) owners qualify for Lotterywest conservation funding. It is funded loosely on a \$ for \$ basis, although 'inkind' contributions are encouraged. Benefit to the community is a significant factor in assessment for funding. A Conservation Management Plan or Conservation Management Strategy is usually a pre-requisite for conservation works funding and may also be funded on same basis as works funding assistance.

Category 3

A place (including a site with no built remains) of some /moderate cultural heritage significance to Shire of Derby West Kimberley.

No constraints.

Some/moderate contribution to the heritage of the Shire of Derby West Kimberley.

No constraints.

Recommend: Encourage retention of the place, or where there are ruins, archaeological findings or no built remains: Interpret the place.

IMPLICATIONS:

If a planning application is submitted to the Shire of Derby West Kimberley for approval, if approved a condition of development will require documentation and a photographic record of the place prior to any development or if retention is not possible.

There are **no statutory requirements** pertaining to heritage issues.

Private owners do not qualify for any funding.

Local Government, churches and community (not-for-profit) owners qualify for Lotterywest conservation funding, although at a lower priority. It is funded loosely on a \$ for \$ basis, although 'inkind' contributions are encouraged. Benefit to the community is a significant factor in assessment for funding. A Conservation Management Plan or Conservation Management Strategy is usually a pre-requisite for conservation works funding and may also be funded on same basis as works funding assistance.

Category 4

A place (including a site with no built remains) of lesser cultural heritage significance to Shire of Derby West Kimberley.

No constraints.

Recommend: Encourage retention of the place, or where there are ruins, archaeological findings or no built remains: Interpret the place.

IMPLICATIONS:

If a planning application is submitted to the Shire of Derby West Kimberley for approval, if approved a condition of development will require documentation and a photographic record of the place prior to any development or if retention is not possible.

There works funding and may also be funded on same basis as works funding assistance.

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LOCAL HERITAGE SURVEY 2025

6.0 LOCAL HERITAGE SURVEY

Thirty four (34) new places have been identified and included in the Local Heritage Survey 2025.

The Local Heritage Survey List is presented in alphabetical order of towns, street names, and districts that are mostly identified throughout the Shire of Derby West Kimberley.

Sixty nine (69) places from original inventory and 34 new place records; 103 places form the Local Heritage Survey 2025.

The Registered places form Category 1 places that will be on the Heritage List together with Category 2 places.

The balance of places not identified as Categories 1 and 2 will be category 3 and 4 places respectively with no implications arising from their inclusion in the Local Heritage Survey.

The following list forms Appendix 1as a separate table of place records that comprise the Local Heritage Survey 2025 document.

LOCAL HERITAGE SURVEY List

Refer to Appendix 1 for Local Heritage Survey 2025 Table of place records

SDWK No.	inherit No.	Place Name	Address
		DERBY	
1	9759	United Aborigines Mission Hostel	Alfonas & Ashley streets
2	9758	SITE St Joseph's Hostel	Ashley & Wodehouse streets
3	NEW	Derby Sportsman's Club Derby Golf Club (Boab Course)	Ashley Street
4	NEW	West Kimberley Turf Club	Ashely Street
5	NEW	Derby Rodeo Ground	Ashley Street
6	2980	Bungarun (Leprosarium) & Cemetery	Bungarun Road
7	9728	SITE of Club Hotel Spinifex Hotel	12-16 Clarendon Street west corner Johnston Street
8	15708	Derby Memorial Swimming Pool	17 Clarendon Street east corner Johnston Street
9	NEW	Shop and residence	18 Clarendon Street south corner Johnston Street
10	9729	Ah Chee's Bakery (site) & House (former)	20 Clarendon Street

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LOCAL HERITAGE SURVEY 2025**

11	14497	Derby Fire Station	35 Clarendon Street
12	9742	SITE original primary school (skate park)	37 Clarendon Street north corner Hardman Street
13	9735	North West Women's Group	39 Clarendon Street east corner Hardman Street
14	9733	Kimberley Air Branch of the Country Women's Association (CWA)	43 Clarendon Street
15	9757	Commercial precinct	46-70 Clarendon Street
16	9740	Derby Hospital	72-Clarendon, Hensman, Loch & Neville streets
17	9727	Royal Flying Doctor Service Base House & Office (former)	90 Clarendon Street
18	NEW	RAAF Curtin Military Airbase civil airport	Derby Broome Highway
19	NEW	Mary Island Fishing Club	12 Elder Street
20	9738	SITE One Mile Camp (<u>Dinner Tree</u>) sunset photos	Hakea Place
21	9750	MMA Hostel (former)	4 Hardman Street /234 Villiers Street
22	NEW	Derby Jetty & Port	Jetty Road
23	NEW	Derby Port – cattle race and muster holding yards	Jetty Road
24	NEW	Derby port - Weighbridge	Jetty Road
25	NEW	Port foreshore: Centenary Pavillion	Jetty Road
26	NEW	SITE Port (Loch Street) tramway, machinery (ruins)	Jetty to Loch Street- southeast to Sutherland Street
27	4661	Derby Tramway Woolshed	Jetty Road
28	691	Wharfingers House, Derby	3 Loch Street east corner Elder Street
29	9749	SITE Jimmy Ah Chee's Garage	Loch & Elder streets
30	NEW	SITE Port Hotel	4 Loch Street
31	NEW	SITE Kimberley Traders	6 Loch Street
32	NEW	SITE ANZ Bank	8 Loch Street

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LOCAL HERITAGE SURVEY 2025**

33	9734	Derby Picture Gardens (former)	19 Loch Street
34	NEW	Coleman Centre	22 Loch Street
35	NEW	Residence (former) Norval Art Gallery	28 Loch Street west corner of Johnston Street
36	9760	Lion's Park: Statue-Robert Rowell SITE First tennis courts	30-40 Loch Street west corner Johnston Street
37	15707	Shire of Derby West Kimberley Group: Shire Civic Centre Visitor Centre Administration office Library Council chamber Original shire office Plaque/mosaic	30-40 Loch Street (library and Council chambers entries on Clarendon Street)
38	15707	War memorial & SS Colac relics	38-40 Loch Street
39	9756	Residence	35 Loch Street
40	9744	Tom Street Mission House	47 Loch Street
41	9753	Derby Anglican Church (former)- Daystar Family Church	52 Loch Street
42	NEW	Derby Post Office	63 Loch Street
43	NEW	People's Church	71-75 Loch Street
44	NEW	The Sisters of St John of God residence (former)	Loch Street north corner Neville Street
45	NEW	Holy Rosary School	97-101 Loch Street
46	9752	Our Lady Queen of the Holy Rosary Catholic Church Church Hall Presbytery	103 Loch Street
47	0692	Derby Police Gaol (former)	121 Loch Street
48	17313 10943	Derby Police Station & Courthouse	123-125 Loch Street

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LOCAL HERITAGE SURVEY 2025

49	9751	SITE General stores	Loch & Waycott streets
50	9748	Coleman's Jaycee Aerated Water Company- Factory (former)	171 Loch Street
51	9737	SITE Derby Stone Quarry	Loch Street
52	NEW	Derby Pioneer Cemetery & Derby Cemetery	Lovegrove Street
53	9730	Kimberley School of the Air, Derby District High School	Mamion & Fairbairn streets
54	9732	SITE Derby CWA Hall	Mamion Street
55	9755	Watts House	2 Neville Street corner Villiers Street
56	9736	Lands Department Office (former) Wells cottage	4 Neville Street
57	NEW	Sculptures on the Marsh	Rowan and Villiers streets– tidal mudflats
58	9738	Interpretive site: Stock Route, cattle race to port	Rowan Street
59	9754	Residence	43 Rowan Street
60	NEW	SITE Original Derby townsite	Sutherland Street
61	9743	Numbala Nunga SITE Government Residency SITE Derby Native Hospital	37 Sutherland Street
62	NEW	Wapet Shed (former)	2 Villiers Street
63	NEW	SITE Doctor's Creek Kingsford Smith landing site Flying Doctor airstrip	Villiers Street – tidal mudflats
64	7214 7207 695 693 9741	Derby Town Commonage Frosty's Pool Myall's Bore- cattle trough (longest) Prison Boab Tree Holman House	Gibb River Road & Derby Broome Highway
		FITZROY CROSSING	
65	9764	SITE United Aborigines Mission (former) Second Fitzroy Crossing school, (Buruwa Mission)	Forrest Road

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		Junjuwa People's Church	
66	NEW	Fitzroy Crossing Visitors' Centre	Great Northern Highway & Forrest Road
67	9763	Fitzroy Crossing Bridge (post flood) 2024 SITE Fitzroy Crossing Bridge (before flood) 1974-2024	Great Northern Highway (National Highway 1)
68	17390	Fitzroy Crossing Police Station & Courthouse	55 McLarty Road
69	NEW	Fitzroy Crossing Cemetery (2004-)	Mangkulria Cemetery Road
70	NEW	St Francis Catholic Church	Millard Road cnr McDonald Way
71	NEW	SITE original Fitzroy Crossing townsite	Russ Road – east of juncture with Gieke Gorge Road
72	696	Fitzroy Crossing Police Group (former) in original townsite	Russ Road
73	2984	Fitzroy Crossing Post Office (former) in original townsite	Russ Road
74	9761	SITE Australian Inland Mission (AIM)Hospital	Russ Road
75	NEW	SITE Fitzroy Crossing Rodeo Ground	Sandford Road
76	16776	Fitzroy Crossing Pioneer Cemetery	Skuthorp Road: memorials not visible
77	9762	The Crossing Inn (photo before 2024 flood)	Skuthorp Road
78	2985	Low Level Crossing	Yurabi Road
		REGIONAL-NO SITE VISITS	
79	9745	Mowanjum Mission (former)	Near Derby airport
		CAMBALLIN	
80	9767	Camballin townsite	
		LOOMA	
81	NEW	Looma Remote Community School	
82	0694	Liveringa Homestead Group Including Cemetery	about 120 kms southeast of
83	9774	Munkayarra (ruins)	

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LOCAL HERITAGE SURVEY 2025**

84	11738	Air Beef Abattoir and Aerodrome (ruins) and Glenroy Homestead Group Glenroy Meatworks, Glenroy Abattoir	Glenroy Station, via Derby-Gibb River Rd West Kimberly
85	9777	Mount House Station Homestead & Gardens	
86	9775	Nobbys Well tank (on stock route)	
87	9776	Mount Barnett Station Homestead	Gibb River Road 300kms from Derby
88	9769	SITE Donkey Meat Factory	Gibb River Road Mount Hart
89	9765	Telegraph Station (former) Blue Bush Swamp	Fossil Downs turn-off Great Northern Highway, Fitzroy Crossing
90	9768	Mt Hart Station Homestead ruins	
91	0698 9778	Gogo Homestead and Cave School Margaret Downs Old Cherabun Station - on Gogo Station	Gogo Road St George Ranges 60 km from Fitzroy Crossing
92	16192	SITE Narlarla Mine, Barker Gorge Deposit, Devonian Lead Mine	Napier Downs Station- 125 km east of Derby
93	4361 9773	Yeeda Station Forrest Boab tree	
94	NEW	Yongngora (Noonkanbah) Station	Noonkanbah Access Road - south off Great Northern Highway
95	9770	SITE Van Emmerick Air Crash	Hawkstone Peak
		KING LEOPOLD RANGES– no site visit	
96	697	Fossil Downs Homestead Group	Fossil Downs Road
97	2986	Oscar Range Station	
		LENNARD RIVER– no site visit	
98	2987	Leopold Downs Station ruins	
99	3691	Lillimilura Ruins and Grotto Lennard River Police Camp, Lillmaloora Station	140 k E of Derby
100	9771	Lukins Bore	Kimberley Downs Station
		KING SOUND– no site visit	

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101	15737	Adele Island Lighthouse	
102	9766	SITE Point Torment	32 km north of Derby
		KOOLAN ISLAND– no site visit	
103	4104	Yampi Defence Area	130 km northwest of Derby by road

LANDSCAPE & OCEAN

Carried over from 1995 Inventory.

No relevance to the Local Heritage Survey 2025.

4435	LANDSCAPE	Elimberrie Bioherms	Fairfield Station Homestead 12 km from	
4436	LANDSCAPE	Dingo Gap	15 km from Fairfield Station Homestead	Fitzroy Crossing
4441	LANDSCAPE	Walgidee Hills	Noonkanbah Station	
4440	LANDSCAPE	Mt Cedric	21 km from Noonkanbah Station	
18787	LANDSCAPE	West Kimberley Lamprorites	Noonkanbah Station	
4434	LANDSCAPE	Geikie Gorge		King Leopold Ranges
4438	LANDSCAPE	Mt North	17 k from	Napier Downs Station
4439	LANDSCAPE	81-Mile Vent	38.4km from homestead	Napier Downs Station
4432	LANDSCAPE	Windjana Gorge	Kimberley Downs Station, 140k E	
18638	LANDSCAPE	Geikie Gorge National Park	Geikie Gorge Rd	
2978	LANDSCAPE	<i>SITE Gogo Fish Fossil</i>	50 k SE of Fitzroy Crossing	
4433	LANDSCAPE	Bugle Gap	Gt Northern Hwy & Mt Pierre Ck, 100k SE	
4437	LANDSCAPE	The Spider	15km southeast of Mt Barnett Station	Numalgun
18669	OCEAN	Karrakatta Shipwreck		King Sound
9199	OCEAN	North Scott Reef & Surrounds	390 k NNE of	
18601	OCEAN	Browse Island (East) Wreck	Indian Ocean	

Shire of Derby West Kimberley
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7.0 HERITAGE LIST**Category 1 & 2 places**

An important part of the recognition and understanding of cultural heritage significance of a place, is that some guidance is provided to the owners, managers and statutory authority, to respond to that assessed significance.

Categories have been determined relevant to the assessed level of significance for each place. Implications for each recommendation are also summarised. The Heritage List is subject to the provisions of the Shire of Derby West Kimberley's Local Planning Policy.

The Heritage List is comprised of:

- Category 1** A place of exceptional cultural heritage significance to Shire of Derby West Kimberley and the state of Western Australia, that is either in the Heritage Council of Western Australia's (HCWA) Register of Heritage Places or worthy of consideration for entry onto the Register.
- Category 2** A place of considerable cultural heritage significance to Shire of Derby West Kimberley that is worthy of recognition and protection through provisions of the Shire of Derby West Kimberley's Local Planning Policy.

Refer to Appendix 2 for Heritage List 2025 Table of place records

SDWK No.	inherit No.	Place Name	Address
		DERBY	
6	2980	Bungarun (Leprosarium) & Cemetery	Bungarun Road
13	9735	North West Women's Group	39 Clarendon Street east corner Hardman Street
14	9733	Kimberley Air Branch of the Country Women's Association (CWA)	43 Clarendon Street
17	9727	Royal Flying Doctor Service Base House & Office (former)	90 Clarendon Street
18	NEW	RAAF Curtin Military Airbase civil airport	Derby Broome Highway
20	9738	SITE One Mile Camp (<u>Dinner Tree</u>) sunset photos	Hakea Place
22	NEW	Derby Jetty & Port	Jetty Road
23	NEW	Derby Port – cattle race and muster holding yards	Jetty Road
24	NEW	Derby port - Weighbridge	Jetty Road

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**Shire of Derby West Kimberley
LOCAL HERITAGE SURVEY 2025**

26	NEW	SITE Port (Loch Street) tramway, machinery (ruins)	Jetty to Loch Street- southeast to Sutherland Street
27	4661	Derby Tramway Woolshed	Jetty Road
28	691	Wharfingers House, Derby	3 Loch Street east corner Elder Street
33	9734	Derby Picture Gardens (former)	19 Loch Street
46	9752	Our Lady Queen of the Holy Rosary Catholic Church Church Hall Presbytery	103 Loch Street
47	0692	Derby Police Gaol (former)	121 Loch Street
52	NEW	Derby Pioneer Cemetery & Derby Cemetery	Lovegrove Street
57	NEW	Sculptures on the Marsh	Rowan and Villiers streets– tidal mudflats
58	9738	Interpretive site: Stock Route, cattle race to port	Rowan Street
61	9743	Numbala Nunga SITE Government Residency SITE Derby Native Hospital	37 Sutherland Street
63	NEW	SITE Doctor's Creek Kingsford Smith landing site Flying Doctor airstrip	Villiers Street – tidal mudflats
64	7214 7207 695 693 9741	Derby Town Commonage Frosty's Pool Myall's Bore- cattle trough (longest) Prison Boab Tree Holman House	Gibb River Road & Derby Broome Highway
		FITZROY CROSSING	
67	9763	Fitzroy Crossing Bridge (post flood) 2024 SITE Fitzroy Crossing Bridge (before flood) 1974-2024	Great Northern Highway (National Highway 1)
69	NEW	Fitzroy Crossing Cemetery (2004-)	Mangkulria Cemetery Road
72	696	Fitzroy Crossing Police Group (former) in original townsite	Russ Road

**Shire of Derby West Kimberley
LOCAL HERITAGE SURVEY 2025**

73	2984	Fitzroy Crossing Post Office (former) in original townsite	Russ Road
74	9761	SITE Australian Inland Mission (AIM)Hospital	Russ Road
76	16776	Fitzroy Crossing Pioneer Cemetery	Skuthorp Road: memorials not visible
77	9762	The Crossing Inn (photo before 2024 flood)	Skuthorp Road
78	2985	Low Level Crossing	Yurabi Road
		REGIONAL-NO SITE VISITS	
82	0694	Liveringa Homestead Group Including Cemetery	about 120 kms southeast of
84	11738	Air Beef Abattoir and Aerodrome (ruins) and Glenroy Homestead Group Glenroy Meatworks, Glenroy Abattoir	Glenroy Station, via Derby-Gibb River Rd West Kimberly
86	9775	Nobbys Well tank (on stock route)	
91	0698 9778	Gogo Homestead and Cave School Margaret Downs Old Cherabun Station - on Gogo Station	Gogo Road St George Ranges 60 km from Fitzroy Crossing
93	4361 9773	Yeeda Station Forrest Boab tree	
94	NEW	Yongngora (Noonkanbah) Station	Noonkanbah Access Road - south off Great Northern Highway
		KING LEOPOLD RANGES- no site visit	
96	697	Fossil Downs Homestead Group	Fossil Downs Road
		LENNARD RIVER- no site visit	
99	3691	Lillimilura Ruins and Grotto Lennard River Police Camp, Lillmaloora Station	140 k E of Derby

Shire of Derby West Kimberley
LOCAL HERITAGE SURVEY 2025

8.0 CONCLUSION

The 2025 Local Heritage Survey reiterates the considerable significance of the rich heritage and history of the Shire of Derby West Kimberley and will provide strategic guidance to conserve those places assessed as having a high level of cultural significance.

9.0 APPENDICES

Appendix 1	Local Heritage Survey 2025 (Table of place records)
Appendix 2	Heritage List 2025 (Table of place records)

15 COMMUNITY AND RECREATION SERVICES**15.1 FUNDING AND DONATIONS DISTRIBUTED THROUGH THE COMMUNITY FUNDING SCHEME - DECEMBER 2024 TO APRIL 2025****File Number:** GS/010/1**Author:** Christie Mildenhall, Strategic Development Director**Responsible Officer:** Tamara Clarkson, Chief Executive Officer**Authority/Discretion:** Information**SUMMARY**

This report provides a quarterly update of the funding and donations distributed to community organisations through the Shire's Community Funding Scheme. It covers grant activity from the period 1 December 2024 to 30 April 2025.

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

The Shire's Community Funding Scheme supports the provision of financial and non-monetary in-kind assistance to individuals, community groups and not-for-profit organisations. The support is provided as a contribution towards the delivery of services, and initiatives that enhance community participation and wellbeing.

The funding is delivered through five main programs;

- Community Grants Program – Funding of up to \$5,000 (ex GST) to assist community organisations deliver events, projects and initiatives which align with the community priorities identified in the Shire's Strategic Community Plan. Applications through this funding stream are assessed on a monthly basis by the Community Grants Review Group.
- Community Representative Grants – Funding is provided to individuals or community groups with members who have been selected to participate in representative events. The amount of funding varies depending on the nature and location of the event, however is capped at \$1,500 for each individual and \$5,000 for organisations each financial year. Applications through this funding stream are assessed on a monthly basis by the Community Grants Review Group.
- Events Sponsorship – The Shire provides funding to community organisations to support major events in the Shire. These events and the amount of funding allocated are identified as part of the annual operational budget.
- In-kind donations – From time to time community organisations may request in-kind support from the Shire to assist with event and project delivery. Typically the support requested is in the form of facility and equipment hire, the assistance of the works crew (for example the slashing of grounds) and staff involvement with the project or event. These requests are addressed on an ad-hoc basis and approved by the CEO.
- Council decisions - Any funding request which does not meet the guidelines of the programs above are presented to Council for consideration.

STATUTORY ENVIRONMENT

Part 6 – Financial Management of the *Local Government Act 1995* provides for the financial management of local governments, including provisions around the development of an annual budget. The amount of funding available for grants and donations to community groups is determined as part of the Shire's annual operational budget.

POLICY IMPLICATIONS

Policy F19 – Community Funding Scheme is applicable to this report.

FINANCIAL IMPLICATIONS

The amount of funding allocated as 'Donations to Community Groups' from which the grant programs are funded is allocated as part of the Shire's operational budget. The 2024/25 budget allocated \$76,088 with \$30,000 allocated to predetermined events. As at the time of writing this report (30 April 2025) \$64,332.21 of cash donations had been allocated, with \$11,755.79 remaining for the rest of the financial year (84.5% of the annual budget).

During the reporting period \$15,500 of cash funding has been awarded to four organisations or individuals.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.4 Attract and effectively use resources to meet community needs
2. Community	2.4 Sustainable Communities	2.4.1 Support and assist volunteer, community and sporting groups

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: Poor management of the grant program may result in the misuse of Shire funding.	Likely	Minor	Medium	Ensure a process is established and implemented to allow good governance and compliance of grant funding allocation and use.
Community: A negative reaction from the community may result if the Shire does not support community organisations.	Possible	Moderate	Medium	Continue to support community organisations through the Community Funding Scheme in alignment with budgetary allowances. Ensure a process is established and implemented to allow

				good governance and compliance of grant funding allocation and use.
Organisation's Operations: Lack of processes relating to grant management may result in failures to meet compliance and audit requirements and result in the misuse of Shire funds.	Likely	Minor	Moderate	Ensure a process is established and implemented to allow good governance and compliance of grant funding.

CONSULTATION

Nil.

COMMENT

Below is the overview of the support the Shire has provided during the reporting period 1 December 2024 to 30 April 2025.

Community Development Grants;

Organisation Name	Project Description	Amount (ex GST)
The Kyle Andrews Foundation Inc	Sponsorship of the Gibb Challenge 2025 (16 to 24 May 2025)	\$5,000
TOTAL		\$5,000

Community Representative Grants;

Organisation Name	Event Description	Amount (ex GST)
Zimmarley Williams-Wilson	WA Indigenous Basketball – Aussie Prospects Dandenong Tour 2025	\$500
TOTAL		\$500

Events sponsorship approved in the 2024/25 budget

Organisation Name	Event Description	Amount (ex GST)
Derby Rodeo and Horseriders Association Inc	2025 Derby Rodeo and Campdraft	\$5,000
Fitzroy Valley Rodeo Club Inc	2025 Fitzroy Valley Rodeo	\$5,000
TOTAL		\$10,000

The Shire has also provided a number of in-kind donations which have not been captured in the above decisions of the Community Grants Review Group Council. These include;

- Derby Landcare Group Inc. – Assistance with tree removal, material supplies for be welded to a cattle grid, a donation to meet the costs of the cane toad program and grant writing assistance.

This report will be provided to the Audit and Risk Committee on a quarterly basis to inform the Committee and Council on the assistance being provided by the Shire to the community.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

Nil

RESOLUTION

That Council (Commissioner) notes the in-kind and financial supports provided to local community organisations by the Shire through the Community Funding Scheme.

RESOLUTION CCO29/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

15.2 UPDATE ON EXTERNAL GRANTS AND FUNDING RECEIVED - DECEMBER 2024 TO APRIL 2025**File Number:** GS/010/1**Author:** Christie Mildenhall, Community Planning Advisor**Responsible Officer:** Tamara Clarkson, Chief Executive Officer**Authority/Discretion:** Information**SUMMARY**

This report provides a regular update of the funding opportunities investigated and sought by Officers and seeks Council support for the proposed projects. It covers grant activity from the period 1 December 2024 to 30 April 2025.

The purpose of this report is to inform Council about the funding support the Shire receives for many of our community and infrastructure projects and how the funding risk is being managed by Shire Officers.

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

The Shire of Derby / West Kimberley relies heavily on grant and other funding opportunities to support the delivery of projects, programs, services, and events. This report provides an overview of the funding which is confirmed, applied for (and pending outcome) or acquitted during the period 1 December 2024 to 30 April 2025.

STATUTORY ENVIRONMENT

Part 6 – Financial Management of the *Local Government Act 1995* provides for the financial management of local governments, including provisions around the development of an annual budget which grant funding must be incorporated into.

POLICY IMPLICATIONS

The following policies should be considered in relation to this report;

- PC1 – Risk and Opportunity Management Policy
- F3 – Significant Accounting Policies

FINANCIAL IMPLICATIONS

This report outlines funding which has been obtained, is being sought or has been acquitted, to support the delivery of projects, programs, services and events of the Shire. At the time of developing the 2024/25 financial year budget grants were only included if the funding had been confirmed and an agreement had been executed. Where grants have been obtained since the endorsement of the annual budget these grants will be incorporated as part of the budget review process.

The funding received from grants must be used for the express purpose outlined in the grant application and subsequent agreement. Some grants will cover the full cost of the related project,

while others require a co-contribution from the Shire. The co-contributions are either in the form of in-kind or cash. Projects which require cash contributions from the Shire which cannot be met within the operational budget and have not previously been identified in the budget will be brought to Council for budget allocations to be endorsed.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.4 Attract and effectively use resources to meet community needs

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Business Interruption: Lack of funding may result in the non-performance of functions.	Likely	Moderate	High	Ensure Shire activities are conducted efficiently to allow spread of funding. Apply for grants wherever possible to support Shire's activities. Delay commencement of activities until funding is confirmed.
Financial: Poor management of grant funding may impact the Shire's ability to get funding in the future.	Likely	Moderate	High	Ensure a process is established and implemented to allow good governance and compliance of grant funding.
Organisation's Operations: Lack of processes relating to grant management may result in failure to meet grant requirements and deliver funded programs.	Likely	Moderate	High	Ensure a process is established and implemented to allow good governance and compliance of grant funding.

CONSULTATION

Internal.

COMMENT

To support the projects, programs and services of the Shire a number of funding arrangements are entered into with a variety of Government (State and Federal) agencies, not for profit organisations

and philanthropic foundations. Funding received enables the Shire to deliver necessary community services and community engagement support programs as part of ongoing operations. Other funding is used for 'add on' activities for which the community expects the Shire to provide. In many cases, if the Shire does not receive this funding the projects will not go ahead and the Shire will not be able to meet community expectations.

Below is a summary of the grants which have been applied for during this reporting period, the outcome of submitted funding applications and grants which have been acquitted.

Grants of larger sums often result in issuing bodies seeking confirmation that projects have been approved by Council prior to executing the funding agreements. Council is requested to provide their support for these projects.

Funding received during the period 1 December 2024 to 30 April 2025

Grant Program and Funder	Project Description	Funding Received (Ex GST)	Funding Period
COMMUNITY PLANNING			
Regional Events Scheme – Tourism WA	Three years funding for the Kimberley Art and Photographic Prize (KAPP).	\$45,000 (\$15,000 per annum)	2025 to 2028.
Community Giving Program – Rio Tinto	Sponsorship of the 2025 Kimberley Art and Photographic Prize.	\$5,000	9/04/2025 to 20/07/2025
TOTAL AMOUNT – COMMUNITY PLANNING		\$149,978	
EXECUTIVE SERVICES PROJECTS			
Financial Assistance Agreement – Kimberley Development Commission	To develop and Economic Development Strategy and Action Plan.	\$250,000	11/10/24 to 31/12/2025
Local Roads and Community Infrastructure Program (Phase 4) – Department of Infrastructure, Transport, Regional Development and Communications	<ul style="list-style-type: none"> Resurfacing of courts at Derby Recreation Centre Renewal of water bore at Clarendon Street Fire Station Upgrades to veranda, flooring and toilet block at Wharfinger House Replacement of play equipment at Coolibah Park Reinforcing of Derby Wharf Carpark Installation of 16 lights on Sandford Road Repairs to Derby Airport Road 	\$1,119,784	January to June 2025
Financial Assistance Agreement Two – Department of Local Government and Cultural Industries	Fitzroy Crossing Town Oval fencing upgrade and 'soft' amenities for the Fitzroy Crossing Youth Precinct	\$2,500,000	
		\$3,869,784	
INFRASTRUCTURE PROJECTS			

Regional Airports Development Scheme - Department of Transport	Derby - Airport reseal of runway and line marking *Note – Dependent on receiving the Remote Airport Pavement Upgrades listed in the table below.	\$650,000	TBA
Recreational Boating Facilities Scheme – Department of Transport	Second stage of the Derby Recreational and Derby Emergency / Sea Rescue Boat Ramps Upgrade	\$750,000	1 July 2025 to 30 April 2026
TOTAL AMOUNT – Infrastructure Projects		\$1,400,000	
TOTAL FUNDING RECEIVED		\$5,419,762	

Applications pending outcome

A number of funding applications have been submitted and are still progressing through the relevant organisation's assessment process. The expected notification of outcome date is calculated based on information provided in program guidelines and is a rough estimate. The list below highlights all applications, not just those submitted during the reporting period.

Grant Program and Funder	Project Description	Funding Requested (Ex GST)	Funding Period	Expected Notification of Outcome
Regional Precincts and Partnerships Program – Stream 1 (Precinct development and planning) - Department of Infrastructure	Derby Recreation Precinct and other sporting facilities master planning	\$669,448	1 August 2024 to 30 September 2025	June 2024 * Portal still showing 'Pending Assessment'. No date provided.
Community Partnership - Horizon Power	Sponsorship of the Kimberley Art and Photographic Prize	\$10,000	July 2025	April 2025
Community Place Based Grants - Department of Local Government, Sport and Cultural Industries	Funding for the delivery of school holiday programs in Derby and Fitzroy Crossing.	\$300,000 (\$100,000 per annum)	1 July 2025 to 30 June 2028	May 2025
Remote Airports Pavement Upgrades – Department of Infrastructure, Science and Regional Development	Reseal of runway and line marking at Derby Airport	\$750,000	TBA	Mid 2025
Remote Airports Pavement Upgrades – Department of Transport	Project design and preliminaries	\$800,000	TBA	Mid 2025
TOTAL AMOUNTS		\$2,529,448		

Unsuccessful applications

During the reporting period the Shire was advised of one unsuccessful application. The project subject to funding was designed as a project to extend the current offerings of the Kimberley Art and Photographic Prize (KAPP) and to address barriers which prevent individuals for submitting entries. Failure to receive this funding does not fundamentally affect the delivery of the KAPP event.

Grant Program and Funder	Project Description	Funding Requested (Ex GST)	Comment / Implication
Arts Activities for Regional Communities – Department of Local Government, Sport and Cultural Industries	Facilitation of photography workshops in Communities in the led up to KAPP. Includes entry into KAPP.	\$57,915	Add on project designed to encourage participation in KAPP by people living in remote communities. Program will not be conducted. No substantial impact.
TOTAL AMOUNTS		\$57,915	

Funding Acquitted

During the reporting period the following grant funded project were completed and successfully acquitted with all reporting requirements met. The Shire no longer has any liabilities in relation to these grants.

Grant Program and Funder	Project Description	Amount Acquitted (ex GST)	Comment
Driving social Inclusion through Sport and Physical Activity - Department of Social Services	Funding towards the Shire's Youth Services programs in Derby and Fitzroy Crossing.	\$241,618	Historic grant not previously acquitted. Funding used in the 2021 – 2023 financial years.
Local Roads and Community Infrastructure – Phase 1 - Department of Infrastructure, Transport, Regional Development and Communications	Laneway security and lighting	\$741,830	
Thank a Volunteer Day Grants – Department of Communities	Thank a Volunteer Day event Derby	\$1,000	
International Day of People with Disability Grants – Developmental Disability WA	International Day of People with Disability Day event derby	\$1,000	
Community Partnership – Horizon Power	Contribution to Christmas events in Derby and Fitzroy Crossing	\$3,500	
TOTAL AMOUNTS		\$988,948	

This report will be provided to the Audit and Risk Committee at each meeting to provide an updated list of funding programs and applications. The report will include an update on above listed funded programs, and the newly identified funding opportunities.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

Nil

RESOLUTION

That Council (Commissioner):

- 1. Notes the summary of grant and funding applications which have been submitted by Officers; and**
- 2. Provides in principle support for the outlined projects for which funding is being sought.**

RESOLUTION CCO30/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

15.3 REVIEW OF THE CHILD SAFE ORGANISATION ACTION PLAN 2023**File Number:** CS/050/5**Author:** Christie Mildenhall, Strategic Development Director**Responsible Officer:** Luke Lawrence, Acting Director Community Planning**Authority/Discretion:** Information**SUMMARY**

In December 2022 Council endorsed the Shire's Child Safe Organisation Action Plan 2023 (the Plan). This report outlines the achievement of the actions identified in the Plan and make recommendations for the future direction in relation to the implementation of the National Principles of the Child Safe Organisation.

DISCLOSURE OF ANY INTEREST

Nil by Author or Authorising Officer.

BACKGROUND

Following the *Royal Commission into the Institutional Response to Child Sexual Abuse* 409 recommendations were made. Amongst these, the Royal Commission recommended 10 Child Safe Standards be adopted by organisations undertaking child-related work, as a means of fostering child safety and wellbeing. These standards formed the basis of the 10 National Principles for Child Safe Organisations (National Principles) which were developed by the Council of Australian Governments and endorsed the National Principles in February 2019.

Each State and Territory Government is responsible for the implementation of the National Principles in their jurisdiction. The Department of Communities (DoC) is the lead agency in Western Australia, working closely with the Department of Premier and Cabinet, the Commissioner for Children and Young People the Department of Local Government, Sport and Cultural Industries and the Ombudsman. DoC is working towards developing an independent oversight system that includes the monitoring and enforcement of the National Principles. Whilst this is being developed the State Government is encouraging organisations engaging with children and young people to implement the National Principles, although it is not currently mandated to do so.

In 2022 Officers commenced work to implement the National Principles. Utilising audit tools developed by the Commissioner for Children and Young People, actions currently being undertaken and areas for improvement were identified. The improvement opportunities were then incorporated in to a plan, the Child Safe Organisation Action Plan 2023, which was endorsed by Council at the Ordinary Council Meeting on 8 December 2022. The endorsed plan is provided as Attachment 1.

STATUTORY ENVIRONMENT

There is currently no legislation that governs the implementation of the National Principles, although it is expected that this will occur at some stage in the future. However, there are a number of legislative pieces related to child safeguarding which should be considered in the context of this project.

These include, but are not limited to;

- *Children and Community Services Amendment Act 2021.*
- *Parliamentary Commissioner Amendment (Reportable Conduct) Act 2022.*
- *Working with Children (Screening) Act 2004.*
- *Working with Children (Screening) Regulations 2005.*

POLICY IMPLICATIONS

One of the actions identified in the Plan was the development of a Child Safe policy statement or charter to demonstrate the Shire's commitment to child safeguarding internally. The policy, *C15 Safeguarding Children and Adults at Risk*, was endorsed by Council at the Ordinary Council Meeting held on 29 February 2024.

Other policies which may be relevant to the implementation of the National Principles include;

- *C10 Code of Conduct Behaviour Management Policy*
- *PC1 Risk and Opportunity Management Policy*
- *F22 Damages Claims.*

FINANCIAL IMPLICATIONS

The development and implementation of the Action Plan is largely administrative and as a result does not incur costs beyond staff time. Where costs are associated with the delivery of actions in the Plan these are met within the operational budget.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance
2. Community	2.1 Safe Communities	2.1.3 Provide activities, programs, places and spaces that engage young people
2. Community	2.4 Sustainable Communities	2.4.2 Collaborate with key agencies, groups and service providers to improve community services, programs and facilities

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: Failure to comply with legal obligations may result in breach of legislation and various penalties for the	Possible	Moderate	Medium	Ensure processes are established and projects initiated to allow good governance and legislative compliance.

organisation and individual staff.				
Organisation's Operations: Failure to implement child safeguarding practices, procedures and systems may result in operational and resourcing risks.	Possible	Minor	Medium	Ensure processes are established and projects initiated to allow good governance, legislative compliance and effective day-to-day practices.
People Health & Safety: Failure to implement child safeguarding initiatives may lead to an unsafe workplace for young people.	Possible	Moderate	Medium	Implement administrative controls, as identified in the action plan,
Reputation: Failure to provide programs, services and a workplace that ensures the safety of children and young people will negatively impact the Shire's reputation.	Likely	Moderate	High	Ensure processes are established and projects initiated to allow good governance, legislative compliance and a safe environment for children and young people.

CONSULTATION

Internal.

COMMENT

A review to measure the Shire's achievement of actions identified in the Plan was undertaken in March 2025. Discussions were held with responsible manager or person for each action, identifying progress on the action, reasons that have prevented achievement if not completed and the next steps to be considered in future plans. These findings have been outlined in Attachment 2.

In summary the review found the following level of achievement;

Principle	Total number of actions	Actions completed	Actions in progress or partially met	Actions not yet started
1 - Child safety and wellbeing is embedded in organisational leadership, governance and culture.	9	4	2	3
2 - Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.	7	4	1	2

3 - Families and communities are informed and involved in promoting child safety and wellbeing.	5	1	1	3
4 - Equity is upheld and diverse needs respected in policy and practice.	6	2	0	4
5 - People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.	8	4	3	1
6 - Processes to respond to complaints and concerns are child focussed.	4	0	2	2
7 - Staff and volunteers are equipped with knowledge, skills and awareness to keep children and young people safe through ongoing education and training.	4	0	2	2
8 - Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.	6	1	2	3
9 - Implementation of the national child safe principles is regularly reviewed and improved.	4	0	3	1
10 - Policies and procedures document how the organisation is safe for children and young people.	3	1	2	0
TOTAL	56	17	18	21

Completed actions include;

- The development of a child safeguarding policy statement.
- Updating event management planning documents to include the consideration of child safeguarding.
- Audit of staff and volunteers to ensure they hold current Working with Children Checks.
- Induction processes include specific information around the roles and responsibilities of working with children and young people.
- Organisations receiving funding from the Shire are required to comply with child safeguarding requirements as part of the funding arrangement.
- Children and young people are included in reviewing program and service improvements for activities they engage with.
- The appointment of Aboriginal Engagement Managers, who support the organisation to deliver culturally appropriate process and practices.

In reviewing the actions partially completed or not yet started it was identified there were largely impacted by the changes in organisational priorities during this time. For example, the impact of the Fitzroy Valley Floods changed the focus of many teams across the organisation. The Shire's volunteer program has also been inactive and therefore actions relating to volunteer management were no longer considered a priority.

The implementation of actions was also impacted by changes to the organisational structure, staff turnover and the availability of resourcing to support the delivery of actions. In particular it was noted that whilst the internal working group had been formed staffing changes resulted in the

working group, and the project as a whole, losing momentum and the accountability for delivery on actions was negatively impacted.

Recent internal staffing and structural changes has seen a new project lead identified. It is recommended that the project is reset by developing a new action plan. When undertaking the review recommendations made about potential future steps to be undertaken in working towards the achievement of the National Principles were identified which could be used to inform the new plan.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Shire of Derby/West Kimberley Child Safe Organisation Action Plan 2023
2. Review of Child Safe Organisation Action Plan 2023 (undertaken in March 2025)

RESOLUTION

That Council (Commissioner);

1. Notes the findings of the review of the Child Safe Organisation Action Plan 2023 as provided in attachment 2.
2. Directs the Chief Executive Officer to develop a new Child Safe Organisation Action Plan to guide future implementation of the National Principles of Child Safe Organisations at the Shire of Derby/West Kimberley.

RESOLUTION CCO31/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0



**Shire of Derby /
West Kimberley**

Child Safe Organisation Action Plan 2023

Implementing the National Principles for
Child Safe Organisations

 www.sdwk.wa.gov.au

Background

In 2013 the Australian Government established a Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission). The Royal Commission was in response to community concern about widespread reports of Australian organisations failing to protect children and young people from sexual abuse.

Following a five (5) year enquiry the Royal Commission handed down its final report in 2017. The report included 409 recommendations. These recommendations emphasized that children and young people, parents, carers, families and communities should feel confident that organisations working with children are providing safe environments where the rights, needs and interests of the child are met.

The National Principles of Child Safe Organisations

Recommendation 6.5 of the Royal Commission focused on the creation of what is now known as the National Principles of Child Safe Organisations (National Principles). The principles provide a national approach to the ensuring child safety. The ten (10) identified principles are underpinned by the Convention on the Rights of a Child and aim to provide a nationally consistent approach to creating organisational cultures that foster child safety and wellbeing.

The National Principles are:

1. Child safety and wellbeing is embedded in organisational leadership, governance and culture.
2. Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
3. Families and communities are informed and involved in promoting child safety and wellbeing.
4. Equity is upheld and diverse needs respected in policy and practice.
5. People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
6. Processes to respond to complaints and concerns are child focused.
7. Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
8. Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
9. Implementation of the national child safe principles is regularly reviewed and improved.
10. Policies and procedures document how the organisation is safe for children and young people.

Western Australia currently has a voluntary approach to the implementation of the National Principles, however it is expected that this will become mandatory in the near future.

Progress so far

The Shire of Derby / West Kimberley has made some progress towards introducing child safeguarding strategies in the operational practices, however a recent audit identified a number of improvements that need to be considered or actioned.

Initiatives so far include;

- ☐ Participation in the National Redress Scheme for people who have experienced institutional child sexual abuse.
- ☐ Provided feedback to the discussion paper on the implementation of child safety officers in local government.
- ☐ Participation in the Co-design working group for a Child Safe Policy for Local Government.



- ☐ Participation in the Child Safety Community of Practice (local government officers network group facilitated by WALGA with a focus on child safety guarding);
- ☐ Desktop research and attendance to child safe-guarding webinars.
- ☐ Completion of the *National Principles for Child Safe Organisations WA: Self-assessment and review tool* (the audit).
- ☐ Development of this Child Safe Organisation Action Plan.

Action Plan

This action plan has developed to provide the Shire clear direction on actions to be undertaken to improve the child safety for those engaging with the organisation. Based on the ten National Principles the plan identifies short term, immediate actions to be undertaken. The plan covers the 2023 calendar year, with an action to develop a new plan at the end of the year.

The action plan is primarily focused on ensuring the Shire and its services, events and programs are child safe and internal procedures incorporate child safeguarding practices. However in recognizing the Shire's role as a leader within our community and responsibility to support our community it also includes some actions which will support build community capacity in this space as they too commence their journeys to become child safe organisations.

The recommended actions are largely informed by the audit recently undertaken, legislative requirements and desktop research of best practice. As various Government Departments implement the recommendations of the Royal Commission there may be need to add additional actions to the plan.

Accountability Framework

Within the action plan responsible teams are identified, along with timeframes and mechanisms for the on-going monitoring of the success of actions. This includes the development of a reporting tool which will be completed on a regular basis to monitor and report on progress.

To ensure accountability for the implementation of this action plan it is recommended that a cross-organisation internal working party is developed. This group, facilitated by Community Development, will consist of representatives from different teams and positions across the organisation who will work together to ensure the delivery of the actions. It is important for representatives from across the organisation are involved as it will;

- ☐ Facilitate the awareness of child safeguarding across the organisation.
- ☐ Encourage an organisational culture of child safeguarding.
- ☐ Ensure all teams have the opportunity to provide feedback on initiatives / actions / procedures that may impact them.
- ☐ Allows for a coordinated approach to implementing the actions, reducing the risk of multiple teams undertaking the same action independently.

Resourcing the Plan

Currently no financial resources have been allocated to the implementation of actions in the plan. In the initial stages the majority of initiatives are procedure based and are not expected to require resourcing. Any costs arising will be assessed on case by case basis as they arise, with the possibility of resourcing from operational budget.

It is expected the biggest impose will be human resourcing. The project will be facilitated by the Community Development team with one of the Team Leaders Community Development being appointed as the project lead and expected to spend significant time of the project.

It has been noted that some resourcing assistance may become available for regional local governments from the State Government. This, and other external funding opportunities, will be explored as the need or opportunity arises.

Principle 1:

Child safety and wellbeing is embedded in organisational leadership, governance and culture.

Key action areas identified in the National Principles;

- 1.1 The organisation makes a public commitment to child safety.
- 1.2 The child safe culture is championed and modelled at all levels of the organisation from the top down and the bottom up.
- 1.3 Governance arrangements facilitate implementation of the child safety and wellbeing policy at all levels.
- 1.4 A Code of Conduct provides guidelines for staff and volunteers on expected behavioural standards and responsibilities.
- 1.5 Risk management strategies focus on preventing, identifying and mitigating risks to children and young people.
- 1.6 Staff and volunteers understand their obligations on information sharing and record keeping.

To enable this the Shire will;

Action No.	Key Action Area	Action	Lead Team	Secondary Team	Timeframe
1.	1.1	Develop a Child Safe policy statement or charter to demonstrate the Shire's commitment to child safeguarding internally.	Community Development	Governance	June 2023
2.	1.1	Consider adopting the Child Safety Awareness Policy for local governments which focusses on community focused messaging.	Community Development	Governance	June 2023
3.	1.2	Child Safety messaging and information included in staff newsletter and at staff meetings where appropriate.	Communications	Executive Services	Ongoing
4.	1.4	Review the Shire's code of conduct for staff and elected members to ensure expected behavioural standards and responsibilities reflect child safeguarding and the National Principles.	Governance	Executive Services	
5.	1.4	Create a Code of Conduct for volunteers which outlines expected behavioural standards and responsibilities, including in relation to child safeguarding and the National Principles.	Community Development	Governance	April 2023
6.	1.4	Develop a Code of Conduct equivalent for participant in the Shire youth programs.	Youth Services	People Culture and	June 2023
7.	1.5, 8.1	Update project plan / event management documents to ensure child safeguarding is considered as part of the risk management assessment.	Community Development	All	March 2023
8.	1.6	Program enrolment forms are updated to ensure families and children are aware of the records that are kept about them, for how long and how they can access them.	Community Development Directorate	Governance	April 2023

9.	1.6	On-going records keeping training for staff to ensure understanding of and compliance with the <i>State Records Act 2000</i> .	Governance	All	Ongoing
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Principle 2:

Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.

Key action areas identified in the National Principles;

- 2.1 Children and young people are informed about all of their rights, including to safety, information and participation.
- 2.2 The importance of friendships is recognised and support from peers is encouraged, to help children and young people feel safe and be less isolated.
- 2.3 Where relevant to the setting or context, children may be offered access to sexual abuse prevention programs and to relevant related information in an age appropriate way.
- 2.4 Staff and volunteers are attuned to signs of harm and facilitate child0friendly ways for children to express their views, participate in decision-making and raise their concerns.

To enable this the Shire will;

Action No.	Key Action Area	Action	Lead Team	Secondary Team	Timeframe
1.	2.1	Conduct consultations involving children and young people to identify program and service improvements, particularly in relation to what they like and do not like and what makes them feel safe and unsafe.	Community Development Directorate	All	Ongoing
2.	2.1	Develop visible messaging to display at programs and Shire managed facilities for children and young people outlining their rights.	Community Development Directorate	All	April 2023
3.	2.1	Identify Shire policies / procedures which are most likely to be accessed and utilised by children and create a child-friendly version of them.	Governance	All	December 2023
4.	2.1	Ensure on-boarding processes for young people are simple and easily to follow, whilst clearly explaining information on their rights in the workplace.	People and Culture	All	

5.	2.2	Investigate a support system to for young people in the workplace, possibly incorporating a 'pastoral care' officer, buddy or peer support system.	People Culture	and -	May 2023
6.	2.3	Understand the availability of sexual abuse prevention programs available (eg: protective behaviours and online safety) and consider implementation in programs if deemed appropriate.	Community Development	People Culture and	June 2023
7.	2.4	Regularly engage and check-in with young people during programs to allow them to express their views, participate in decision making and raise concerns.	Community Development	Aboriginal Environment Health Unit	Ongoing

Principle 3:

Families and communities are informed and involved in promoting child safety and wellbeing.

Key action areas identified in the National Principles;

- 3.1 Families participate in decisions affecting their child.
- 3.2 The organisation engages and openly communicates with families and the community about its child safe approach and relevant information is accessible.
- 3.3 Families and communities have a say in the development and review of the organisation's policies and practices.
- 3.4 Families, carers and the community are informed about the organisation's operations and governance.

To enable this the Shire will;

Action No.	Key Action Area	Action	Lead Team	Secondary Team	Timeframe
1.	3.1, 3.3	Encourage families to provide feedback on programs, services and procedures their children participate in.	Community Development Directorate	All	Ongoing
2.	3.1, 3.4	Encourage parent/guardian involvement in recruitment of young people to positions of the Shire (e.g. discuss terms of employment).	People Culture and	All	Ongoing
3.	3.2, 3.4	Child Safe policies, guidelines and resources to be made available to the public. This is to include via the website and at points of customer service.	Community Development	Communications	June 2023

4.	3.2	Work with local groups and organisations to deliver localised child safety workshops for community (child and young people, and parents and carers).	Community Development	Youth Services	May 2023
5.	3.3	Seek feedback from and consult with local networks regarding child safeguarding practices.	Community Development	All	March 2023

Principle 4:

Equity is upheld and diverse needs respected in policy and practice.

Key action areas identified in the National Principles;

- 4.1 The organisation, including staff and volunteers, understands children and young people's diverse circumstances, and provide support and responds to those who are vulnerable.
- 4.2 Children and young people have access to information, support and complaints processes in ways that are culturally safe, accessible and easy to understand.
- 4.3 The organisation pays particular attention to the needs of Aboriginal and Torres Strait Islander children, children with disability, children from culturally and linguistically diverse backgrounds, those who are unable to live at home, and lesbian, gay, bisexual, transgender and intersex children and young people.

To enable this the Shire will;

Action No.	Key Action Area	Action	Lead Team	Secondary Team	Timeframe
1.	4.1	Ensure practices are in place to support the inclusion and safety of children and young people with disability.	All		Ongoing
2.	4.1	Review programs and services to assess disability access requirements for children	Community Development	All	August 2023
3.	4.2	Customer complaints process to be acknowledged as part of all induction processes.	People and Culture	All	June 2023
4.	4.2	Ensure young people accessing services are aware of how to access complaints processes.	Community Development	Customer Services	Ongoing

5.	4.2, 4.3.	Consider capacity to appoint an internal Cultural Liaison Officer to support the organisation in delivering culturally appropriate processes and practices.	People and Culture	June 2023
6.	4.3	Develop a Child Clinical referral procedure to ensure the most appropriate assistance is available to children and young people.	Aboriginal Environmental Health Unit Community Development	May 2023

Principle 5:

People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.

Key action areas identified in the National Principles;

- 5.1 Recruitment, including advertising, referee checks and staff and volunteer pre-employment screening, emphasise child safety and wellbeing.
- 5.2 Relevant staff and volunteers have current working with children checks or equivalent background checks.
- 5.3 All staff and volunteers receive and appropriate inductions and are aware of their responsibilities to children and young people, including record keeping, information sharing and reporting obligations.
- 5.4 Ongoing supervision and people management is focussed on child safety and wellbeing.

To enable this the Shire will;

Action No.	Key Action Area	Action	Lead Team	Secondary Team	Timeframe
1.	5.1	Review the recruitment process to ensure it emphasizes child safety.	People and Culture	All	
2.	5.1, 5.2	Create a Management Guideline outlining the positions identified within the organisation that require Working with Children Check screening as a condition of their employment.	People and Culture		March 2023
3.	5.2	Conduct an audit to ensure all staff and volunteers requiring a working with children check have a current check on file.	People and Culture	All	
4.	5.2	Develop a process for ensuring the currency of staff and volunteer working with children checks.	People and Culture		
5.	5.2	Ensure all staff commencing employment with the Shire provide a current police clearance which is saved on file.	People and Culture	All	

6.	5.3	Review current induction process to include specific roles and responsibilities of working with children and young people.	People Culture	and	Community Development	June 2023
7.	5.4	Implement staff training/professional development around child safety.	People Culture	and	All	June 2023
8.	5.4	Develop a Child Safety information page on SharePoint. Resources, information and tools to be made available for all staff	Community Development			February 2023

Principle 6:

Processes to respond to complaints and concerns are child focussed.

Key action areas identified in the National Principles;

- 6.1 The organisation has an accessible, child focussed complaint handling policy which clearly outlines the roles and responsibilities of leadership, staff and volunteers, approaches to dealing with different types of complaints, breaches of relevant policies or the Code of Conduct and obligations to act and report.
- 6.2 Effective complaint handling processes are understood by children and young people, families, staff and volunteers and are culturally safe.
- 6.3 Complaints are taken seriously, and responded to promptly and thoroughly.
- 6.4 The organisation has policies and procedures in place that address reporting of all complaints and concerns to relevant authorities, whether or not the law requires reporting, and co-operates with law enforcement.
- 6.5 Reporting, privacy and employment law obligations are met.

To enable this the Shire will;

Action No.	Key Action Area	Action	Lead Team	Secondary Team	Timeframe
1.	6.1, 6.3, 6.4, 6.5	Develop a complaint investigation process which complies with Reportable Conduct legislation.	Governance	Community Development	January 2023
2.	6.2	Review the Shire's internal grievance policy	People Culture	and Governance	May 2023

3.	6.2	Develop a simplified, child-friendly version of the SDWK complaints process.	Customer Service		March 2023
4.	6.2, 6.3, 6.4, 6.5	Review the Customer Service Charter and Complaints Policy to ensure accessibility of the process to children and young people, whilst also ensuring reporting, privacy and employment law obligations are met.	Customer Services	Governance	May 2023

Principle 7:

Staff and volunteers are equipped with knowledge, skills and awareness to keep children and young people safe through ongoing education and training.

Key action areas identified in the National Principles;

- 7.1 Staff and volunteers are trained and supported to effectively implement the organisation's child safety and wellbeing policy.
- 7.2 Staff and volunteers receive training and information to recognise indicators of child harm, including harm caused by other children and young people.
- 7.3 Staff and volunteers receive training and information to respond effectively to issues of child safety and wellbeing and support colleagues who disclose harm.
- 7.4 Staff and volunteers receive training and information on how to build culturally safe environments for children and young people.

To enable this the Shire will;

Action No.	Key Action Area	Action	Lead Team	Secondary Team	Timeframe
1.	7.1	Develop a Sharepoint page focusing on child safeguarding information.			
2.	7.1, 7.2, 7.3, 7.4	Corporate training calendar to include Child Safeguarding and development training. Staff are to be actively encouraged to participate.	People Culture	and	March 2023
3.	7.2	Relevant staff and volunteers to complete protective behaviours and/or trauma related training	People Culture	and All	September 2023

4.	7.2, 7.3, 7.4	Promote resources to local sporting agencies, clubs and associations, outlining specific information for child safety within sport and recreation	Aquatics and Recreation	Community Development	Ongoing
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Principle 8:

Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.

Key action areas identified in the National Principles;

- 8.1 Staff and volunteers identify and mitigate risks in the online and physical environments without compromising a child's right to privacy, access to information, social connections and learning opportunities.
- 8.2 The online environment is used in accordance with the organisation's Code of Conduct and child safety and wellbeing policy and procedures.
- 8.3 Risk management plans consider risks posed by organisational settings, activities, and the physical environment.
- 8.4 Organisations that contract facilities and services from third parties have procurement policies that ensure the safety of children and young people.

To enable this the Shire will;

Action No.	Key Action Area	Action	Lead Team	Secondary Team	Timeframe
1.	8.1, 8.3	Develop a detailed risk assessment plan to be used when planning programs and services which involve children and young people.	Community Development	All	June 2023
2.	8.1	Develop photographic image use policy which outlines the use of images of children and young people.	Media and Communications	Community Development	March 2023
3.	8.1, 8.2	Review library policies, procedures and practices to maintain e-Smart Library status (Alannah & Madeline Foundation)	Library Services		February 2023
4.	8.2	Develop terms and conditions for computer and internet usage at the library and youth centre that considers online safety.	Library Services	Youth Services	February 2023
5.	8.2	Develop Cyber Safety messaging and resources and make available to children and young people	Library Services	Youth Services	June 2023

6.	8.4	Organisations receiving grant funding from the Shire to confirm they will consider child safeguarding mechanisms in their project delivery.	Community Development	February 2023
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Principle 9:

Implementation of the national child safe principles is regularly reviewed and improved.

Key action areas identified in the National Principles;

- 9.1 The organisation regularly reviews, evaluates and improves child safe practices.
- 9.2 Complaints, concerns and safety incidents are analysed to identify causes and systemic failures so as to inform continuous improvement.
- 9.3 The organisation reports on the findings of relevant reviews to staff and volunteers, community and families and children and young people.

To enable this the Shire will;

Action No.	Key Action Area	Action	Lead Team	Secondary Team	Timeframe
1.	9.1, 9.3	Establish an internal working group, consisting of representatives from various levels and teams within the organisation, to guide the implementation of this Action Plan.	Community Development	All	February 2023
2.	9.1, 9.2	Child Safety Working Group to establish complaints, concerns and incidents as a regular agenda item for meeting and review for continuous improvement opportunities	Community Development	Child Safety Working Group	Monthly
3.	9.1	Provide the audit committee with a progress report on the implementation of the action plan every six months.	Community Development	-	Every six months from the date of adoption of the plan
4.	9.1	Develop a new Action Plan for the 2024 calendar year and beyond	Community Development	Child Safety Working Group	December 2023

Principle 10:

Policies and procedures document how the organisation is safe for children and young people.

Key action areas identified in the National Principles;

- 10.1 Policies and procedures address all national child safe principles.
- 10.2 Policies and procedures are documented and easy to understand.
- 10.3 Best practice models and stakeholder consultation informs the development of policies and procedures.
- 10.4 Leaders champion and model compliance with policies and procedures.
- 10.5 Staff and volunteers understand and implement policies and procedures.

To enable this the Shire will;

Action No.	Key Action Area	Action	Lead Team	Secondary Team	Timeframe
1.	10.1	As policies are reviewed ensure compliance with the National Child Safe Principles.	Governance	All	Ongoing
2.	10.2, 10.5	Transfer procedures to the Promaps system to encourage consistency across the organisations	Governance	All	Ongoing
3.	10.2, 10.3, 10.5	Complete the Youth Services procedures manual, which includes information around child safeguarding.	Youth Services		February 2023

Child Safe Organisation Action Plan - Progress Tracking Sheet								
Principle	Action No.	Action	Lead Team	Secondary Team	Timeframe	Status	Comments / Evidence	Recommendation / Next Step
1	1	Develop a Child Safe policy statement or charter to demonstrate the Shire's commitment to child safeguarding internally.	Community Development	Governance	Jun-23	Completed	Policy C15 - Safeguarding Children and Adults at Risk endorsed 29/02/24 (Item 12.3, resolution 09/24)	Next policy review due September 2026
1	2	Consider adopting the Child Safety Awareness Policy for local governments which focusses on community focused messaging.	Community Development	Governance	Jun-23	Completed	Decision made not to progress this action due to implementation of action 1.1 which was felt to be a stronger statement and more effective.	Due to new leadership revisit if this should be progressed.
1	3	Child Safety messaging and information included in staff newsletter and at staff meetings where appropriate.	Communications	Executive Services	Ongoing	Not started	Not progressed due to staff changes.	* Update Lead Team to CD, with support from Media and Communications * Start including Child Safeguarding messaging in internal newsletter. Messaging could include advertisement of available resources, training or legislative requirements.
1	4	Review the Shire's code of conduct for staff and elected members to ensure expected behavioural standards and responsibilities reflect child safeguarding and the National Principles.	Governance	Executive Services		Completed	Whilst the Code of Conduct does not specifically deal with Child Safeguarding sections 3.3 (Personal Behaviour) and 3.11 (Dealing with Community) cover the personal behaviour of employees, including acting within the boundaries of Shire policies, which includes the Child Safeguarding Policy that specifically outlines unacceptable behaviours in relation to children. Section 3.26 covers the reporting of illegal behaviours.	* Update responsible Lead Team to People and Culture. Remove Executive Services. * Consider updating Code of Conduct at next review to have specific reference to child safeguarding. Next review due July 2026.
1	5	Create a Code of Conduct for volunteers which outlines expected behavioural standards and responsibilities, including in relation to child safeguarding and the National Principles.	Community Development	People and Culture	Apr-23	Not started	Volunteer program currently inactive.	* Consider including reference to child safeguarding when Volunteer Code of Conduct developed.
1	6	Develop a Code of Conduct equivalent for participant in the Shire youth programs.	Youth Services	People and Culture	Jun-23	In progress	* Fitzroy Crossing Youth Program have commenced working on participant code of conduct equivalent. Should be finalised this year. * No progress in Derby	* Remove People and Culture from this action * Carryover development of a Code of Conduct for both youth programs.
1	7	Update project plan / event management documents to ensure child safeguarding is considered as part of the risk management assessment.	Community Development	All	Mar-23	Completed	Child Safety Requirements' included as a section in the Event Management Plan template.	This document is currently located on i/. Consider moving it to Sharepoint so it is easily accessible across the organisation for anyone organising an event.
1	8	Program enrolment forms are updated to ensure families and children are aware of the records that are kept about them, for how long and how they can access them.	Community Development	Governance	Apr-23	Not started	Derby and Fitzroy Crossing Youth Program have consent forms but currently no information around record keeping contained on them.	Update forms for all program areas
1	9	On-going records keeping training for staff to ensure understanding of and compliance with the State Records Act 2000.	People and Culture	All	Ongoing	In progress	Records Keeping module available to all staff via ELMO at any time. Currently only identified staff complete the module.	Consider requirement for all staff to complete this course upon commencement, with a annual review required.
2	1	Conduct consultations involving children and young people to identify program and service improvements, particularly in relation to what they like and do not like and what makes them feel safe and unsafe.	Community Development Directorate	All	Ongoing	Completed	* Both Youth Services ensure participants are provided regular formal and informal opportunities to provide feedback into program design. * Derby Youth services has been used to gain feedback for consultation processes to ensure the voices of young people are considered.	Consider opportunities to consult on services and programs outside of youth services.
2	2	Develop visible messaging to display at programs and Shire managed facilities for children and young people outlining their rights.	Community Development Directorate	All	Apr-23	Not started	No resources to progress this action.	Consider including as an action in the new plan for when signage is being updated or new signage installed.
2	3	Identify Shire policies / procedures which are most likely to be accessed and utilised by children and create a child-friendly version of them.	Governance	All	Dec-23	Not started	Not progressed	* Update action to be responsibility of 'All'. Should be considered by relevant managers as policies come up for review.
2	4	Ensure on-boarding processes for young people are simple and easily to follow, whilst clearly explaining information on their rights in the workplace.	People and Culture	All		Completed	On-boarding procedure now operating through ELMO, which has standardised and streamlined the process and made it more visual and interactive. A face-to-face session is also held with a P&C rep to ensure new starters understand requirements and have the opportunity to ask questions. This allows for additional time and support to be spent with people who may require additional assistance understanding information.	Consider seeking feedback from young people recently on-boarding to test effectiveness of process.
2	5	Investigate a support system to for young people in the workplace, possibly incorporating a 'pastoral care' officer, buddy or peer support system.	People and Culture	-	May-23	Completed	An informal system has been developed which sees a young person aligned to a more experienced staff member (who is not their direct supervisor) to support them whilst at the Shire. Trainees are also given contacts with the traineeship provider and TAFE who are able to provide support.	Investigate the opportunity for the Aboriginal Engagement Managers to become involved in supporting young people in the Shire where appropriate.

2	6	Understand the availability of sexual abuse prevention programs available (eg. protective behaviours and online safety) and consider implementation in programs if deemed appropriate.	Community Development	People and Culture	Jun-23	In progress	* Senior Fitzroy Crossing Youth Services have completed trauma informed and protective behaviour training and implement learnings as much as possible.	* Further investigate sexual abuse prevention programs and consider implementation within appropriate Shire programs. * Identify additional training opportunities for staff and include in the External Courses options in ELMO.
2	7	Regularly engage and check-in with young people during programs to allow them to express their views, participate in decision making and raise concerns.	Community Development	Aboriginal Environment Health Unit	Ongoing	Completed	* Both Youth Services ensure participants are provided regular formal and informal opportunities to provide feedback into program design. * Derby Youth services has been used to gain feedback for consultation processes to ensure the voices of young people are considered.	* Further consider opportunities for young people to input into Shire programs and consultations as they arise.
3	1	Encourage families to provide feedback on programs, services and procedures their children participate in.	Community Development Directorate	All	Ongoing	In progress	* In person consultations held at events that are likely to attract young people and their families (eg. NAIDOC Day), as well as at the Youth Centre (for example Madi's Park consultations) * Fitzroy Crossing Youth Program has seen a noticeable increase in family involvement in the program in the last 12 months.	Consider utilising the youth centre as a consultation mechanism for community consultation.
3	2	Encourage parent/guardian involvement in recruitment of young people to positions of the Shire (e.g. discuss terms of employment).	People and Culture	All	Ongoing	Completed	The parent of young people are invited to support their child or young person in their care during recruitment / induction process, as well as if performance development if required.	
3	3	Child Safe policies, guidelines and resources to be made available to the public. This is to include via the website and at points of customer service.	Community Development	Communications	Jun-23	Not started	This action is reliant on other actions, such as 5.8, to be completed first.	Consider utilising the Babbling Boab as a communication tool.
3	4	Work with local groups and organisations to deliver localised child safety workshops for community (child and young people, and parents and carers).	Community Development	Youth Services	May-23	Not started	Was planned to develop a Community Organisations Support program and do this as part of the programming. Has not been progressed to date.	Consider developing a 'Community Organisations Network' to support local community groups with the implementation of child safeguarding and other capacity building projects.
3	5	Seek feedback from and consult with local networks regarding child safeguarding practices.	Community Development	All	Mar-23	Not started	Derby Youth Network and Fitzroy Crossing Foot Soldiers are resources available to progress this action, but have not been utilised to date.	Consider if this should be included in the networks going forward, noting many of the organisations involved are likely to be doing their own safe guarding practices internally. Identify the level of assistance required by these groups and if it would be beneficial for discussion at the network meetings.
4	1	Ensure practices are in place to support the inclusion and safety of children and young people with disability.	All		Ongoing	Not started	Youth - No formal process in place to progress this, however staff are mindful to ensure inclusion for participants.	Carryover into new plan
4	2	Review programs and services to assess disability access requirements for children	Community Development	All	Aug-23	Not started	Not progressed to date.	This action is similar to the above. Items 4.1 and 4.2 could be merged if required for the new plan.
4	3	Customer complaints process to be acknowledged as part of all induction processes.	People and Culture	All	Jun-23	Completed	The Shire's Customer Service Charter, which outlines the complaint management process, is required to be read and acknowledged as part of the induction process	Consider reviewing the Customer Service Charter document to improve document formatting and understanding of content (responsibility of Customer Services).
4	4	Ensure young people accessing services are aware of how to access complaints processes.	Community Development	Customer Services	Ongoing	Not started	Not progressed to date.	Carryover into next plan.
4	5	Consider capacity to appoint an internal Cultural Liaison Officer to support the organisation in delivering culturally appropriate processes and practices.	People and Culture		Jun-23	Completed	2x Aboriginal Engagement Managers appointed in 2024 to provide advice.	
4	6	Develop a Child Clinical referral procedure to ensure the most appropriate assistance is available to children and young people.	Aboriginal Environment Health Unit	Community Development	May-23	Not started	Not started	* Make Youth Services Lead Agency and AEHU as Secondary Team Review when new reporting framework is implemented to ensure this action is still met.
5	1	Review the recruitment process to ensure it emphasizes child safety.	People and Culture	All		Completed	All positions reviewed to identify those expected to engage with young people. Applications reviewed with child safeguarding in mind and interviews may include questions along this line if appropriate. Relevant staff require WWCC prior to employment.	
5	2	Create a Management Guideline outlining the positions identified within the organisation that require Working with Children Check screening as a condition of their employment.	People and Culture		Mar-23	Not started	No progress	Carry this item over. Consider if this can be incorporated in to ELMO recruitment module.
5	3	Conduct an audit to ensure all staff and volunteers requiring a working with children check have a current check on file.	People and Culture	All		Completed	Working with Children Check records have been transitioned to ELMO, with prompts for staff when WWCC expire. Reviews of WWCC currency undertaken in August 2024 and in February 2025.	Ensure audits occur on a regular basis.
5	4	Develop a process for ensuring the currency of staff and volunteer working with children checks.	People and Culture			In progress	Working with Children Check records have been transitioned to ELMO, with prompts for staff when WWCC expire. However there does not appear to be regular monitoring to ensure records are being updated.	Develop process to ensure records are regularly checked for validity.
5	5	Ensure all staff commencing employment with the Shire provide a current police clearance which is saved on file.	People and Culture	All		Completed	Police clearances are required as a condition of employment for most roles.	

5	6	Review current induction process to include specific roles and responsibilities of working with children and young people.	People and Culture	Community Development	Jun-23	Completed	All new staff are required to read and acknowledge they understand the 'Expected Behaviours when Working with Children and Young People' document as part of their induction.	Review Expected Behaviours when Working with Children and Young People document included as part of induction (document is at least 5 years old).
5	7	Implement staff training/professional development around child safety.	People and Culture	All	Jun-23	In progress	Fitzroy Crossing Youth program staff have completed Trauma Informed Care and Protective Behaviours training.	Identify further internal and external training opportunities. These could be included in the 'Learning' module in ELMO so staff become aware of the courses being available to them.
5	8	Develop a Child Safety information page on SharePoint. Resources, information and tools to be made available for all staff	Community Development		Feb-23	In progress	This was created however appears the links to it have disappeared off SharePoint. Can still find by searching 'safeguarding'. (https://sdwkwagovau.sharepoint.com/sites/SDWK6728/SitePages/Child-Safeguarding.aspx?web=1)	* Re-establish links so the information is accessible again. * Review content to check for currency.
6	1	Develop a complaint investigation process which complies with Reportable Conduct legislation.	Governance	Community Development	Jan-23	In progress	CD Lead team. Procedure and associated templates developed. Currently being reviewed before going to OMT for endorsement / final sign off.	Carryover to next plan if it hasn't been endorsed at the time of writing.
6	2	Review the Shire's internal grievance policy	People and Culture	Governance	May-23	In progress	Procedures reviewed by OMT in January 2025. Currently with CEO for final sign-off.	Carryover to next plan if it hasn't been endorsed at the time of writing.
6	3	Develop a simplified, child-friendly version of the SDWK complaints process.	Customer Service		Mar-23	Not started	No commenced.	Reallocate to Youth Services / Community Development to implement once Customer Service Charter and complaints Policy have been reviewed.
6	4	Review the Customer Service Charter and Complaints Policy to ensure accessibility of the process to children and young people, whilst also ensuring reporting, privacy and employment law obligations are met.	Customer Service	Governance	May-23	Not started	Charter has not been reviewed to date, but expected to be reviewed in the future.	Include action in next plan.
7	1	Develop a SharePoint page focusing on child safeguarding information.				In progress	This was created however appears the links to it have disappeared off SharePoint. Can still find by searching 'safeguarding'. (https://sdwkwagovau.sharepoint.com/sites/SDWK6728/SitePages/Child-Safeguarding.aspx?web=1)	* Re-establish links so the information is accessible again. * Review content to check for currency.
7	2	Corporate training calendar to include Child Safeguarding and development training. Staff are to be actively encouraged to participate.	People and Culture		Mar-23	Not started	Available training can be included on ELMO 'Learning' module	Identify further training opportunities. These could be included in the 'External Training' module in ELMO so staff become aware of the courses being available to them.
7	3	Relevant staff and volunteers to complete protective behaviours and/or trauma related training	People and Culture	All	Sep-23	In progress	Fitzroy Crossing Youth program staff have completed Trauma Informed Care and Protective Behaviours training.	Identify further training opportunities. These could be included in the 'External Training' module in ELMO so staff become aware of the courses being available to them.
7	4	Promote resources to local sporting agencies, clubs and associations, outlining specific information for child safety within sport and recreation	Aquatics and Recreation	Community Development	Ongoing	Not started	Not progressed	Consider developing a 'Community Organisations Network' to support local community groups with the implementation of child safeguarding and other capacity building projects.
8	1	Develop a detailed risk assessment plan to be used when planning programs and services which involve children and young people.	Community Development	All	Jun-23	In progress	Event Management Plan includes a specific Child Safeguarding section to encourage consideration of child safety.	* Develop project plan template * Consider inclusion of child safeguarding in the Shire's Risk Management Framework
8	2	Develop photographic image use policy which outlines the use of images of children and young people.	Media and Communications	Community Development	Mar-23	Not started	Do not currently have a management guideline / policy however explore options to do this. Currently use a poster at events requesting people notify staff if they do not wish for their images to be used.	Carry over to new plan.
8	3	Review library policies, procedures and practices to maintain e-Smart Library status (Alannah & Madeline Foundation)	Library Services		Feb-23	Not started	Due to staff changes has not been undertaken. The Shire accreditation appears to not be current with the accreditation. Reaccreditation would require substantial work which for a small library like ours is not efficient use of staff time and resources. Principles of e-Smart Libraries can still be implemented as opportunities arise.	Remove this action from future plans.
8	4	Develop terms and conditions for computer and internet usage at the library and youth centre that considers online safety.	Library Services	Youth Services	Feb-23	In progress	* Draft T&C developed in January 2023, but appear not to have been implemented. Intention to require the public to accept T&C prior to being able to access the public computers / WIFI. * Some filters have been added to platforms such as YouTube to limit access to explicit materials following incident	* Carryover to new plan. Topics such as underage children accessing social media and online gaming to be included. * Assess if Youth Services are still secondary team. They were added as they had plans to offer computers for use at the drop-in program.
8	5	Develop Cyber Safety messaging and resources and make available to children and young people	Library Services	Youth Services	Jun-23	Not started	Not started	Consider carrying item to new action plan.
8	6	Organisations receiving grant funding from the Shire to confirm they will consider child safeguarding mechanisms in their project delivery.	Community Development		Feb-23	Completed	Standard terms and conditions incorporated into the Outcome Letter include a section on child guarding, including WWCC requirements.	
9	1	Establish an internal working group, consisting of representatives from various levels and teams within the organisation, to guide the implementation of this Action Plan.	Community Development	All	Feb-23	In progress	The group was established and held one meeting before progress halted due to staff turnover and changes in organisational structure. Team channel established to support the working group.	Carryover into next plan and consider best format (working group meetings, regular document updates etc) to meet intent of objective.

9	2	Child Safety Working Group to establish complaints, concerns and incidents as a regular agenda item for meeting and review for continuous improvement opportunities	Community Development	Child Safety Working Group	Monthly	In progress	Internal working group developed and met once, but did not progress beyond that due to staff changeover.	Carryover into next plan, considering best format to meet into of objective.
9	3	Provide the audit committee with a progress report on the implementation of the action plan every six months.	Community Development	-	Every six months from the date of adoption of the plan	Not started	Implementation of the Action Plan did not progress so no reports provided to Council / Audit and Risk Committee.	Consider providing update to audit and risk committee on progress and development of new pla, with regular updates to A&R.
9	4	Develop a new Action Plan for the 2024 calendar year and beyond	Community Development	Child Safety Working Group	Dec-23	In progress	This audit is being conducted with the intention of informing a new action plan.	Develop new action plan for approval by ELT and/or Council.
10	1	As policies are reviewed ensure compliance with the National Child Safe Principles.	Governance	All	Ongoing	Completed	Policies are circulated to staff for review as they come due. Child safeguarding considered when relevant.	Update to responsibility of 'All' and retain in next plan.
10	2	Transfer procedures to the Promaps system to encourage consistency across the organisations	Governance	All	Ongoing	In progress	Procedures are being transferred to Promaps, however CD processes have not yet started.	Ensure relevant procedures are included in Promaps
10	3	Complete the Youth Services procedures manual, which includes information around child safeguarding	Youth Services		Feb-23	In progress	Project was commenced but stalled due to staff changes. * Fitzroy Crossing has been working on developing a comprehensive procedure manual, however haven't yet finished the manual.	Finalise the development of the Youth Services Procedures Manuals.

				Achievements not specified in the Action Plan				
Principle	Action No.	Action	Lead Team	Secondary Team	Timeframe	Status	Comments / Evidence	Recommendation / Next Step
9	NA	Shire staff participate in relevant child safeguarding networks	Community Development	NA			Staff participate in * DLGSC Child Safeguarding Circle of Practice (meets quarterly) * LGA Child Safe Network (meet quarterly)	Designate an officer to continue participation in these groups (due to staff changes)

[illegible]

16 NEW BUSINESS OF AN URGENT NATURE

MOTION

RESOLUTION

That Council (Commissioner) accept late item 16.1 – Department of Transport Services Fitzroy Crossing.

RESOLUTION CCO32/25

Moved: Mr Jeff Gooding

In Favour: Cr Jeff Gooding

Against: Nil

CARRIED 1/0

16.1 DEPARTMENT OF TRANSPORT SERVICES FITZROY CROSSING**File Number:** 16.1**Author:** Jill Brazil, Acting Director Corporate Services**Responsible Officer:** Tamara Clarkson, Chief Executive Officer**Authority/Discretion:** Administrative**SUMMARY**

To obtain Council (Commissioner) endorsement to work with the Department of Transport to re-assign licencing services currently provided by the Shire of Derby/West Kimberley at the Fitzroy Crossing Visitors Centre, to a suitable provider located in the area.

DISCLOSURE OF ANY INTEREST

Nil by Author, or Responsible Officer

BACKGROUND

Shire of Derby/West Kimberley is a licenced agent for the Department of Transport and provides limited licencing services including new drivers licence applications, vehicle and plate registrations, vehicle transfers and computer theory tests. These services are provided in Derby and Fitzroy Crossing.

Recent staffing challenges has resulted in the Shire no longer able to provide this service in Fitzroy Crossing. Department of Transport Remote Services is currently operating out of Karrayili building to ensure continuity of service for the community.

As a long-term solution, the Shire has contacted the Department of Transport with regards to re-assigning the operation of this service to a suitable local provider. This process will be undertaken by the Department of Transport.

STATUTORY ENVIRONMENT

Road Traffic (Administration) Act 2008, section 11

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
2. Community	1.1 Collaboration and partnership	2.4.2 Collaborate with key agencies, groups and service providers to improve community services, programs and facilities

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Business Interruption: Risk of service interruption if alternative provider is not identified	Unlikely	Moderate	Low	There are other community service providers better resourced to deliver the service long-term.

CONSULTATION

Internal

Department of Transport

COMMENT

The current agreement with the Department of Transport for the provision of licensing services in Fitzroy Crossing is not transferrable, it would require an agreement variation. A new agreement between Department of Transport and another provider would be necessary. Department of Transport is required to consider any potentially suitable providers that may be located in the area. This may be done through an open and competitive process, if viable, or a limited process.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

Nil

RESOLUTION

That Council (Commissioner):

- 1. Endorses the transfer of the provision of licensing services for the Shire of Derby/West Kimberley to an alternative provider in Fitzroy Crossing;**
- 2. Notes the Department of Transport's commitment to licensing services not being compromised or diminished in the community; and**
- 3. Advises that any potential conflicts of interest between the Shire and/or Council (Commissioner) and the proposed alternative provider are to be declared and noted.**

RESOLUTION CC033/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

17 MATTERS FOR WHICH THE MEETING MAY BE CLOSED (CONFIDENTIAL MATTERS)**RESOLUTION**

That Council (Commissioner) consider the confidential report listed below in a meeting closed to the public in accordance with Section 5.23(2) of the Local Government Act 1995.

This matter is considered to be confidential under Section 5.23(2) - e(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

RESOLUTION CCO34/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

11:59am meeting was closed

17.1 Write-Off Outstanding Debt**RESOLUTION**

That Council (Commissioner) by ABSOLUTE MAJORITY writes off the outstanding rates and sundry debtors balance of \$25,997.61 as listed in the attached schedule.

RESOLUTION CCO35/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0 BY ABSOLUTE MAJORITY

RESOLUTION

That Council moves out of Closed Council into Open Council.

COMMITTEE RESOLUTION CCO36/25

Moved: Mr Jeff Gooding

In Favour: Cr Jeff Gooding

Against: Nil

CARRIED 1/0

12:01pm meeting was reopened

18 CLOSURE**18.1 DATE OF NEXT MEETING****AMENDMENT****RESOLUTION**

That Council (Commissioner) amend the advertised Ordinary Council Meeting (Commissioner) date from Thursday 19 June 2025 to Wednesday, 18 June 2025 and Public Notice be provided in accordance with Regulation 12(1) of the *Local Government (Administration) Regulations 1996*.

RESOLUTION CCO37/25

Moved: Mr Jeff Gooding

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

The next ordinary meeting of Council (Commissioner) will be held 5:30pm Wednesday, 18 June 2025 in the Council Chambers, Clarendon Street, Derby.


18.2 Closure of Meeting

The Presiding Member closed the meeting at 12:02pm.

These minutes were confirmed at a meeting on

Wednesday, 18 June 2025

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Signed: 

Presiding Person at the meeting at which these minutes were confirmed.

Wednesday, 18 June 2025

Date: