



**Shire of Derby /
West Kimberley**

AGENDA

Ordinary Council Meeting Thursday 25 June 2026

I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Thursday 25 June 2026

Time: 5:30 PM

Location: Council Chambers, 31 Clarendon Street, Derby

Tamara Clarkson Chief Executive Officer



Our Guiding Values

We are **PROUD** of who we are and where we live.

We will create a **POSITIVE LEGACY** for our children and children's children.

We will go about our business with **INTEGRITY, TRANSPARENCY and AUTHENTICITY**.

We value and **RESPECT** what our community has to say and will strive to make things happen.

We are **PROUD** of and value the **KNOWLEDGE** of our diverse and strong people and cultures.

We value our **RELATIONSHIPS** and will work with others to achieve common goals and gain maximum impact.

We are **PROUD** of and **COMMITTED** to the responsible preservation of our unique natural environment and making sure our built environment reflects our current and future needs.

We are open for and encourage business, industry and all aspects of **COMMUNITY DEVELOPMENT**, particularly our thriving arts and cultural scene.

Disclaimer

No responsibility whatsoever is implied or accepted by Shire of Derby/West Kimberley (the Shire) for any act, omission or statement or intimation occurring during Council or Committee meetings.

The Shire disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any Council Member or officer of the Shire during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire.

The Shire warns that anyone who has any application lodged with the Shire must obtain and should only rely on written confirmation of the outcome of the application and any conditions attaching to the decision made by the Shire in respect of the application.

Notes for Members of the Public

PUBLIC QUESTION TIME

Shire of Derby/West Kimberley extends a warm welcome to you attending a Shire meeting. The Shire is committed to involving the public in its decision-making processes whenever possible. The ability to ask questions during 'Public Question Time' is of critical importance in pursuing this objective. The Shire sets aside a period of 'Public Question Time' to enable a member of the public to put forward questions to Council. Questions should only relate to the business of the Shire and should not be a statement or personal opinion. Upon receipt of a question from a member of the public, the Presiding Member may either answer the question, direct it to an officer to answer or it will be taken on notice.

Any comments made by a member of the public become a matter of public record as they are minuted by Council. Members of the public are advised that they are deemed to be held personally responsible and legally liable for any comments made by them that might be construed as defamatory or otherwise considered offensive by any other party.

MEETING FORMALITIES

Local Government Council meetings are governed by legislation and regulations. During the meeting, no member of the public may interrupt proceedings or enter into conversation. Members of the public shall ensure that any electronic devices or audible pager are switched off and not used during any Shire meeting.

Members of the public are hereby advised that the use of any electronic, visual or audio recording device or instrument to record proceedings of the meeting is not permitted without permission of the Presiding Member.

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Notes for Council Members

NATURE OF COUNCIL'S ROLE IN DECISION MAKING

Advocacy:	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
Executive/Strategic:	The substantial direction setting and oversight role of the Council such as adopting plans and reports, accepting tenders, directing operations, grants, and setting and amending budgets.
Legislative:	Includes adopting local laws, town planning schemes and policies.
Administrative:	When Council administers legislation and applies the legislative regime to factual situations and circumstances that affect the rights of people. Examples include town planning applications, building licences and other decisions that may be appealable to the State Administrative Tribunal.
Review:	When Council reviews a decision made by Officers.
Information:	Includes items provided to Council for information purposed only that do not require a decision of Council (that is for 'noting').

ALTERNATIVE MOTIONS

Council Members wishing to make alternative motions to officer recommendations are requested to provide notice of such motions in written form to the Chief Executive Officer prior to the Council meeting.

DECLARATIONS OF INTERESTS

Council Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Council Members must disclose the nature of their interest in matters to be discussed at the meeting (Part 5 Division 6 of the *Local Government Act 1995*). Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting (Sections 5.70 and 5.71 of the *Local Government Act 1995*).

APPLICATION FOR LEAVE OF ABSENCE

In accordance with Section 2.25 of the *Local Government Act 1995*, an application for leave requires a Council resolution granting leave requested. Council may grant approval for Leave of Absence for a Council Member for ordinary Council meetings for up to but not more than six consecutive meetings. The approval of the Minister is required for leave of absence greater than six ordinary Council meetings.

This approval must be by Council resolution and differs from the situation where a Council Member records their apologies for the meeting. A failure to observe the requirements of the Act that relates to absence from meetings can lead to a Council Member being disqualified should they be absent without leave for three consecutive meetings.

Order Of Business

1	Declaration of Opening	7
2	Acknowledgment of Country	7
3	Disclaimer	7
4	Attendance/Apologies	7
5	Attendance via Electronic Means	7
6	Applications for Leave of Absence	7
7	Responses to Previous Public Questions taken on Notice	7
8	Public Time	7
	8.1 Public Question Time	7
	8.2 Public Statements	7
9	Disclosure of Interests	7
	9.1 Declaration of Financial Interests	7
	9.2 Declaration of Proximity Interests	7
	9.3 Declaration of Impartiality Interests.....	7
10	Petitions, Deputations, Presentations and Submissions	8
11	Confirmation of Minutes of Previous Meetings	8
12	Announcements by Presiding Person without Discussion	8
13	Recommendations and Reports of Committees	9
	13.1 Local Emergency Management Committee Meeting Minutes - 14 April 2026	9
	13.2 Minutes of the Audit, Risk and Improvement Committee Meeting held on 21 May 2026.....	15
	Reports	68
14	Executive Services	68
	14.1 Consultation draft – Fitzroy-Derby Water Resources Management Plan	68
	14.2 Derby Port - Transfer of management to Kimberley Ports Authority.....	76
15	Corporate Services	82
	15.1 Adoption of the draft Annual Budget 2026/27	82
	15.2 Council Policy Management - Privacy Statement Policy Adoption.....	135
	15.3 Accounts for Payment - May 2026.....	142
16	Community Services	169
	Nil	
17	Development Services	170
	17.1 Facility Fee Waiver Request - Derby District High School	170
18	Infrastructure	173

18.1	Award of Tender T6-25/26 Provision of Cleaning Services for Buildings and Facilities in Fitzroy Crossing	173
18.2	Award of Tender T7-25/26 Provision of Cleaning Services for Buildings and Facilities in Derby	177
19	Urgent Business.....	182
20	Matters for which the Meeting may be Closed	182
20.1	Minutes of the CEO Performance Review Committee Meeting held on 19 June 2026.....	182
20.2	Rates Exemption - A101980 41 Clarendon Street Derby	182
20.3	Rates Exemption - A100511 145 Loch Street Derby	182
21	Closure.....	184
21.1	Date of Next Meeting.....	184
21.2	Closure of Meeting.....	184

1 DECLARATION OF OPENING**2 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 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.

3 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 official 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.

4 ATTENDANCE/APOLOGIES**5 ATTENDANCE VIA ELECTRONIC MEANS****6 APPLICATIONS FOR LEAVE OF ABSENCE****7 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE****8 PUBLIC TIME****8.1 Public Question Time****8.2 Public Statements****9 DISCLOSURE OF INTERESTS**

Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by Council Members to ensure that a financial/impartiality/proximity interests are declared and that they refrain from voting on any matter, which is considered to come within the ambit of the Act.

9.1 Declaration of Financial Interests**9.2 Declaration of Proximity Interests****9.3 Declaration of Impartiality Interests**

10 PETITIONS, DEPUTATIONS, PRESENTATIONS AND SUBMISSIONS

11 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That Council CONFIRM the Minutes of the Ordinary Council Meeting held 21 May 2026 at the Council Chambers, 31 Clarendon Street, Derby.

RECOMMENDATION

That Council CONFIRM the Minutes of the Special Council Meeting held 11 June 2026 at the Council Chambers, 31 Clarendon Street, Derby.

12 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

13 RECOMMENDATIONS AND REPORTS OF COMMITTEES

13.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING MINUTES - 14 APRIL 2026

File Number: 4212

Author: Luke Lawrence, Director Community Planning

Responsible Officer: Tamara Clarkson, Chief Executive Officer

Authority/Discretion: Executive

SUMMARY

This report seeks Council to consider receiving the Minutes of the Local Emergency Management Committee (LEMC) for the meeting held 14 April 2026.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

The Local Emergency Management Committee (LEMC) is established by Council under section 38 of the *Emergency Management Act 2005* (Act). In accordance with section 39 of the Act, the functions of the LEMC are:

- a) To advise and assist the local government in assuring that local emergency management arrangements are established for its district;
- b) To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- c) To carry out other emergency management activities as directed by the State Emergency Management Committee, or prescribed by the *Emergency Management Regulations 2006*.

Shire of Derby/West Kimberley Local Emergency Management Committee Terms of Reference were adopted at the Ordinary Council (Commissioner) Meeting held Thursday 31 July 2025 (CC077/25).

STATUTORY ENVIRONMENT

Local Government Act 2005

Emergency Management Act 2005

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.1 Collaboration and partnership	1.1.2 Maximise local opportunities
	1.2 Capable, inclusive and effective organisation	1.2.4 Attract and effectively use resources to meet community needs
	1.3 Effective Communication	1.3.3 Use multiple channels to distribute information about services, programs, places and spaces

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: Council is unaware of issues discussed at the Local Emergency Management Committee	Almost Certain	Moderate	Medium	Endorsement of future Minutes of Meetings for Council increased awareness and transparency.

CONSULTATION

Nil.

COMMENT

To ensure that Council is adequately informed of the issues discussed and for transparency, the minutes of each LEMC meetings are to be presented to Council.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

- 1. Local Emergency Management Committee Minutes - 14.04.2026  

<p>RECOMMENDATION</p> <p>That Council RECEIVE the Minutes of the Local Emergency Management Committee meeting held on 14 April 2026.</p>



Shire of Derby / West Kimberley

Local Emergency Management Committee (LEMC) Meeting

Meeting Minutes – Tuesday, 14 April 2026

 www.sdwk.wa.gov.au

LEMC Meeting Minutes: Tuesday, 14 April 2026

1. Declaration of Opening

1.1. The meeting was opened by Chair Person at 13:30pm

2. Record of Attendance

2.1. Attendance

Attendee – in person	Organisation
Luke Lawrence	Shire of Derby/West Kimberley
Tnika Harrington	Shire of Derby/West Kimberley
Julia Wilson	Shire of Derby/West Kimberley
Tyron Bridge	Shire of Derby/West Kimberley
Anthony Richards	Department of Fire and Emergency Services
Attendee – online	Organisation
Kylie Tame	Shire of Derby/West Kimberley
Grant Pilgram	Department of Communities Emergency Response Services
Tania Lavars	Department of Housing and Works
Ryan Boyd	Department of Housing and Works
Leanne Plowright	Juniper
Elvira Even	Juniper
Darryl Reed	Fitzroy Crossing Volunteer Fire and Emergency Services
Chris Albers	Horizon Power
Matthew Reimer	Department of Fire and Emergency Services
Nathan Green	Water Corporation
Sandra Gibson	Main Roads

2.2. Apologies

Name	Agency
Sandie-Lee Ozies	Derby Aboriginal Health Services
Kevin Collard	Department of Communities
Ben Corey	Department of Biodiversity, Conservation and Attractions
Craig Olejnik	Department of Biodiversity, Conservation and Attractions
Lisa Smith	Western Australian Country Health Services
Hamish Etheridge	Department of Education

3. Confirmation of Minutes of Previous Meeting

Committee Decision: Carried / Not Carried
--

LEMC Meeting Minutes: Tuesday, 14 April 2026

Moved:	Seconded:
That the Minutes of the Local Emergency Management Committee Meeting (attached) held on Tuesday, 20 January 2026, to be confirmed.	

The previous minutes were not confirmed, as there were no attendees present either in person or online who had attended the previous meeting.

4. Business Arising from Last Meeting

Nil

5. New Business

Nil

6. Standing Items

6.1. Review of LEMC Contact List – Update Given by Chair

A review of the Local Emergency Management Committee contact list has begun, members are reminded that if there are any changes to their organisations contacts to inform LEMC secretariat.

7. Reports from members

7.1. SES – Anthony Richards

The end of the wet season has begun which now moves us into the dry season.

7.2. WAPOL – Nil

7.3. WACHS – Nil

7.4. Dept. of Communities – Grant Pilgram

There were three Evacuation Centre activations; two being in Broome and one in Derby. The Civic Centre did have some water leakage but nothing too serious, or unavoidable.

7.5. Horizon Power – Nil

7.6. Water Corporation – Nathan Green

Business as usual.

7.7. RAAF – Nil

7.8. Main Roads – Sandra Gibson

Business as usual.

7.9. DVFS – Nil

7.10. DFES – Matthew Reimer

Conducting a review of the recent wet season report and provide a debrief. Matthew has asked that if the LEMC has any additional notes in regards to the wet season to pass them on; to see if there is anywhere that can be improved before next wet season. Once the review has been conducted the report can possibly be provided back to the LEMC at the next meeting.

7.11. SDWK – Luke Lawrence and Julia Wilson

Luke Lawrence

The Shire has completed and received Council endorsement its Bushfire Risk Management Plan (BRMP). The Shire is seeking funding through the Mitigation Activity Fund Round 1, which closes on Wednesday, 29 April 2026. This funding will support the delivery of treatment activities across the Shire of Derby/West Kimberley during the 2026/27 period.

LEMC Meeting Minutes: Tuesday, 14 April 2026

Luke has consulted with Rhiannon Machin, who provided several updates relating to fuel management treatments, including modified fuel structures through forestry mulching, herbicide treatment options, and recommendations to widen firebreaks. It was also suggested that priority areas be identified and triaged to ensure mitigation efforts are focused on the most critical locations.

Julia Wilson

The Department of Health have been running a Mosquito Trapping and Surveillance Program, the detections recorded since January 2026 is as follows:

10 February 2026 – Fitzroy Crossing: Ross River Virus detected.

18 February 2026 – Derby: Ross River Virus and Barmah Forest Virus detected.

20 February 2026 – Fitzroy Crossing: Barmah Forest Virus detected.

26 March 2026 – Fitzroy Crossing: Ross River Virus, Murray Valley Encephalitis Virus, and Barmah Forest Virus detected.

Aedes Notoscriptus is a known carrier of Ross River Virus; *Culex Annulirostris* is a known carrier of Ross River Virus, Murray Valley Encephalitis Virus and Barmah Forest Virus.

Julia Wilson had a meeting with Department of Health who confirmed that there has been a decrease in mosquito numbers through the mosquito trapping and surveillance program.

7.12. Education – Nil

7.13. WKRP – Nil

7.14. DAHS – Nil

7.15. Department of Transport – Nil

7.16. Services Australia (Centrelink) – Nil

7.17. Juniper – Elvira Even
Business as usual.

8. General Business

8.1. Any other business

9. Closure

9.1. Date of Next Meeting

The date of the next meeting will be arranged and the committee will be notified, aiming for before July.

9.2. Closure of Meeting

The meeting was closed by Chair Person at 13:38pm

13.2 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 21 MAY 2026

File Number: 4110
Author: Aaron Gloor, Manager Corporate Services
Responsible Officer: Tamara Clarkson, Chief Executive Officer
Authority/Discretion: Administrative

SUMMARY

This report seeks Council to consider receiving the Minutes and Recommendations of the Audit, Risk and Improvement Committee Meeting held on 21 May 2026.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

The role of the Audit, Risk and Improvement Committee is to provide independent advice and assurance to Council over the Shire’s risk management, internal controls, legislative compliance and financial management.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 5.22(2) requires the minutes of a meeting of a committee are to be submitted to the next ordinary meeting of the council for confirmation.

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: Failure to fulfil Compliance Requirements Management Committee	Possible	Moderate	Low	Committee meeting minutes are provided to Council for review.

CONSULTATION

Nil.

COMMENT

The Audit, Risk and Improvement Committee meets quarterly and comprises two external independent members and five Council Members.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS**1. Minutes of the Audit, Risk and Improvement Committee Meeting held on 21 May 2026****RECOMMENDATION**

That Council:

- 1. RECEIVE the Minutes of the Audit, Risk and Improvement Committee Meeting held on 21 May 2026; and**
- 2. ADOPT the recommendations.**

COMMITTEE RESOLUTION AC01/26

Moved: Jeffrey Porra

Seconded: Trish Gault

That the Audit, Risk and Improvement Committee recommend Council CONFIRM the Minutes of the meeting held 19 February 2026 at the Council Chambers, 31 Clarendon Street, Derby.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.

Against: Nil.

CARRIED 4/0

COMMITTEE RESOLUTION AC02/26

Moved: Peter McCumstie

Seconded: Jeffrey Porra

That the Audit, Risk and Improvement Committee recommend that Council NOTE the in-kind and financial support provided to local community organisations by the Shire through the Community Funding Scheme.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.

Against: Nil.

CARRIED 4/0

COMMITTEE RESOLUTION AC03/26**Moved:** Peter McCumstie**Seconded:** Trish Gault

That the Audit, Risk and Improvement Committee recommend that Council:

1. NOTE the summary of grant and funding applications which have been submitted by Officers; and
2. PROVIDE in principle support for the outlined projects for which funding is being sought.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.**Against:** Nil.**CARRIED 4/0****COMMITTEE RESOLUTION AC04/26****Moved:** Jeffrey Porra**Seconded:** Trish Gault

That the Audit, Risk and Improvement Committee recommend that Council NOTE the information contained in this Lease Register - Status Report.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.**Against:** Nil**CARRIED 4/0****COMMITTEE RESOLUTION AC05/26****Moved:** Jeffrey Porra**Seconded:** Peter McCumstie

That the Audit, Risk and Improvement Committee recommend that Council NOTE the information in the Council Member meeting attendance - May 2026 report.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.**Against:** Nil.**CARRIED 4/0****COMMITTEE RESOLUTION AC06/26****Moved:** Jeffrey Porra**Seconded:** Trish Gault

That the Audit, Risk and Improvement Committee recommend that Council NOTE the information contained in the Council Minute Management - May 2026 report.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.**Against:** Nil.**CARRIED 4/0**

COMMITTEE RESOLUTION AC07/26**Moved: Trish Gault****Seconded: Jeffrey Porra**

That the Audit, Risk and Improvement Committee recommend that Council **NOTE** the information contained in the attached Internal Controls report – April 2026.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.

Against: Nil

CARRIED 4/0**COMMITTEE RESOLUTION AC08/26****Moved: Trish Gault****Seconded: Jeffrey Porra**

That the Audit, Risk and Improvement Committee recommend that Council:

1. **NOTE** the information contained in the attached Audit Log – April 2026.
2. **DIRECT** the Chief Executive Officer to prioritise audit findings and present an updated report to June 2026 Ordinary Meeting of Council for endorsement.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.

Against: Nil

CARRIED 4/0**COMMITTEE RESOLUTION AC09/26****Moved: Trish Gault****Seconded: Jeffrey Porra**

That the Audit, Risk and Improvement Committee recommend that Council **RECEIVE** the information contained in the report detailing outstanding rates and sundry debtors as at 30 April 2026.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.

Against: Nil

CARRIED 4/0**COMMITTEE RESOLUTION AC10/26****Moved: Trish Gault****Seconded: Jeffrey Porra**

That the Audit, Risk and Improvement Committee recommend that Council **NOTE** the information contained in the High-Level Service Review Report.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.

Against: Nil.

CARRIED 4/0



**Shire of Derby /
West Kimberley**

UNCONFIRMED MINUTES

Audit, Risk and Improvement Committee Meeting Thursday 21 May 2026

Date: Thursday 21 May 2026

Time: 4:30 PM

Location: Council Chambers, 31 Clarendon Street, Derby



Order Of Business

1	Declaration of Opening	3
2	Acknowledgement of Country	3
3	Announcement of Visitors	3
4	Attendance via Electronic Means	4
5	Disclosure of Interests	5
5.1	Declaration of Financial Interests	5
5.2	Declaration of Proximity Interests	5
5.3	Declaration of Impartiality Interests.....	5
6	Petitions, Deputations, Presentations and Submissions	5
7	Confirmation of Minutes of Previous Meetings	5
8	Announcements by Presiding Person without Discussion	5
9	Reports	6
9.1	Funding and Donations Distributed through the Community Funding Scheme - February to April 2026.....	6
9.2	Update on External Grants and Funding - February to April 2026	10
9.3	Lease Register - Status Report.....	15
9.4	Council Member meeting attendance - May 2026	23
9.5	Council Minute Management - May 2026	28
9.6	Governance and Compliance - Internal Controls	34
9.7	Governance and Compliance - Audit Log	38
9.8	Outstanding Debt - April 2026	41
10	Urgent Business	48
11	Matters for which the Meeting may Be Closed	48
11.1	High-Level Service Review Report.....	48
12	Closure	49
12.1	Date of Next Meeting.....	49
12.2	Closure of Meeting.....	49

**MINUTES OF SHIRE OF DERBY / WEST KIMBERLEY
AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, 31 CLARENDON STREET, DERBY
ON THURSDAY 21 MAY 2026 AT 4:30 PM**

1 DECLARATION OF OPENING

The meeting was opened at 4:30pm by Presiding Member Danielle Cornish.

Before proceeding to Standing Orders, the Presiding Member read aloud the following Statement of Condolences, after which a minute's silence was observed:

"Shire of Derby/West Kimberley is deeply saddened to acknowledge the passing of our valued colleague and friend, Rebekah O'Meara.

Bekah was a respected member of our organisation who made a meaningful contribution to the Shire and wider community through their dedication, professionalism and commitment to youth services. She will be remembered fondly by staff and the kids who had the privilege of working alongside her.

On behalf of the Committee and staff, we extend our sincere condolences to Bekah's family, friends and loved ones during this difficult time".

2 ACKNOWLEDGEMENT OF COUNTRY

In the spirit of reconciliation, the Shire of Derby/West Kimberley acknowledges the traditional custodians of country throughout the Shire and their connection to land, sea and community.

The Shire of Derby/West Kimberley would like to pay respect to the past, present and future traditional custodians and Elders of this nation and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

3 ANNOUNCEMENT OF VISITORS

PRESENT: (In Person) *Danielle Cornish (Independent Chair), Jeffrey Porra (Independent Member), President Peter McCumstie, Cr Trish Gault, Cr Carracher (Observer), Cr Geoff Davis (Observer), Cr Leah Umbagai (Observer).*

PRESENT: (By Electronic Attendance) *Nil.*

IN ATTENDANCE: (In Person) *Tamara Clarkson (Chief Executive Officer), Wayne Neate (Director Infrastructure), Aaron Gloor (Acting Manager Corporate Services), Steve Ross (Manager Project Delivery, Rowan Scott (Manager ICT and Customer Service), Paris Millar (Executive Assistant), Ryan Boldison (Executive Assistant).*

IN ATTENDANCE: (By Electronic Attendance) *Christie Mildenhall (Strategic Development Advisor).*

VISITORS: *Nil.*

GALLERY: *Nil.*

APOLOGIES: *Jill Brazil (Director Corporate Services) and Luke Lawrence (Director Community Planning).*

ABSENT: *Nil.*

LEAVE OF ABSENCE:

COMMITTEE RESOLUTION AC13/26

Moved: *Trish Gault*

Seconded: *Peter McCumstie*

That the Audit, Risk and Improvement Committee:

- 1. RECEIVE the Leave of Absence request from Cr Ross for the Audit, Risk and Improvement Committee 21 May 2026; and**
- 2. APPROVE the requested leave.**

In Favour: *Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.*

Against: *Nil.*

CARRIED 4/0

COMMITTEE RESOLUTION AC14/26

Moved: *Cr Trish Gault*

Seconded: *Mr Jeffrey Porra*

That Audit, Risk and Improvement Committee:

- 1. RECEIVE the Leave of Absence request from Cr O’Meara for the Ordinary Council Meetings 21 May 2026 and;**
- 2. APPROVE the requested leave.**

In Favour: *Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.*

Against: *Nil.*

CARRIED 4/0

4 ATTENDANCE VIA ELECTRONIC MEANS

A Council Member may attend Council 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 a 12 month period. Authorisation can only be provided if the location and the equipment to be used by the member are suitable to enable effective, and where necessary confidential, engagement in the meeting’s deliberations and communications.

Nil.

5 DISCLOSURE OF INTERESTS

5.1 Declaration of Financial Interests

At the Audit, Risk and Improvement Committee Meeting held at 4:30pm Thursday, 19 February 2026 in the Council Chambers, Derby, Independent Chair Danielle Cornish declared a financial interest as the Audit, Risk and Improvement Committee Independent Chair, noting that she receives remuneration for her role and her spouse Cr Adam Cornish is currently serving as a Shire of Derby/West Kimberley Council Member.

5.2 Declaration of Proximity Interests

Nil.

5.3 Declaration of Impartiality Interests

Nil.

6 PETITIONS, DEPUTATIONS, PRESENTATIONS AND SUBMISSIONS

Nil.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COMMITTEE RESOLUTION AC15/26

Moved: Jeffrey Porra

Seconded: Trish Gault

That the Audit, Risk and Improvement Committee recommend Council CONFIRM the Minutes of the meeting held 19 February 2026 at the Council Chambers, 31 Clarendon Street, Derby.

In Favour: *Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.*

Against: *Nil.*

CARRIED 4/0

8 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil.

9 REPORTS

9.1 FUNDING AND DONATIONS DISTRIBUTED THROUGH THE COMMUNITY FUNDING SCHEME - FEBRUARY TO APRIL 2026

File Number: GS/010/0

Author: Santana Altham, Manager Community Development

Responsible Officer: Luke Lawrence, Director Community Planning

Authority/Discretion: Information

SUMMARY

This report provides a quarterly update on allocations distributed to individuals, community groups and non-for-profit organisations under the Shire's Community Funding Scheme for the period 1 February 2026 to 30 April 2026.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

The Shire's Community Funding Scheme provides financial and in-kind assistance to individuals, community groups and not-for-profit organisations. The scheme supports the delivery of services, and initiatives that enhance community participation and wellbeing.

Funding is delivered through the following programs:

- Community Grants Program – Up to \$5,000 (ex GST) to support events, projects and initiatives aligned with the Shire's Strategic Community Plan. Applications are assessed monthly by the Community Grants Review Group.
- Community Representative Grants – Funding for individuals or groups participating in representative events. Funding is capped at \$1,500 (ex GST) per individual and \$5 000 (ex GST) per group each financial year. Applications are assessed monthly.
- In-Kind Donations – Community organisations may request in-kind support from the Shire to assist with the delivery of events and projects. This support may include facility hire, equipment use or staff assistance. Requests are considered on an ad-hoc basis and approved under delegated authority.
- Council Decision - Requests that fall outside of the above guidelines are referred to Council for consideration.

Funding for the 2025/26 financial year is divided into two rounds. Round One operates from 1 July 2025 to 31 December 2025, and Round Two from 1 January 2026, closing on 30 June 2026. This structure ensures funding opportunities are available throughout the year and supports a balanced and timely distribution of community grants.

STATUTORY ENVIRONMENT

Local Government Act 1995 Part 6 - Financial Management 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 of Derby/West Kimberley’s annual operational budget.

POLICY IMPLICATIONS

Community Funding Scheme Policy.

FINANCIAL IMPLICATIONS

The funding allocated under ‘Donations to Community Groups’ supports the Shire’s grant programs and forms part of the Shire’s annual operational budget. For the 2025/26 financial year, an initial allocation of \$45,000 (ex GST) was approved with a further \$10,000 (ex GST) added during the annual budget review, increasing the total available funding to \$55,000 (ex GST).

At the time of this report \$49,998 (ex GST) has been allocated through the Community Grants Program and Community Representative Grants, with \$5,002 (ex GST) remaining for the second funding round. The Community Funding Scheme closes on 30 June 2026.

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 misuse of Shire funding.	Likely	Major	Medium	Ensure a process is established and implemented to allow good governance and compliance of grant funding allocation and use.
Reputation: Dissatisfaction within 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 implemented to allow good governance and compliance of grant funding allocation and use.

<p>Organisation's Operations: Lack of processes relating to grant management may result in failures to meet compliance and audit requirements and result in misuse of Shire funds.</p>	Likely	Minor	Medium	Ensure a process is implemented and followed to allow good governance and compliance of grant funding allocation and use.
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CONSULTATION

Internal.

COMMENT

For the period February to April 2026, funding allocations and in-kind support were issued through the Community Funding Scheme. The Shire assessed community grant applications and in-kind support requests in accordance with the approved policy and assessment processes.

A total of \$49,998 (ex GST) has been allocated towards the Community Grants Program from the 2025/26 budget, leaving \$5,002 (ex GST) available. The Community Grants Program closes on 30 June 2026.

The tables below detail allocations through the Community Funding Scheme during this period.

Community Grants Program:

Organisation Name	Project Description	Amount (ex GST)
Wangki Yupurnanupurru Radio	Facility Upgrades at Wangki Yupurnanupurru Radio in Fitzroy Crossing.	\$5,000
Derby Speedway Club	Donny Archer Memorial and Westralia Cup in August 2026	\$5,000
RSPCA WA	Community Action Day in July 2026	\$5,000
Walalakoo Aboriginal Corporation	Derby NAIDOC Ball in July 2026	\$5,000
	Total	\$20,000

In Kind Donations:

Organisation Name	Project Description	Amount (incl GST)
Murdoch University	Fee Waiver Request for the Derby Recreation Centre Community Room. Free Student Chiropractic Clinic on Monday 16 March and Tuesday 17 March 2026.	\$194
Murdoch University	Fee Waiver Request for the Derby Recreation Centre Community Room. Free Student Chiropractic Clinic on Wednesday 18 March 2026.	\$68

Audit, Risk and Improvement Committee Meeting Minutes

21 May 2026

Derby Aboriginal Health Service	Fee Waiver Request for the Derby Recreation Centre. Closing the Gap Day on Thursday 19 March 2026.	\$295
Derby Chamber of Commerce and Industry	Kimberley Economic Forum 2026. Contribution toward the facility hire of the Derby Airport, including equipment and staff assistance.	\$20,000
	Total	\$20,557

Council Decisions:

Organisation Name	Project Description	Amount (incl GST)
Edith Cowan University	RESOLUTION 17/26 Request for Fee Waiver of the Derby Short Stay Accommodation for the ECU On Country Study Tour in June 2026.	\$3,640
Country Women’s Association – Derby Air Branch	RESOLUTION 20/26 Request for Fee Waiver of the Derby Airport for the Craft Show and the Flower and Produce Show in August 2026.	\$14,000
	Total	\$17,640

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

Nil

COMMITTEE RESOLUTION AC16/26

Moved: Peter McCumstie

Seconded: Jeffrey Porra

That the Audit, Risk and Improvement Committee recommend that Council NOTE the in-kind and financial support provided to local community organisations by the Shire through the Community Funding Scheme.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.

Against: Nil.

CARRIED 4/0

9.2 UPDATE ON EXTERNAL GRANTS AND FUNDING - FEBRUARY TO APRIL 2026**File Number:** GS/055**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 support for the proposed projects. It covers grant activity from the period 23 January to 30 April 2026.

The purpose of this report is to inform Council about the funding support the Shire receives for many of our community services and infrastructure projects and how the funding risk is being managed by Shire Officers.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

The Shire 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 has been applied for (pending outcome), confirmed or acquitted during the period 23 January to 30 April 2026.

STATUTORY ENVIRONMENT

Local Government Act 1995 Part 6 – Financial Management 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

- Risk and Opportunity Management Policy.
- Significant Accounting Policy.

FINANCIAL IMPLICATIONS

This report outlines funding which has been sought, has been obtained or has been acquitted, to support the delivery of projects, programs, services and events of the Shire. At the time of developing the 2025/26 financial year budget, grants were only included if the funding had been confirmed and an agreement had been executed. Where grants have been obtained post the endorsement of the annual budget these will be incorporated either as part of the budget review process (for grants under \$10,000), or as a separate report to Council requesting a budget adjustment (for grants \$10,000 or over).

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 usually either in

the form of in-kind or cash. Projects which require cash contributions from the Shire that 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
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
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

Generally, only internal consultation has been undertaken in relation to the grants applied for. However, some specific projects may involve or have been informed by community consultation with relevant stakeholders and community groups or to seek external support for the project. This occurs on a case-by-case basis depending on the nature of the project and the grant.

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. As at 30 April 2026, the Shire has;

- 27 grant funded projects or programs which are being currently delivered.
- 5 grant agreements being negotiated and executed.
- 4 funded projects which have been completed and final reporting is being undertaken.
- 2 project on hold, pending further advice from the funding body.

The 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 30 January to 30 April 2026:

Grant Program and Funder	Project Description	Funding Received (Ex GST)	Funding Period
2026 National Volunteer Week Grants – Volunteering WA	Volunteer recognition event to be held in Fitzroy Crossing during May’s National Volunteering Week.	\$1,500.00	26 March to 7 June 2026
Community Giving Program - Rio Tinto*	Sponsorship of the Kimberley Art and Photographic Prize	\$5,000.00	14 April to 17 July 2026
Community Investment Framework - Lotterywest	Civic Centre upgrades, including the installation of air-conditioning and accessibility improvements.	\$1,297,000.00	14 April 2026 to 30 December 2027
TOTAL FUNDING RECEIVED		\$1,303,500.00	

Grants marked with an * have been awarded but Grant Agreement not executed.

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 awaiting outcome, not just those submitted during the reporting period.

Grant Program and Funder	Project Description	Funding Requested (Ex GST)	Funding Period	Expected Notification of Outcome
Community Partnership – Horizon Power	Purchase of equipment for the Kimberley Art and Photographic Prize	\$10,000.00	Date of award to 17 July 2026	May 2026
Recycling Modernisation Fund – Department of Water and Environmental Regulation	Upgrade to Steel Street from Fitzroy Street to the entry of the Derby Waste Management Site.	\$576,328.71	1 July 2026 to 1 June 2027	29 May 2026
Regional Housing Support Fund - Department of Planning, Lands and Heritage	Construction of 6 units at 5 Delewarr Street, Derby	\$4,940,000.00	July 2026 to October 2028	Not advised.
TOTAL AMOUNTS		\$5,526,328.71		

Unsuccessful applications:

During the reporting period no grant applications were deemed unsuccessful.

Grant Program and Funder	Project Description	Funding Requested (Ex GST)	Implication of funding not being received
Animal Welfare Grants Round 5- Department of Primary Industries and Regional Development	Animal de-sexing, preventive health and vet services in remote communities for domestic animals	\$47,626.59	Unable to run animal de-sexing program in remote communities this dry season. It is noted Nindilingarri Health Service has been funded for a similar program in the Fitzroy Valley, however West Kimberley Communities are likely to not be included in their program. Will apply in the next round, which closes in May.
Regional Events Scheme - Tourism WA	Kimberley Art and Photographic Prize Roadshow to remote community arts centres.	\$20,000	Roadshow unlikely to happen due to lack of funding and insufficient time to identify additional funding.
TOTAL AMOUNTS		\$67,626.59	

Funding Acquitted

During the reporting period the following grant funded projects were completed and acquittal reporting requirements completed.

Grant Program and Funder	Project Description	Amount Acquitted (ex GST)
Grassroots and Community Initiatives - LotteryWest	Fitzroy Crossing Youth Precinct project	\$28,533.72
Regional Airport Development Scheme 2023-25 – Department of Transport	A Flood Study was undertaken at the Fitzroy Crossing Airport, which will information future capital works projects at the airport.	\$38,415.00
Small and Vital Stream – Foundation for Regional and Rural Renewal	The Red Shed: Derby Women’s Collective received a grant to do some facility upgrades on the Old Fire Station. This grant was auspiced by the Shire as they were not incorporated at the time of applying for the grant.	\$10,000.00
TOTAL AMOUNTS		\$379,250.72

During this period the Shire withdrew from a funding arrangement with the Department of Transport (DoT) and Department of Industry, Science and Resources (DISR) for an upgrade to the Derby Airport due to escalated project costs. The agreement with Department of Transport has been rescinded and the Shire has no further liabilities in relation to the project. Officers are working with DISR to formalise the retraction of the contract through their funding program.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

Nil

COMMITTEE RESOLUTION AC17/26

Moved: Peter McCumstie

Seconded: Trish Gault

That the Audit, Risk and Improvement Committee recommend that Council:

- NOTE the summary of grant and funding applications which have been submitted by Officers; and**
- PROVIDE in principle support for the outlined projects for which funding is being sought.**

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.

Against: Nil.

CARRIED 4/0

9.3 LEASE REGISTER - STATUS REPORT

File Number: 5345
Author: Rowan Scott, Manager ICT and Customer Service
Responsible Officer: Tamara Clarkson, Chief Executive Officer
Authority/Discretion:

SUMMARY

This report provides an update on the Shire’s community and commercial lease portfolio.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

The Shire has several key parcels of land which it provides for both community and commercial leases.

Current leases require ongoing monitoring for consideration of renewal, with lease terms and due dates all varying. Submissions for new leases are occasionally received, which require actioning and reporting to Council for its consideration. The process for commercial leases must follow the requirements of the Local Government Act and must reach mutual agreement on lease conditions.

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 3.58 Disposing of property sets out that disposal of property includes to sell, lease or otherwise dispose of property.

POLICY IMPLICATIONS

Establishment of Commercial Leases Policy
 Community Leases and License Agreements of Shire Assets (Facilities, Buildings and Land) Policy

FINANCIAL IMPLICATIONS

Lease income and expenditure is covered in the adopted 2025/26 Annual Budget and transactions are routinely provided to Council in the monthly financial activity and accounts for payment reports.

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
<p>Reputation: Not gaining a suitable financial return from Shire owned assets may result in adverse community sentiment about asset commercialisation opportunities available.</p>	Likely	Moderate	High	Ensure that resources are made available to enable adequate management of commercial leases.

CONSULTATION

Internal.

COMMENT

The Shire’s lease portfolio ensures mutual benefits to all parties with both good financial and social dividends. Community groups have security of tenure, providing confidence to invest time and effort into their organisation, and commercial tenants are enabled to pursue business activities contributing to economic development within the Shire.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Lease Register - May 2026 [↓](#) 

COMMITTEE RESOLUTION AC18/26

Moved: Jeffrey Porra

Seconded: Trish Gault

That the Audit, Risk and Improvement Committee recommend that Council NOTE the information contained in this Lease Register - Status Report.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.

Against: Nil

CARRIED 4/0

	<u>Lease Identification</u>	<u>Lessee Plus/and Or Trading name</u>	<u>Location</u>	<u>Lease End Date</u>	<u>Rent PA (not including annual CPI)</u>	<u>Notes / Updates</u>
Derby Airport	Derby Airport - Land Area 1	Frontier Helicopters	Derby Airport Lease Area 1	7/09/2035	\$26,700 (First year \$31,100 with purchase of tech)	No action required
Derby Airport	Derby Airport - Lot 143 on Plan 144238, Lease Area 2 (663m2)	Dunnings Fuel	Derby Airport - Lease area 2	30/04/2032	\$16,500.00	No action required
Derby Airport	Derby Airport - Lot 143 on Plan 144238, Lease Area 3 (1,658m2)	All North Helicopters Trading as Frontier Helicopters	Lot 143 on Plan 144238, Derby Airport Lease Area 3	4/06/2033	\$25,462.80	No action required
Derby Airport	Derby Airport - Lot 143 on Plan 144238, Lease Area 5	All North Helicopters Trading as Frontier Helicopters	Lot 143 on Plan 144238, Derby Airport Lease Area 5	11/09/2031	\$17,249	No action required
Derby Airport	Derby Airport - Lease Areas 6 and 11 (now amalgamated into one single lease)	Recharge Petroleum	Derby Airport Lease Area 6	31/03/2029	\$27,502.28	No action required
Derby Airport	Derby Airport - Lease Area 7	All North Helicopters Trading as Frontier Helicopters	Derby Airport Lease Area 7	31/12/2030	\$19,300	No action required
Derby Airport	Derby Airport - Lot 143 on Plan 144238, Lease Area 10 (1556m2)	Dunnings Fuel	Derby Airport - Lease area 10	1/05/2032	\$25,674.00	No action required

Derby Airport	Derby Airport - Lease Area 17 - Aircraft Hanger and Associated Offices	Kingdom Aviation Ministries	Aircraft Hanger and Associated Offices, Lease Area 17	30/04/2034	\$100	No action required
Derby Airport	Derby Airport - Lease Area 18	All North Helicopters Trading as Frontier Helicopters	Derby Airport Land Area 18	31/12/2032	\$15,304.68	No action required
Derby Airport	Derby Airport	Bureau of Meteorology	Derby Airport	31/03/2033	One off payment \$1,000.00	No action required
Derby Airport	Derby Airport - Lease Area 19	Geoscience Australia/SouthPAN	Derby Airport - Lease Area 19	30/11/2034	\$5,148	No action required
Derby Community	Part of Crown Reserve 24	Ngunga Group Ladies Aboriginal Corporation	Part of Crown Reserve 24	31/10/2045	\$100	No action required
Derby Community	One Tree Community Services Inc., Lot 1220, Ashley Street Derby	One Tree Community Services Inc.	One Tree Childcare Facility, Lot 1220, Ashley Street	1/12/2029	\$1	No action required
Derby Community	2 Holman Street, Derby (Lot 1143,Residence)	One Tree Community Services Inc	Residence at 2 Holman Street, Derby (Lot 1143)	Ongoing - In line with Child Care lease	\$13,000	No action required
Derby Community	61 Ashley Street Derby Lot 3033, Part Reserve 23127	Derby Rodeo Club	Lot 3033, Part Reserve 23127, 61 Ashley Street	23/05/2026	\$100	Discussions for 10 year extension currently occurring.

Derby Community	Lot 656, Reserve 6929 On Plan 210827	Red Shed: Derby's Women's Collective	Lot 656, Reserve 6929 On Plan 210827	1/10/2027	\$100	No action required
Derby Community	Reserve 35129 Lot 226 on Plan 187656 Worsley Road, Derby	Derby Speedway Club	Reserve 35129 Lot 226 on Plan 187656 Worsley Road, Derby	28/10/2031	\$100	No action required
Derby Community	Reserve 35130, Lot 1271 on Plan 189172 Worsley Road, Derby	Derby Pistol Club	Reserve 35130, Lot 1271 on Plan 189172	28/10/2031	\$100	No action required
Derby Community	Reserve 35130, Lot 1271 on Plan 189172 Worsley Road, Derby	Derby Sporting Shooters Aust Inc. (Rifle Club)	Reserve 35130, Lot 1271 on Plan 189172	31/12/2031	\$100	No action required
Derby Community	Guildford Road, Derby Lot 3033 Part Reserve 23127,	West Kimberley Turf Club	Lot 3033, Part Reserve 23127, Guildford Road	30/06/2030	\$100	No action required
Derby Community	Guildford Road, Derby Lot 3033 Part Reserve 23127,	Derby Sportsmans Club (Golf Club)	Lot 3033, Part Reserve 23127, Guildford Road	30/06/2030	\$100	No action required
Derby Community	Guildford Road, Derby Lot 3033 Part Reserve 23127,	SDWK/Derby Golf Club/Water Corporation	Lot 3033, Part Reserve 23127, Guildford Road	Ongoing		No action required
Derby Community	Portion of reserve 35129, Lot 226 Plan 187656	VACANT. (MotoX)	Portion of reserve 35129, Lot 226 Plan 187656	NIL		No action required

Derby Community	27 Sutherland Street Derby Lot 1287 Reserve 42140.	Ngamang Barwoona Frail Aged Home (Juniper - Uniting Church Homes)	Reserve 42140 Lot 1287 DP 190598	30/09/2035	\$100	No action required
Derby Community	Lot 296 on Plan 222380, being the whole of the land contained in Certificate of Title	Regional Power Corp. (trading as Horizon Power)	Lot 296 on Plan 222380, being the whole of the land contained in Certificate of Title	30/06/2032	N/A	No action required
Derby Community	Nicholson Road - Reserve 26179, Lot 1402 on plan 193851	Horizon Power - Community Battery	Nicholson Road - Reserve 26179, Lot 1402 on plan 193851	Ongoing	N/A	No action required
Derby Community	Derby District School - Carpark	Dept of Education	Lot 254, Reserve 24594	Ongoing (currently)		No action required
Derby Port	Derby Port, PT Reserve 26818 - Derby Wharf lot 293, Plan 243258.	Colonial Marine Consultants (CMC)	PT Reserve 26818 - Derby Wharf	Ongoing	\$33,306.77	No action required
Derby Port	Derby Port Lot 293 of Deposited Plan 243258, PT Reserve 26818	Derby Volunteer Marine Rescue Group	Lot 293 of Deposited Plan 243258, PT Reserve 26818	31/01/2030	\$100	No action required
Derby Port	Derby Port PT Reserve 10831	Mary Island Fishing Club	Reserve 10831 being land more particularly described as Lot 643 on Deposited Plan 222380	30/09/2031	\$100	No action required
Derby Port	Derby Port - Lease Area 2 & 3 (combined into one lease) - Jetty Transit Shed PT Reserve 26818	Tassal Operations Pty Ltd	PT Reserve 26818, Lease Area 2 - Transit Shed; and Lease Area 3 - Transit Shed	28/02/2027	\$64,572	No action required

Derby Port	Derby Port, Elder Street Derby, PT Reserve 26818 Lot 639	VACANT LEASE (Old BP Site)	Elder Street Derby, PT Reserve 26818 Lot 639	N/A	N/A	No action required
Derby Port	Derby Port, Barge Ramp (License)	Mt Gibson Iron (Koolan Island Operations)	Derby Port (SW Side Nr Boat Slipway.	30/04/2038	\$1,154	No action required
Fitzroy Crossing Community	Fitzroy Crossing Lot 106, Reserve 36669 on Deposited Plan 213657 (more info)	Fitzroy Valley Rodeo Club	Lot 106, Reserve 36669 on Deposited Plan 213657	9/07/2035	\$100	No action required
Fitzroy Crossing Community	Fitzroy Valley DHS Hard Courts Licence Agreement	Department of Education	Lot 199 on Deposited Plan 186944 and being the whole of the land in <u>qualified certificate of</u>	30/09/2031	N/A	No action required
Fitzroy Crossing Community	Fitzroy Valley DHS Oval Licence Agreement	Department of Education	Lot 199 on Deposited Plan 186944 and being the whole of the land in <u>qualified certificate of</u>	31/12/2029	N/A	No action required
Fitzroy Crossing Community	Fitzroy Crossing, Flynn Drive - Reserve 36824	Karrayili Adult Education Centre	Reserve 36824 Flynn Drive, Fitzroy Crossing	30/06/2039	\$100	No action required
Fitzroy Crossing Community	FX Swimming Pool and House (Fitzroy Crossing Lot 199, Reserve 39671)	The Housing Authority	Lot 199, Reserve 39671, Fitzroy Crossing	23/03/2031	Nil	No action required
Fitzroy Crossing Community	Lot 302 on Deposited Plan 76781, being the whole of the land contained in Qualified	Regional Power Corp. (trading as Horizon Power)	Lot 302 on Deposited Plan 76781, being the whole of the land contained in Qualified	30/06/2032	N/A	No action required

Fitzroy Crossing Airport	Fitzroy Crossing - Airport Area 1 -PT Reserve 20668 LOC 32, 40, 47 & 72,	Fuel Trans Australia Pty Ltd	FX Airport PT Reserve 20668 LOC 32, 40, 47 & 72, Area 1	14/05/2033	\$10,200	No action required
Fitzroy Crossing Airport	Fitzroy Crossing - Airport Area 2 - PT Reserve 20668 LOC 32, 40, 47 & 72,	Fitzroy Helicopters	FX Airport PT Reserve 20668 LOC 32, 40, 47 & 72, Area 2	26/05/2031	\$8059.28 (invoiced monthly)	No action required
Fitzroy Crossing Airport	Fitzroy Crossing - Airport Area 3	Fitzroy Helicopters IS2145 Original in Strong Room	FX Airport Area 3	19/04/2027	\$7,260	No action required
Fitzroy Crossing Airport	Fitzroy Crossing - Airport PT Reserve 20668 LOC 32, 40, 47 & 72 Lease Area 4	All North Helicopters	FX Airport PT Reserve 20668 LOC 32, 40, 47 & 72	12/02/2027	\$4,991.28	No action required
Fitzroy Crossing Airport	Fitzroy Crossing - Airport Crown Land Record Volume 3101 265	Bureau of Meteorology	Fitzroy Crossing Crown Land Record Volume 3101 265	31/03/2033	One off payment \$3,000.00	No action required

9.4 COUNCIL MEMBER MEETING ATTENDANCE - MAY 2026**File Number:** GV/CM/2**Author:** Ryan Boldison, Executive Assistant**Responsible Officer:** Tamara Clarkson, Chief Executive Officer**Authority/Discretion:** Information**SUMMARY**

This report provides an overview of council members attendance at meetings for monitoring by the Audit, Risk and Improvement Committee. The purpose is to ensure compliance with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

In accordance with regulation 14D of *the Local Government (Administration) Regulations 1996*, Council may approve Ordinary and Special Council meetings to be held by electronic means. The regulations limit electronic meetings to no more than 50 per cent of all meetings held within a twelve-month period.

Council Members may also be individually authorised to attend meetings electronically, up to 50 per cent of the in-person meetings they attended in the preceding twelve months. Approval is contingent on the member's location and equipment being suitable to support effective participation and, where required, confidentiality.

The Audit, Risk and Improvement Committee is responsible for monitoring compliance with these requirements. This report provides the Committee with an up-to-date attendance register to support oversight of Council Members' attendance and ensure conformity with the *Local Government Act 1995* and the *Local Government (Administration) Amendment Regulations 2022*.

Each year, following the October Local Government elections, Council adopts the schedule of meeting dates, times and locations for the forthcoming calendar year. Members may elect to attend meetings electronically within the limits prescribed by the regulations.

STATUTORY ENVIRONMENT

Local Government Act 1995 (WA) – Part 2 (Constitution of Local Government), Division 5 (Qualifications for Holding Office on the Council), Section 2.25 (Disqualification for failure to attend meetings) provides that a Council Member who is absent without approved leave from three consecutive ordinary meetings of Council is disqualified from continuing as a member, unless those meetings occur within a two month period. The Council may grant leave of absence but not for more than six consecutive ordinary meetings without Ministerial approval. Certain circumstances (such as no quorum, suspension, disputed election proceedings, or parental leave) are excluded from counting as an absence.

Local Government Act 1995 (WA) – Part 5 (Administration) Section 5.23 (Meetings of Council) establishes that Council meetings are to be conducted in accordance with the Act and regulations,

including rules relevant to attendance, quorum and procedure. Specific attendance-related matters are prescribed in regulations made under this section (e.g. electronic attendance).

Local Government Act 1995 (WA) – Section 5.25 (Procedure and business at meetings) requires that meetings of Council comply with prescribed procedural rules, including quorum requirements and voting. Attendance rules, including authorisation of attendance by electronic means, are enabled by this section and given effect through the Administration Regulations.

Local Government Act 1995 (WA) – Section 5.98 (Fees, reimbursements and allowances for council members) outlines that a councillor is only entitled to receive a meeting attendance fee if they attend a Council or committee meeting (including meetings attended electronically where authorised). Attendance therefore has a direct financial implication.

Local Government (Administration) Regulations 1996 (WA) – Regulation 8 (No quorum, procedure if) outlines that where a quorum is not present, the meeting cannot proceed. For attendance purposes, a councillor’s non-attendance does not count as an absence if no meeting with a quorum is actually held.

Local Government (Administration) Regulations 1996 (WA) – Regulation 11 (Minutes, content of) requires that the minutes of a Council meeting record the attendance and absences of members, including whether leave of absence was granted. This forms the official record for determining attendance and potential disqualification under the Act.

Local Government (Administration) Regulations 1996 (WA) – Regulation 14C (Attendance at meetings by electronic means may be authorised) allows a Council Member to attend a Council or committee meeting by electronic means (e.g. telephone or video conference) if authorised by the Mayor, President or Council. Attendance may be authorised in emergencies or other circumstances but generally cannot exceed more than half of the meetings in a 12-month period unless the member has a disability.

Local Government (Administration) Regulations 1996 (WA) – Regulation 14CA (Provisions relating to attendance at meetings by electronic means) provides that a Council Member attending by authorised electronic means is deemed to be present for the purposes of the Act and regulations. It also sets confidentiality requirements where meetings (or parts of meetings) are closed to the public, including mandatory declarations recorded in the minutes.

Local Government (Administration) Regulations 1996 (WA) – Regulation 14D (Meetings held by electronic means) allows entire Council or committee meetings to be conducted by electronic means where authorised, and modifies the application of the Act to ensure members attending electronically are treated as present.

POLICY IMPLICATIONS

Code of Conduct (Council Members, Committee Members and Candidates) Policy.

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 1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: Council member payment not aligned with attendance to meetings.	Unlikely	Severe	Medium	Consistent reporting to the Committee for awareness and proceeding recommendation/s to Council where required.
Business Interruption: Inability to meet quorum due to poor Council Member attendance.	Unlikely	Severe	Medium	Consistent reporting to the Committee for their awareness and recommendation/s to Council where required to mitigate Council not reaching quorum.
Organisation's Operations: Council Member attendance (or potential lack of) affecting operations by way of delayed Council decision making.	Unlikely	Major	Medium	Consistent reporting to the Committee for their awareness and recommendation/s to Council where required to mitigate Council not reaching quorum.
Reputation: Council Member attendance (or potential lack of) affecting reputation.	Unlikely	Moderate	Medium	Consistent reporting to the Committee for awareness and proceeding recommendation/s to Council where required.

CONSULTATION

Internal.

COMMENT

As at 23 April 2026, all Council Members meet attendance requirements. No 2026 meetings of Council have been scheduled to be held wholly by electronic means.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

- 1. Council Member meeting attendance report - May 2026**  

Audit, Risk and Improvement Committee Meeting Minutes

21 May 2026

COMMITTEE RESOLUTION AC19/26

Moved: Jeffrey Porra

Seconded: Peter McCumstie

That the Audit, Risk and Improvement Committee recommend that Council NOTE the information in the Council Member meeting attendance - May 2026 report.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.

Against: Nil.

CARRIED 4/0

Meeting date		20-Oct-25	30-Oct-25	20-Nov-25	27-Nov-12	11-Dec-25	19-Feb-26	26-Feb-26	26-Mar-26	23-Apr-26
Meeting type	Meeting location	Special DBY	OCM DBY	ARIC DBY	OCM FX	OCM DBY	ARIC DBY	OCM DBY	OCM FX	OCM DBY
Members of Council	President McCumstie	P	P	P	P	P	E	P	P	P
	Deputy President O'Meara	E	P	P	P	P	P	P	ABS	P
	Cr Cornish	E	P	-	P	P	-	E	E	P
	Cr Davis	P	P	-	P	P	-	E	A	P
	Cr Gault	P	P	P	P	P	-	P	E	E
	Cr Money	P	E	P	P	P	P	P	P	P
	Cr Ross	P	P	P	E	E	P	P	P	P
	Cr Shaw	P	P	-	P	P	-	P	P	P
	Cr Umbagai	A	P	-	P	P	-	P	P	P

		Physical Attendance	Electronic Attendance	Absent	Apology ¹	LOA ¹	Total meetings	Electronic attendance % ²
Members of Council	President McCumstie	8	1	0	0	0	9	89
	Deputy President O'Meara	7	1	1	0	0	9	89
	Cr Cornish	4	3	0	0	0	7	57
	Cr Davis	5	1	0	1	0	6	83
	Cr Gault	6	2	0	1	0	8	75
	Cr Money	8	1	0	0	0	9	89
	Cr Ross	7	2	0	0	0	9	78
	Cr Shaw	7	0	0	0	0	7	100
	Cr Umbagai	6	0	0	1	0	6	100

				¹ Not counted in attendance %			² Measured over the prior 12 months	
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Attendance Key	
P	: IN-PERSON
E	: ELECTRONIC
ABS	: ABSENT
A	: APOLOGY
LOA	: LEAVE OF ABSENCE
C	: CANCELLED

9.5 COUNCIL MINUTE MANAGEMENT - MAY 2026

File Number: 0040

Author: Ryan Boldison, Executive Assistant

Responsible Officer: Tamara Clarkson, Chief Executive Officer

Authority/Discretion: Information

SUMMARY

This report provides the Audit, Risk and Improvement Committee with an update on required actions by the Administration relating to new and existing Council resolutions.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by 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 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 (Functions of the CEO) establishes the Chief Executive Officer as the principal administrative officer of the local government and assigns responsibility for the day-to-day management and administration of the organisation, including implementing Council decisions and lawful directions of the President, providing accurate and timely advice and information to Council, ensuring the efficient and effective use of resources, exercising delegated powers and performing any other functions imposed under the Act or other written laws.

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 1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: Financial, Legal and Compliance, Organisational Operations and Reputation	Unlikely	Severe	High	Quarterly reporting to the Committee for awareness and direction where required.

CONSULTATION

Internal.

COMMENT

Council resolutions requiring action by the Administration are routinely prioritised. A number of resolutions remain on the Minute Actions Report. The reasoning for the outstanding items are related to the complexity of the actions required to be undertaken and the varying necessary timeframes to complete the resolution in addition to the unforeseen impacting circumstances outside of the Administration’s control.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

- Council Meeting Minute Actions Report - May 2026** [↓](#) 

<p>COMMITTEE RESOLUTION AC20/26</p> <p>Moved: <i>Jeffrey Porra</i></p> <p>Seconded: <i>Trish Gault</i></p> <p>That the Audit, Risk and Improvement Committee recommend that Council NOTE the information contained in the Council Minute Management - May 2026 report.</p> <p><u>In Favour:</u> <i>Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.</i></p> <p><u>Against:</u> <i>Nil.</i></p> <p style="text-align: right;">CARRIED 4/0</p>
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Meeting	Meeting date	Officer	Director	Section	Subject	Resolution	Initial target	Revised target	Update
Council	25/08/2022	Neate, Wayne	Neate, Wayne	Technical Services	REQUEST TO CLOSE HOLLAND STREET, DERBY AND TO AMALGAMATE WITH ADJOINING LAND	<p>RESOLUTION 110/22 Moved: Mr Andrew Twaddle Seconded: Mr 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 Land Administration Act 1978 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>In Favour: Mrs Geoff Davis, Andrew Twaddle, Rowena Mouda, Pat Riley, Linda Evans and Peter McCumstie Against: Nil CARRIED 6/0</p>	8/09/2022	1/12/2026	24 March 2026 - Awaiting DPLH process
Council	29/02/2024	Neate, Wayne	Neate, Wayne	Development Services	Proposed Dedication of Portion of Sandford Road, Fitzroy Crossing	<p>RESOLUTION 17/24 Moved: Mr Andrew Twaddle Seconded: Mr Brian Ellison</p> <p>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 Land Administration Act 1997 and associated regulations and direct the Shire Chief Executive Officer to progress the proposal accordingly.</p> <p>In Favour: Mr Peter McCumstie and Crs Brett Angwin, Geoff Davis, Brian Ellison, Wayne Foley, Kerrissa O'Meara and Andrew Twaddle Against: Nil CARRIED 7/0</p>	14/03/2024	1/12/2026	24 March 2026 - Awaiting DPLH process
Council	29/02/2024	Lawrence, Luke	Lawrence, Luke	Executive Services	One Tree Community Services Inc. Child Care Centre Lease and Building Modification; and Associated Residence	<p>RESOLUTION 14/24 Moved: Mr Andrew Twaddle Seconded: Mr Wayne Foley</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Congratulates One Tree Community Services Inc. on securing the grant funding, and thanks Lottery West for its commitment to this local service; 2. Endorses as the property owner, the installation of the Childcare Centre modifications proposed, subject to: <ol style="list-style-type: none"> a. the earliest opportunity (following the finalisation of plans and prior to works commencing) One Tree to provide a detailed presentation to a Council Forum on the proposed project, and in particular, the capital upgrades suggested and implementation program proposed; b. the CEO developing an engagement protocol/Memorandum of Understanding between the Shire and One Tree for the duration of the project, to suitably address procurement and project management issues; and protect the Shire's interests in the Centre and ensure that the finished works are appropriate, fit-for-purpose, and professionally undertaken; and c. One Tree securing all necessary planning and building assessments and approvals, prior to any works commencing; 3. Proposes that following the expiry of the lease, its intention would be to utilise the relevant lease clause to retain the upgrade works so longer term community benefit can be maximised (currently reflected in Lease Clause 16.3 (Lessor may require improvements to remain)); 4. Requires One Tree Community Services Inc. to engage the community to keep them informed of the works proposed and any inconveniences that might occur during the period the improvements are being constructed; 5. Authorises the Chief Executive Officer to negotiate a new lease (for 51pa and up to a maximum of 5 + 5 + 5 years) with One Tree Community Services Inc., for both the Childcare Centre and the 2 Holman Street property, with the conditions of the lease being as consistent as practical with the current One Tree Childcare Centre lease; and 6. Requires that One Tree Community Services Inc meet legal costs only for the establishment of the new lease. <p>In Favour: Mr Peter McCumstie and Crs Brett Angwin, Geoff Davis, Brian Ellison, Wayne Foley, Kerrissa O'Meara and Andrew Twaddle Against: Nil CARRIED 7/0</p>	14/03/2024	30/06/2026	30 April 2026 - Building work has been completed. Lease is under negotiation.

Audit, Risk and Improvement Committee Meeting Minutes

21 May 2020

Council	28/03/2024	Neate, Wayne	Neate, Wayne	Confidential	Waste Facility Site Identification Derby and Fitzroy Crossing 2024	<p>RESOLUTION 42/24 Moved: Mr Geoff Davis Seconded: Mr 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: (a) Identify potential waste facility sites and seek land tenure agreements; (b) Investigate potential waste facility sites in parallel for Derby and Fitzroy Crossing; (c) Complete basic soil test assessments of potential waste facility sites; (d) Conduct a survey to confirm projected operational lifespan of the Derby waste facility site; (e) Engage a suitably qualified and experienced project manager for the two waste facility projects; and (f) Define specific lots for each potential waste facility site where tenure is required and detailed investigations can take place. 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 5. Directs the CEO to prepare reevaluation 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>In Favour: Mrs Peter McCumstie, Geoff Haerewa, Brett Angwin, Paul Bickerton, Geoff Davis, Brian Ellison, Wayne Foley and Kerrissa O'Meara Against: Nil CARRIED 8/0</p>	11/04/2024	30/12/2027	23 March 2026 - Extension to process was granted by DFES in line with Cat D Funding
Council	30/05/2024	Lawrence, Luke	Lawrence, Luke	Community Services	Ngunga Early Years - Lease of Land and Proposed Transfer of Reserve - Commercial in Confidence	<p>RESOLUTION 77/24 Moved: Mr Geoff Davis Seconded: Mr Kerrissa O'Meara 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.</p> <p>In Favour: Mrs Peter McCumstie and Crs Geoff Haerewa, Brett Angwin, Paul Bickerton, Geoff Davis, Brian Ellison, Wayne Foley, Kerrissa O'Meara and Andrew Twaddle Against: Nil CARRIED 9/0 BY ABSOLUTE MAJORITY</p>	13/06/2024	30/06/2026	30 April 2026 - Currently in review for surity of full completion.
Council	29/08/2024	Brazil, Jill	Brazil, Jill	Corporate Services	One Tree Community Services Inc. - Works Proposal	<p>RESOLUTION 110/24 Moved: Mr Andrew Twaddle Seconded: Mr Kerrissa O'Meara 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.</p> <p>In Favour: Mrs Peter McCumstie, Geoff Haerewa, Brett Angwin, Paul Bickerton, Geoff Davis, Wayne Foley, Kerrissa O'Meara and Andrew Twaddle Against: Nil CARRIED 8/0</p>	13/09/2024	1/12/2026	23 March 2026 - Ongoing. Officers have met with One Tree to discuss works.
Council	27/02/2025	Gloor, Aaron	Brazil, Jill	Corporate Services	Local Government Act (LGA) Sales - 5 Knopp Street & 19 Kurrajong Loop	<p>RESOLUTION 17/25 Moved: Mr O'Meara Seconded: Mr Ellison That Council: 1. Approve the commencement of LGA sale proceedings against the following properties; 5 Knopp Street (A103940) & 19 Kurrajong Loop (A900275). In Favour: Resident McCumstie, Cr Bickerton, Cr Davis, Cr Ellison and Cr O'Meara Against: Nil CARRIED 5/0</p>	13/03/2025	1/06/2026	23 March 2026 - 5 Knopp street will be going back to Council as we did not proceed with the LGA sale previously. This was due to communication between the owner and Shire Legal representing indicating that sale of the property by the owner was imminent. The owner has now missed several deadlines to provide an update on the sale and as such we intend to re-present this matter to Council in May. 19 Kurrajong loop is close to being cleared as the mother of the owner entered into a payment arrangement of 2K per month and has been adhering to that.
Council (Commissioner)	22/05/2025	Lawrence, Luke	Lawrence, Luke	Community Services	Draft Local Heritage Survey 2025 and Draft Heritage List 2025	<p>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.</p> <p>RESOLUTION CCO28/25 Moved: Mr Jeff Gooding In Favour: Mr Jeff Gooding Against: Nil CARRIED 1/0</p>	5/06/2025	1/06/2026	23 March 2026 - Works on progressing the Heritage Survey continue.

Council (Commissioner)	22/05/2025	Altham, Santana	Lawrence, Luke	Development Services	Review of the Child Safe Organisation Action Plan 2023	<p>RESOLUTION</p> <p>That Council (Commissioner);</p> <p>1. Notes the findings of the review of the Child Safe Organisation Action Plan 2023 as provided in attachment 2.</p> <p>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.</p> <p>RESOLUTION CCO31/25</p> <p>Moved: Mr Jeff Gooding</p> <p>In Favour: Mr Jeff Gooding</p> <p>Against: Nil</p> <p>CARRIED 1/0</p>	5/06/2025	30/06/2026	30 April 2026 - Review of the Child Safe Organisation Action Plan 2023 is in progress.
Council (Commissioner)	31/07/2025	Clarkson, Tamara	Clarkson, Tamara	Executive Services	Derby Port - Transfer of management back to State Government (Kimberley Ports Authority)	<p>COMMITTEE RESOLUTION CCO73/25</p> <p>Moved: Mr Jeff Gooding</p> <p>That Council (Commissioner);</p> <p>1. Acknowledges the importance to community of continued access for recreational use of the jetty and boat ramps;</p> <p>2. Acknowledges the importance to community of ensuring the Shire continues to be included in potential trade negotiations;</p> <p>3. Determines that management of Derby Port's day to day operations is not a core or funded priority of the Shire;</p> <p>4. Adopts the 'in-principle' position that direct management and control of Derby Port should be conditionally returned to State Government (Kimberley Port Authority) in lieu of the Shire;</p> <p>5. Authorises the Chief Executive Officer to propose to the Kimberley Ports Authority, and to negotiate, terms that:</p> <p>(a) Conditionally surrenders the current lease of Derby Port from the Kimberley Ports Authority to the Shire;</p> <p>(b) Without limiting (5) above, as part of negotiations, the Chief Executive Officer is to ensure terms that secure reasonable continued community and recreation use of the jetty and boat ramps;</p> <p>(c) Shire involvement in future trade development options for the Derby Port; and</p> <p>(d) Continuation Confirmation from KPA, that all existing sub lease or formal use arrangements on the Derby Port land will be novated across to existing users.</p> <p>6. Authorises the Chief Executive Officer to propose to the Kimberley Ports Authority, and to negotiate, an agreed draft termination of the current Management Agreement between the Kimberley Ports Authority and the Shire, to be signed by Council (Commissioner); and</p> <p>Authorises the application of the common seal on documents if negotiated to the Chief Executive Officer's satisfaction pursuant to (2), (3) and (4) above.</p> <p>7. Directs the Chief Executive Officer to present draft agreement to Council for final endorsement.</p> <p>In Favour: Mr Jeff Gooding</p> <p>Against: Nil</p> <p>CARRIED 1/0</p>	14/08/2025	1/06/2026	23 March 2026 - Contact with KPA is ongoing as the Shire works through next steps including further community engagement as posted on the Shire website on 1 August 2025.
Council (Commissioner)	20/08/2025	Neate, Wayne	Neate, Wayne	Infrastructure	Fitzroy Crossing Cemetery maintenance - Expression of Interest	<p>RESOLUTION CCO83/25</p> <p>Moved: Mr Jeff Gooding</p> <p>That Council (Commissioner);</p> <p>1. Authorises the Chief Executive Officer to undertake an Expressions of Interest process for the provision of maintenance services of the Fitzroy Crossing Cemetery.</p> <p>2. Notes that if no suitable service provider is identified through the Expression of Interest process, the Shire will continue to deliver maintenance services of the Fitzroy Crossing Cemetery.</p> <p>3. Notes that the operational component of sinking graves and management of grave allocation remains with the Shire as per current operations.</p> <p>In Favour: Mr Jeff Gooding</p> <p>Against: Nil</p> <p>CARRIED 1/0</p>	4/09/2025	30/09/2026	24 March 2026 - EOI soon to be released to allow works to commence following the wet season.
Council	30/10/2025	Brazil, Jill	Brazil, Jill	Corporate Services	Review of Local Laws	<p>RESOLUTION 32/25</p> <p>Moved: Mr Kerrissa O'Meara</p> <p>Seconded: Mr Geoff Davis</p> <p>That Council:</p> <p>1. DIRECTS the Chief Executive Officer to provide public notice stating that;</p> <p>a. The Shire proposes to review the below local laws:</p> <ul style="list-style-type: none"> ⓑ Bush Fire Brigades 2001; ⓒ Cemeteries 2001; ⓓ Dogs 2001; ⓔ Extractive Industries 2001; ⓕ Local Government Property 2001; ⓖ Health 1999; ⓗ Standing Orders 2001; ⓓ Activities on Thoroughfares and Trading in Thoroughfares and Public Places 2001; and ⓖ Parking 2023 <p>b. A copy of the local laws may be inspected or obtained at the Shire offices or from its website; and</p> <p>c. Submissions about the local laws may be made to the Shire before a day to be specified in the notice, being a day that is not less than six weeks after the notice is given.</p> <p>2. NOTES that the Chief Executive Officer will present a report to Council following the consultation period.</p> <p>In Favour: Mr Peter McCumstie and Crs Kerrissa O'Meara, Adam Cornish, Geoff Davis, Trish Gault, Eliot Money Val Ross, Laurie Shaw, Leah Umbagai</p> <p>Against: Nil</p> <p>CARRIED 9/0</p>	13/11/2025	1/06/2026	24 March 2026 - Local Laws have been advertised for review with one response to date. The project may be deferred due to costings.

Council	30/10/2025	Clarkson, Tamara	Clarkson, Tamara	Executive Services	Derby Port - Transfer of management back to State Government (Kimberley Ports Authority)	<p>RESOLUTION 25/25 Moved: Val Ross Seconded: Adam Cornish That Council:</p> <p>1. ENDORSE the 'in-principle' position that direct management and control of Derby Port should be conditionally returned to State Government (Kimberley Port Authority) in lieu of the Shire; 2. NOTES the contents of the draft Agreement; 3. AUTHORISES the Chief Executive Officer to continue negotiations with Kimberley Ports Authority, terms that: (a) Conditionally surrenders the current lease of Derby Port from the Kimberley Ports Authority to the Shire; (b) The Chief Executive Officer is to ensure terms that secure reasonable continued Community and Recreation use of the jetty and boat ramps; (c) Shire involvement in future trade development options for the Derby Port; and (d) Confirmation from KPA, that all existing sub lease or formal use arrangements on the Derby Port land will be novated across to existing users. 4. DIRECTS the Chief Executive Officer to facilitate community consultation on Community and Recreation use of the jetty and boat ramps; and 5. DIRECTS the Chief Executive Officer to present final agreement for Council adoption. In Favour: Mr Peter McCumstie and Crs Kerrissa O'Meara, Adam Cornish, Geoff Davis, Trish Gault, Eliot Money Val Ross, Laurie Shaw, Leah Umbagai Against: Nil CARRIED 9/0</p>	13/11/2025	1/06/2026	24 March 2026 - Contract negotiations are ongoing.
Council	27/11/2025	Neate, Wayne	Neate, Wayne	Infrastructure	Endorsement of Local Planning Strategy	<p>RESOLUTION 49/25 Moved: Trish Gault Seconded: Eliot Money That Council:</p> <p>1. ACCEPTS the draft Local Planning Strategy for the Shire of Derby/West Kimberley, as prepared in accordance with the Planning and Development (Local Planning Schemes) Regulation 2015; 2. DIRECTS the Chief Executive Officer to provide a copy of the draft Local Planning Strategy to the Western Australian Planning Commission; 3. ENDORSES the draft Local Planning Strategy for the purpose of community consultation and public advertising; 4. AUTHORISES the Chief Executive Officer to make any minor modifications to the draft Local Planning Strategy as required by the Commission prior to advertising; 5. Upon receipt of certification from the Western Australian Planning Commission; DIRECTS the Chief Executive Officer to advertise the draft Local Planning Strategy in accordance with legislative requirements for a period of not less than 21 days; and 6. DIRECTS the Chief Executive Officer to present the outcomes of the consultation to Council for consideration prior to final adoption. 7. DIRECTS the CEO to facilitate a workshop with Council. In Favour: Mr Peter McCumstie and Crs Adam Cornish, Trish Gault, Kerrissa, O'Meara, Eliot Money, Val Ross, Laurie Shaw, Leah Umbagai. Against: Mr Geoff Davis CARRIED 8/1</p>	11/12/2025	11/12/2026	24 March 2026 - Complete process through DPLH taking time should have consent to advertise for comment by the end of April
Council	11/12/2025	Brazil, Jill	Brazil, Jill	Corporate Services	Department of Transport Services - Derby	<p>RESOLUTION 59/25 Moved: Adam Cornish Seconded: Eliot Money That Council:</p> <p>1. ENDORSES the transfer of the provision of licensing services to an alternative provider in Derby; 2. Should a suitable provider not be identified, DIRECT the Chief Executive Officer to negotiate a Memorandum of Understanding with the Department of Transport to provide counter space to continue the service; and 3. NOTES the Department of Transport's commitment to licensing services not being compromised or diminished in the community. In Favour: Mr Peter McCumstie and Councillors Adam Cornish, Geoff Davis, Trish Gault, Kerrissa, O'Meara, Eliot Money, Val Ross, Laurie Shaw, Leah Umbagai. Against: Nil CARRIED 9/0</p>	25/12/2025	1/06/2026	14 April 2026 - Discussions continue, progress ongoing.
Council	26/02/2026	Brazil, Jill	Brazil, Jill	Corporate Services	Part Lease of Fitzroy Crossing Visitors Centre	<p>RESOLUTION 09/26 Moved: Eliot Money Seconded: Trish Gault That Council by ABSOLUTE MAJORITY:</p> <p>1. ENDORSES the assignment of the lease for Fitzroy Crossing Visitors Centre to Marra Worra Worra Aboriginal Corporation for civic purposes; and 2. NOTES the proposed lease fee in the Confidential Attachment 2 Extract Schedule 1 Draft Lease Fitzroy Crossing Visitors Centre, are subject to final negotiation; and 3. AUTHORISES the Chief Executive Officer to sign and make any final amendments to the lease for Fitzroy Crossing Visitors Centre with Marra Worra Worra Aboriginal Corporation for six years with the option of additional five years amendments including finalising the lease fee; and 4. APPROVE finalised lease fee as to be included as income in the 2025/26 Annual Budget – General Ledger account 3140235 ADMIN - Other Income Relating to Administration. In Favour: Peter McCumstie, Kerrissa O'Meara, Adam Cornish, Trish Gault, Eliot Money, Val Ross, Laurie Shaw and Leah Umbagai. Against: Nil. CARRIED 8/0 BY ABSOLUTE MAJORITY</p>	12/03/2026	1/06/2026	14 April 2026 - Negotiations ongoing to finalise.
Council	26/03/2026	Neate, Wayne	Neate, Wayne	Infrastructure	Disposal of Fleet Vehicles	<p>RESOLUTION 22/26 Moved: Leah Umbagai Seconded: Adam Cornish That Council by ABSOLUTE MAJORITY, APPROVES:</p> <p>1. The disposal of the following vehicles by public auction; Plant number 103 14KW – 2018 Toyota Landcruiser ute Plant number 105 7KW – 2018 Toyota Landcruiser ute Plant number 121 36KW – 2015 Toyota Camry Unregistered – 2016 Toyota Camry 2. Income from the sale of the vehicles being allocated to account 51403500 PWD – Proceeds on Disposal of Assets. In Favour: Peter McCumstie, Adam Cornish, Trish Gault, Eliot Money, Val Ross, Laurie Shaw and Leah Umbagai. Against: Nil. CARRIED 7/0 BY ABSOLUTE MAJORITY</p>	9/04/2026	1/06/2026	30 April 2026 - Vehicles are in the process of being put to public auction.

9.6 GOVERNANCE AND COMPLIANCE - INTERNAL CONTROLS**File Number:** 5476**Author:** Aaron Gloor, Acting Manager Corporate Services**Responsible Officer:** Tamara Clarkson, Chief Executive Officer**Authority/Discretion:** Executive**SUMMARY**

The Audit, Risk and Improvement 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.

This report provides Council an update on the status of internal control management matters within the Shire.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

Local Government (Audit) Regulations 1996 outline the functions of a local government audit committee. At a meeting dated 26 October 2023, Council confirmed the current Audit, Risk and Improvement Committee purpose to include, not exclusively, review the Chief Executive Officer's systems and procedures and progress its implementation.

Due to an increased focus on the accountability and transparency of local governments, a review of the effectiveness of all business processes is considered 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.

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 an annual legislative requirement and is reported to the Audit, Risk and Improvement Committee meeting, prior to being submitted to Council for endorsement.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 2.7 outlines the role of local government including overseeing the allocation of the local government’s finances and resources

Local Government Act 1995 Section 5.41 outlines the role of the Chief Executive Officer as responsible for managing the local government’s administration and operations

Local Government Act 1995 Section 7.1A states that a local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it

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 employees 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 employees on legislative compliance

CONSULTATION

Nil.

COMMENT

This report highlights to Council the actions taken by the Chief Executive Officer to ensure compliance and to minimise risk. It also promotes an improved understanding by officers, of the strategic risk/compliance expectations of Council. Administration is continuing to build best practice in this area using staff training, information sessions and the provision of support.

Audit, Risk and Improvement Committee Meeting Minutes

21 May 2026

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Internal Controls Report - April 2026  

COMMITTEE RESOLUTION AC21/26

Moved: *Trish Gault*

Seconded: *Jeffrey Porra*

That the Audit, Risk and Improvement Committee recommend that Council NOTE the information contained in the attached Internal Controls report – April 2026.

In Favour: *Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.*

Against: *Nil*

CARRIED 4/0

Shire of Derby / West Kimberley
Internal Controls - Compliance Calendar as at April 2026

Calendar task	Category	Legislation	Due	Comment	Status
C338 Grants Acquittal - Local Government Heritage Consultancy Grant Acquittal of funding to engage a consultant to undertake a Local Heritage Survey.	Operational Task	Heritage Act 2018	30 Jun 2025	April 2026 - 70% Complete The Draft Heritage Survey has been approved by Council and will be updated prior to going out for community consultation. Consultant required to update project.	Grant - In Progress
C372 Acquittal Report - Regional North Local Government Assistance Financial Program 2023. The Shire has received funding to support the development of a new Local Planning Scheme. As part of this agreement the Shire is required to provide the Department with a final report for the project, including the final, endorsed strategy.	Compliance Requirement	Planning and Development (Local Planning Schemes) Regulations 2015	31 Jul 2025	April 2026 - 70% Complete Draft LPS with WAPC for consent to advertise.	Grant - In Progress
C166 Aerodrome Manual Review (Derby and Fitzroy Crossing) Derby and Fitzroy Crossing Aerodrome Manuals to be reviewed annually.	Operational Task		October 2025 - October 2026	October 2025 - Review - 100% Complete April 2026 - Ongoing work post-review - 50% Complete The manuals review is complete. Officers are now in the process of working through CASA findings some of which are related to the manual. An additional review process is being undertaken by officers noting issues with the manuals - expected completion date 30 June 2026	Ongoing Action Item
C349 Acquittal Report - FAA1 The Shire has received funding from the Department of Local Government, Sport and Cultural Industries to; * Upgrade the lighting system at the Fitzroy Crossing Oval, and * Develop a masterplan for the Fitzroy Crossing Multi-purpose Centre (including evacuation centre).	Compliance Requirement		30 Nov 2025	April 2026 CITS has advised they have been contacted by the Minister's Office for advice related to the variation request. No update from the Minister's Office has yet been provided on the timeline for the outcome of this request. 24/03/2026 - Have contacted Local Member's Office to request an update on the progress of this request. CITS indicated last week they haven't had anything come through at their end. Ms D'Anna's staff have advised she is currently consulting with Ministers who have an interest in the project (Sport and Rec, Emergency Management, Regional Development, Kimberley). Can't advise timeframe but hopeful it won't be too much longer. 3/03/2026 - Met with CITS last week on FAA1 proposal. They have advised they believe the request is still sitting with the local member as they have not received a ministerial request in relation to the project yet. 20/01/2026 - The Shire is currently discussing with CITS and Local Member for a variation to be made to the Recreation and evacuation component of the grant. A formal variation will be made to the agreement when discussions are finalised. This will include an amendment to the acquittal date. In the meanwhile CITS has advised the acquittal is not required to be submitted at this stage and will advise new due date once variation negotiations have been completed.	Grant - In Progress
C42-9.1 Asset Management Plan Review Update the Asset Management Plan to be included in the outcomes of the Corporate Business Plan Review.	Compliance Requirement	Local Government Act 1995 Local Government (Administration) Regulations 1996	31 Mar 2026	April 2026 - 90% Complete Reviewed as part of the adopted Council plan. Work has now commenced on the details of plans for each asset class.	Progressing

9.7 GOVERNANCE AND COMPLIANCE - AUDIT LOG

File Number: 5476
Author: Aaron Gloor, Acting Manager Corporate Services
Responsible Officer: Tamara Clarkson, Chief Executive Officer
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 and Nil by Responsible Officer.

BACKGROUND

The Audit, Risk and Improvement 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 1995 Section 7.1A requires a local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.

Local Government (Audit) Regulations 1996 Regulation 17 requires the Chief Executive Officer to review certain systems and procedures.

Local Government (Financial Management) Regulations 1996 Part 2 Section 6.10 provides requirements for general financial management of the local government.

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 educate employees on legislative compliance
Reputation: Adverse media and lack of community confidence	Possible	Moderate	Medium	Continue to build and monitor internal procedures and to ensure legislative compliance

CONSULTATION

Internal.

COMMENT

The below table highlights the current status of the Shire’s Audit Log.

STATUS	NUMBER
Identified risk items at beginning of reporting	94
Risk Items added to register since inception	47
Completed (Since 23 May 2024)	117
TOTAL OUTSTANDING	24

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

- 1. Shire of Derby / West Kimberley Internal Controls - Audit Log - Confidential**

COMMITTEE RESOLUTION AC22/26**Moved:** *Trish Gault***Seconded:** *Jeffrey Porra***That the Audit, Risk and Improvement Committee recommend that Council:**

1. **NOTE** the information contained in the attached Audit Log – April 2026.
2. **DIRECT** the Chief Executive Officer to prioritise audit findings and present an updated report to June 2026 Ordinary Meeting of Council for endorsement.

In Favour: *Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.***Against:** *Nil***CARRIED 4/0**

9.8 OUTSTANDING DEBT - APRIL 2026**File Number:** 5174 & 5112**Author:** Aaron Gloor, Senior Finance Officer**Responsible Officer:** Jill Brazil, Director Corporate Services**Authority/Discretion:** Information**SUMMARY**

The Audit, Risk and Improvement Committee receive the outstanding rates and outstanding sundry debtors reports quarterly to provide strategic direction as required.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

The Audit, Risk and Improvement Committee will 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

Sundry Debtors Collection Policy

Outstanding Rates Collection Policy

Financial Hardship Policy

FINANCIAL IMPLICATIONS

Outstanding Rates and Service Charges totalling \$1,665,578.40

Outstanding Sundry Debtors (non-rates) totalling \$600,683.01

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	Continue to proactively approach 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 (non-rates) charges by age as well as the movement of this debt over a rolling five-month period.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Debt Summary Report - April 2026  

COMMITTEE RESOLUTION AC23/26

Moved: Trish Gault

Seconded: Jeffrey Porra

That the Audit, Risk and Improvement Committee recommend that Council RECEIVE the information contained in the report detailing outstanding rates and sundry debtors as at 30 April 2026.

In Favour: Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.

Against: Nil

CARRIED 4/0



Rates Debt Summary Report - 2025/2026

Total Rates & Service Charges in arrears at rates levy date 25/26 \$1,230,911.44
 Total Rates & Service Charges Levied for FY 2025/26 \$12,994,407.29
 Total Collected YTD From Outstanding Rates & Service charges \$12,559,740.33
 Total Rates & Service Charges Outstanding as at 30 April 2026 \$1,665,578.40

Total Outstanding Balance from Instalment Payers \$29,417.51

Total Balance of Debt Currently Referred to CS Legal (102 Debtors) \$1,248,735.42

	Total Debt					Debt Movement (January - April)
	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	
GRV (Residential, Commercial & Industrial)	\$ 1,889,990.05	\$ 1,771,182.70	\$ 1,560,703.38	\$ 1,413,890.62	\$ 1,364,170.51	\$ (407,012.19)
Mining UV (Mining Tenements)	\$ 171,997.90	\$ 173,040.06	\$ 145,659.52	\$ 145,025.28	\$ 142,603.69	\$ (30,436.37)
Rural UV (Pastoral properties)	\$ 402,250.66	\$ 234,066.90	\$ 93,048.90	\$ 95,097.80	\$ 97,080.68	\$ (136,986.22)
Non-Rateable	\$ (1,693.62)	\$ (1,674.87)	\$ (1,657.88)	\$ 769.84	\$ (3,526.90)	\$ (1,852.03)
Non-Rateable UV Exempt	\$ (3,100.37)	\$ (3,098.91)	\$ (3,097.59)	\$ (3,134.54)	\$ (8,991.45)	\$ (5,892.54)
Non-Rateable GRV Exempt (Waste & ESL Charges)	\$ 74,879.36	\$ 75,416.59	\$ 74,851.19	\$ 75,398.56	\$ 74,241.87	\$ (1,174.72)
Total	\$ 2,534,323.98	\$ 2,248,932.47	\$ 1,869,507.52	\$ 1,727,047.56	\$ 1,665,578.40	\$ (583,354.07)

Comments
Majority of work now in the debt collection space, working with CS Legal to clear outstanding debt.

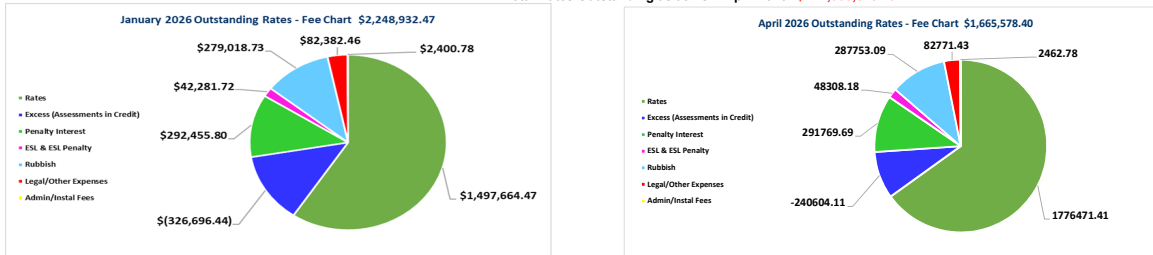
	Debt Older Than Three Years	23/24	24/25	25/26	Credit Balances	Total Outstanding
COMMERCIAL - GRV	\$0.00	\$7,839.13	\$50,059.68	\$233,447.87	-\$4,269.05	\$287,077.63
INDUSTRIAL - GRV	\$4,608.92	\$11,250.19	\$15,936.13	\$68,721.70	-\$29,053.69	\$71,463.25
MINING - UV	\$0.00	\$0.00	\$10,424.50	\$136,064.95	-\$3,885.76	\$142,603.69
NON-RATEABLE	\$1,458.88	\$766.16	\$196.45	\$845.18	-\$6,793.57	-\$3,526.90
NON-RATEABLE/EXEMPT - GRV	\$33,476.10	\$10,856.41	\$12,619.68	\$18,435.10	-\$1,145.42	\$74,241.87
NON-RATEABLE/EXEMPT - UV	\$0.00	\$0.00	\$190.86	\$98.04	-\$9,280.35	-\$8,991.45
OTHER LOCATIONS - GRV	\$0.00	\$0.00	\$0.00	\$256.26	\$0.00	\$256.26
RESIDENTIAL - GRV	\$281,751.04	\$127,264.37	\$215,071.92	\$473,051.18	-\$118,143.86	\$984,125.00
RURAL - UV	\$615.68	\$2,219.67	\$47,373.94	\$237,974.56	-\$191,103.17	\$97,080.68
URBAN FARMLAND - GRV	\$3,737.85	\$4,486.67	\$6,207.85	\$6,816.00	\$0.00	\$21,248.37
Total	\$325,648.47	\$164,682.60	\$358,081.01	\$1,175,710.84	-\$363,674.87	\$1,665,578.40

Comparison of Current FY to Previous FY		
	2024/25	2025/26
Total rates and charges outstanding and levied at commencement of rating year	\$13,318,609.54	\$14,225,318.73
Unpaid rates and charges 30 April	\$1,912,566.72	\$1,665,578.40
Percentage Outstanding	14.36%	11.71%



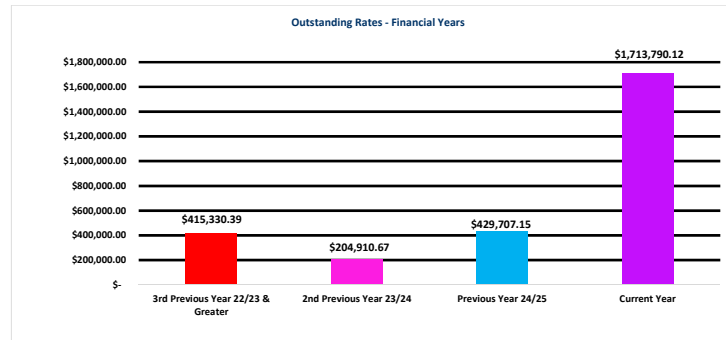
Report to Audit Committee - Rates Debt Overview
April 2026

Total Rates Outstanding as at EOM April 2026 \$ 1,665,578.40



Rates and Service Charges Levied 2025/2026

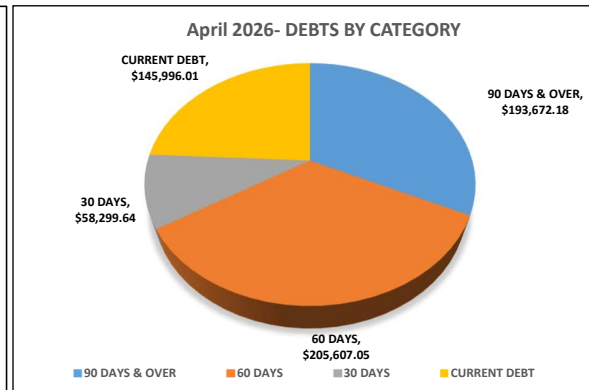
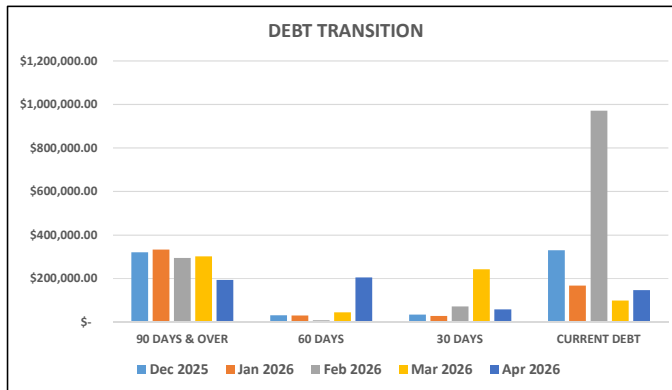
Levied at 15th July 2025	
Rates	\$ 10,124,883.51
Waste	\$ 2,591,198.50
ESL	\$ 278,325.28
Total Levied 25/26	\$ 12,994,407.29
Arrears	\$ 1,230,911.44
Total Outstanding (As at 15/07/2025)	\$ 14,225,318.73





NON-RATES DEBT SUMMARY REPORT - 2025/2026

	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	Changes (Jan- Apr)
90 DAYS & OVER	\$ 320,457.42	\$ 332,794.93	\$ 294,500.18	\$ 301,986.15	\$ 193,672.18	-\$ 139,122.75
60 DAYS	\$ 31,154.08	\$ 29,874.81	\$ 8,155.29	\$ 44,916.71	\$ 205,607.05	\$ 175,732.24
30 DAYS	\$ 33,842.18	\$ 27,593.09	\$ 71,685.19	\$ 241,701.97	\$ 58,299.64	\$ 30,706.55
CURRENT DEBT	\$ 329,900.05	\$ 166,990.32	\$ 971,395.20	\$ 97,855.90	\$ 145,996.01	-\$ 20,994.31
CREDIT BALANCE	-\$ 2,418.72	-\$ 2,688.58	-\$ 2,540.99	-\$ 2,585.48	-\$ 2,891.87	-\$ 203.29
TOTAL	\$ 712,935.01	\$ 554,564.57	\$ 1,343,194.87	\$ 683,875.25	\$ 600,683.01	\$ 46,118.44



90+ Days Debt Comparison by Year						
Apr-20	Apr-21	Apr-22	Apr-23	Apr-24	Apr-25	Apr-26
\$295,793.65	\$498,595.84	\$372,579.77	\$1,955,696.00	\$269,858.05	\$524,691.96	\$193,672.18

90+ Days Outstanding Debt over \$1000 30/04/2026			
DEBTOR	TOTAL	COMMENTS	DEBTOR CODE
Tristans Lawnmowing	\$ 2,063.24	Multiple waste charges from 31/01/2023 to present. Statements and follow-up requests have been issued to this debtor without response. Due to the age of the debt and the continued operation of the business we may look to recommended revoking access to the waste site until these charges are cleared.	TLW
Act Eco Homer	\$ 64,705.49	Multiple waste charges from 14/06/2024 to present. Debtor originally 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. Recent contact has been made with the debtor to clarify discrepancies in certain invoices, including the correct measurements that should have been applied. The debtor is currently working with the Shire to resolve this matter and has provided some information on an invoice where they believe they have been overcharged. Officers have requested a meeting to look at the remaining invoices in dispute and are awaiting the debtor to provide a suitable time.	AEH
Unreel Adventure Safaris	\$ 5,269.03	May 2025 wharf usage charge and annual rent charge for Area 1 of the Derby Wharf. Finance and previous ports manager made several attempts via phone and email to secure payment for these outstanding invoices without success. Given the operator is likely to continue operation at the commencement of the next tourist season we will recommend that future wharf bookings are not granted until this debt is cleared.	UNR
Mowanjum Aboriginal Corporation - Mowanjum Station & Knowsley Agricultural	\$ 107,116.42	Mowanjum is currently responsible for the payment of rates on two pastoral properties in the Shire with the combined total of rates outstanding at \$104,792.08. This debt is an accumulation of current debt as well as arrears back to 23/24. Mowanjum has previously communicated with the Shire and made payments towards the debt via an arrangement without ever achieving full clearance of the balance. In the 25/26 FY the Shire has not yet received communication from Mowanjum with regards to these assessments and the matter was referred to CS Legal in November 2025. CS Legal records indicated that there has been no response to letters of demand and no payments have been received. Officers will instruct CS Legal to initiate further legal proceedings through the magistrates court.	A600190 and A500420
Mowanjum Aboriginal Corporation	\$ 53,200.44	Waste charges that were raised in 2020. These charges relate to Mowanjum's use of the Derby waste facility for residential waste from 2016 through to 2020. The total payable in the original invoice was \$158,371.30, these charges were disputed by Mowanjum at the time and subsequently reduced by 50% to \$79,185.65 in October 2020 via Council Resolution 170/20. On the 18th of June 2021 Mowanjum made a payment of \$26,395.21 via a payment arrangement. From this point no further payments were made by Mowanjum who then proceeded to take the matter to the Ombudsmen in 2022. The Ombudsmen made no ruling in Mowanjum's favour and at this point Mowanjum indicated they would be seeking legal advice. There has been no further communication from Mowanjum with regards to this debt nor has the Shire received any communication from Mowanjum's legal representatives. The Shire now believes that these charges may be recovered after expected administrative changes at Mowanjum.	MJU

Burrinunga Aboriginal Corporation	\$ 69,527.30	This debt relates to residential bin charges dating back to 2018 for the group of houses at 18-32 Panton Street Derby. The matter has previously progressed through CS Legal who concluded that due to the nature of the houses, the enforcement of the debt through legal proceedings is difficult as the Shire does not realistically have the ability to exercise our power of sale. The director of the corporation has also previously stated they have no income and no ability to repay this debt. Following this conclusion the Shire wrote to the minister for Local Government's office but a response was not received. The Shire has also attempted to secure payment through the Department of Housing and Works, Aboriginal Housing & the section of the Department of Housing and works that deals specifically with remote area housing. All of these avenues have been unsuccessful to date with each area advising they were not responsible for the payment of these charges. The Shire has most recently been advised to communicate with the Derby office of the Department of Housing and Works however these contact attempts have not been responded to. At this stage the Shire may need to engage directly again with the minister's office or potentially cease collection of waste at this location. The latter option is problematic given the implications this would have from a health/waste recovery point of view.	A107124
Beyond Potential Group Pty Ltd	\$ 4,243.72	Multiple Waste Charge invoices that company has disputed as they believe the charges are incorrect. Officers have requested that the business outline where the inaccuracies are on their invoices in order to investigate further. To date the business owner have not provided further detail. Once the business has confirmed what the invoice inaccuracies are, officers will be in a position to investigate further.	BPG
Broome Cabinets	\$ 1,280.34	Waste Charge Invoice from June 2025 & Interest Charges, emails and monthly statements have been sent to debtor however no contact has been received.	1000
Abuelitas Shop	\$ 1,715.81	An invoice issued in March 2025 remains outstanding. The debtor had previously entered into a payment arrangement of \$350 per week. However, no payments have been received since December 2025. The Shire has issued regular email correspondence and monthly statements to the debtor, reminding them of the outstanding balance. To date, no response or communication has been received. The Shire will make further attempts to contact the debtor to seek resolution of the matter.	ABS

10 URGENT BUSINESS

Nil.

11 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

COMMITTEE RESOLUTION AC24/26

Moved: *Trish Gault*

Seconded: *Peter McCumstie*

That Council CONSIDERS the confidential report(s) listed below in a meeting closed to the public in accordance with Section 5.23(2) of the *Local Government Act 1995*:

11.1 High-Level Service Review Report

This matter is considered to be confidential under section 5.23 - (4)(a) of the *Local Government Act* as it deals with Legal advice, or other information, over which the local government holds legal professional privilege.

In Favour: *Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.*

Against: *Nil*

CARRIED 4/0

At 4:44 PM the meeting was closed to the public. Aaron Gloor, Steve Ross, Rowan Scott and Paris Millar left the room and did not return. Christie Mildenhall disconnected from the electronic meeting call (Teams) and did not return.

COMMITTEE RESOLUTION AC25/26

Moved: *Trish Gault*

Seconded: *Jeffrey Porra*

That the Audit, Risk and Improvement Committee recommend that Council NOTE the information contained in the High-Level Service Review Report.

In Favour: *Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.*

Against: *Nil.*

CARRIED 4/0

COMMITTEE RESOLUTION AC26/26

Moved: *Trish Gault*

Seconded: *Peter McCumstie*

That the Audit, Risk and Improvement Committee Meeting reopen the meeting to the public.

In Favour: *Danielle Cornish, Jeffrey Porra, Peter McCumstie and Trish Gault.*

Against: *Nil.*

CARRIED 4/0

At 4:48 PM the meeting reopened to the public.

12 CLOSURE

12.1 Date of Next Meeting

The next meeting of Audit, Risk and Improvement Committee will be held Thursday 20 August 2026 at Council Chambers, 31 Clarendon Street, Derby.

12.2 Closure of Meeting

The Presiding Member closed the meeting at 4:48pm.

These minutes were confirmed at a meeting on

.....

Signed:

Presiding Person at the meeting at which these minutes were confirmed.

Date:

REPORTS

14 EXECUTIVE SERVICES

14.1 CONSULTATION DRAFT – FITZROY-DERBY WATER RESOURCES MANAGEMENT PLAN

File Number: GR/S/1

Author: Wayne Neate, Director Infrastructure

Responsible Officer: Tamara Clarkson, Chief Executive Officer

Authority/Discretion: Advocacy

SUMMARY

This report seeks Council to consider a response to the Consultation Draft – Fitzroy-Derby Water Resources Management Plan provided by the Department of Water and Environmental Regulation (DWER).

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

DWER began consulting on water planning in 2018, as part of a whole-of-government approach to expand the Fitzroy River National Park and develop a management plan to ensure Fitzroy River's long-term health and sustainable economic development in the catchment. The Western Australia Government is committed to 'not allow damming of the Fitzroy River or its tributaries'.

DWER have completed several rounds of consultation on water planning in the plan area, including:

- Consultation on the Derby groundwater allocation plan: for public comment (DWER 2020a)
- Consultation on Managing water in the Fitzroy River catchment: discussion paper for consultation (Government of Western Australia 2020)
- A water forum, following release of the position paper (Government of Western Australia 2023)
- Engagement with Traditional Owners, stakeholders and community members in 2025 while drafting this combined plan, summarised in Consultation summary – Fitzroy–Derby water planning (DWER 2026c).

This consultation has culminated in the development of the Consultation draft – Fitzroy–Derby water resources management plan which is now out for public comment.

STATUTORY ENVIRONMENT

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
4. Environment	4.1 Our natural environment	4.1.1 Take advantage of, protect and promote natural attractions and environmental features
4. Environment	4.3 Sustainability	4.3.1 Commit to sustainable environmental practices

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Reputation: Not providing a response to the consultation paper may result in the Shire not receiving feedback on the matter.	Possible	Moderate	Medium	Provide a letter of response to DWER.

CONSULTATION

The plan DWER has put forward is based on the consultation with Traditional Owners, water users, local communities, government agencies and stakeholders. Officers of Council have over time attended numerous meetings regarding the management of the water catchment area.

COMMENT

The Shire has secured the water it requires to undertake its operations into the future for its reserves and other purposes. Balancing the economic development with the request of residents is key, as the community’s voice highlights the need to take a conservative approach to the extraction of water.

Within the plan, it highlights concerns that many people have maintained about the potential impacts of water abstraction. People have also shown interest in water-based development opportunities – provided that these are done in a way that:

- Protects the Fitzroy River as a free-flowing system
- Protects water-dependent ecological, cultural, heritage and social values
- Ensures decisions affecting Country and Traditional Owners are respectful
- Cautiously approaches the development of groundwater abstraction given the highly variable climate and currently available baseline data
- Enables a more resilient pastoral industry
- Is based on transparency, sound science, and effective monitoring and compliance.

The State Government has developed Fitzroy River Policy positions which are as follows;

1. The State Government will not allow the Fitzroy River or its tributaries to be dammed.
2. The State Government supports the licensed take of groundwater only where it is shown to be sustainable.
3. The State government will restrict access to Alluvial and Devonian Reef aquifers.
4. The State Government confirms that no additional surface water will be licensed.
5. The State Government will establish a Fitzroy Aboriginal Water Reserve.
6. The State Government supports a process that enables Traditional Owners to exercise their water-related cultural heritage and Native Title rights and provide advice to water planning and licensing.
7. The State Government expects developments to avoid or minimise impacts on ecological, cultural and social values.
8. The State Government supports aligning water licensing requirements with other regulatory decisions in a transparent way.
9. The State Government supports a considered approach to water developments.
10. The State Government remains committed to establishing an advisory group.

These positions reaffirm that statements around a more conservative approach

In summary, the draft Consultation Draft – Fitzroy-Derby Water Resources Management Plan manages the resource, being the Fitzroy River catchment, by adopting a conservative approach to the extraction of water as the science behind and the volumes of the water are not proven. Notably, a conservative approach is backed by Traditional Owners across the catchment area, as well as some sections of the community want an increase in overland flow offtake and potential increase in groundwater take for economic development. It is recognised that a majority of community and officers note, a conservative approach may be beneficial at this time until the evidence and knowledge of the catchment is more advanced.

The full summary of the main details of the plan are as follows.

Expected **Environmental** outcomes:

- 1) The Fitzroy River and its tributaries remain free flowing and protected from the adverse impacts of surface water and groundwater abstraction.
- 2) Water regimes (quantity and quality) of all water sources and connectivity between sources are maintained within their natural range and in line with a changing climate, so that:
 - natural groundwater discharge to river pools, wetlands and springs is maintained
 - aquifer-to-aquifer connectivity is maintained, particularly in the dry season
 - biodiversity and ecological integrity of water dependent ecosystems are protected
 - sites of cultural significance are protected, including Aboriginal heritage and the West Kimberley national heritage place
 - people can continue to rely on the Fitzroy River and its tributaries for recreation, food and cultural connection, now and into the future.
- 3) Inland movement of the naturally occurring saltwater interface is monitored and managed in aquifers along the King Sound coastline and estuaries.

Expected **Water Use** outcomes

- 4) The water regimes of all water sources (quantity and quality) are maintained, to:
 - provide a sustainable water supply to water users
 - ensure salinity levels are maintained within the same salinity class in bores and aquifers in the Derby Peninsula subarea.
- 5) Groundwater meets the needs of current and future communities, for:
 - existing and future drinking water supplies for towns and Aboriginal communities (as a priority)
 - existing licensed entitlements
 - an ongoing, resilient pastoral industry
 - ongoing uses exempt from licensing, including household and gardens, stock watering, and firefighting
 - ongoing native title purposes^ that are non-licensable
 - public amenity demand for future urban growth of the Derby township and community.
- 6) Economic development is supported through considered groundwater allocations and development, with groundwater available in the Plan Area for:
 - general licensing purposes, such as irrigating crops to support diversified pastoral operations and other commercial activities.
 - native title parties' economic development or benefit (the Fitzroy–Derby Aboriginal Water Holding^)

Expected **Community** outcomes

- 7) Collaboration and partnerships are encouraged and help strengthen knowledge sharing, transparency, monitoring, evaluation and adaptive management.
- 8) Aboriginal interests, cultural values, heritage, and custodianship of Country are recognised in water resources management. This includes that:
 - Traditional Knowledge is considered alongside contemporary science
 - Traditional Owners are engaged early and ongoingly in water licensing
 - Traditional Owners' responsibilities are recognised (their responsibilities to prevent damage to Country and to ensure community wellbeing).

The outcomes are generally supported at an officer level and recognise the allowance for the expansion of the native title owner's potential for economic expansion.

The paper is generally supported in its current form, however there are several components that do need further clarification or further explanation within the paper which are as follows;



1. That greater scientific basis be provided for allocation limits, particularly relating to estimated recharge and the extraction based on the recharge assumptions and climate change moving forward
2. The Shire supports adaptive management but considers that adaptive management should be supported by clearly defined trigger-response mechanisms which have not been defined.
3. Has the effect of climate change been incorporated into the plan?
4. Has there been a mechanism for the public reporting of data and management outcomes of the plan into the future?

The officers overall support the intent of the plan but recommend that these four points above be clarified by the department when the final plan is ready for release.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. **Letter - Response to Consultation Draft – Fitzroy-Derby Water Resources Management Plan**  

RECOMMENDATION

That Council:

1. **ENDORSE** the letter responding to the Consultation Draft – Fitzroy-Derby Water Resources Management Plan provided by the Department of Water and Environmental Regulation which generally supports outcomes 1 through to 8 of the plan with some questions and points of clarification.
2. **DIRECT** the Chief Executive Officer to submit the letter to Department of Water and Environmental Regulation.



OUR REF: GR/S/1

YOUR REF:

DATE: 25 June 2026

To Whom It May Concern,

Submission on the Draft Fitzroy – Derby Water Plan 2026

The Shire of Derby–West Kimberley considered the plan at its ordinary June Council meeting and would like to make the following comments on the Draft Fitzroy–Derby Water Plan 2026. The Shire acknowledges the importance of protecting the river system and recognises the significant cultural, environmental and economic values it holds for Traditional Owners, residents and pastoralists within the Shire and beyond.

The Shire supports the intent of the draft plan, noting the prior consultation undertaken. The Shires understands and acknowledges the conservative approach taken, one that safeguards the resource while still allowing for measured and sustainable economic development opportunities across the region. This position is reflected in the views of Traditional Owners across the catchment.

While there is also interest within parts of the community in increasing overland flow offtake and groundwater extraction to support further development, we consider that any such expansion should be deferred until a more comprehensive, evidence-based understanding of the catchment is available. This is also reflected in the outcomes contained within the report as follows;

Expected Environmental outcomes

- 1) The Fitzroy River and its tributaries remain free flowing and protected from the adverse impacts of surface water and groundwater abstraction.
- 2) Water regimes (quantity and quality) of all water sources and connectivity between sources are maintained within their natural range and in line with a changing climate, so that:
 - natural groundwater discharge to river pools, wetlands and springs is maintained
 - aquifer-to-aquifer connectivity is maintained, particularly in the dry season
 - biodiversity and ecological integrity of water dependent ecosystems are protected
 - sites of cultural significance are protected, including Aboriginal heritage and the West Kimberley national heritage place
- people can continue to rely on the Fitzroy River and its tributaries for recreation, food and cultural connection, now and into the future.

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Shire of Derby / West Kimberley

3) Inland movement of the naturally occurring saltwater interface is monitored and managed in aquifers along the King Sound coastline and estuaries.

These three outcomes are supported by the Shire

Expected Water Use outcomes

4) The water regimes of all water sources (quantity and quality) are maintained, to:

- provide a sustainable water supply to water users
- ensure salinity levels are maintained within the same salinity class in bores and aquifers in the Derby Peninsula subarea.

5) Groundwater meets the needs of current and future communities, for:

- existing and future drinking water supplies for towns and Aboriginal communities (as a priority)
- existing licensed entitlements
- an ongoing, resilient pastoral industry
- ongoing uses exempt from licensing, including household and gardens, stock watering, and firefighting
- ongoing native title purposes[^] that are non-licensable
- public amenity demand for future urban growth of the Derby township and community.

6) Economic development is supported through considered groundwater allocations and development, with groundwater available in the Plan Area for:

- general licensing purposes, such as irrigating crops to support diversified pastoral operations and other commercial activities.
- native title parties' economic development or benefit (the Fitzroy–Derby Aboriginal Water Holding[^])

The Shire notes in this section that the existing users requirements are maintained, also noting that there is potential for increased potential for aboriginal business opportunities.

Expected Community outcomes

7) Collaboration and partnerships are encouraged and help strengthen knowledge sharing, transparency, monitoring, evaluation and adaptive management.

8) Aboriginal interests, cultural values, heritage, and custodianship of Country are recognised in water resources management. This includes that:

- Traditional knowledge is considered alongside contemporary science
- Traditional Owners are engaged early and ongoingly in water licensing

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- Traditional Owners' responsibilities are recognised (their responsibilities to prevent damage to Country and to ensure community wellbeing).

These two outcomes are supported by the Shire

The Shire believes that decisions regarding the future of the water management should be guided by robust data and demonstrated outcomes, ensuring the long-term sustainability of the water resource for all stakeholders and therefore would like to raise the following points and questions;

1. Noting that robust data is required, that a greater scientific basis be provided for allocation limits, particularly relating to estimated recharge and the extraction based on the recharge assumptions and climate change moving forward;
2. The Shire supports adaptive management but considers that adaptive management should be supported by clearly defined trigger-response mechanisms which have not been defined;
3. Has the effect of climate change been incorporated into the plan?
4. Has there been a mechanism for the public reporting of data and management outcomes of the plan into the future?

The Shire would like to thank the Department for the opportunity to comment and the collaborative approach taken by the department over this journey to this point and look forward to any further discussions regarding the plan. If responses could be provided to the points above it would be greatly appreciated.

If you have any further queries of the Shire could you please contact Wayne Neate Director of Infrastructure by phoning 9191 0999 or email at Wayne.Neate@sdwk.wa.gov.au.

Yours sincerely,

Tamara Clarkson
Chief Executive Officer

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14.2 DERBY PORT - TRANSFER OF MANAGEMENT TO KIMBERLEY PORTS AUTHORITY**File Number: 9010.13.2****Author: Tamara Clarkson, Chief Executive Officer****Responsible Officer: Tamara Clarkson, Chief Executive Officer****Authority/Discretion: Executive****SUMMARY**

The purpose of this report is to endorse the Chief Executive Officer to progress management and control of the Port to the Kimberley Ports Authority (KPA). This will see all ongoing operations, maintenance and liabilities be the responsibility of KPA, while retaining on behalf of the community certain important community access provisions along with Shire involvement in future port use decisions.

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

The Shire operates the Port under a Head Lease and a Management Agreement with the State Government, with KPA taking on the responsibilities of the Lessor, on the State's behalf.

Shire of Derby/West Kimberley has held the lease and management agreements for the Port of Derby area since 1997, inclusive of the wharf and boat ramp and marine surrounds. The current lease and management agreements expire in 2040. The Shire is responsible for operating the port in accordance with these two agreements and its respective requirements. The Shire is currently responsible for all operational liabilities.

At its meeting held 31 July 2025 (CC073/25), Council (Commissioner) resolved:

COMMITTEE RESOLUTION CC073/25

Moved: Mr Jeff Gooding

That Council (Commissioner):

1. *Acknowledges the importance to community of continued access for recreational use of the jetty and boat ramps;*
2. *Acknowledges the importance to community of ensuring the Shire continues to be included in potential trade negotiations;*
3. **Determines that management of Derby Port's day to day operations is not a core or funded priority of the Shire;**
4. **Adopts the 'in-principle' position that direct management and control of Derby Port should be conditionally returned to State Government (Kimberley Port Authority) in lieu of the Shire;**
5. **Authorises the Chief Executive Officer to propose to the Kimberley Ports Authority, and to negotiate, terms that:**
 - (a) **Conditionally surrenders the current lease of Derby Port from the Kimberley Ports Authority to the Shire;**
 - (b) **Without limiting (5) above, as part of negotiations, the Chief Executive Officer is to ensure terms that secure reasonable continued Community *and* recreation use of the jetty and boat ramps;**
 - (c) **Shire involvement in future trade development options for the Derby Port; and**
 - (d) **~~Continuation~~ *Confirmation* from KPA, that all existing sub lease or formal use arrangements on the Derby Port land will be novated across to existing users.**
6. **Authorises the Chief Executive Officer to propose to the Kimberley Ports Authority, and to negotiate, an agreed *draft* termination of the current Management Agreement between the Kimberley Ports Authority and the Shire, to be signed by Council (Commissioner); and**
~~**Authorises the application of the common seal on documents if negotiated to the Chief Executive Officer's satisfaction pursuant to (2), (2) and (4) above.**~~
7. *Directs the Chief Executive Officer to present draft agreement to Council for final endorsement.*

In Favour: Mr Jeff Gooding

Against: Nil

CARRIED 1/0

STATUTORY ENVIRONMENT

Local Government Act 1995 S3.1 (General function) outlines that the general function of a local government is to provide for the good government of persons in its district and that a liberal approach is to be taken to the construction of the scope of that general function consideration.

S 3.58 provides that a local government must dispose of property (including land, buildings, and capital assets) by public auction, public tender, or by giving local public notice.

Local Government (Functions and General) Regulations 1996 Reg 30 exempts specific dispositions of land by local governments from the public notice and competitive bidding requirements mandated by S 3.58 of the Act.

Head Lease and a Management Agreement - The Shire operates the Port under these agreements (with the State Government, through KPA taking on the responsibilities of the Lessor).

Port Authorities Act 1999 (WA) outlines the roles and responsibilities of KPA. This includes:

- To facilitate trade and to plan for growth and development of the Port
- To control business and other activities in the Port
- To be responsible for the safe and efficient operation of the Port
- To maintain and preserve property controlled by the Port
- To protect the environment in which the Port operates
- To use port assets for profit
- To act in accordance with prudent commercial principles

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The Port is a considerable piece of infrastructure, and its operations are complex, risky and contain significant unfunded liabilities.

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
<p>Legal & Compliance:</p> <p>The current status under the lease imposes quite onerous duties and responsibilities on the Shire for the maintenance of the asset which are outside core local government activities</p>	Possible	Major	High	Surrender the lease.

<p>Financial:</p> <p>Economic opportunities for the Shire to sub-lease the Port are foregone</p>	<p>Possible</p>	<p>Minor</p>	<p>Low</p>	<p>Approximately 27 years have passed without this hope being successfully realised. Any risk of economic opportunities foregone must be weighed against the identified risks of the Shire continuing management. If a sub-lease arrangement was available, it is speculative as to whether it would be lucrative enough to outweigh the maintenance/management costs.</p>
<p>Reputation:</p> <p>Access to the public removed for the jetty and recreational boat ramps.</p>	<p>Possible</p>	<p>Major</p>	<p>High</p>	<p>Ensure agreement in writing that access will be retained.</p> <p>Keep the community informed where compliance is not possible.</p>

CONSULTATION

Kimberley Ports Authority.

COMMENT

The port agreements have been in place for approximately 27 years and the state’s Department of Transport (the Lessor) did not play a proactive role overseeing them.

The challenge is to address the requirements of the KPA, with the competing needs of the service delivery to the community. The capacity of the Shire to meet the expectations of the Masterplan are low. Increasing that capacity in the closure of any realistic development, particularly in light of the Shire’s prevailing budget constraints, is unrealistic.

Previous elected Councils’ commitment to retain a development option is to be commended, however balances costs and benefits in a more cost constrained environment, means that strategy needs to be reconsidered.

The Port has a number of challenges:

- 60-year-old original wharf that has had minimal maintenance and is in a poor condition
- Low structural load carrying capacity – not suitable for large cranes and cargo
- Ship loader and conveyor structure in disrepair and needs to be demolished
- Recreational boat launching ramp adjacent to the wharf which is regularly used
- Severely restructured by tides, suitable for barging operations and smaller vessels only

- No prospect to and dredge due to capital maintenance costs
- Limited readily available land close to the wharf
- Generally, not suitable for current shipping and logistic requirements, apart from barging operations.

Local Government's role in the Port extends to planning and building approvals which then regulates land use around the port, for example the recreational boat ramp. Servicing this aging function is a key component of core port operational responsibilities. Preserving this function is a not negotiable for the Shire, on behalf of the community.

Management of ports is not core service delivered by a local government.

The State Government is responsible for port operations across Western Australia, including oversight of KPA. KPA manages the ports of Derby, Yampi Sound and Wyndham under agreements, and directly operates the Port of Broome, which is the principal deep-water port servicing the Kimberley region.

While the Derby Port may present a number of strategic opportunities that the Shire can continue to support, such as servicing small domestic vessels, facilitating bulk transshipping and enabling potential defence-related activity due to its proximity to Royal Australian Air Force Base Curtin, the overall management of a port is not a core service traditionally delivered or funded by local government.

It is the Shire's position that it should not bear primary responsibility for addressing the complex and increasingly technical requirements now being pursued by KPA as part of contemporary port management. These responsibilities are more appropriately managed by a specialised port authority or State agency with the necessary expertise and resources.

Despite this, under the existing Management Agreement, the Shire is currently responsible for the day-to-day operations of the Port. This includes managing access, maintenance, compliance, and coordination with port users. These responsibilities and related liabilities, place a significant burden on the Shire's limited staff and financial resources at a time when continued heightened constraints are a high priority for Council.

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS

- 1. Agreement for the Surrender of the Port Management Lease, the Termination of the Port Management Agreement and Grant of a new Lease over the Boat Ramp Area and Recreational Area - Confidential**
- 2. Port of Derby - Boat Ramp Areas and Recreational Areas Lease and Licence - Confidential**
- 3. Port of Derby - Deed of Surrender of Port Management Lease and Termination of Port Management Agreement - Confidential**

RECOMMENDATION**That Council by ABSOLUTE MAJORITY:**

- 1. AUTHORISE the Chief Executive Officer to execute the Port of Derby - Agreement for the Surrender of the Port Management Lease, the Termination of the Port Management Agreement and Grant of a new Lease over the Boat Ramp Area and Recreational Area;**
- 2. APPROVE the disposal of associated assets as identified in the Port of Derby - Agreement for the Surrender of the Port Management Lease, the Termination of the Port Management Agreement and Grant of a new Lease over the Boat Ramp Area and Recreational Area;**
- 3. AUTHORISE the Chief Executive Officer to execute the Deed of Surrender of Port Management Lease and Termination of Port Management Agreement - Port of Derby; and**
- 4. AUTHORISE the Chief Executive Officer to execute the Port of Derby - Boat Ramp Area and Recreational Area Lease and Licence; and**
- 5. DIRECT the Chief Executive Officer to ensure ongoing consultation with Kimberley Ports Authority to ensure community and recreation use of the jetty and boat ramps.**

15 CORPORATE SERVICES

15.1 ADOPTION OF THE DRAFT ANNUAL BUDGET 2026/27

File Number: 5120

Author: Jill Brazil, Director Corporate Services

Responsible Officer: Tamara Clarkson, Chief Executive Officer

Authority/Discretion: Executive

SUMMARY

To consider and adopt the draft Annual Budget 2026/27 comprising the following:

1. Rates, Minimum Payments and Instalment Payment Arrangements;
2. Fees and Charges Schedule;
3. Council Member Fees and Allowances;
4. Municipal Fund Budget;
5. Materiality Threshold for variance reporting;

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

Council Members have been briefed on annual budget considerations consistently throughout the year and feedback sought and received.

These briefings covered the draft capital works program, budget reviews and the service delivery expectations based on the Council Plan. A rates workshop was held 9 April 2026.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.2 requires that not later than 31 August each year, or such extended time as the Minister allows, each local government is to prepare and adopt (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Local Government Act 1995 Divisions 5 and 6 of part 6 refers to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft Annual Budget 2026/27 as presented is considered to meet statutory requirements.

Local Government (Administration) Regulations 1996

Waste Avoidance and Resource Recovery Act 2007

Salaries and Allowances Act 1975 - Salaries and Allowances Tribunal Determination no. 1 of 2026

Superannuation Guarantee (Administration) Act 1992

Planning and Development Act 2005 and associated Regulations

Health Act 1911 and associated Regulations

Freedom of Information Act 1992 and associated Regulations

Litter Act 1979 and associated Regulations

Dog Act 1976 and associated Regulations

Cat Act 2011 and associated Regulations

Australian Accounting Standards Board (AASB) Standards

POLICY IMPLICATIONS

Significant Accounting Policies, Rating Administration and Council Members Fees and President’s Allowances.

FINANCIAL IMPLICATIONS

The Annual Budget is the primary financial document for the 2026/27 financial year and sets the parameters for expenditure of Shire resources. The draft Annual Budget 2026/27 provides for the following income and expenditure:

- Operating Revenue \$20,118,883
- Operating Expenditure \$34,968,359
- Capital Expenditure \$20,061,293
- Capital Revenue \$18,027,857

All amounts quoted in this report are exclusive of GST, unless otherwise stated.

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
<p>Business Interruption: Financial: Legal and Compliance: Operations: Reputation:</p> <p>Council does not endorse the budget with the consequential risk of deferred cash flow and thus inability to meet financial commitments.</p>	Unlikely	Major	Extreme	Adopt the draft Annual Budget 2026/27 as presented.

CONSULTATION

Internal.

Moore Australia (WA) Pty Ltd.

COMMENT

The draft Annual Budget 2026/27 for the year ending 30 June 2027 is prepared and delivers on the Shire's strategies adopted in the Council Plan and Long-Term Financial Plan.

The budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and AASB Standards.

The draft Annual Budget 2026/27 is a balanced budget that reflects the efficiencies and improvements that have occurred over the last year.

Key considerations include:

- Quarterly Budget Reviews;
- Focussed strategic approach to attract grant funding;
- Improved asset management planning;
- Implementing service efficiencies across Fitzroy Crossing and Derby;
- Improved systems and record management;
- Continued proactive debtor management and improved debt recovery;
- Ongoing review of Gross Realisation Value (GRV) rating for capital improvements and change in land use;
- Review of plant and fleet and disposal of underutilised fleet; and
- Ongoing internal review, quality assurance and governance considerations.

Preparation of the draft Annual Budget 2026/27 includes the following considerations:

- While number of employees has reduced, the draft budget includes a scheduled increase of 4.6% under current enterprise bargaining agreements influenced by both the National Consumer Price Index (CPI) and State Minimum Wage directions for Awards;
- Increased mandatory superannuation guarantee contributions under the *Superannuation Guarantee (Administration) Act 1992* to 12%;
- Increases of 4.6% for utilities and 10% for insurance.

The draft Annual Budget 2026/27 is as fiscally responsible as the Shire's resource raising capacity can provide for, and this draft budget continues to attempt to maintain service levels; and continues the Shire's ongoing focus on aspects like road and community infrastructure. The Shire's asset management requirements however, are not fully accommodated, and therefore without additional injections of funds (including from State and Federal governments) will continue to deteriorate more quickly than they can be maintained.

General Rates, Minimum Payments and Instalment Payment Arrangements

As part of the budget process, Council must determine the general rate in the dollar and minimum payments for the 2026/27 Financial Year.

In regard to operations, materials and contractor costs have continued to escalate on the back of global supply chain shortages and economic disruption in the Gulf. While employee numbers have reduced, salary has escalated in line with inflation, resulting in increases forecast to operating expenses in 2026/27.

Council, as part of the numerous workshop sessions, has been cognisant of these impacts in developing the draft Annual Budget 2026/27 and recognised the need for a prudent rate increase which will keep pace with increased cost pressures.

Following deliberations and feedback provided at the Council Budget Workshops, it was identified that a suitable rate of revenue was required to achieve a balanced budget 2026/27 which was achievable via a 6.1% rate revenue increase. The rate yield will represent 100% of the Shire’s operating income.

The setting of minimum rates payments within rating categories recognises that every property within the district receives some minimum level of benefit from the works and services provided by the Shire, which is shared by all properties regardless of size, value and use.

The proposed Rate in the Dollar (RID) and Minimum Payment for each rating category is summarised in the table below:

General Rate Category	Rate in the Dollar (cents)	Minimum Payment
GRV	\$0.16002	\$1,745.00
UV	\$0.14829	\$742.00

Instalment Interest, Penalty Interest and Other Administration Fees

Under section 6.45 and 6.51(1) of the Act, Council can charge interest on unpaid rates and rates paid on an approved instalment plan. The maximum interest rate for outstanding rates and other monies owed to Council is prescribed by Regulation 70 of the FMR and is currently 11%.

Shire of Derby/West Kimberley provides for a 5.5% instalment interest charge to ratepayers who elect to pay by instalments and 11% penalty interest for those that do not pay by instalments.

Under FMR 67, instalment charges are set to provide full or partial reimbursement of administration costs. The individual instalment transaction fee of \$22.00 is set to reflect the administration cost in handling the instalment options provided to ratepayers.

A nominal \$65.00 administration fee is proposed to recover a portion of the administrative costs incurred when actioning requests to enter into alternative payment arrangements which demand significant time for officers to process.

Due Dates for the Payment of Rates and Treatment of Non-Payment of Debts

Proposed rate notice issue date is Wednesday 15 July 2026, the due dates for the payment of rates are proposed as below:

Instalment Option	Payment Due Date
<u>Full Payment</u>	19 August 2026 or 35 days after the date of issue appearing on the rate notice, whichever is the later
<u>Two Instalments</u>	19 August 2026 or 35 days after the date of issue appearing on the rate notice, whichever is later, including all arrears and half the current rates and service charges; and 17 November 2026 or 3 months after the due date of the first instalment, whichever is later.
Instalment Option	Payment Due Date
<u>Four Instalments</u>	19 August 2026 or 35 days after the date of issue appearing on the rate notice whichever is later, including all arrears and a quarter of the current rates and service charges; 20 October 2026 or 2 months after the due date of the first instalment, whichever is later; 21 December 2026 or 2 months after the due date of the second instalment, whichever is later; and 15 February 2027 or 2 months after the due date of the third instalment, whichever is later.

In addition to the above, alternative payment arrangements are available to ratepayers to meet their obligations by end of financial year.

Rates Payment Incentive

The Rates Payment Incentive Scheme (the payment incentive) is offered in lieu of Early Payment Discount. The payment incentive consists of a prize draw with a total value of \$5,000 to be drawn through ten prizes of \$500 each. The prize draw is open to rate assessments paid in full, including all arrears and outstanding interest charges by 4.00pm Wednesday 5 August 2026. Government departments and agencies, commercial enterprises, Council Members and employees of the Shire and partners, are ineligible and will be excluded from the draw.

Council Member Allowances

It is proposed that Council Member Fees and Allowances are set at the minimum amount as prescribed in *Salaries and Allowances Act 1975 - Salaries and Allowances Tribunal Determination no. 1 of 2026*.

Fees and Charges

The fees and charges were reviewed to maximise full cost recovery potential without hindering patronage for services. The fees and charges were presented to Council in May to enable implementation from 1 July 2026.

Capital Works Program

The Capital Works Program (excluding repayment of Borrowings and Reserve Transfers) includes the following major projects:

Project	\$
Camballin Road re-sheeting and Camballin Myroodah Road repairs	\$713,000
Fairbairn Street Blackspot Stage 2	\$1,562,000
Fairfield Leopold Road drainage and re-sheeting	\$510,000
Derby Civic Centre building works	\$1,297,000
Fitzroy Crossing Hall	\$10,000,000
Nicholson Oval replacement lighting	\$1,800,000

Borrowings

The benefits of extending the current Western Australian Treasury Corporation (WATC) Short-Term Lending Facility by three (3) years to 30 June 2029, has been identified and discussed with Council, staff and external consultants. This will enable the Shire to continue to focus on meeting the needs of the community.

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS

1. Shire of Derby /West Kimberley Draft Budget 2026/27 [↓](#) 
2. Shire of Derby / West Kimberley Fees and Charges Schedule 2026/27 [↓](#) 

RECOMMENDATION

That Council by **ABSOLUTE MAJORITY**:

1. **ADOPT** the following general rates and minimum payments on Gross Rental and Unimproved Values:

General Rate Category	Rate in the Dollar (cents)	Minimum Payment
GRV	\$0.16002	\$1,745.00
UV	\$0.14829	\$742.00

and;

2. **NOTE** under section 6.34 of the *Local Government Act 1995* the revenue estimated to be yielded by the general rates imposed for the 2026/27 financial year will be 100% of the Draft 2026/27 Annual Budget deficiency.

RECOMMENDATION

That Council by **ABSOLUTE MAJORITY APPROVE** the following due dates for the payment of rates in full, and service charges by instalments:

Rates notice issue date: 15 July 2026

Full payment due date: 19 August 2026 or 35 days after the date of issue appearing on the rate notice whichever is the later

Two payments option:

- **First instalment:** 19 August 2026 or 35 days after the date of issue appearing on the rate notice whichever is later, including all arrears and half the current rates and service charges; and
- **Second instalment:** 17 November 2026 or 3 months after the due date of the first instalment, whichever is later.

Four payments option:

- **First instalment:** 19 August 2026 or 35 days after the date of issue appearing on the rate notice, whichever is later, including all arrears and a quarter of the current rates and service charges;
- **Second instalment:** 20 October 2026 or 2 months after the due date of the first instalment, whichever is later;
- **Third instalment:** 21 December 2026 or 2 months after the due date of the second instalment, whichever is later; and
- **Fourth instalment:** 15 February 2027 or 2 months after the due date of the third instalment, whichever is later.

RECOMMENDATION

That Council by **ABSOLUTE MAJORITY** pursuant to Section 53 of the *Cemeteries Act 1986*, Regulation 53(2) of the *Building Regulations 2012* and Section 67 of the *Waste Avoidance and Resources Recovery Act 2007* **ADOPT**:

1. private swimming pool inspection fee of \$78.00;
2. the fees and charges for the Derby and Fitzroy Crossing Cemeteries be set as per the adopted Fees and Charges Schedule 2026/27; and
3. the following charges for the removal and deposit of domestic and commercial waste:

Residential Premises

Description	Amount
General Waste Service per week - (annual charge) includes: <ul style="list-style-type: none"> • 240 litre bin collected weekly 	\$1,072
Additional Service Charges (annual charge) includes: <ul style="list-style-type: none"> • Additional 240 litre bin collected weekly 	\$1,209

GST is not applicable.

Commercial Premises

Description	Amount
Commercial Waste Service (annual charge) includes: <ul style="list-style-type: none"> • 240 litre bin collected weekly 	\$1,538
Additional Service Charges (annual charge): <ul style="list-style-type: none"> • Additional 240 litre bin collected weekly 	\$1,728
Commercial Waste Service (annual charge) Additional Service per day/week	\$1,209

GST is not applicable.

RECOMMENDATION

That Council **ADOPT** the following Rates Payment Incentive Scheme Prize Draw for the 2026/27 Financial Year. The prize draw with a total value of \$5,000 funded from Municipal Fund for ten prizes of \$500 each.

RECOMMENDATION

That Council by ABSOLUTE MAJORITY:

- 1. ADOPT an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$22.00 for each instalment after the initial instalment is paid;**
- 2. ADOPT an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option;**
- 3. ADOPT an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable;**
- 4. ADOPT an administration fee of \$65.00 to be imposed on any ratepayers who wishes to negotiate a rates special payment arrangement; and**
- 5. ADOPT a rate of interest of 11% applicable to any amount of money owing to the local government (other than rates or service charges).**

RECOMMENDATION

Fees and Charges

That Council by ABSOLUTE MAJORITY ADOPT the Fees and Charges Schedule 2026/27.

RECOMMENDATION

Council Members' Fees and Allowances

That Council by ABSOLUTE MAJORITY ADOPT the following annual fees and allowances for payment to Council Members:

- (a) Attendance Fees – President - \$17,238**
- (b) Attendance Fees – Council Member - \$17,238**
- (c) President Allowance – \$17,825**
- (d) Deputy President Allowance – \$4,456**
- (e) Telecommunication Allowance – per Council Member \$500**

RECOMMENDATION

That Council **ADOPT** the level to be used in statements of financial activity in 2026/27 for reporting material variances being 10% or \$30,000, whichever is the greater amount.

RECOMMENDATION

That Council by **ABSOLUTE MAJORITY APPROVE** the establishment of the following new cash reserves pursuant to Section 6.11 *Local Government Act 1995*;

- A) Emergency Works Reserve - to be used to fund emergency works required as a result of natural disaster.*
- B) Office Equipment Reserve – to be used to fund future Informational Technology requirements.*

RECOMMENDATION

That Council by **ABSOLUTE MAJORITY ADOPT** the statutory draft Annual Budget 2026/27 including:

- 1. Statement of Comprehensive Income**
- 2. Statement of Cash Flows**
- 3. Statement of Financial Activity**
- 4. Notes to and forming part of the budget(including schedule of Fees and Charges 2026/27)**

SHIRE OF DERBY-WEST KIMBERLEY
ANNUAL BUDGET
FOR THE YEAR ENDED 30 JUNE 2027
LOCAL GOVERNMENT ACT 1995
TABLE OF CONTENTS

Statement of Comprehensive Income	2
Statement of Cash Flows	3
Statement of Financial Activity	4
Index of Notes to the Budget	5
Schedule of Fees and Charges	23

The Shire of Derby-West Kimberley a Class 2 local government and conducts the operations of local government with the following community vision:

A place where people want to live, invest, visit and return to.

**SHIRE OF DERBY-WEST KIMBERLEY
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2027**

	Note	2026/27 Budget	2025/26 Actual	2025/26 Budget
Revenue		\$	\$	\$
Rates	2(a)	10,781,115	10,041,363	10,125,245
Grants, subsidies and contributions		4,195,068	14,197,218	11,186,046
Fees and charges	13	4,488,180	5,914,641	4,355,293
Interest revenue	9(a)	387,200	370,540	165,240
Other revenue		240,230	3,608,496	2,636,240
		20,091,793	34,132,258	28,468,064
Expenses				
Employee costs		(11,389,554)	(10,748,081)	(10,885,727)
Materials and contracts		(11,602,669)	(14,019,641)	(12,604,545)
Utility charges		(1,018,200)	(905,243)	(883,650)
Depreciation	6	(8,993,769)	(7,540,741)	(8,029,276)
Finance costs	9(c)	(307,541)	(331,226)	(331,226)
Insurance		(977,500)	(859,660)	(856,069)
Other expenditure		(570,328)	(523,638)	(743,405)
		(34,859,561)	(34,928,230)	(34,333,898)
		(14,767,768)	(795,972)	(5,865,834)
Capital grants, subsidies and contributions		17,723,641	7,350,039	14,858,333
Profit on asset disposals	5	27,090	0	24,055
Loss on asset disposals	5	(108,798)	(950,513)	0
		17,641,933	6,399,526	14,882,388
Net result for the period		2,874,165	5,603,554	9,016,554
Total other comprehensive income for the period		0	0	0
Total comprehensive income for the period		2,874,165	5,603,554	9,016,554

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

**SHIRE OF DERBY-WEST KIMBERLEY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2027**

	Note	2026/27 Budget	2025/26 Actual	2025/26 Budget
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		\$ 11,201,115	\$ 9,538,336	\$ 10,125,245
Grants, subsidies and contributions		4,249,123	14,617,508	11,145,091
Fees and charges		4,488,180	5,914,641	4,355,293
Interest revenue		387,200	370,540	165,240
Goods and services tax received		1,953,596	2,059,138	2,003,860
Other revenue		240,230	3,608,496	2,636,240
		22,519,444	36,108,659	30,430,969
Payments				
Employee costs		(11,389,554)	(10,690,227)	(10,885,727)
Materials and contracts		(11,011,869)	(17,101,970)	(12,604,545)
Utility charges		(1,018,200)	(905,243)	(883,650)
Finance costs		(307,541)	(369,854)	(331,226)
Insurance paid		(977,500)	(859,660)	(856,069)
Goods and services tax paid		(1,953,596)	(1,843,015)	(2,003,860)
Other expenditure		(570,328)	(523,638)	(743,405)
		(27,228,588)	(32,293,607)	(28,308,482)
Net cash provided by (used in) operating activities	4	(4,709,144)	3,815,052	2,122,487
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for financial assets at amortised cost - term deposits		0	(253,216)	0
Payments for purchase of property, plant & equipment	5(a)	(12,261,632)	(1,030,586)	(2,138,674)
Payments for construction of infrastructure	5(b)	(7,799,661)	(8,087,094)	(15,348,334)
Proceeds from capital grants, subsidies and contributions		14,847,429	9,038,508	13,716,333
Proceeds from disposal of property, plant and equipment	5(a)	51,000	545	53,000
Proceeds on disposal of financial assets at amortised cost - term deposits		253,216	0	0
Net cash (used in) investing activities		(4,909,648)	(331,843)	(3,717,675)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	7(a)	(797,213)	(5,394,024)	(1,987,273)
Proceeds from new borrowings	7(a)	0	5,000,000	0
Net cash (used in) financing activities		(797,213)	(394,024)	(1,987,273)
Net increase (decrease) in cash held		(10,416,005)	3,089,185	(3,582,461)
Cash at beginning of year		11,538,333	8,449,148	4,868,635
Cash and cash equivalents at the end of the year	4	1,122,328	11,538,333	1,286,174

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

**SHIRE OF DERBY-WEST KIMBERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2027**

OPERATING ACTIVITIES

Revenue from operating activities

Note	2026/27 Budget	2025/26 Actual	2025/26 Budget
	\$	\$	\$
General rates	2(a)(i) 10,256,403	9,555,143	9,631,535
Rates excluding general rates	2(a) 524,712	486,220	493,710
Grants, subsidies and contributions	4,195,068	14,197,218	11,186,046
Fees and charges	13 4,488,180	5,914,641	4,355,293
Interest revenue	9(a) 387,200	370,540	165,240
Other revenue	240,230	3,608,496	2,636,240
Profit on asset disposals	5 27,090	0	24,055
	20,118,883	34,132,258	28,492,119

Expenditure from operating activities

Employee costs	(11,389,554)	(10,748,081)	(10,885,727)
Materials and contracts	(11,602,669)	(14,019,641)	(12,604,545)
Utility charges	(1,018,200)	(905,243)	(883,650)
Depreciation	6 (8,993,769)	(7,540,741)	(8,029,276)
Finance costs	9(c) (307,541)	(331,226)	(331,226)
Insurance	(977,500)	(859,660)	(856,069)
Other expenditure	(570,328)	(523,638)	(743,405)
Loss on asset disposals	5 (108,798)	(950,513)	0
	(34,968,359)	(35,878,743)	(34,333,898)

Non cash amounts excluded from operating activities

3(c) 9,075,477 8,491,254 8,005,221

Amount attributable to operating activities

(5,773,999) 6,744,769 2,163,442

INVESTING ACTIVITIES

Inflows from investing activities

Proceeds from capital grants, subsidies and contributions	17,723,641	7,350,039	14,858,333
Proceeds from disposal of property, plant and equipment	5(a) 51,000	545	53,000
Proceeds from disposal financial assets at amortised cost - term deposits	253,216	0	0
	18,027,857	7,350,584	14,911,333

Outflows from investing activities

Acquisition of property, plant and equipment	5(a) (12,261,632)	(1,030,586)	(2,138,674)
Acquisition of infrastructure	5(b) (7,799,661)	(8,087,094)	(15,348,334)
Payments for financial assets at amortised cost - term deposits	0	(253,216)	0
	(20,061,293)	(9,370,896)	(17,487,008)

Non-cash amounts excluded from investing activities

3(d) (253,216) 253,216 0

Amount attributable to investing activities

(2,286,652) (1,767,096) (2,575,675)

FINANCING ACTIVITIES

Inflows from financing activities

Proceeds from new borrowings	7(a) 0	5,000,000	0
Transfers from reserve accounts	8(a) 283,327	0	1,221,336
	283,327	5,000,000	1,221,336

Outflows from financing activities

Repayment of borrowings	7(a) (797,213)	(5,394,024)	(1,987,273)
Transfers to reserve accounts	8(a) (90,098)	(283,327)	(867,380)
	(887,311)	(5,677,351)	(2,854,653)

Amount attributable to financing activities

(603,984) (677,351) (1,633,317)

MOVEMENT IN SURPLUS OR DEFICIT

Surplus remaining at the start of the financial year

Amount attributable to operating activities	3 8,664,635	4,364,313	2,045,550
Amount attributable to investing activities	(5,773,999)	6,744,769	2,163,442
Amount attributable to financing activities	(2,286,652)	(1,767,096)	(2,575,675)
Amount attributable to financing activities	(603,984)	(677,351)	(1,633,317)
Surplus remaining after the imposition of general rates	3 0	8,664,635	0

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

**SHIRE OF DERBY-WEST KIMBERLEY
FOR THE YEAR ENDED 30 JUNE 2027
INDEX OF NOTES TO THE BUDGET**

Note 1	Basis of Preparation	6
Note 2	Rates and Service Charges	7
Note 3	Net Current Assets	9
Note 4	Reconciliation of cash	11
Note 5	Property, Plant and Equipment	12
Note 6	Depreciation	13
Note 7	Borrowings	14
Note 8	Reserve Accounts	16
Note 9	Other Information	17
Note 10	Council Members Remuneration	18
Note 11	Revenue and Expenditure	19
Note 12	Program Information	21
Note 13	Fees and Charges	22

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

1 BASIS OF PREPARATION

The annual budget of the Shire of Derby-West Kimberley which is a Class 2 local government is a forward looking document and 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 annual budget 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 with exception to the following:

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

Accounting policies which have been adopted in the preparation of this annual budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the annual budget 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 annual budget.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 10 to the annual budget.

2025/26 actual balances

Balances shown in this budget as 2025/26 Actual are estimates as forecast at the time of preparation of the annual budget and are subject to final adjustments.

Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

Rounding off figures

All figures shown in this statement are rounded to the nearest dollar.

Statement of Cashflows

Investing and financing transactions that do not require the use of cash or cash equivalents shall be excluded from a statement of cash flows. Such transactions shall be disclosed elsewhere in the financial statements in a way that provides all the relevant information about these investing and financing activities.

Initial application of accounting standards

During the budget year, the below revised Australian Accounting Standards and Interpretations are expected to be compiled, become mandatory and be applicable to its operations.

- *AASB 2026-1 Amendments to Australian Accounting Standards – Disclosures about Uncertainties in the Financial Statements*
 - *AASB 2024-2 Amendments to Australian Accounting Standards – Classification and Measurement of Financial Instruments*
 - *AASB 2024-3 Amendments to Australian Accounting Standards – Standards – Annual Improvements Volume 11*
 - *AASB 2025-1 Amendments to Australian Accounting Standards – Contracts Referencing Nature-dependent Electricity*
 - *AASB 2025-2 Amendments to Australian Accounting Standards – Classification and Measurement of Financial Instruments: Tier 2 Disclosures*
 - *AASB 2025-3 Amendments to Australian Accounting Standards – Contracts Referencing Nature-dependent Electricity: Tier 2 Disclosures*
 - *AASB 2022-9 Amendments to Australian Accounting Standards – Insurance Contracts in the Public Sector*
- It is not expected these standards will have an impact on the annual budget on initial application.

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- *AASB 2014-10 Amendments to Australian Accounting Standards – Sale or Contribution of Assets between an Investor and its Associate or Joint Venture*
 - *AASB 18 (NFP/super) Presentation and Disclosure in Financial Statements – (Appendix D) [for not-for-profit and superannuation entities]*
 - *AASB 2024-4b Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 and AASB 128 [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]*
- It is not expected these standards will have an impact on the annual budget on initial application.

Critical accounting estimates and judgements

The preparation of the annual budget 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 that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The annual budget is a forward-looking statement and is comprised of management estimates. As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the annual budget.

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
 - Expected credit losses on financial assets
 - Measurement of employee benefits
 - Measurement of provisions

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

2. RATES AND SERVICE CHARGES

(a) Rating Information

Rate Description	Basis of valuation	Rate in dollar	Number of properties	Rateable value*	2026/27 Budgeted rate revenue	2026/27 Budgeted interim rates	2026/27 Budgeted total revenue	2025/26 Actual total revenue	2025/26 Budget total revenue
				\$	\$	\$	\$	\$	\$
(i) General rates									
GRV General	Gross rental valuation	0.160020	1,417	39,829,599	6,373,532	0	6,373,532	6,022,507	6,010,000
UV General	Unimproved valuation	0.148290	149	25,914,567	3,842,871	40,000	3,882,871	3,532,636	3,621,500
Total general rates			1,566	65,744,166	10,216,403	40,000	10,256,403	9,555,143	9,631,500
(ii) Minimum payment									
		Minimum \$							
GRV General	Gross rental valuation	1,745.00	262	1,078,011	457,190	0	457,190	421,120	424,400
UV General	Unimproved valuation	742.00	91	139,695	67,522	0	67,522	65,100	69,300
Total minimum payments			353	1,217,706	524,712	0	524,712	486,220	493,700
Total general rates and minimum payments			1,919	66,961,872	10,741,115	40,000	10,781,115	10,041,363	10,125,200
Instalment plan charges							20,000	18,375	18,000
Instalment plan interest							30,000	29,510	28,000
Late payment of rate or service charge interest							197,000	177,439	104,000
							247,000	225,324	150,000

The Shire did not raise specified area rates for the year ended 30th June 2027.

*Rateable Value at time of adopting budget.

All rateable properties within the district used predominately for non-rural purposes are rated according to their Gross Rental Valuation (GRV), all other properties are rated according to their Unimproved Valuation (UV).

The general rates detailed for the 2026/27 financial year have been determined by Council on the basis of raising the revenue required to meet the estimated deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than general rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum payments have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

2. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

Option 1 (Full Payment)

Full amount of rates and charges including arrears, to be paid on or before 19 August 2026 or 35 days after the date of issue appearing on the rate notice whichever is the later.

Option 2 (Two Instalments)

First instalment to be made on or before 19 August 2026 or 35 days after the date of issue appearing on the rate notice, which ever is the later, including all arrear and half the current rates and service charges and
Second instalment to be paid on or before the 17 November 2026 or 2 months after the due date of the first instalment, whichever is the later.

Option 3 (Four Instalments)

First instalment to be made on or before 19 August 2026 or 35 days after the date of issue appearing on the rate notice, which ever is the later, including all arrear and half the current rates and service charges and
Second instalment to be paid on or before the 20 October 2026 or 2 months after the due date of the first instalment, whichever is the later.
Third instalment to be paid on or before 21 December 2026 or two months after the date of the second instalment, which ever is the later,
Fourth instalment to be paid on or before 18 February 2027 or two months after the due date of the third instalment, whichever is the later.

Instalment options	Date due	Instalment plan	Instalment plan	Unpaid rates
		admin charge	interest rate	interest rates
		\$	%	%
Option one				
Single full payment	19/08/2026	0	0.0%	0.0%
Option two				
First instalment	19/08/2026	22	5.5%	11.0%
Second instalment	17/11/2026	22	5.5%	11.0%
Option three				
First instalment	19/08/2026	22	5.5%	11.0%
Second instalment	20/10/2026	22	5.5%	11.0%
Third instalment	21/12/2026	22	5.5%	11.0%
Fourth instalment	18/02/2027	22	5.5%	11.0%

(c) Service Charges

The Shire did not raise service charges for the year ended 30th June 2027.

(d) Waivers or concessions

The Shire does not anticipate any waivers or concessions for the year ended 30th June 2027.

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

3. NET CURRENT ASSETS

		2026/27 Budget 30 June 2027	2025/26 Actual 30 June 2026	2025/26 Budget 30 June 2026
	Note	Carried forward	Carried forward	Carried forward
(a) Composition of estimated net current assets				
Current assets				
Cash and cash equivalents	4	1,122,328	11,538,333	1,286,171
Financial assets at amortised cost - term deposits		975,801	1,229,017	975,801
Receivables		1,711,177	2,189,777	3,329,571
Inventories		68,657	68,657	65,091
		<u>3,877,963</u>	<u>15,025,784</u>	<u>5,656,641</u>
Less: current liabilities				
Trade and other payables		(1,998,689)	(1,407,889)	(4,481,300)
Contract liabilities		0	(4,545)	1
Capital grant/contribution liability		0	(2,876,212)	1
Long term borrowings	7	(792,045)	(797,213)	(2,077,619)
Employee provisions		(1,215,816)	(1,215,816)	(955,938)
		<u>(4,006,550)</u>	<u>(6,301,675)</u>	<u>(7,514,857)</u>
Net current assets		<u>(128,587)</u>	<u>8,724,109</u>	<u>(1,858,215)</u>
Less: Total adjustments to net current assets	3(b)	<u>128,587</u>	<u>(59,474)</u>	<u>1,858,215</u>
Net current assets used in the Statement of Financial Activity		<u>0</u>	<u>8,664,635</u>	<u>1</u>
(b) Current assets and liabilities excluded from budgeted deficiency				
<p>The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.</p>				
Adjustments to net current assets				
Less: Reserve accounts	8	(1,065,899)	(1,259,128)	(621,845)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings		792,045	797,213	2,077,619
Add: Current liabilities covered by funds held in reserve account				
- Current portion of employee benefit provisions		402,441	402,441	402,441
Total adjustments to net current assets		<u>128,587</u>	<u>(59,474)</u>	<u>1,858,215</u>
Items excluded from calculation of budgeted deficiency				
<p>When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the <i>Local Government Act 1995</i> the following amounts have been excluded as provided by <i>Local Government (Financial Management) Regulation 32</i> which will not fund the budgeted expenditure.</p>				
(c) Amounts excluded from operating activities				
Less: Profit on asset disposals	5	(27,090)	0	(24,055)
Add: Loss on asset disposals	5	108,798	950,513	1
Add: Depreciation	6	8,993,769	7,540,741	8,029,271
Non cash amounts excluded from operating activities		<u>9,075,477</u>	<u>8,491,254</u>	<u>8,005,221</u>
(d) Amounts excluded from investing activities				
Reconciling item - movement between current assets				
- Financial assets at amortised cost - term deposits		(253,216)	253,216	1
Non cash amounts excluded from investing activities		<u>(253,216)</u>	<u>253,216</u>	<u>1</u>

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

3. NET CURRENT ASSETS (CONTINUED)

(e) MATERIAL ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year 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.

PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

INVENTORIES

General

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

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

INVENTORY - LAND HELD FOR RESALE

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Inventory - land held for resale is classified as current except where it is held as non-current based on the Shire's intentions to release for sale.

SUPERANNUATION

The Shire contributes to a number of superannuation funds on behalf of employees and council members. All funds to which the Shire contributes are defined contribution plans.

GOODS AND SERVICES TAX (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CONTRACT LIABILITIES

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

TRADE AND OTHER RECEIVABLES

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

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

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

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

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 BENEFITS

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 determination of the net current asset position.

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the determination of the net current asset position.

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire'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.

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

4. RECONCILIATION OF CASH

(a) Reconciliation of cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

Note	2026/27 Budget	2025/26 Actual	2025/26 Budget
	\$	\$	\$
Cash and cash equivalents	1,122,328	11,538,333	1,286,174
Restrictions			
The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:			
Cash and cash equivalents	90,098	2,910,868	621,845
Restricted financial assets at amortised cost - term deposits	975,801	1,229,017	0
	1,065,899	4,139,885	621,845
The restricted financial assets are a result of the following specific purposes to which the assets may be used:			
Reserve accounts	8 1,065,899	1,259,128	621,845
Contract liabilities	0	4,545	0
Capital grants, subsidies and contribution liabilities	0	2,876,212	0
Total restricted financial assets	1,065,899	4,139,885	621,845

(b) Reconciliation of net cash provided by operating activities

Net result		2,874,165	5,603,554	9,016,554
Non-cash items:				
Depreciation	6	8,993,769	7,540,741	8,029,276
(Profit)/loss on sale of assets	5	81,708	950,513	(24,055)
Changes in assets and liabilities:				
Decrease in receivables		478,600	235,059	0
(Increase) in inventories		0	(43,868)	0
Decrease in other assets		0	135,982	0
(Increase)/decrease in trade and other payables		590,800	(3,155,217)	0
(Increase) in contract liabilities		(4,545)	(101,673)	(40,955)
(Increase)/decrease in capital grants/subsidies liability		(2,876,212)	1,688,469	(1,142,000)
Capital grants, subsidies and contributions		(14,847,429)	(9,038,508)	(13,716,333)
Net cash provided by/(used in) operating activities		(4,709,144)	3,815,052	2,122,487

MATERIAL ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

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

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interest.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 3 - Net Current Assets.

FINANCIAL ASSETS AT AMORTISED COST

The Shire 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.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027

5. PROPERTY, PLANT AND EQUIPMENT

	2026/27 Budget					2025/26 Actual				2025/26 Budget			
	Additions	Disposals - Net Book Value	Disposals - Sale Proceeds	Disposals - Profit	Disposals - Loss	Additions	Disposals - Net Book Value	Disposals - Sale Proceeds	Disposals - Loss	Additions	Disposals - Net Book Value	Disposals - Sale Proceeds	Disposals - Profit
(a) Property, Plant and Equipment	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Buildings	12,057,000	0	0	0	0	1,030,586	0	0	0	1,859,042	0	0	0
Plant and equipment	204,632	(132,708)	51,000	27,090	(108,798)	0	(1,265)	545	(720)	279,632	(28,945)	53,000	24,055
Total	12,261,632	(132,708)	51,000	27,090	(108,798)	1,030,586	(1,265)	545	(720)	2,138,674	(28,945)	53,000	24,055
(b) Infrastructure													
Infrastructure - roads	5,877,603	0	0	0	0	4,580,783	(949,793)	0	(949,793)	9,276,674	0	0	0
Infrastructure - drainage	0	0	0	0	0	612,766	0	0	0	250,000	0	0	0
Infrastructure - airport infrastructure	0	0	0	0	0	0	0	0	0	200,000	0	0	0
Infrastructure - other structures	1,922,058	0	0	0	0	2,893,545	0	0	0	5,621,660	0	0	0
Total	7,799,661	0	0	0	0	8,087,094	(949,793)	0	(949,793)	15,348,334	0	0	0
Total	20,061,293	(132,708)	51,000	27,090	(108,798)	9,117,680	(951,058)	545	(950,513)	17,487,008	(28,945)	53,000	24,055

MATERIAL ACCOUNTING POLICIES

RECOGNITION OF ASSETS

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 *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.

GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

6. DEPRECIATION

By Class

Buildings
Plant and equipment
Infrastructure - roads
Infrastructure - footpaths
Infrastructure - drainage
Infrastructure - wharf
Infrastructure - parks and ovals
Infrastructure - waste facilities
Infrastructure - airport infrastructure
Infrastructure - other structures

By Program

Governance
Law, order, public safety
Health
Education and welfare
Housing
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

2026/27 Budget	2025/26 Actual	2025/26 Budget
\$	\$	\$
2,722,869	1,484,526	1,973,061
478,668	413,070	413,070
4,841,125	4,718,529	4,718,529
26,723	26,576	26,576
45,854	38,836	38,836
631,061	627,473	627,473
29,779	20,378	20,378
16,532	343	343
4,096	23,649	23,649
197,062	187,361	187,361
8,993,769	7,540,741	8,029,276
71,708	89,777	89,777
57,375	54,925	54,925
58,101	42,640	42,640
135,457	102,264	102,264
304,690	247,833	247,833
142,698	95,001	95,001
987,261	733,228	733,228
6,828,037	6,344,840	6,344,840
114,375	97,178	97,178
294,067	(266,945)	221,590
8,993,769	7,540,741	8,029,276

MATERIAL ACCOUNTING POLICIES

DEPRECIATION

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Major depreciation periods used for each class of depreciable asset are:

Buildings	30 to 80 years
Plant and equipment	2 to 20 years
Infrastructure - roads	14 to 80 years
Infrastructure - footpaths	10 to 80 years
Infrastructure - drainage	100 years
Infrastructure - wharf	35 years
Infrastructure - parks and ovals	10 to 100 years
Infrastructure - waste facilities	20 to 50 years
Infrastructure - airport infrastructure	8 to 65 years
Infrastructure - other structures	10 to 50 years

AMORTISATION

The depreciable amount of all intangible assets with a finite useful life, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The assets residual value of intangible assets is considered to be zero and useful live and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income.

SHIRE OF DERBY-WEST KIMBERLEY
 NOTES TO AND FORMING PART OF THE BUDGET
 FOR THE YEAR ENDED 30 JUNE 2027

7. BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan Number	Institution	Interest Rate	Budget	2026/27	2026/27	Budget	2026/27	Actual	2025/26	2025/26	Actual	2025/26	Budget	2025/26	2025/26	Budget	2025/26
				Principal 1 July 2026	Budget New Loans	Budget Principal Repayments	Principal outstanding 30 June 2027	Principal Interest Repayments	Principal 1 July 2025	Actual New Loans	Actual Principal Repayments	Principal outstanding 30 June 2026	Actual Interest Repayments	Principal 1 July 2025	Budget New Loans	Budget Principal Repayments	Principal outstanding 30 June 2026	Principal Interest Repayment
Wharf fenders, boat ramp	145	WATC	6.870%	37,910	0	(37,908)	2	(1,964)	73,342	0	(35,432)	37,910	(4,440)	73,342	0	(35,433)	37,909	(4,4
Staff Housing	146	WATC	6.330%	290,323	0	(65,943)	224,380	(17,350)	352,282	0	(61,959)	290,323	(21,334)	352,282	0	(61,959)	290,323	(21,3
Staff Housing	148	WATC	4.490%	158,955	0	(23,641)	135,314	(6,875)	181,570	0	(22,615)	158,955	(7,902)	181,570	0	(22,615)	158,955	(7,9
Derby Visitors Centre	149	WATC	4.490%	198,694	0	(29,551)	169,143	(8,593)	226,962	0	(28,268)	198,694	(9,877)	226,962	0	(28,268)	198,694	(9,8
Derby Wharf Infrastructure	151	WATC	3.020%	88,968	0	(43,818)	45,150	(2,359)	131,492	0	(42,524)	88,968	(3,652)	131,492	0	(42,524)	88,968	(3,6
Derby Airport & Wharf Infrastructure	152	WATC	1.730%	739,504	0	(206,757)	532,747	(11,902)	942,730	0	(203,226)	739,504	(15,434)	942,730	0	(203,226)	739,504	(15,4
Disaster Recovery Flood Damage	Various	WATC	Various	0	0	0	0	0	5,000,000	0	(5,000,000)	0	(268,587)	5,000,000	0	(1,593,248)	3,406,752	(268,5
General finance	153	WATC	5.324%	5,000,000	0	(389,595)	4,610,405	(258,498)	0	5,000,000	0	5,000,000	0	0	0	0	0	0
				6,514,354	0	(797,213)	5,717,141	(307,541)	6,908,378	5,000,000	(5,394,024)	6,514,354	(331,226)	6,908,378	0	(1,987,273)	4,921,105	(331,2

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.
 The self supporting loan(s) repayment will be fully reimbursed.

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

7. BORROWINGS (CONTINUED)

(b) New borrowings - 2026/27

The Shire does not intend to undertake any new borrowings for the year ended 30th June 2027

(c) Unspent borrowings

The Shire had no unspent borrowing funds as at 30th June 2026 nor is it expected to have unspent borrowing funds as at 30th June 2027.

(d) Credit Facilities

	2026/27 Budget	2025/26 Actual	2025/26 Budget
	\$	\$	\$
Undrawn borrowing facilities credit standby arrangements			
Bank overdraft limit	0	0	0
Bank overdraft at balance date	0	0	0
Credit card limit	80,000	80,000	80,000
Credit card balance at balance date	0	0	0
Total amount of credit unused	80,000	80,000	80,000
Loan facilities			
Loan facilities in use at balance date	5,717,141	6,514,354	4,921,105

MATERIAL ACCOUNTING POLICIES

BORROWING COSTS

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.

Borrowings fair values are based on discounted cash flows using a current borrowing rate.

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

8. RESERVE ACCOUNTS

(a) Reserve Accounts - Movement

	2026/27 Budget				2025/26 Actual				2025/26 Budget			
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by council												
(a) Leave reserve	0	0	0	0	0	0	0	0	402,441	0	(402,441)	
(b) Office building reserve	0	0	0	0	0	0	0	0	314,511	0	(314,511)	
(c) Airport reserve	0	0	0	0	0	0	0	0	28,456	0	(28,456)	
(d) Derby Wharf Maintenance reserve	0	0	0	0	0	0	0	0	3,721	0	(3,721)	
(e) Economic Development reserve	0	0	0	0	0	0	0	0	19,936	0	(19,936)	
(f) Fitzroy Crossing Recreation Hall reserve	0	0	0	0	0	0	0	0	46,771	0	(46,771)	
(g) Staff Housing reserve	159,965	0	0	159,965	159,965	0	0	159,965	159,965	0	(75,500)	84,46
(h) Employee entitlement reserve	402,441	0	0	402,441	402,441	0	0	402,441	0	402,441	0	402,44
(i) Shire building reserve	314,511	0	0	314,511	314,511	0	0	314,511	0	314,511	(220,000)	94,51
(j) Derby Wharf surrounds reserve	3,721	0	0	3,721	3,721	0	0	3,721	0	3,721	0	3,72
(k) Strategic planning reserve	331,719	0	(283,327)	48,392	48,392	283,327	0	331,719	0	99,935	(90,000)	9,93
(l) Fitzroy Crossing building reserve	46,771	0	0	46,771	46,771	0	0	46,771	0	46,772	(20,000)	26,77
(m) Emergency Works reserve	0	60,098	0	60,098	0	0	0	0	0	0	0	0
(n) Office equipment reserve	0	30,000	0	30,000	0	0	0	0	0	0	0	0
	1,259,128	90,098	(283,327)	1,065,899	975,801	283,327	0	1,259,128	975,801	867,380	(1,221,336)	621,84

(b) Reserve Accounts - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
Restricted by council		
(a) Leave reserve	30/06/2026	To be used to fund annual and long service leave requirements.
(b) Office building reserve	30/06/2026	To be used to fund the new Derby administration building.
(c) Airport reserve	30/06/2026	To be used to fund airport maintenance and capital works.
(d) Derby Wharf Maintenance reserve	30/06/2026	To be used to carry out wharf maintenance.
(e) Economic Development reserve	30/06/2026	To promote economic development within the Shire.
(f) Fitzroy Crossing Recreation Hall reserve	30/06/2026	To be used to quarantine funds received from the lease of the FX Recreation Hall to be utilised for any upgrade works.
(g) Staff Housing reserve	ongoing	To be used for the maintenance and capital works of staff housing.
(h) Employee entitlement reserve	ongoing	To be used to cover all employee entitled costs
(i) Shire building reserve	ongoing	To be used to fund the maintenance and capital works on Shire buildings.
(j) Derby Wharf surrounds reserve	ongoing	To be used to carry out improvements and maintenance in Derby wharf surrounds.
(k) Strategic planning reserve	ongoing	To be used for strategic planning projects within the Shire.
(l) Fitzroy Crossing building reserve	ongoing	To be used to fund the maintenance and capital works on Fitzroy Crossing Shire buildings.
(m) Emergency Works reserve	ongoing	To be used to fund emergency works required as a result of natural disasters
(n) Office equipment reserve	ongoing	To be used to fund future IT requirements

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

9. OTHER INFORMATION

The net result includes as revenues

(a) Interest earnings

	2026/27 Budget	2025/26 Actual	2025/26 Budget
	\$	\$	\$
Investments	150,000	158,742	30,000
Late payment of fees and charges *	10,200	4,849	3,240
Other interest revenue	227,000	206,949	132,000
	<u>387,200</u>	<u>370,540</u>	<u>165,240</u>

* The Shire has resolved to charge interest under section 6.13 for the late payment of any amount of money at 11%.

The net result includes as expenses

(b) Auditors remuneration

Audit services	112,000	105,683	120,000
	<u>112,000</u>	<u>105,683</u>	<u>120,000</u>

(c) Interest expenses (finance costs)

Borrowings (refer Note 7(a))	307,541	331,226	331,226
	<u>307,541</u>	<u>331,226</u>	<u>331,226</u>

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

10. COUNCIL MEMBERS REMUNERATION

	2026/27 Budget	2025/26 Actual	2025/26 Budget
	\$	\$	\$
President			
President's allowance	17,825	9,259	17,222
Meeting attendance fees	17,238	8,954	16,655
Annual allowance for ICT expenses	500	269	500
Travel and accommodation expenses	0	4,985	0
Superannuation contribution payments	4,208	0	4,063
	39,771	23,467	38,440
Deputy President			
Deputy President's allowance	4,456	2,315	4,305
Meeting attendance fees	17,238	8,954	16,655
Annual allowance for ICT expenses	500	269	500
Travel and accommodation expenses	0	973	0
Superannuation contribution payments	2,603	0	2,514
	24,797	12,511	23,974
Council member 1			
Meeting attendance fees	17,238	8,954	16,655
Annual allowance for ICT expenses	500	269	500
Travel and accommodation expenses	0	3,013	0
Superannuation contribution payments	2,069	0	1,999
	19,807	12,236	19,154
Council member 2			
Meeting attendance fees	17,238	8,954	16,655
Annual allowance for ICT expenses	500	269	500
Travel and accommodation expenses	0	2,260	0
Superannuation contribution payments	2,069	0	1,999
	19,807	11,483	19,154
Council member 3			
Meeting attendance fees	17,238	8,029	16,655
Annual allowance for ICT expenses	500	241	500
Travel and accommodation expenses	0	518	0
Superannuation contribution payments	2,069	0	1,999
	19,807	8,788	19,154
Council member 4			
Meeting attendance fees	17,238	8,954	16,655
Annual allowance for ICT expenses	500	269	500
Superannuation contribution payments	2,069	0	1,999
	19,807	9,223	19,154
Council member 5			
Meeting attendance fees	17,238	8,954	16,655
Annual allowance for ICT expenses	500	0	500
Travel and accommodation expenses	0	269	0
Superannuation contribution payments	2,069	0	1,999
	19,807	9,223	19,154
Council member 6			
Meeting attendance fees	17,238	8,954	16,655
Annual allowance for ICT expenses	500	269	500
Superannuation contribution payments	2,069	0	1,999
	19,807	9,223	19,154
Council member 7			
Meeting attendance fees	17,238	8,954	16,655
Annual allowance for ICT expenses	500	269	500
Superannuation contribution payments	2,069	0	1,999
	19,807	9,223	19,154
Commissioner			
Meeting attendance fees	0	77,887	0
Other expenses	0	11,200	0
Travel and accommodation expenses	0	306	0
Superannuation contribution payments	0	9,346	0
	0	98,739	0
Total Council Member Remuneration	203,217	204,116	196,492
President's allowance	17,825	9,259	17,222
Deputy President's allowance	4,456	2,315	4,305
Meeting attendance fees	155,142	157,548	149,895
Other expenses	0	11,200	0
Annual allowance for ICT expenses	4,500	2,124	4,500
Travel and accommodation expenses	0	12,324	0
Superannuation contribution payments	21,294	9,346	20,570
	203,217	204,116	196,492

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

11. REVENUE AND EXPENDITURE

(a) Revenue and Expenditure Classification

REVENUES

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specific area rates, minimum payment, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

GRANTS, SUBSIDIES AND CONTRIBUTIONS

All amounts received as grants, subsidies and contributions that are not capital grants.

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*, Regulation 54 of the Local Government (*Financial Management*) Regulations 1996 identifies the charges which can be raised. These are television and radio broadcasting, underground electricity and neighbourhood surveillance services and water. Exclude rubbish removal charges which should not be classified as a service charge. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST REVENUE

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which cannot be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Gain on the disposal of assets including gains on the disposal of long-term investments.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Note: *AASB 119 Employee Benefits* provides a definition of employee benefits which should be considered.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses (such as telephone and internet charges), advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.

Local governments may wish to disclose more detail such as contract services, consultancy, information technology and rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water.

Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expenses raised on all classes of assets.

FINANCE COSTS

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or levies including DFES levy and State taxes. Donations and subsidies made to community groups.

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

11. REVENUE AND EXPENDITURE (CONTINUED)

(b) Revenue Recognition

Recognition of revenue from contracts with customers is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Timing of Revenue recognition
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	On payment and issue of the licence, registration or approval
Airport landing charges	Permission to use facilities and runway	Single point in time	Monthly in arrears	None	On landing/departure event
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Output method based on goods

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

12. PROGRAM INFORMATION

Key Terms and Definitions - Reporting Programs

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

OBJECTIVE

ACTIVITIES

Governance

To provide a decision making process for the efficient allocation of scarce resources.

Includes the activities of members of Council and the administrative support available to the Council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific local government services.

General purpose funding

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

Law, order, public safety

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

Health

To provide an operational framework for environmental and community health.

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

Education and welfare

To provide services to disadvantaged persons, the elderly, children and youth.

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home care programs and youth services.

Housing

To provide and maintain elderly residents housing.

Provision and maintenance of staff and elderly residents housing.

Community amenities

To provide services required by the community.

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

Recreation and culture

To establish and effectively manage infrastructure and resources which will help the social well being of the community.

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

Transport

To provide safe, effective and efficient transport services to the community.

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

Economic services

To help promote the local government and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

Other property and services

To monitor and control operating accounts.

Private works operations, public works overheads, plant repairs and maintenance costs.

**SHIRE OF DERBY-WEST KIMBERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2027**

13. FEES AND CHARGES

	2026/27 Budget	2025/26 Actual	2025/26 Budget
	\$	\$	\$
By Program:			
Governance	1,800	2,935	1,080
General purpose funding	39,800	38,643	35,000
Law, order, public safety	20,880	14,531	25,980
Health	42,060	38,972	42,000
Housing	157,560	165,338	148,340
Community amenities	3,321,400	3,353,541	3,096,000
Recreation and culture	87,700	99,325	111,293
Transport	765,000	2,148,021	785,000
Economic services	29,400	39,110	30,000
Other property and services	22,580	14,225	80,600
	4,488,180	5,914,641	4,355,293

The subsequent pages detail the fees and charges proposed to be imposed by the local government.

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 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	\$78.00	\$85.00
Property enquiry via settlement agent (rating information, and orders and requisitions.)	Per property	Council	N	\$150.00	\$160.00
Property enquiry via settlement agent (rating and building information)	Per property	Council	N	\$205.00	\$215.00
Payment / Instalment Plans					
Alternative payment arrangements	per request	Council	N	\$62.00	\$65.00
Administration Fee on instalments 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	Per property	Statutory	N	\$21.00	\$22.00
Interest on Instalment Plan	Per annum	Statutory	N	5.50%	5.50%
Rating Charges					
Interest on overdue rates and service charges. Calculated daily on rates and service charges unpaid by due date	Per annum	Statutory	N	9%	11%
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	\$46.00	\$49.00
Electoral Roll	per request	Council	N	\$237.00	\$248.00
Interest on overdue sundry debtors. Commence 35 days after date of issue, calculated daily	Per annum	Statutory	N	9%	11%
Freedom of Information Application All other fees and charges in line with FOI Regulations 1993	Per request	Statutory	N	\$30.00	\$30.00
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	\$1.00	\$1.00
Printing / Photocopy - A3 Colour	per page	Council	N	\$2.00	\$2.00
Laminating - A4	per item	Council	N	\$3.00	\$3.00
Laminating - A3	per item	Council	N	\$5.00	\$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	\$800.00
1/2 (Half) Page Advertisement per addition	each	Council	Y	\$400.00	\$400.00
1/4 (Quarter) Page Advertisement per addition	each	Council	Y	\$200.00	\$200.00
1/8th Page Advertisement per addition	each	Council	Y	\$100.00	\$100.00
Shire Special Series Number Plates	Per set	Council	Y	\$345.00	\$361.00

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
05 LAW, ORDER and PUBLIC SAFETY					
Animal Control					
Ranger Charge out	per hour	Council	Y	\$124.00	\$130.00
Animal Trap - Bond	per trap	Council	N	\$52.00	\$50.00
Replacement animal registration tag	per tag	Council	N	\$7.00	\$8.00
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	each		N	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	Council		At cost	At cost
Application for more than 2 Dogs	per application	Council	Y	\$103.00	\$108.00
Animal Control continued					
Dog and Cat Impound Fees					
First impound/seizure - registered dog or cat	each	Council	N	\$60.00	\$63.00
First impound/seizure - unregistered dog or cat	each	Council	N	\$85.00	\$89.00
Second impound/seizure within 12 months	each	Council	N	\$110.00	\$116.00
Third and subsequent impound/seizure within 12 months	each	Council	N	\$160.00	\$168.00
Dog or cat maintenance in pound	per animal per day	Council	N	\$20.00	\$21.00
Parasite treatment if required	each	Council	Y	\$25.00	\$27.00
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	\$131.00
Return dog or cat after business hours. * Dependent on availability of Ranger	each	Council	N	\$150.00	\$157.00
Animal Microchipping - 1 Dog or 1 Cat	each	Council	N	\$55.00	\$58.00
Animal Microchipping - per animal where two or more	each	Council	N	\$50.00	\$53.00
Eligible Pensioners - Animal Microchipping - Dog or Cat	each	Council	N	\$50.00	\$53.00
Eligible Pensioners - Animal Microchipping - Dog or Cat	each	Council	N	\$45.00	\$48.00

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
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	\$129.00	\$135.00
Wethers, ewes, lambs or goats	Each	Council	Y	\$65.00	\$68.00
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	\$256.00	\$268.00
Wethers, ewes, lambs or goats per head	Each	Council	Y	\$129.00	\$135.00
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	\$33.00	\$35.00
Wethers, ewes, lambs or goats per head	Each	Council	Y	\$16.00	\$17.00
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	\$36.00	\$38.00
Impounded Vehicles					
Towing of vehicle from property	per vehicle	Council	Y	\$300.00	\$350.00
Initial impound fee vehicle	Each	Council	Y	\$50.00	\$53.00
Storage Fee - Impounded vehicles	per day	Council	Y	\$10.00	\$11.00
travel to collect abandoned vehicle outside of Derby townsite	per kilometre	Council	Y	\$4.00	\$5.00
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	\$105.00
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

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
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	Council		No Charge	No Charge
Public Event	per event	Council	N	\$100.00	\$110.00
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	Council	Y	\$220.00	\$230.00
Every hour thereafter or pro rata for a part of an hour	per hour	Council	Y	\$110.00	\$114.00
Sampling					
Water Sampling/Analysis *Microbial	per sample	Council	N	\$80.00	\$100.00
Pool Water Sampling	per sample	Council	N	\$58.00	\$110.00
Pool Water Re-Sampling as failed initial test	per sample	Council	N	\$102.00	\$160.00
Bore Water Sampling	per sample	Council	Y	\$78.00	\$100.00
Bore Water Re-Sampling as failed initial test	per sample	Council	Y	\$130.00	\$160.00
Reissue Certificate of Approval - All health related approvals	each	Council	N	\$55.00	\$58.00
Hairdresser/Beauty Therapy/Skin Penetration					
Initial Notification / Application	per premise	Council	N	\$110.00	\$110.00
Annual Inspection Fee	annual	Council	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 (i.e. \$56.00 fee to HDWA)					
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	Council	N	\$500.00	\$500.00
Medium Risk - 2 Assessments per year	each	Council	N	\$300.00	\$300.00
Low Risk - 1 Assessment per year	each	Council	N	\$150.00	\$150.00
Second and Subsequent Re-Assessment	each	Council	N	\$100.00	\$110.00
Food Premises Inspection Fee	per premise	Council	N	\$80.00	\$80.00
Food Premises Re-Inspection Fee (following initial failure)	per premise	Council	N	\$120.00	\$120.00
Transfer Fee	each	Council	N	\$100.00	\$100.00
Stallholders Permit					
Annual Fee	each	Council	Y	\$260.00	\$272.00
Monthly Fee	each	Council	Y	\$60.00	\$63.00
Daily Fee	each	Council	Y	\$30.00	\$32.00
Charitable organisation or community group				No Charge	No Charge

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
Traders Permit					
Annual Fee	each	Council	N	\$1,565.00	\$1,637.00
Monthly Fee	each	Council	N	\$260.00	\$272.00
Daily Fee/One off	each	Council	N	\$55.00	\$58.00
Noise Regulations Fees					
Regulation 13 – (Construction noise). This is a <i>Discretionary fee</i> under the Local Government Act 1995 Section 6.16.	each	Council	N	\$172.00	\$180.00
Regulation 18 – (Concert music).This is a <i>Statutory fee</i> under the Noise Regulation 1997	each	Statutory	N	\$1,000.00	\$1,000.00
08 EDUCATION AND WELFARE					
Youth Services					
Derby Youth Centre - Alcohol is not allowed at this venue					
Community and Non-Government Use - per hour	each	Council	Y	\$16.00	\$17.00
Community and Non-Government Use - half day (up to 5 hours)	each	Council	Y	\$73.00	\$77.00
Community and Non-Government Use - per day	each	Council	Y	\$104.00	\$109.00
Commercial and Government Use - per hour	each	Council	Y	\$32.00	\$34.00
Commercial and Government Use - half day (up to 5 hours)	each	Council	Y	\$146.00	\$153.00
Commercial and Government Use - per day	each	Council	Y	\$194.00	\$203.00
Additional Cleaning Charges per hour (where required)	each	Council	Y	\$118.00	\$124.00
Additional Rubbish Collection by Shire Staff per hour (where required)	each	Council	Y	\$118.00	\$124.00
Staff to attend - Call Out Fee - per hour	each	Council	Y	\$87.00	\$92.00
Late key return, Community and Non-Govt Organisations - for keys not returned within hire period as specified above - per day	each	Council	Y	\$172.00	\$180.00
Late key return, Government and Commercial Organisations - for keys not returned within hire period as specified above - per day	each	Council	Y	\$324.00	\$339.00
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	\$649.00	\$679.00
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	\$324.00	\$339.00
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	\$130.00	\$200.00
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	\$90.00	\$95.00
Burial - Application for Grant of Right of Burial					
Grant of Right of Burial	each	Council	N	\$200.00	\$210.00
Sinking Fees - Ordinary Grave for an adult (1.8 - 2.1m deep)	each	Council	N	\$800.00	\$837.00
Sinking Fees - Grave for any child under 13 years (1.8 - 2.1m deep)	each	Council	N	\$650.00	\$680.00
Sinking Fees - Grave for any stillborn child (1.4m deep)	each	Council	N	\$600.00	\$628.00
Sinking fees - Double Burial Plot (2.4m deep)	each	Council	N	\$900.00	\$942.00
Sinking fees - Family to Dig Grave	each	Council	N	\$500.00	\$523.00

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

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Burial - Extra Charges					
For each additional 0-500mm				No Charge	No Charge
For each additional 500-1000mm or part thereof	each	Council	N	\$185.00	\$194.00
Reopening an ordinary grave for interment or exhumation - Standard Grave	each	Council	N	At Cost + GST	At Cost + GST
Reopening Double Plot for second burial at 1.8m deep	each	Council	N	\$750.00	\$785.00
Interment without due notice under By-law 6	each	Council	N	\$300.00	\$314.00
Re-interment after exhumations	each	Council	N	\$300.00	\$314.00
Weekend or Public Holiday	each	Council	N	\$1,100.00	\$1,151.00
Placement of sashes inside grave - re-dig	each	Council	N	\$165.00	\$173.00
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	\$200.00	\$210.00
Registration of "Transfer of Form of Grant of Right of Burial"	each	Council	N	\$90.00	\$95.00
Renewal of Grant of Burial	each	Council	N	\$200.00	\$210.00
Copy of Right of Burial	each	Council	N	\$90.00	\$95.00
Funeral Director's Annual Licence Fee	each	Council	N	\$310.00	\$325.00
Monumental Mason's Annual Licence Fee	each	Council	N	\$310.00	\$325.00
Permit to erect Headstone/Monument	each	Council	N	\$155.00	\$163.00
Attendance fee to backfill grave	each	Council	Y		At Labour Costs + GST
Late notification fee (burial within 5 days of application)	each	Council	N		\$350.00
Cancellation or re-scheduling fee (Note: If grave has to be filled in and re-dug, additional fees will be charged as per schedule)	each	Council	N		\$350.00
Sanitation					
Refuse Collection					
Residential Rubbish - One collection per bin per week (two during wet season)	per annum	Council	N	\$1,024.00	\$1,072.00
Residential Rubbish - Additional Bin Charge for one collection per week (two during wet season)	per annum	Council	N	\$1,155.00	\$1,209.00
Commercial Rubbish - One collection per bin per week	per annum	Council	N	\$1,470.00	\$1,538.00
Commercial Rubbish - Additional Bin Charge for one collection per week	per annum	Council	N	\$1,652.00	\$1,728.00
Commercial Rubbish - Additional Service per day/week	per annum	Council	N	\$1,155.00	\$1,209.00
Domestic/Commercial Rubbish Bins - Replacement cost per bin	each	Council	Y	\$280.00	\$293.00
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				No Charge	No Charge
Commercial	per m3	Council	Y	\$0.00	\$35.00
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	\$113.00	\$150.00
Not Compacted - per cubic metre or part thereof	per m3	Council	Y	\$92.00	\$97.00
Miscellaneous Waste					
Air Conditioners - General Public				No Charge	No Charge
Air Conditioners - Commercial Business	each	Council	N	\$70.00	\$74.00
Asbestos Disposal per cubic metre	per m3	Council	Y	\$158.00	\$166.00
Asbestos Disposal Minimum Charge	per m3	Council	Y	\$376.00	\$394.00
Batteries				No Charge	No Charge

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

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Car Bodies				No Charge	No Charge
Clinical Waste Disposal - per cubic metre or part thereof	per m3	Council	Y	\$264.00	\$277.00
Disposal of Animal Carcasses - Large animals e.g. horses, cattle, pigs	each	Council	N	\$90.00	\$95.00
E-Waste				No Charge	No Charge
Empty Plastic 205 Litre Drums	each	Council	Y	\$21.00	\$22.00
Empty Steel 205 Litre Drums				No Charge	No Charge
Gas Bottles				No Charge	No Charge
Liquid/Septage/Grease Trap Waste - deposited at Council Facility Note: Arrangements to be made with private contractors	per kilolitre	Council	Y	\$250.00	\$262.00
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	\$70.00	\$74.00
Truck Bodies – See Waste Facility Contractors				No Charge	No Charge
Car Tyres				\$11.00	\$20.00
4WD tyres	each	Council	Y	\$0.00	\$30.00
Light Truck Tyres	each	Council	Y	\$22.00	\$40.00
Truck Tyres	each	Council	Y	\$54.00	\$60.00
Tractor and Large Machinery Tyres	each	Council	Y	\$108.00	\$113.00
Haul Pack/Dump truck Tyres	each	Council	Y	\$1,298.00	\$1,358.00
Any waste from outside the Shire's boundaries will incur double the stated fees above					
Minimum Charge per invoice per month	each	Council	Y	\$27.00	\$29.00
11 RECREATION AND CULTURE					
Kimberley Art and Photographic Prize					
Art Prize					
Artist Entry Fee	each	Council	Y	\$55.00	\$58.00
Artist Entry Fee - Youth	each	Council	Y	\$20.00	\$21.00
Artist Entry Fee - Boab nut category	each	Council	Y	\$15.00	\$16.00
Artist Entry Fee - Concession	each	Council	Y	\$50.00	\$53.00
Commission on sale of works	each	Council	Y	20%	20%
Hanging System - art piece	each	Council	Y	\$40.00	\$40.00
Photographic Awards					
Artist Entry Fee	each	Council	Y	\$35.00	\$37.00
Artist Entry Fee - Youth	each	Council	Y	\$20.00	\$21.00
Artist Entry Fee - Snap and Send category	each	Council	Y	\$0.00	\$0.00
Artist Entry Fee - Concession	each	Council	Y	\$30.00	\$32.00
Commission on sale of works	each	Council	Y	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	\$6.00
Administration fee for lost or damaged items	each	Council	Y	\$5.50	\$6.00
Replacement items	each	Council	Y	at cost	at cost
DVD Case single	each	Council	Y	\$2.00	\$3.00
DVD Case multiple	each	Council	Y	\$4.00	\$5.00
CD Case	each	Council	Y	\$3.50	\$4.00
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	\$116.00
Used Books	each	Council	Y	\$2.20	\$3.00
Used DVD or CD	each	Council	Y	\$2.50	\$3.00
Used Audio Book	each	Council	Y	\$10.50	\$11.00

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

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Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
Programs - Derby Library	each	Council	Y	\$2.50	\$3.00
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	\$4.00	\$4.00
Child 5 to 15 - 1 Month Pool Membership (30 days)	each	Council	Y	\$0.00	\$26.00
Child 5 to 15 - 3 Month Pool Membership	each	Council	Y	\$78.00	\$78.00
Child 5 to 15 - 6 Month Pool Membership	each	Council	Y	\$123.00	\$123.00
Child 5 to 15 - 12 Month Pool Membership	each	Council	Y	\$200.00	\$200.00
Adult 16+ - Casual Entry	each	Council	Y	\$6.00	\$6.00
Adult 16+ - 1 Month Pool Membership (30 days)	each	Council	Y	\$0.00	\$39.00
Adult 16+ - 3 Month Pool Membership	each	Council	Y	\$116.00	\$116.00
Adult 16+ - 6 Month Pool Membership	each	Council	Y	\$233.00	\$233.00
Adult 16+ - 12 Month Pool Membership	each	Council	Y	\$355.00	\$355.00
Concession - Casual Entry	each	Council	Y	\$4.00	\$4.00
Concession - 1 Month Pool Membership (30 days)	each	Council	Y	\$0.00	\$26.00
Concession - 3 Month Pool Membership	each	Council	Y	\$78.00	\$78.00
Concession - 6 Month Pool Membership	each	Council	Y	\$123.00	\$123.00
Concession - 12 Month Pool Membership	each	Council	Y	\$200.00	\$200.00
School/Community Groups - Per student/Child, pool opening hours only	each	Council	Y	\$2.00	\$2.00
Community Pool Event - Pool Entry	each	Council	Y	\$2.00	\$2.00
Family - Casual Entry	each	Council	Y	\$15.00	\$18.00
Family - 1 Month Pool Membership (30days)	each	Council	Y	\$0.00	\$99.00
Family - 3 Month Pool Membership	each	Council	Y	\$295.00	\$295.00
Family - 6 Month Pool Membership	each	Council	Y	\$455.00	\$455.00
Family - 12 Month Pool Membership	each	Council	Y	\$688.00	\$688.00
Note. Family is 2 adults and up to 4 children					
Multi Pass Swim (10 Entry)					
Adult 10 visit pass	each	Council	Y	\$51.00	\$54.00
Child 5 to 15 10 visit pass	each	Council	Y	\$32.00	\$36.00
Concession 10 visit pass	each	Council	Y	\$32.00	\$36.00
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
Aquatic event participant entry (includes Dash and Splash, Derby Swim Classic)	each	Council	Y	\$15.00	\$15.00
Multi Pass Aquatic Programs (10 Entry)					
Adult 10 visit pass	each	Council	Y	\$93.00	\$90.00
Child 5 to 15 10 visit pass	each	Council	Y	\$46.00	\$45.00
Concession 10 visit pass	each	Council	Y	\$74.00	\$72.00
Swimming Lessons and Educational Programs					
Adult (non-member) - Group	each	Council	Y	\$15.00	\$16.00
Adult (member) - Group	each	Council	Y	\$13.00	\$14.00
Junior (non-member) - Group	each	Council	Y	\$13.00	\$14.00
Junior (member) - Group	each	Council	Y	\$11.00	\$12.00
Adult - 1:1 teaching per 30min lesson	each	Council	Y	\$38.00	\$40.00
Junior - 1:1 teaching per 30min lesson	each	Council	Y	\$38.00	\$40.00
Additional Adult/Junior - 1:1 teaching per 30min lesson	each	Council	Y	\$22.00	\$24.00
Bronze Medallion Qualification - Full Course	each	Council	Y	\$216.00	\$216.00

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

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Bronze Medallion Qualification - Requalification Note: Full term is to be paid up front at commencement of program	each	Council	Y	\$108.00	\$108.00
Aquatic other					
Lane Hire	per hour	Council	Y	\$18.00	\$19.00
Community/ education/ NFP Pool Hire (Outside of normal opening hours with prior agreement only. Includes one Pool Operator qualified staff member)	per hour	Council	Y	\$108.00	\$108.00
Commercial Pool Hire (Outside of normal opening hours with prior agreement only. Includes one Pool Operator qualified staff member)	per hour	Council	Y	\$0.00	\$120.00
Pool Hire with Inflatable (Outside of normal opening hours with prior agreement only. Includes one Pool Operator qualified staff member)	per hour	Council	Y	\$155.00	\$155.00
Commercial Pool Hire with Inflatable (Outside of normal opening hours with prior agreement only. Includes one Pool Operator qualified staff member)	per hour	Council	Y	\$0.00	\$170.00
Facility Hire - Exclusive use during ordinary opening hours (e.g. School Carnivals). Includes 1 Pool Operator qualified staff member.	per hire	Council	Y	\$486.00	\$486.00
Additional Lifeguard (compulsory for events over 100 attendees)	per hour	Council	Y	\$52.00	\$52.00
Instructor Fee	per hour	Council	Y	\$52.00	\$52.00
Event Booking Bond* - during operational hours only	per event	Council	Y	\$52.00	\$52.00
Bond* - private booking whole of facility	per event	Council	Y	\$300.00	\$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. The full cost to repair any damage caused to facilities or equipment during the event / hire will be charged to the party responsible for the booking. If a bond was taken for the booking, the Shire will retain the bond and deduct this from the final repair cost.					
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	\$31.00	\$35.00
Two Weeks - All Sessions	per session	Council	N	\$62.00	\$65.00
Recreation Programs					
Adult Recreation Program	per session	Council	N	\$10.00	\$10.00
Junior Recreation Program	per session	Council	N	\$5.00	\$5.00
Recreation Event (Shire run sporting/recreation days)	per session	Council	N	\$0.00	\$15.00
Marquee Hire					
Hire Fee - First day (including labour hire to erect and dismantle)	per hire	Council	Y	\$979.00	\$1,075.00
Hire Fee - Each additional day	per hire	Council	Y	\$206.00	\$225.00
Bond*	per hire	Council	N	\$567.00	\$550.00
Note: It is compulsory for the Shire to erect and dismantle the marquee					
Equipment plus bond					
Public Address System	per hire	Council	Y	\$75.00	\$85.00
Projector	per day	Council	Y	\$50.00	\$55.00
Screen	per day	Council	Y	\$25.00	\$30.00
Bond*	per session	Council	N	\$250.00	\$250.00
Equipment plus bond - Large					
Inflatable Obstacle Course	per hire	Council	Y	\$361.00	\$378.00
Requirement to have Shire staff assist with set up. Minimum one hour required	per hire	Council	Y	as per labour	as per labour
Bond* - Inflatable Obstacle Course	per hire	Council	N	\$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. The full cost to repair any damage caused to facilities or equipment during the event / hire will be charged to the party responsible for the booking. If a bond was taken for the booking, the Shire will retain the bond and deduct this from the final repair cost.					

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

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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	\$155.00	\$170.00
Late key return, Government and Commercial Organisations - for keys not returned within hire period as specified above	each	Council	Y	\$309.00	\$370.00
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	\$618.00	\$650.00
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	\$309.00	\$320.00
Cancellation of Facility Hire Bookings					
14 Days or more prior to booking	each	Council	Y	Full Refund	Full Refund
Between 8 and 13 Days prior to booking	each	Council	Y	75% Refund	75% Refund
Between 2 and 7 Days prior to booking	each	Council	Y	50% Refund	50% Refund
Within 48 Hours of booking	each	Council	Y	No Refund	No Refund
Equipment					
Chairs are included in facility booking fee. They will not be hired for use outside of Council facilities					
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	\$121.00
Staff to attend - Call Out Fee	per hour	Council	Y	\$84.00	\$88.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed					
Bonds					
Bonds can not be waived. In ALL cases where applicable, 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.					
** The full cost to repair any damage caused to facilities or equipment during the event / hire will be charged to the party responsible for the booking. If a bond was taken for the booking, the Shire will retain the bond and deduct this from the final repair cost.					
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 e.g. 10am - 12 midnight, Friday and Saturday only					
Community and Non-Government Organisations - This category covers individuals (e.g.: 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 (e.g.: 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	\$55.00	\$60.00
Community and Non-Government Use	per day	Council	Y	\$164.00	\$180.00
Commercial and Government Use	per hour	Council	Y	\$109.00	\$120.00
Commercial and Government Use	per day	Council	Y	\$327.00	\$360.00
Civic Centre - Alcohol is allowed at this venue					

SHIRE OF DERBY / WEST KIMBERLEY

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Community and Non Government Organisations					
Hall Hire	per hour	Council	Y	\$49.00	\$55.00
Hall Hire - Sunday to Thursday 10am to 11pm	daily	Council	Y	\$294.00	\$360.00
Hall Hire - Friday and Saturday 10am to midnight	daily	Council	Y	\$294.00	\$320.00
Government and Commercial Organisations					
Hall Hire	per hour	Council	Y	\$99.00	\$110.00
Daily Hall Hire - Sunday to Thursday 10am to 11pm	daily	Council	Y	\$783.00	\$860.00
Daily Hall Hire - Friday and Saturday 10am to midnight	daily	Council	Y	\$783.00	\$860.00
Charitable / Not for Profit Fundraising Events					
Hall Hire with Alcohol	per hour	Council	Y	\$49.00	\$55.00
Hall Hire with Alcohol	daily	Council	Y	\$294.00	\$325.00
Hall Hire without Alcohol	per hour	Council	Y	\$49.00	\$55.00
Hall Hire without Alcohol	daily	Council	Y	\$294.00	\$325.00
Hall Hire for funeral service only	per hour	Council	Y	\$49.00	\$55.00
Hall Hire for funeral service only	daily	Council	Y	\$294.00	\$325.00
Bond* - With alcohol consumption				\$2,000.00	\$2,000.00
Derby Recreation Centre - Alcohol is not allowed at this Venue					
Squash Courts - per hour	per hour	Council	Y	\$18.00	\$20.00
Community Room					
Community and Non-Government Use	per hour	Council	Y	\$17.00	\$20.00
Community and Non-Government Use	daily	Council	Y	\$97.00	\$105.00
Commercial and Government Use	per hour	Council	Y	\$34.00	\$40.00
Commercial and Government Use	daily	Council	Y	\$199.00	\$220.00
Meeting Room					
Community and Non-Government Use	per hour	Council	Y	\$14.00	\$15.00
Community and Non-Government Use	daily	Council	Y	\$83.00	\$90.00
Commercial and Government Use	per hour	Council	Y	\$27.00	\$30.00
Commercial and Government Use	daily	Council	Y	\$182.00	\$200.00
Derby Courts - per court					
Community and Non-Government Use - Without Lighting	per hour	Council	Y	\$17.00	\$20.00
Community and Non-Government Use - With Lighting	per hour	Council	Y	\$44.00	\$50.00
Community and Non-Government Use - 6am to 6pm	daily	Council	Y	\$99.00	\$110.00
Commercial and Government Use - Without Lighting	per hour	Council	Y	\$34.00	\$40.00
Commercial and Government Use - With Lighting	per hour	Council	Y	\$87.00	\$95.00
Commercial and Government Use - 6am to 6pm	daily	Council	Y	\$196.00	\$215.00
Bond* (one off hire by individual user)**	per event	Council	N	\$100.00	\$200.00
Bond* (larger regular user groups, sporting groups)**	per event	Council	N	\$300.00	\$500.00
Derby Oval					
Community and Non-Government Use - Without Lighting	per hour	Council	Y	\$17.00	\$20.00
Community and Non-Government Use - With Lighting	per hour	Council	Y	\$44.00	\$50.00
Community and Non-Government Use - Without Lighting	per day	Council	Y	\$99.00	\$110.00
Commercial and Government Use - Without Lighting	per hour	Council	Y	\$34.00	\$40.00
Commercial and Government Use - With Lighting	per hour	Council	Y	\$87.00	\$95.00
Commercial and Government Use - Without Lighting	per day	Council	Y	\$196.00	\$215.00
Derby Oval Changerooms					
Changeroom Hire - Community and non-government organisations	per hour	Council	Y	\$13.00	\$15.00
Changeroom Hire - Community and non-government organisations	daily	Council	Y	\$73.00	\$80.00
Changeroom Hire - Commercial and government	per hour	Council	Y	\$24.00	\$25.00
Changeroom Hire - Commercial and government	daily	Council	Y	\$144.00	\$160.00
Airport Function Centre - Alcohol is allowed at this venue					
Hire Fee	Daily	Council	Y	\$3,500.00	\$3,500.00
Hire Fee	Weekly (7 days)	Council	Y	\$19,600.00	\$19,600.00

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
Bond - With Alcohol Consumption	per event	Council	N	\$4,000.00	\$4,000.00
Facility Hire continued					
Fitzroy Crossing Recreation Centre - No alcohol allowed at this venue					
Community and Non-Government Use	per hour	Council	Y	\$34.00	\$40.00
Community and Non-Government Use	daily	Council	Y	\$196.00	\$215.00
Commercial and Government Use	per hour	Council	Y	\$66.00	\$75.00
Commercial and Government Use	daily	Council	Y	\$392.00	\$430.00
Fitzroy Crossing Courts - Charges are per Court					
Community and Non-Government Use - Without Lighting	per hour	Council	Y	\$22.00	\$25.00
Community and Non-Government Use - With Lighting	per hour	Council	Y	\$39.00	\$45.00
Community and Non-Government Use - 6am to 6pm	daily	Council	Y	\$131.00	\$145.00
Commercial and Government Use - Without Lighting	per hour	Council	Y	\$44.00	\$50.00
Commercial and Government Use - With Lighting	per hour	Council	Y	\$77.00	\$85.00
Commercial and Government Use - 6am to 6pm	daily	Council	Y	\$262.00	\$290.00
Bond* (one off hire by individual user)**	per event	Council	N	\$200.00	\$200.00
Bond* (larger regular user groups, sporting groups)**	per event	Council	N	\$500.00	\$500.00
Fitzroy Crossing Canteen and Changerooms					
Canteen Hire - Community and non-government organisations	per hour	Council	Y	\$26.00	\$30.00
Canteen Hire - Community and non-government organisations	daily	Council	Y	\$315.00	\$345.00
Canteen Hire - Commercial and government	per hour	Council	Y	\$42.00	\$45.00
Canteen Hire - Commercial and government	daily	Council	Y	\$504.00	\$555.00
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	\$16.00	\$18.00
Changeroom Hire - Community and non-government organisations- per hour	daily	Council	Y	\$189.00	\$210.00
Changeroom Hire - Commercial and government - per day	per hour	Council	Y	\$27.00	\$30.00
Changeroom Hire - Commercial and government - per hour	daily	Council	Y	\$328.00	\$360.00
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	\$17.00	\$20.00
Community and Non-Government Use -With Lighting	per hour	Council	Y	\$44.00	\$50.00
Community and Non-Government Use - Without Lighting	daily	Council	Y	\$99.00	\$110.00
Commercial and Government Use - Without Lighting	per hour	Council	Y	\$34.00	\$35.00
Commercial and Government Use - With Lighting	per hour	Council	Y	\$87.00	\$95.00
Commercial and Government Use - per day - Without Lighting	daily	Council	Y	\$196.00	\$215.00
Large Events					
Sideshows/Fairs/Expos/Travelling Shows per night of operation	per night	Council	Y	\$327.00	\$375.00
Sideshows/Fairs/Expos/Travelling Shows per night of non operation	per night	Council	Y	\$164.00	\$180.00
Sport and Recreation User Agreements					
Derby Boxing Area	annual	Council	Y	\$1,050.00	\$1,099.00
Derby Oval – No Lights Team/Associations	annual	Council	Y	\$683.00	\$715.00
Derby Oval – No Lights Jnr Team/Associations	annual	Council	Y	\$289.00	\$303.00
Derby Oval – With Lights Team/Associations	annual	Council	Y	\$1,050.00	\$1,099.00
Derby Oval – With Lights Jnr Team/Associations	annual	Council	Y	\$394.00	\$413.00
Derby Community Room - Recreation Centre Jnr Team/Associations	annual	Council	Y	\$173.00	\$181.00
Derby Community Room - Recreation Centre Team/Associations	annual	Council	Y	\$478.00	\$500.00
Derby Covered Courts – No Lights Team/Associations - Per Court	annual	Council	Y	\$368.00	\$385.00
Derby Covered Courts – No Lights Jnr Team/Associations - Per Court	annual	Council	Y	\$131.00	\$138.00
Derby Covered Courts – With Lights Team/Associations - Per Court	annual	Council	Y	\$735.00	\$769.00
Derby Covered Courts – With Lights Jnr Team/Associations - Per Court	annual	Council	Y	\$289.00	\$303.00

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
Derby Outside Courts – No Lights Team/Associations - Per Court	annual	Council	Y	\$184.00	\$193.00
Derby Outside Courts – No Lights Jnr Team/Associations - Per Court	annual	Council	Y	\$66.00	\$70.00
Derby Outside Courts – With Lights Team/Associations - Per Court	annual	Council	Y	\$368.00	\$385.00
Derby Outside Courts – With Lights Jnr Team/Associations - Per Court	annual	Council	Y	\$144.00	\$151.00
Derby Memorial Swimming Pool	annual	Council	Y		\$1,200.00
Fitzroy Crossing Gym	annual	Council	Y	\$1,050.00	\$1,099.00
Fitzroy Crossing Oval – No Lights Team/Associations	annual	Council	Y	\$683.00	\$715.00
Fitzroy Crossing Oval – No Lights Jnr Team/Associations	annual	Council	Y	\$289.00	\$303.00
Fitzroy Crossing Oval – With Lights Team/Associations	annual	Council	Y	\$1,050.00	\$1,099.00
Fitzroy Crossing Oval – With Lights Jnr Team/Associations	annual	Council	Y	\$394.00	\$413.00
FX Covered Courts Single Court – No Lights Team/Associations	annual	Council	Y	\$184.00	\$193.00
FX Covered Courts Single Court – No Lights Jnr Team/Associations	annual	Council	Y	\$74.00	\$78.00
FX Covered Courts Single Court – With Lights Team/Associations	annual	Council	Y	\$404.00	\$423.00
FX Covered Courts Single Court – With Lights Jnr Team/Associations	annual	Council	Y	\$163.00	\$171.00
FX Covered Courts Two Courts – No Lights Team/Associations	annual	Council	Y	\$368.00	\$385.00
FX Covered Courts Two Courts – No Lights Jnr Team/Associations	annual	Council	Y	\$131.00	\$138.00
FX Covered Courts Two Courts – With Lights Team/Associations	annual	Council	Y	\$735.00	\$769.00
FX Covered Courts Two Courts – With Lights Jnr Team/Associations	annual	Council	Y	\$289.00	\$303.00
FX Canteen	annual	Council	Y	\$95.00	\$100.00
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	\$39.00	\$41.00
Aircraft > 10,750kg Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)	per landing	Council	Y	\$39.00	\$41.00
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	\$36/tonne, with a minimum charge of \$60.	\$38/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	\$18.50/tonne, with a minimum charge of \$35.00.	\$20/tonne, with a minimum charge of \$35.00.
Manually Required Landing Charge/Fee	per landing	Council	Y	\$105 + twice the applicable landing charge	\$110 + 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	\$33.00	\$35.00
Dis-Embarking Head (when seating capacity exceeding 20 passengers)	per passenger	Council	Y	\$12.00	\$13.00

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
Aircraft Parking (Fixed Wing and Helicopter)					
Daily - All Aircraft - less than 20 tonne	per day	Council	Y	\$23.00	\$25.00
Daily - All Aircraft - greater than 20 tonne	per day	Council	Y	\$46.00	\$49.00
Long Term Permit - Commercial Use					
Single Engine (same aircraft)	annual	Council	Y	\$2,800.00	\$2,929.00
Single Engine (alternating aircraft usage)	per quarter	Council	Y	\$1,121.00	\$1,173.00
Twin Engine (same aircraft)	annual	Council	Y	\$5,602.00	\$5,860.00
Twin Engine (alternating aircraft usage)	per quarter	Council	Y	\$2,242.00	\$2,346.00
Long Term Permit - Private Use					
Single Engine (same aircraft)	annual	Council	Y	\$1,681.00	\$1,759.00
Twin Engine (same aircraft)	annual	Council	Y	\$2,242.00	\$2,346.00
Terminal Space					
User Agreement	As Negotiated - Per customer or per plane fee, depending on circumstances (minimum annual charge of \$500)				
Note: Leases are managed via S3.58 of the Local Government Act)					
Signage (Discount may apply if incorporated into User Agreement). Annual	per m2	Council	Y	\$390.00	\$408.00
Sandwich Boards	annual	Council	Y	\$448.00	\$469.00
Land Space					
User Agreement	annual	Council	Y	\$22.00 (minimum \$1,100)	\$23.00 (minimum \$1,150)
Note: Leases are managed via S3.58 of the Local Government Act)					
Water Rates and Charges					
Annual Rate	per service	Council	Y	\$570.00	\$597.00
(charged at Water Corporation's '25mm' Annual Water Meter Charge rate)					
Consumption (charged at Water Corporation Regional Area #9 rates)	per kilolitre	Council	Y	\$5.70	\$6.00
Labour Rates					
Labour Rates - Notes: Discount apply when Embarking Head Charge applied. Hours charged to reflect 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					
Fixed Wing Aircraft Landing Fee Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)	per landing	Council	Y	\$36/tonne, with a minimum charge of \$60.	\$38/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	\$18.50/tonne, with a minimum charge of \$35.00.	\$20/tonne, with a minimum charge of \$35.00.
Manually Required Landing Charge/Fee	per landing	Council	Y	\$105 + twice the applicable landing charge	\$110 + twice the applicable landing charge
DPI Competition Protected Route: Negotiated Discounts may apply.					
Head Tax					
Embarking Head (when seating capacity exceeding 20 passengers)	per passenger	Council	Y	\$33.00	\$35.00
Dis-Embarking Head (when seating capacity exceeding 20 passengers)	per passenger	Council	Y	\$12.00	\$13.00
Aircraft Parking (Fixed Wing and Helicopter)					
Daily - All Aircraft - less than 20 tonne	per day	Council	Y	\$23.00	\$25.00
Daily - All Aircraft - greater than 20 tonne	per day	Council	Y	\$46.00	\$49.00
Long Term Permit - Commercial Use					
Single Engine (same aircraft)	annual	Council	Y	\$2,800.00	\$2,929.00

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
Single Engine (alternating aircraft usage)	per quarter	Council	Y	\$1,121.00	\$1,173.00
Twin Engine (same aircraft)	annual	Council	Y	\$5,602.00	\$5,860.00
Twin Engine (alternating aircraft usage)	per quarter	Council	Y	\$2,242.00	\$2,346.00
Long Term Permit - Private Use					
Single Engine (same aircraft)	annual	Council	Y	\$1,681.00	\$1,759.00
Twin Engine (same aircraft)	annual	Council	Y	\$2,242.00	\$2,346.00
Land Space					
User Agreement Note: Leases are managed via S3.58 of the Local Government Act)	annual	Council	Y	\$18.50 (minimum \$1,100)	\$23.00 (minimum \$1,150)
Water Rates and Charges					
Annual Rate (charged at Water Corporation's '25mm' Annual Water Meter Charge rate)	per service	Council	Y	\$570.00	\$597.00
Consumption (charged at Water Corporation Regional Area #9 rates)	per kilolitre	Council	Y	\$5.70	\$6.00
Labour Rates					
Labour Rates Notes: Discount apply when Embarking Head Charge applied. Hours charged to reflect 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	\$11.30	\$12.00
Feed - Primary Producer - per tonne or m3 whichever is greater	per tonne	Council	Y	\$4.10	\$5.00
Fish including ice - Primary Producer - per tonne or m3 whichever is greater	per tonne	Council	Y	\$8.00	\$9.00
Bulk fuel by Road Tanker - per kilolitre	kilolitre	Council	Y	\$17.70	\$19.00
Bulk Minerals - per tonne	per tonne	Council	Y	\$8.00	\$9.00
20-30 Foot Empty Containers - roll on ramp charge (per tonne or m3 whichever is greater)	per TEU	Council	Y	\$70.00	\$74.00
20-30 Foot Loaded Containers - roll on ramp charge (per tonne or m3 whichever is greater)	per TEU	Council	Y	\$235.00	\$246.00
40-45 Foot Empty Containers - roll on ramp charge (per tonne or m3 whichever is greater)	per TEU	Council	Y	\$139.00	\$146.00
40-45 Foot Loaded Containers - roll on ramp charge (per tonne or m3 whichever is greater)	per TEU	Council	Y	\$454.00	\$475.00
Livestock (Cattle)	each	Council	Y	\$3.90	\$5.00
Change of booking < 24hrs notice	each	Council	Y	\$284.00	\$298.00
* 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 39m ³					
Berthage Dues					
Vessels over 200 GRT (Max 3hr period) - per tonne or Lm	per tonne	Council	Y	\$2.20	\$3.00
Vessels over 200 GRT (Max 3hr period) - minimum charge	each	Council	Y	\$289.00	\$303.00
Vessels under 200GRT (Max 3hr period) - per tonne or Lm	per tonne	Council	Y	\$2.20	\$3.00
Vessels under 200GRT (Max 3hr period) - minimum charge	each	Council	Y	\$150.00	\$157.00
Passenger/Charter Vessels (Max 3hr period) - per metre	per metre	Council	Y	\$7.90	\$9.00
Passenger/Charter Vessels (Max 3hr period) - minimum charge	each	Council	Y	\$160.00	\$168.00
Barging Vessels - per berthage	each	Council	Y	\$182.00	\$191.00
Storage Fees					
Cargo Storage: 1-3 Days - rate greater of per tonne or per m3 per day	per tonne	Council	Y	\$0.70	\$1.00
Cargo Storage: 4-10 Days - rate greater of per tonne or per m3 per day	per tonne	Council	Y	\$1.90	\$2.00
Cargo Storage: >10 Days - rate greater of per tonne or per m3 per day	per tonne	Council	Y	\$5.10	\$6.00
It is the responsibility of the transporters of goods, to notify the Shire of shipping/barging movements and quantities					

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
Security Officer - Minimum Charge of 2 hours					
Labour/Security Officer per hour *	per hour	Council	Y	\$157.00	\$165.00
Labour/Security Officer per hour at time and a half *	per hour	Council	Y	\$231.00	\$242.00
Labour/Security Officer per hour at Double time *	per hour	Council	Y	\$309.00	\$324.00
Labour/Security Officer per hour at Double time and a half *	per hour	Council	Y	\$389.00	\$407.00
* minimum per half hour increments					
Water Delivery					
Water per 1,000Lt - sourced from tanks onsite	per kilolitre	Council	Y	\$23.00	\$25.00
Includes Admin Fee, Water Cost and Headworks/Infrastructure charge					
Delivery of Water to Barge at Wharf - Delivered by Truck	per litre	Council	Y	Cost + 10%	Cost + 10%
Minimum Charge per invoice per month	each	Council	Y	\$16.00	\$17.00
Land Space					
As per applicable Temporary User Agreement - per square metre, per year (< 1,000m2)	annual	Council	Y	\$34.00	\$36.00
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	\$34,000 + \$17/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	\$17.00	\$18.00
Minimum Charge per year	annual	Council	Y	\$2,668.00	\$2,791.00
13 ECONOMIC SERVICES					
Town Planning and Regional Development					
<i>Statutory Planning Applications - In accordance with Planning and Development Regulations 2009, Reg 47 Schedule 2</i>					
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	\$309.00
Request for Consideration of Amended Plan	each	Council	N	\$295.00	\$309.00
Request for Extension of Time	each	Council	N	\$295.00	\$309.00
Determining an application to cancel the development approval	each	Council	N	\$295.00	\$309.00
Extractive Industry *					
Determination of Development Application	each	Statutory	N	\$739.00	\$739.00

SHIRE OF DERBY / WEST KIMBERLEY

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Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
* 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	each	Council	N	\$10,300.00	\$10,774.00
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
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
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	\$200.00	\$210.00
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	\$50.00	\$53.00
Per Annum	each	Council	Y	\$400.00	\$419.00
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	\$2,500 minimum	\$2,500 minimum
Structure Plans - At cost based on Schedule 4 of Planning and Development Regulations	at cost/Structure Plan	Statutory	N	At cost	At cost
Administration					
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>					
Director	per hour	Council	Y	\$226.00	\$237.00
Manager or in house Planner	per hour	Council	Y	\$199.00	\$209.00
External Shire Planning Consultant	per hour	Council	Y	\$226.00	\$237.00
Environmental Health Officer or officer with qualifications relevant	per hour	Council	Y	\$149.00	\$156.00
Administration	per hour	Council	Y	\$121.00	\$127.00
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 Applicators 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	each	Statutory	N	\$ 172.00	\$172.00

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
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
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	\$110.00	\$110.00
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	Fees calculated on amended value, but not less than \$110
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)

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
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	\$110.00
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	\$110.00
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	\$110.00
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
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	\$21.00
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	\$90.00	\$95.00
Building Services Levy \$45,000 or Less - Set by Building Services Commission					

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
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 for works \$45,000 or less	each	Statutory	N	\$123.30	\$123.30
Occupancy Permit for unauthorised building work under Section 51 of the Building Act 2011 for works over \$45,000					0.274% of the value of the work
Building Approval Certificate for unauthorised building work under Section 51 of the Building Act 2011 for works \$45,000 or less	each	Statutory	N	\$123.30	\$123.30
Building Services Levy Over \$45,000 - Set by Building Services Commission					
Building Approval Certificate for unauthorised building work under Section 51 of the Building Act 2011 for works over \$45,000					0.274% of the value of the work
Building Permit or Demolition Permit for works less than \$45,000	each	Statutory	N	\$61.65	\$61.65
Building Permit or Demolition Permit for works more than \$45,000	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	0.38% of the value of the work, but not less than \$110
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	0.38% of the value of the work, but not less than \$110
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	\$312.00	\$312.00
14 OTHER PROPERTY AND 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
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	\$85.00	\$89.00
Tractor - 4000kg - 6000kg	per hour	Council	Y	\$85.00	\$89.00
Tractor - 6000kg +	per hour	Council	Y	\$120.00	\$126.00
Tip Truck - up to 4T	per hour	Council	Y	\$115.00	\$121.00
Road Broom (Tractor Drawn)	per hour	Council	Y	\$140.00	\$147.00

SHIRE OF DERBY / WEST KIMBERLEY

2026/27 Fees and Charges Schedule

Fees subject to change based on fluctuating material and service costs passed on by Suppliers.

Fee Description	Basis of Fees	Fee Type (Council / Statutory)	GST	2025/26 Fee	2026/27 Fee
Road Sweeper (Kubota Loader)	per hour	Council	Y	\$125.00	\$131.00
Tractor - 4000kg - 6000kg and Slasher	per hour	Council	Y	\$150.00	\$157.00
Tractor - 6000kg + and Slasher	per hour	Council	Y	\$200.00	\$210.00
Plate Compactor	per hour	Council	Y	\$45.00	\$48.00
Litter Vacuum	per hour	Council	Y	\$75.00	\$79.00
Ute	per hour	Council	Y	\$55.00	\$58.00
Backhoe	per hour	Council	Y	\$120.00	\$126.00
12 Seater Bus	per hour	Council	Y	\$55.00	\$58.00
Truck 13T	per hour	Council	Y	\$175.00	\$184.00
Mower - Kubota Ride-On	per hour	Council	Y	\$75.00	\$79.00
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	\$118.00	\$124.00
Labour - Leading Hand/Supervisor/Technical Officer	per hour	Council	Y	\$149.00	\$156.00
Manager (e.g. Works and Services)	per hour	Council	Y	\$202.00	\$212.00
Executive (e.g. Director Infrastructure Services)	per hour	Council	Y	\$231.00	\$242.00
Labour - Operator/Administration (Time and a half)	per hour	Council	Y	\$178.00	\$187.00
Labour - Leading Hand/Supervisor/Technical Officer (Time and a half)	per hour	Council	Y	\$224.00	\$235.00
Manager (e.g. Works and Services) (Time and a half)	per hour	Council	Y	\$303.00	\$317.00
Executive (e.g. Director Infrastructure Services) (Time and a half)	per hour	Council	Y	\$346.00	\$362.00
Labour - Operator/Administration (Double Time)	per hour	Council	Y	\$237.00	\$248.00
Labour - Leading Hand/Supervisor/Technical Officer (Double Time)	per hour	Council	Y	\$298.00	\$312.00
Manager (e.g. Works and Services) (Double Time)	per hour	Council	Y	\$404.00	\$423.00
Executive (e.g. Director Infrastructure Services) (Double Time)	per hour	Council	Y	\$460.00	\$482.00
Standpipe Water					
Water taken from Standpipe at Shire Depot - (labour costs charged as above)	per kilolitre	Council	Y	\$5.00	\$6.00
Materials					
Costs will be recovered as required with agreement from the Chief Executive Officer					

15.2 COUNCIL POLICY MANAGEMENT - PRIVACY STATEMENT POLICY ADOPTION

File Number: 4160
Author: Aaron Gloor, Manager Corporate Services
Responsible Officer: Tamara Clarkson, Chief Executive Officer
Authority/Discretion: Legislative

SUMMARY

To adhere to changes introduced in the *Privacy and Responsible Information sharing Act 2024* (PRIS Act 2024), Shire of Derby/West Kimberley (the Shire) is required to have a privacy statement policy in place.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

At the conclusion of a review into information handling within the public sector, the State Government introduced new legislation under PRIS Act 2024. The purpose of the act is to establish a clear and comprehensive regulatory framework for public sector entities. The framework provides clear rules and standards for how personal information is collected, used, stored and shared. In addition to this, PRIS Act 2024 stipulates how the public can access their information, as well as how they can lodge a complaint should they feel their information has been mishandled.

With these principles in mind, officers have developed a Privacy Statement Policy which articulates the key objectives of the act.

STATUTORY ENVIRONMENT

Local Government Act 1995, s.2.7 (2) (b) - Council’s governing role includes the following – (b) determining the local government’s policies.

Privacy and Responsible Information Sharing Act 2024

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
<p>Legal & Compliance: The Council policies are not reviewed to ensure they remain current and compliant with legislation</p>	Unlikely	Moderate	Medium	Ensure Council Members are educated around the local government’s compliance requirements

CONSULTATION

Internal and external consultancy.

COMMENT

To meet the statutory requirements under PRIS Act 2024 and customer service obligations, it is strongly recommended that Council adopt the Draft Privacy Statement Policy.

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS

- Draft Privacy Statement Policy**  

RECOMMENDATION

That Council by **ABSOLUTE MAJORITY**:

- ADOPT** the Draft Privacy Statement Policy
- AUTHORISE** the Chief Executive Officer to make any relevant amendments, formatting, or other minor wording changes to the policy.



Privacy Management Policy

1. POLICY STATEMENT

Shire of Derby West / Kimberley (the Shire) values the privacy of its residents and stakeholders and is committed to protecting the personal information it gathers, stores and discloses as required by the *Privacy and Responsible Information Sharing Act 2024 (PRIS Act 2024)*.

2. POLICY OBJECTIVE

The purpose of this policy is to facilitate lawful and appropriate information handling by the Shire. The policy defines how personal information is categorised, stored and disclosed. In addition to this, the policy also outlines the Shire's responsibility to manage and respond to information breaches.

3. POLICY SCOPE

This policy applies to all Shire employees and Elected Members and clearly outlines what personal information the Shire collects. Included is how the Shire uses this information and how it is kept safe. For the purpose of this policy, the term workers includes employees, contractors, on hand temporary labor services (agency staff), volunteers and third party service providers who handle personal or sensitive information on behalf of the Shire of Derby West Kimberley.

Any personal information collected will be used for the sole purpose it was collected, the general provision of local government functions and services, as otherwise authorised by law, and for supporting the ongoing research and development of the Shire of Derby / West Kimberley's functions and services.

4. DEFINITIONS

Terminology used in this document is defined as follows:

- **Data:** Images, sound recordings, text and numbers captured about someone or some matter (at times random and bare), which have not been analysed or processed in any matter.
- **Information:** data (or facts), about someone or some matter which have been analysed, and can be communication to provide a clear understanding, knowledge or insight about someone or some matter and which generate value in some form.
- **Information Sharing Agreement:** agreement or mechanism between entities to share information under the PRIS act.
- **'Personal information'** and **'sensitive personal information'** are defined and compared in the table below.



Personal Information	Sensitive personal information
<p>Source: <i>Privacy and Responsible Information Sharing Act 2024, section 4.</i></p>	
<p>(a) Information or an opinion, whether true or not, and whether recorded in a material form or not, that relates to an individual, whether living or dead, whose identity is apparent or can be reasonably be ascertained from the information or opinion, and</p> <p>(b) Includes of the following kinds to which paragraph (a) above applies -</p> <ul style="list-style-type: none"> (i) a name, date of birth or address (ii) a unique identifier, online identifier, or pseudonym (iii) contact information (iv) information that relates to an individual's location (v) technical or behavioural information in relation to an individual's activities, preferences, or identity (vi) inferred information that relates to an individual's behaviour, including predictions in relation to an individual's behaviour generated from aggregated information (vii) information that relates to 1 or more features specific to the physical, physiological, genetic, mental, behavioural, economic, cultural, or social identity of an individual. 	<p>(a) Information that relates to an individual's -</p> <ul style="list-style-type: none"> (i) racial or ethnic origin; or (ii) gender identity, in a case where the individual's gender identity does not correspond with their designated sex at birth; or (iii) sexual orientation or practices; or (iv) political opinions; or (v) membership of a political association; or (vi) religious beliefs or affiliations; or (vii) philosophical beliefs; or (viii) membership of a professional or trade association; or (ix) membership of a trade union; or (x) Criminal record; <p>or</p> <ul style="list-style-type: none"> (b) that is health information; or (c) that is genetic or genomic information (other than health information; or (d) that is biometric information; or (e) from which information of a kind referred to in any of paragraphs (a) to (d) above can be reasonably be inferred.

5. COLLECTION OF INFORMATION

The Shire collects personal information through various methods, these include but may not limited to:

- Personal information of the Shire's residents / stakeholders collected to carry out the Shire's functions and to provide services
- Workers personal information collected through the processes and conditions of employment
- Recordings of telephone conversations for the purpose of customer service training including monitoring employees' responses to customer enquiries
- Collection of data via third party services, software providers and cloud-service providers
- CCTV Surveillance cameras and automated analytics software installed for recording and monitoring various activities throughout the shire to improve safety



Shire of Derby / West Kimberley

- Social media monitoring which may include personal information from users that interact with the Shire through these channels
- Smart devices which may collect location data (for marketing purposes) and hardware identifiers (for installation of Shire approved applications)
- Community surveys involving the collections of personal data
- Data collected via Shire websites to personalise presented information
- Collection of data through Shire procurement processes and systems
- Information provided by other government agencies that work with the Shire to deliver services and/or programs.

6. DISCLOSURE AND SHARING INFORMATION – PERMITTED DISCLOSURE

6.1 Information may be disclosed;

- With the individual's consent
- Where required or authorised by law
- Where necessary to prevent a serious threat to life, health, or safety
- Under a formal Information Sharing Agreement.

6.2 The Shire may disclose Personal information to third parties such as;

- Organisations or consultants who undertake community engagement and market research on behalf of the Shire
- Contractors that deliver goods, works and services on behalf of the Shire
- Other Local governments, and state and federal agencies that help the Shire to deliver its services or under an information sharing agreement
- Western Australian Local Government Association (WALGA).

7. SECURE STORAGE OF PERSONAL INFORMATION

The Shire has a duty to protect the personal information that it holds from misuse or loss and from unauthorised access, modification or disclosure. To ensure this, the Shire:

- manages its data and information within a number of business systems, with the Synergy suite being the Shire's system; a cloud-based application with servers based within Australia.
Access to these systems requires multi-factor authentication and user access is consistently reviewed.
- stores and retains the data and information it holds in compliance with the requirements of the *State Records Act 2000*.



Shire of Derby / West Kimberley

- has implemented controls that protect the information that it holds including multi-factor authentication, access controls, firewalls, endpoint detection and response (EDR), encryption of data at the rest and in transit, regular security patching and vulnerability management, a managed Security Information and Event Management (SIEM) service, and ongoing cybersecurity awareness training for employees.

8. ACCESS AND CORRECTION

The Shire will take reasonable steps to ensure the accuracy of personal information prior to use, having regard for the purpose it was collected, its proposed use, its relevance, whether it is up-to-date, complete, and not misleading.

You may request access to your personal information held by the Shire if you are not satisfied with the accuracy of that personal information.

9. COMPLAINTS AND BREACHES

9.1 Submitting a Complaint

You may make a complaint to the Shire about an alleged interference with your personal information.

To request access to, or request correction of personal information held by the Shire about you, or to make a make a complaint about an alleged interference with your personal information, you need to make a written submission to:

Chief Executive Officer
Shire of Derby / West Kimberley
PO Box 94
Derby WA 6728

Or by emailing sdwk@sdwk.wa.gov.au

Requests for access to or correction of personal information, and any complaints about that information will be responded to in line with the Shire's Customer Service Charter.

9.2 Contacting the Information Commissioner

If you believe there has been an interference with the privacy of your personal information held by the Shire, complaints can also be made to the Information Commissioner and Privacy Deputy Commissioner by calling 08 6551 7888 or 1800 621 244 (WA Country Callers)



Shire of Derby / West Kimberley

Policy details			
Original adoption date:	25 June 2026	Review Frequency (Annual/Biennial):	2 years
		Next Review Due:	June 2028
Policy Implementing Officer or Team:	Aaron Gloor, Manager Corporate Services	Policy Reviewer:	Tamara Clarkson, Chief Executive Officer
Legislative Head of Power: (Act, Regulation, or Local Law)	<i>Privacy and Responsible Information Sharing Act 2024 (PRIS Act 2024)</i>		
Related documents: (other policies, operational procedures, delegations etc.)	<ul style="list-style-type: none"> • Customer Service Charter 		
Version Control Council Meeting Review Details:			
Review #:	Council meeting date	Item and resolution #	
1.	25 June 2026	Item XX Res. XX	

15.3 ACCOUNTS FOR PAYMENT - MAY 2026**File Number: 5110****Author: Aaron Gloor, Manager Corporate Services****Responsible Officer: Tamara Clarkson, Chief Executive Officer****Authority/Discretion: Information****SUMMARY**

This report seeks Council to receive the list of accounts paid under delegated authority during May 2026.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by 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
<p>Legal & Compliance:</p> <p>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.</p>	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.

COMMENT

Expenditure for the period ending has been incurred in accordance with the 2025/26 Annual Budget as adopted by Council (Commissioner) at its meeting held 18 June 2025 (COO58/25). The budget is structured on financial viability and sustainability principles.

The following tables summarise the payments drawn on the funds during the listed month:

REPORT TO COUNCIL

May 2026

FUND	DETAILS	AMOUNT
MUNICIPAL ACCOUNT		
EFT Payments	EFT 64413 – EFT 64538	\$2,033,549.90
Municipal Cheques	CHQ	0.00
Direct Debits	Fees & Charges, Credit Card Payments, Payroll, Payroll Liabilities	\$841,231.81
Manual Cheques	CHQ	\$0.00
TRUST ACCOUNT		
EFT Payments		\$0.00
Trust Cheques		\$0.00
TOTAL		\$2,874,781.71

Creditors Outstanding as at 31/05/2026

\$1,106,153.71

VOTING REQUIREMENTS

Simple majority

ATTACHMENTS

1. List of Accounts - May 2026 [!\[\]\(3a2b321ef9f9bf4126a62a5e89bf0655_img.jpg\)](#) [!\[\]\(9a2f6fdde5983e6888e8b9e07ee08528_img.jpg\)](#)
2. Credit Card Reconciliation - May 2026 [!\[\]\(1704947dbbebcfbf24b8e228cee31d45_img.jpg\)](#) [!\[\]\(2cc970ed0a1288c5fb0c890150dcc182_img.jpg\)](#)

RECOMMENDATION

That Council ACCEPT the List of Accounts for May 2026 totalling \$2,874,781.71.

REPORT TO COUNCIL – MAY 2026

EFT PAYMENTS – MUNI ACCOUNT

PAYMENT ID	DATES	CREDITOR / INVOICE DETAILS	AMOUNT
EFT64539	01/05/2026	ALTHAM CONTRACTING	1,782.00
INV 2947	22/01/2026	EXCAVATE PLOT 780P	530.75
INV 3116	20/02/2026	EXCAVATE PLOT 892C	308.00
INV 3187	10/03/2026	EXCAVATE PLOT 510P - RE-OPENING	495.00
INV 3345	17/04/2026	EXCAVATE PLOT 570C	363.00
INV 3363	23/04/2026	GRAVE EXCAVATION TO GIVEN DIMENSIONS	308.00
EFT64540	01/05/2026	DERBY LICENSED POST OFFICE	180.00
INV 2545	31/03/2026	DLPO MONTHLY ACCOUNT MARCH 2026	180.00
EFT64541	01/05/2026	OFFICE NATIONAL BROOME (THE BOSS SHOP)	7,866.97
INV 1140465	23/04/2026	REPLACEMENT PRINTER - CORPORATE/EXECUTIVE BUILDING	7,336.35
INV 110687	28/04/2026	PRINTER COPY COUNTS	528.42
INV 1140688	28/04/2026	PRINTER COPY COUNTS	2.20
EFT64542	01/05/2026	LANDGATE (WA LAND INFORMATION AUTHORITY)	295.79
INV 77599611	09/03/2026	MINIMUM CHARGE - MINING TENEMENT SCHEDULE	102.30
INV 77616984	11/03/2026	GRV INTERIM VALUATION	119.09
INV 77626454	12/03/2026	MINING TENEMENTS - INTERIM VALUATIONS	18.60
INV 77668551	19/03/2026	MINING TENEMENT - INTERIM VALUATION	37.20
INV 77711190	26/03/2026	MINING TENEMENTS - INTERIM VALUATIONS	9.30
INV 77729178	30/03/2026	MINING TENEMENT - INTERIM VALUATIONS	9.30
EFT64543	01/05/2026	ERIC ROSE	353.16
INV REIMB2804	28/04/2026	REIMBURSEMENT OF EXPENSES - MARCH 2026	353.16
EFT64544	01/05/2026	FITZROY HARDWARE PTY LTD	24.00
INV 10043944	22/04/2026	SUPPLY GLOVES RUBBER ANSELL 6PK NITRILE	24.00
EFT64545	01/05/2026	GEOFFREY ANDREW DAVIS	548.65
INV TRAVEL2304	23/04/2026	TRAVEL CLAIM: FITZROY CROSSING 23/04/2026 - 24/04/2026	548.65
EFT64546	01/05/2026	GFG TEMPORARY ASSIST GLEN FLOOD GROUP PTY LTD	1,383.53
INV 4930	10/04/2026	TEMPORARY PROCUREMENT SUPPORT	1,383.53
EFT64547	01/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	364.41

INV 432919	23/04/2026	19B WOOLLYBUTT CORNER, DERBY FOR 03/04/2026 TO 22/04/2026	364.41
EFT64548	01/05/2026	EMILY SMITH	477.16
INV REIMB2104	21/04/2026	UTILITY SUBSIDY: POWER FOR 28/01/2026 - 25/03/2026	477.16
EFT64549	01/05/2026	TEAM GLOBAL EXPRESS PTY LTD	2,216.75
INV 0458-8L4291	29/03/2026	FREIGHT – PATHWEST	118.10
INV P69070936	20/04/2026	WATER SAMPLES DERBY TO PERTH FOR ENVIRONMENTAL HEALTH	1,401.44
INV P69070993	26/04/2026	WATER SAMPLES FROM DERBY TO PERTH	697.21
EFT64550	01/05/2026	KERRISSA O'MEARA	517.60
INV TRAVEL2304	23/04/2026	TRAVEL CLAIM: DERBY TO BROOME - BROOME TO DERBY	517.60
EFT64551	01/05/2026	KULDEEP SINGH	500.00
INV REIMB2204	22/04/2026	RETURN BOND FOR HIRE OF TOWN OVAL FOR 11/04/2026	500.00
EFT64552	01/05/2026	KYRA EDWARDS	300.00
INV REIMB2304	23/04/2026	RETURN OF BOND FOR HIRE OF COMMUNITY ROOM	300.00
EFT64553	01/05/2026	TAMARA CLARKSON	69.25
INV REIMB2304	23/04/2026	REIMBURSEMENT FOR PURCHASE OF CITIZENSHIP CEREMONY GIFTS (PLANTS 5X)	69.25
EFT64554	01/05/2026	THE PIER GROUP PTY LTD T/A CS LEGAL	1,616.90
INV 25MI3633J RM	17/04/2026	TRANSFER OF 23 BARNETT WAY, DERBY	1,616.90
EFT64555	01/05/2026	THE PIER GROUP PTY LTD T/AS CS LEGAL	324.50
INV 35731	31/03/2026	PROFESSIONAL FEES FOR DEBT RECOVERY	220.00
INV 35817	28/04/2026	PROFESSIONAL FEES FOR DEBT RECOVERY	104.50
EFT64556	01/05/2026	LAURIE SHAW	567.29
INV TRAVEL2304	23/04/2026	TRAVEL CLAIM: ORDINARY COUNCIL MEETING - 23/04/2026	567.29
EFT64557	01/05/2026	THE DEPARTMENT OF JUSTICE	300.00
INV REIMB2404	24/04/2026	RETURN BOND FOR HIRE OF COMMUNITY ROOM FOR 23/04/2026,	300.00
EFT64558	01/05/2026	NIKITA TAYLOR	759.44
INV REIMB2304	23/04/2026	UTILITY SUBSIDY: POWER FOR 9 TOWER PLACE 05/02/2026 - 07/04/2026	759.44
EFT64559	01/05/2026	FOUNDATION FOR INDIGENOUS SUSTAINABLE HEALTH LIMITED	629.85
INV DER5469	28/04/2026	STAFF UNIFORMS – NEW STARTER	629.85
EFT64560	01/05/2026	TERRITORY NATIVE PLANTS	5,745.15
INV 1473	21/04/2026	SUPPLY DEPOT NATIVE PLANTS	5,345.85
INV 1474	21/04/2026	SUPPLY DEPOT NATIVE PLANTS	399.30
EFT64561	01/05/2026	PATHWEST LABORATORY MEDICINE WA	49.50
INV 968293	20/02/2026	DRUG SCREEN	49.50
EFT64562	01/05/2026	RUSTYS IGA	213.92
INV 029677	30/01/2026	SUPPLIES FOOD FOR STAFF FAREWELL 30/01/2026	66.67

INV 017703-CN	15/02/2026	CREDIT NOTE - DUPLICATE INVOICE	-124.30
INV CREDIT	15/02/2026	CREDIT NOTE - DUPLICATE INVOICE	-203.15
INV 026107	10/04/2026	FOOD FOR DERBY YOUTH SERVICES	56.39
INV 014296	23/04/2026	FOOD FOR DERBY YOUTH SERVICES LATE NIGHT PROGRAM	122.15
INV 033209	23/04/2026	FOOD FOR ANZAC DAY EVENT	61.10
INV 014981	24/04/2026	FOOD FOR DERBY YOUTH SERVICES LATE NIGHT PROGRAM	235.06
EFT64563	01/05/2026	CLEANAWAY CO PTY LTD	107,007.23
INV 19494375	31/03/2026	WASTE COLLECTION - WET SEASON MARCH 2026	98,049.93
INV 19494571	31/03/2026	STREET BIN COLLECTION - MARCH 2026	8,957.30
EFT64564	01/05/2026	TARUNDA SUPERMARKET	197.78
INV 30140157	20/04/2026	SUPPLY BINLINER 240L	68.00
INV 10128246	21/04/2026	FOOD SUPPLIES FOR YOUTH PROGRAM – FX YOUTH	86.98
INV 30141172	24/04/2026	FOOD SUPPLIES FOR YOUTH PROGRAM – FX YOUTH	42.80
EFT64565	01/05/2026	TYREPOWER DERBY	815.00
INV 122463	22/04/2026	SUPPLY CENTURY BATTERY	350.00
INV 122464	22/04/2026	SUPPLY NEW TYRE & BALANCING	465.00
EFT64566	01/05/2026	VIVIENNE LORRAINE CLARK	2,000.00
INV REIMB2104	21/04/2026	RETURN BOND FOR HIRE OF CIVIC CENTRE FOR 18/04/2026 - 19/04/2026	2,000.00
EFT64567	01/05/2026	WANGKI YUPURNANUPURRU RADIO STATION	5,000.00
INV REIMB2304	23/04/2026	COMMUNITY GRANT PROGRAM	5,000.00
EFT64568	08/05/2026	ASSET AVIATION INTERNATIONAL PTY LTD	14,300.00
INV 2102	10/04/2026	AERODROME REPORTING OFFICER COURSE, CAR HIRE & AIRFARES	14,300.00
EFT64569	08/05/2026	AUSTRALIAN SERVICES UNION	106.00
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	106.00
EFT64570	08/05/2026	BUNNINGS GROUP LIMITED	3,789.88
INV 2210/99860486	20/04/2026	SUPPLY TABLE, GAZEBO, SAND BAG, PLANTS & CHAIR	3,789.88
EFT64571	08/05/2026	CATHERINE FEENEY	1,480.00
INV 3-R-0034	09/04/2026	5/12 LOCH STREET FORTNIGHTLY RENT	740.00
INV 3-R-0035	23/04/2026	5/12 LOCH STREET FORTNIGHTLY RENT	740.00
EFT64572	08/05/2026	COLLIERS INTERNATIONAL ENGINEERING & DESIGN WA PTY LTD	6,165.50
INV 42421	29/04/2026	FAIRBAIRN ST RECONSTRUCTION & CLARENDON ST DRAINAGE	6,165.50
EFT64573	08/05/2026	DEPUTY CHILD SUPPORT REGISTRAR	83.83
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	83.83
EFT64574	08/05/2026	DERBY 4X4 & MARINE	258.72
INV 42756-65499	23/04/2026	REGO INSPECTION DPI, LIGHT VEHICLE - ALL OTHER VEHICLE	241.05

INV 42773-65523	24/04/2026	SUPPLY OIL FILTER	17.67
EFT64575	08/05/2026	CLARENDON UNIT TRUST (DERBY LODGE & BACKPACKERS)	450.00
INV 4054	23/04/2026	ORDINARY COUNCIL MEETING CATERING - 23 APRIL 2026	450.00
EFT64576	08/05/2026	FITZROY HARDWARE PTY LTD	126.00
INV 10043887	21/04/2026	SUPPLY AUSSIE NATURAL SPRING WATER 15L	126.00
EFT64577	08/05/2026	GLEN FLOOD GROUP PTY LTD T/A GFG CONSULTING	6,600.00
INV 4773	13/03/2026	COMPLETE HIGH-LEVEL SERVICE REVIEW	6,600.00
EFT64578	08/05/2026	NORTH REGIONAL TAFE	1,399.45
INV 10028985	20/03/2026	WHITE CARD SKILL SET	61.50
INV I0029106	30/03/2026	COURSE FEES CHAINSAW SKILL SET IAA02 5 X STAFF MEMBERS	665.25
INV I0029133	01/04/2026	COURSE FEES FOR EXCAVATOR SKS	336.35
INV I0029244	24/04/2026	EXCAVATOR SKILLS SET	336.35
EFT64579	08/05/2026	MAXXIA PTY LTD	7,515.80
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	4,361.20
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	2,637.23
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	71.76
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	445.61
EFT64580	08/05/2026	MARIA O'CONNELL	840.00
INV 07	15/04/2026	8/12 LOCH STREET WEEKLY RENT FOR 30/03/2026 - 12/04/2026	840.00
EFT64581	08/05/2026	M P ROGERS & ASSOCIATES PTY LTD	52,742.12
INV 26426	30/04/2026	ENGINEERING SERVICES ON DERBY BOAT RAMP	52,742.12
EFT64582	08/05/2026	POSITIVE POOLS AND MAINTENANCE	82.50
INV 58	28/04/2026	POOL CHEM CHECK & SERVICE FILTERS	82.50
EFT64583	08/05/2026	SMEC AUSTRALIA PTY LIMITED	79,574.29
INV 199314	20/04/2026	AGRN 1044 - WASTE MANAGEMENT PROJECT	79,574.29
EFT64584	08/05/2026	CLEANAWAY CO PTY LTD	145,912.82
INV 19494376	31/03/2026	LANDFILL MANAGEMENT - MARCH 2026	145,912.82
EFT64585	08/05/2026	WCW CIVIL PTY LTD	11,744.90
INV 5	29/04/2026	ROAD ASSET MANAGEMENT UPGRADE STRATEGY - GENERAL ADVICE	11,744.90
EFT64586	15/05/2026	KIMBERLEY CAR HIRE	8,800.08
INV 563	13/05/2026	AGRN 1044 - 3 X HIRE RECOVERY VEHICLE REPAIRS	8,800.08
EFT64587	18/05/2026	A & B TYRES	690.00
INV 58218	01/04/2026	SUPPLY ROVELO 235/75R15	440.00
INV 58382	17/04/2026	SUPPLY CENTURY N70MF	250.00
EFT64588	18/05/2026	ASHLEE DOUST	346.38

INV REIMB0705	07/05/2026	UTILITY SUBSIDY: POWER FOR 31/01/2026 - 30/03/2026	346.38
EFT64589	18/05/2026	AIRPORT LIGHTING SPECIALISTS PTY LTD	957.00
INV IN28570	17/04/2026	SUPPLY 2X THORN FRONT GLASS & SEAL, WINDSOCK, FREIGHT	957.00
EFT64590	18/05/2026	AUSTRALIA PACIFIC VALUERS PTY LTD ITF THE APV UNIT TRUST T/AS APV VALUERS & ASSET MANAGEMENT	17,919.00
INV 0511	24/04/2026	REVALUATION OF SDWK ASSETS FY25/26 – LAND, BUILDING AND OTHER	17,919.00
EFT64591	18/05/2026	AUSCOINSWEST	291.50
INV 4024	07/05/2026	TOURIST COINS	291.50
EFT64592	18/05/2026	RUSTYS BAKESHOP	1,584.00
INV 180	01/05/2026	CATERING FOR ARO TRAINING FROM 05/05/2026 TO 07/05/2026	1,584.00
EFT64593	18/05/2026	BUCKLEYS EARTHWORKS & PAVING PTY LTD	503,344.49
INV 2951	28/04/2026	30 M3 OF MIXED GRAVEL SDWK TO COLLECT FROM BUCKLEYS YARD.	330.00
INV 2950	28/04/2026	SUPPLY 1000L IBC OF EMULSION	2,987.27
INV 2952	30/04/2026	CHERRABUN ROAD GRAVEL SHEETING	500,027.22
EFT64594	18/05/2026	BISHOPS TRANSPORT PTY LTD	213.80
INV B353649	15/04/2026	FREIGHT - ROSHER TO SDWK	106.90
INV B355070	24/04/2026	TRANSPORT GOODS FROM ROSHER TO SDWK	106.90
EFT64595	18/05/2026	MARTUWARRA CENTRAL EARTHMOVING PTY LTD	123,366.88
INV 9	30/04/2026	MAINTENANCE GRADING – C08 2023/24 – REMOTE ROADS	123,366.88
EFT64596	18/05/2026	CATHERINE FEENEY	740.00
INV 3-R-0036	07/05/2026	5/12 LOCH ST FORTNIGHTLY RENT	740.00
EFT64597	18/05/2026	CIVIC LEGAL	9,285.76
INV 515780	30/04/2026	DRAFTING OF LEASE FOR FITZROY CROSSING ADMIN CENTRE	9,285.76
EFT64598	18/05/2026	DERBY BUILDING SUPPLIES	15,005.02
INV 608481	17/04/2026	SUPPLY BREMICK ANCHOR SLEEVE HEX ZINC	4.80
INV 608797	22/04/2026	SUPPLY 20KG BAGS OF PRE-MIX ASPHALT	8,448.00
INV 608830	22/04/2026	SUPPLY SUTTON BIT DRILL MASONRY BOOSTER SDS	24.22
INV 608939	23/04/2026	SUPPLY 20KG BAGS OF PRE-MIX ASPHALT	6,528.00
EFT64599	18/05/2026	DERBY BUS SERVICE PTY LTD	143.00
INV 24952	30/04/2026	FREIGHT - APRIL 2026	143.00
EFT64600	18/05/2026	DERBY PROGRESSIVE SUPPLIES	1,763.97
INV 127480	05/05/2026	SUPPLY CLEANING PRODUCTS – DERBY DEPOT	1,711.54
INV 127684	07/05/2026	SUPPLY SQUEEGEE & HANDLE	52.43
EFT64601	18/05/2026	DERBY HARDWARE MITRE10	667.81
INV 10642027	04/02/2026	SUPPLY SEAL FOAM BLACK - LIGHT	22.99
INV 10642720	18/02/2026	SUPPLY PVC SOCKET & PVC CAP	33.93

INV 10643350	03/03/2026	SUPPLY PVC VALVE	41.94
INV 10643402	04/03/2026	SUPPLY SHS GAL 30 X 30 X 2.0MM 8MTR	159.98
INV 10643403	04/03/2026	SUPPLY SHS GAL 30 X 30 X 2.0MM 8MTR	319.96
INV 10643652	09/03/2026	SUPPLY TACK BLUED CUT	7.99
INV 10643795	12/03/2026	SUPPLY QUICKSPRAY SATIN WHITE & WATERING CAN	38.98
INV 10644228	20/03/2026	SUPPLY ANCHOR CAVITY	25.06
INV 10644828	31/03/2026	SUPPLY SOLVENT CEMENT & PRIMING FLUID	16.98
EFT64602	18/05/2026	KIMBERLEY ELECTRICAL CONTRACTORS	715.00
INV 27006	19/03/2026	REPLACEMENT OF FAULTY PUMP SWITCH – FX DEPOT FUEL BOWSER	715.00
EFT64603	18/05/2026	ELDERS LIMITED (DERBY BRANCH)	1,006.99
INV 101-SI979844	28/04/2026	SUPPLY PREMIUM HEAVY-DUTY CASTROL & GAUGE RAIN	894.75
INV 6256-10011001752	05/05/2026	SUPPLY POULTRY MIX & FEED LAYER CRUMBLES	112.24
EFT64604	18/05/2026	FITZROY HARDWARE PTY LTD	16.50
INV 10044215	28/04/2026	SUPPLY MAKITA - CUT DISC 12PK 100 X 1 X 16MM	16.50
EFT64605	18/05/2026	FERNLEAF PLANNING SERVICES	24,565.00
INV 0462	23/04/2026	REDEVELOPMENT, CONCEPT & PLANNING FOR SPORTING PRECINCT	24,565.00
EFT64606	18/05/2026	GRACE RECORDS MANAGEMENT	131.67
INV RP01810162	30/04/2026	RECORD MANAGEMENT - MAY 2026	131.67
EFT64607	18/05/2026	HOATH REFRIGERATION & AIRCONDITIONING	7,434.88
INV 6197	05/05/2026	SUPPLY & INSTALL 2X DAIKIN SPLIT SYSTEM AIRCON	7,434.88
EFT64608	18/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	185.25
INV 587719	23/04/2026	4/9 ASHLEY STREET FOR 20/02/2026 TO 22/04/2026	185.25
EFT64609	18/05/2026	TEAM GLOBAL EXPRESS PTY LTD	121.73
INV 1263364	07/05/2026	FREIGHT - WINC TO SDWK	121.73
EFT64610	18/05/2026	JULIA WILSON	315.71
INV REIMB1205	12/05/2026	UTILITY SUBSIDY: POWER FOR 20/02/2026 TO 22/04/2026	315.71
EFT64611	18/05/2026	NORTH REGIONAL TAFE	672.70
INV I0029303	30/04/2026	EXCAVATOR SKILLS SET	672.70
EFT64612	18/05/2026	LAVENIA BILOVESI RATABUA	629.25
INV REIMB1205	12/05/2026	UTILITY SUBSIDY: POWER FOR 05/02/2026 TO 07/04/2026	629.25
EFT64613	18/05/2026	MARIA O'CONNELL	840.00
INV 08	01/05/2026	8/12 LOCH ST WEEKLY RENT	840.00
EFT64614	18/05/2026	MANAGED IT PTY LTD	124.05
INV 300776	01/05/2026	MANAGED SERVER AND LICENCES FOR MAY 2026	124.05
EFT64615	18/05/2026	MARRA WORRA WORRA ABORIGINAL CORPORATION	22,000.00

INV 2416	02/04/2026	MEMORANDUM OF UNDERSTANDING - 30/03/2026	22,000.00
EFT64616	18/05/2026	FOUNDATION FOR INDIGENOUS SUSTAINABLE HEALTH LIMITED	794.69
INV DER5547	06/05/2026	STAFF UNIFORM - OUTDOOR	794.69
EFT64617	18/05/2026	OFFICE STAR	557.72
INV 68349	23/02/2026	SUPPLY TONER	280.52
INV 68479	20/04/2026	DEPOT PRINTER REPAIR	277.20
EFT64618	18/05/2026	POSITIVE POOLS AND MAINTENANCE	82.50
INV 64	08/05/2026	POOL CHEM CHECK & SERVICE FILTERS	82.50
EFT64619	18/05/2026	RAY WHITE DERBY	2,391.43
INV 30718	08/04/2026	9 TOWER PLACE RENT FOR 15/4/2026 - 11/5/2026	2,391.43
EFT64620	18/05/2026	REPCO A DIVISION OF GPC ASIA PACIFIC PTY LTD	767.80
INV 4510592507	17/04/2026	SUPPLY BRAKE CLEANER & AIR FLOW-SENSOR	255.94
INV 4510593150	21/04/2026	SUPPLY ASSORTED CLEANERS & LUBRICANTS	511.86
EFT64621	18/05/2026	E & MJ ROSHER PTY LTD	384.18
INV 1508044	20/04/2026	SUPPLY GAUGE WHEEL, TANK ASSY & FREIGHT	357.42
INV 1508231	23/04/2026	SUPPLY GASKET HEAD COVER	26.76
EFT64622	18/05/2026	SKIPPERS CLEANING SERVICES	50,306.92
INV 1953	30/04/2026	CLEANING OF SHIRE BUILDINGS - APRIL 2026 - DERBY	50,306.92
EFT64623	18/05/2026	CHRISTIE MILDENHALL	509.00
INV REIMB0805	08/05/2026	REIMBURSE - FLIGHTS FROM PERTH TO DERBY	509.00
EFT64624	18/05/2026	TOTALLY WORK WEAR - BROOME	560.00
INV 12552	17/04/2026	SUPPLY AQUALYTE' ELECTROLYTE POWDER & SUPER SKIN GLOVES	560.00
EFT64625	18/05/2026	WESTANKS AUSTRALIA PTY LTD	402.55
INV 1016633	26/02/2026	SUPPLY NOZZLE HOLSTER WITH SWITCH	402.55
EFT64626	22/05/2026	MAXIMUS TRUST TA ASSET INFRASTRUCTURE MANAGEMENT	2,750.00
INV 0824	22/04/2026	DEVELOPMENT & FINALISATION OF ASSET MANAGEMENT STRATEGY	2,750.00
EFT64627	22/05/2026	ALTHAM CONTRACTING	829.68
INV 3467	04/05/2026	REPAIR DERBY SHORT STAY WATER LEAK, POUND FLOAT VALVE	829.68
EFT64628	22/05/2026	AUSTRALIA PACIFIC VALUERS PTY LTD ITF THE APV UNIT TRUST T/AS APV VALUERS & ASSET MANAGEMENT	15,928.00
INV 0496	09/04/2026	REVALUATION OF SDWK ASSETS FY25/26 – LAND, BUILDING AND OTHER	15,928.00
EFT64629	22/05/2026	NATIONAL TROPHIES PTY LTD	899.40
INV SI159831	23/03/2026	SUPPLY TROPHIES FOR KIMBERLEY ART & PHOTOGRAPHIC PRIZE	899.40
EFT64630	22/05/2026	BISHOPS TRANSPORT PTY LTD	400.53
INV B356968	06/05/2026	FREIGHT - ROSHER TO SDWK	400.53
EFT64631	22/05/2026	BP FITZROY CROSSING	962.50

INV 01542184	26/03/2026	CATERING FOR ORDINARY COUNCIL MEETING 26 MARCH 2026	187.50
INV 01575395	27/04/2026	SUPPLY & DELIVERY OF FOOD FOR ANZAC DAY EVENT	775.00
EFT64632	22/05/2026	MARTUWARRA CENTRAL EARTHMOVING PTY LTD	38,821.74
INV 12	11/05/2026	GRADING & MAINTENANCE WORK ON FAIRFIELD LEOPOLD ROAD	38,821.74
EFT64633	22/05/2026	CLEANING GARDENING & TREE SERVICES	30,127.15
INV 10930	01/05/2026	CLEANING FX SHIRE BUILDINGS - APRIL 2026	30,127.15
EFT64634	22/05/2026	BOC LIMITED	327.36
INV 5006874892	30/04/2026	MONTHLY GAS CYLINDER CHARGES	327.36
EFT64635	22/05/2026	CITY OF SOUTH PERTH	6,986.25
INV 11640	07/05/2026	CITY OF SOUTH PERTH - PLANNING CONSULTANT FEES - MARCH 2026	3,478.75
INV 11674	12/05/2026	CITY OF SOUTH PERTH - PLANNING CONSULTANCY FEES - APRIL 2026	3,507.50
EFT64636	22/05/2026	CLONTARF FOUNDATION	500.00
INV REIMB1505	15/05/2026	BOND RETURN FOR FX REC CENTRE	500.00
EFT64637	22/05/2026	DAMBIMANGARI ABORIGINAL CORPORATION	1,500.00
INV REIMB1905	19/05/2026	BOND RETURN FOR HIRE OF DERBY AIRPORT ON 14/05/2026	1,500.00
EFT64638	22/05/2026	DERBY BUILDING SUPPLIES	382.09
INV 609820	06/05/2026	SUPPLY WATTYL KILLRUST SPRAY PRIMER	28.35
INV 610334	13/05/2026	SUPPLY ACCENT HYDROCHLORIC ACID 20L	201.00
INV 610360	13/05/2026	SUPPLY METAL BAR FLAT & SNAP-OFF KNIFE BLADES	39.87
INV 610405	14/05/2026	SUPPLY BREMICK BOLT & NUT HEX GALV	18.90
INV 610478	15/05/2026	SUPPLY FIX-A-TAP TRAP COMBINATION	9.39
INV 610488	15/05/2026	SUPPLY POLYTUF TRAP EXTREME	84.58
EFT64639	22/05/2026	DERBY 4X4 & MARINE	49.50
INV 42939-65713	18/05/2026	SUPPLY BRG CLUTCH SPIGOT	49.50
EFT64640	22/05/2026	HARDMAN ENTERPRISES PL T/AS DERBY PLUMBING AND GAS	7,028.57
INV 32370	30/04/2026	SUPPLY & INSTALL 125L HWS AS PER QT02323 – 13B HOLMAN STREET	3,540.41
INV 32374	01/05/2026	SUPPLY & INSTALL NEW 125L HWS AS PER QT02314 – 4B ROWELL COURT	3,488.16
EFT64641	22/05/2026	DERBY PROGRESSIVE SUPPLIES	791.27
INV 128045	13/05/2026	CATERING SUPPLIES – KAPP 2026	791.27
EFT64642	22/05/2026	DERBY SPEEDWAY CLUB	5,000.00
INV GRANT 2026	19/05/2026	COMMUNITY GRANT PROGRAM FOR CLUB & WESTRALIA CUP	5,000.00
EFT64643	22/05/2026	DERBY HARDWARE MITRE10	1,443.76
INV 10645797	20/04/2026	SUPPLY AG SLOTTED, POOL SALT, GARDEN SOIL	1,196.84
INV 10646379	30/04/2026	SUPPLY BURNER RING TRIPLE PRIMUS	139.99
INV 10646416	01/05/2026	SUPPLY LIGHTER GAS FLEXIBLE PREMIUM SAMBA	9.99

INV 10646443	01/05/2026	SUPPLY SEALANT SIKAFLEX 11FC+ WHITE 310ML SIKA	26.99
INV 10646612	04/05/2026	SUPPLY ENERGIZER MAX C BATTERY	11.99
INV 10646756	07/05/2026	SUPPLY GATE HINGE & SECURITY PADBOLT	36.98
INV 10646780	07/05/2026	SUPPLY JOINER HOSE	8.99
INV 10646781	07/05/2026	SUPPLY QUICKSPRAY GLOSS BLACK	11.99
EFT64644	22/05/2026	DERBY WA FUELS PTY LTD	2,800.00
INV 25472	25/04/2026	CATERING - ANZAC DAY CEREMONY	2,800.00
EFT64645	22/05/2026	FITZROY HARDWARE PTY LTD	160.00
INV 10044433	01/05/2026	SUPPLY TRAIL BLAZER CORD	160.00
EFT64646	22/05/2026	PAUL GOSS	836.28
INV REIMB1205	14/05/2026	UTILITY SUBSIDY: POWER & WATER FOR 14/02/2026 - 16/04/2026	836.28
EFT64647	22/05/2026	GFG TEMPORARY ASSIST GLEN FLOOD GROUP PTY LTD	1,196.25
INV 5043	30/04/2026	TEMPORARY PROCUREMENT SUPPORT	1,196.25
EFT64648	22/05/2026	HOATH REFRIGERATION & AIRCONDITIONING	8,759.10
INV 6178	01/05/2026	REPLACE INVERTER COMPRESSOR & INVERTER PCB & TESTING – DERBY ADMINISTRATION CENTRE	8,759.10
EFT64649	22/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	4,330.04
INV 570688	01/05/2026	208 STREETLIGHTS FOR 01/04/2026 - 30/04/2026	4,330.04
EFT64650	22/05/2026	TEAM GLOBAL EXPRESS PTY LTD	492.43
INV 0459-8L4291	03/05/2026	FREIGHT - DERBY TO PERTH	69.83
INV 0460-8L4291	17/05/2026	FREIGHT - NEDLANDS TO PATHWEST	422.60
EFT64651	22/05/2026	ITVISION	77,680.31
INV INITV043100	30/04/2026	IT VISION ANNUAL SUBSCRIPTION	77,680.31
EFT64652	22/05/2026	HERSEY'S SAFETY PTY LTD	732.49
INV 5281	13/05/2026	SUPPLY SPRAY BOTTLE & TRIGGER	49.50
INV 5280	14/05/2026	SUPPLY PPE & TOOLS FOR WORKSHOP & STORES	682.99
EFT64653	22/05/2026	JILL BRAZIL	329.61
INV REIMB1805	18/05/2026	REIMBURSEMENT FOR OFFICE SUPPLIES	329.61
EFT64654	22/05/2026	JILA PLUMBING	346.56
INV 7064	21/04/2026	REPLACED LEAKING GAS & TEST POINT – 74 FALLON ROAD FX	346.56
EFT64655	22/05/2026	KIMBERLEY AGRICULTURAL SUPPLIES	17.34
INV 7110-CNO	30/03/2026	CREDIT NOTE INVOICE 4360	-1,435.28
INV 7142	26/04/2026	SUPPLY GASON SLASHER DELTA PARTS	918.54
INV 7143	26/04/2026	SUPPLY COMPLETE GUARD, & INSTRUCTION MANUAL FOR SLASHER	534.08
EFT64656	22/05/2026	KIMBERLEY FIRE SYSTEMS	1,170.46
INV 25751	07/05/2026	MAINTENANCE OF FIRE PROTECTION SYSTEMS & EQUIPMENT – DERBY AIRPORT	1,170.46

EFT64657	22/05/2026	CITY OF KALAMUNDA	1,394.08
INV 38849	25/03/2026	BUILDING SERVICES - ADMIN & SURVEYOR	200.00
INV 38986	12/05/2026	BUILDING SERVICES - ADMIN & SURVEYOR @100 PER HOUR	1,194.08
EFT64658	22/05/2026	KULDEEP SINGH	500.00
INV REIMB1905	19/05/2026	BOND RETURN FOR HIRE OF DERBY OVAL ON 17/05/2026	500.00
EFT64659	22/05/2026	LAIRD TRAN STUDIO	45,552.50
INV LTS260505	15/05/2026	PROVIDE ARCHITECTURAL SERVICES FOR FX RECREATION CENTRE	45,552.50
EFT64660	22/05/2026	MANAGED IT PTY LTD	56,274.85
INV 300777	01/05/2026	IT SERVICES FOR MAY 2026	56,274.85
EFT64661	22/05/2026	MOORE AUSTRALIA (TAX)	8,083.63
INV 447986	30/04/2026	MONTHLY STATEMENT OF FINANCIAL ACTIVITY – MARCH 2025	3,217.50
INV 447987	30/04/2026	ADDITIONAL ON DEMAND & GOVERNANCE SUPPORT	4,866.13
EFT64662	22/05/2026	OUTBACK ELECTRICAL & AIRCON SERVICES	6,639.67
INV 11581	29/04/2026	INSTALL TWO NEW AIR-CONS TO REPLACE EXISTING SYSTEMS	6,639.67
EFT64663	22/05/2026	NORTH WEST LOCKSMITH	330.00
INV 34642	05/05/2026	RESTRICTED KEY CUT	100.00
INV 34685	11/05/2026	INSTALL NEW RESTRICTED CYLINDER LOCK	230.00
EFT64664	22/05/2026	FOUNDATION FOR INDIGENOUS SUSTAINABLE HEALTH LIMITED	1,100.93
INV DER5801	16/05/2026	STAFF UNIFORMS	190.98
INV DER6063	16/05/2026	STAFF UNIFORMS - OUTDOOR	909.95
EFT64665	22/05/2026	OFFICE STAR	324.50
INV 68781	26/04/2026	SERVICE AGREEMENT TO RICOH - DEPOT	324.50
EFT64666	22/05/2026	IXOM	204.60
INV 85111550	30/04/2026	MONTHLY RENTAL OF CHLORINE GAS QUOTED AS PER LAST INVOICE	204.60
EFT64667	22/05/2026	PARIS MILLAR	615.90
INV REIMB2104	21/04/2026	REIMBURSE FOR POOL LIFEGUARD COURSE	339.00
INV REIMB1805	18/05/2026	REIMBURSEMENT FOR POLICE CLEARANCE	64.90
INV REIMB1805-2	18/05/2026	APPROVED MANAGERS APPLICATION - KIMBERLEY ART PRIZE	212.00
EFT64668	22/05/2026	JENKINS EARTHMOVING & TRANSPORT	13,332.00
INV 1071	11/05/2026	SUPPLY 60 M3 OF PINDAN – DERBY DEPOT	2,112.00
INV 1075	11/05/2026	SUPPLY SCREENED RIVER SAND – DERBY DEPOT	11,220.00
EFT64669	22/05/2026	E & MJ ROSHER PTY LTD	756.94
INV 1506361	05/03/2026	SUPPLY KUBOTA PARTS	19.06
INV 1506586	11/03/2026	SPARE PARTS FOR KUBOTA MOWERS	19.13
INV 1508599	01/05/2026	SUPPLY KUBOTA PARTS	718.75

EFT64670	22/05/2026	RUSTYS IGA *DELAY IN INVOICING	2,769.74
INV 026306	25/02/2026	SUPPLY FOOD FOR IMPOUNDED ANIMALS	25.45
INV 015066	26/02/2026	SUPPLY FOOD FOR YOUTH PROGRAM	126.00
INV 015427	27/02/2026	SUPPLY FOOD FOR YOUTH PROGRAM	76.10
INV 015948	28/02/2026	SUPPLY FOOD FOR YOUTH PROGRAM	517.79
INV 018680	05/03/2026	SUPPLY FOOD FOR YOUTH PROGRAM	187.00
INV 028622	07/03/2026	SUPPLY FOOD FOR YOUTH PROGRAM	81.14
INV 029533	12/03/2026	SUPPLY FOOD FOR YOUTH PROGRAM	159.30
INV 013014	13/03/2026	SUPPLY FOOD FOR YOUTH PROGRAM	107.40
INV 015033	18/03/2026	SUPPLY FOOD FOR IMPOUNDED ANIMALS	33.85
INV 016064	19/03/2026	SUPPLY FOOD FOR YOUTH PROGRAM	129.85
INV 031494	26/03/2026	SUPPLY FOOD FOR YOUTH PROGRAM	151.75
INV 01340	27/03/2026	SUPPLY FOOD FOR YOUTH PROGRAM	140.70
INV 012129	31/03/2026	SUPPLY FOOD FOR IMPOUNDED ANIMALS	35.39
INV 025864	09/04/2026	FOOD ITEMS FOR YOUTH 2026 APRIL SCHOOL HOLIDAY PROGRAM	96.01
INV 026620	14/04/2026	SUPPLY FOOD & CATERING FOR SAUSAGE SIZZLE	246.76
INV 012155	20/04/2026	SUPPLY FOOD FOR IMPOUNDED ANIMALS	16.20
INV 021051	04/05/2026	SUPPLY PRODUCTS FOR HEALTHY HYGIENE PACKS	490.55
INV 021960	07/05/2026	SUPPLY FOOD FOR YOUTH LATE NIGHT PROGRAMS	148.50
EFT64671	22/05/2026	CROMAG PTY LTD TAS SIGMA TELFORD GROUP	3,258.20
INV 198495-01	30/04/2026	SUPPLY GRANULAR CHLORINE & PALLETS	3,258.20
EFT64672	22/05/2026	SLIMLINE WAREHOUSE	3,447.69
INV 568256	05/03/2026	SUPPLY PRODUCTS FOR KIMBERLEY ART & PHOTOGRAPHIC	3,447.69
EFT64673	22/05/2026	TARUNDA SUPERMARKET	84.40
INV 10135459	12/05/2026	FOOD SUPPLIES FOR FX YOUTH PROGRAM	65.80
INV 10137658	18/05/2026	FOOD SUPPLIES FOR FX YOUTH PROGRAM	18.60
EFT64674	22/05/2026	TRAVELWORLD BROOME	4,377.89
INV I000052525	05/05/2026	FLIGHTS & ACCOMMODATION FOR KAPP 2026 JUDGE	3,606.01
INV I000052536	06/05/2026	FLIGHTS FOR KAPP 2026 JUDGE	771.88
EFT64675	22/05/2026	TYREPOWER DERBY	1,590.00
INV 122359	08/05/2026	SUPPLY NEW TYRE & BALANCING – 1TZG219 TRAILER	1,240.00
INV 122407	18/05/2026	SUPPLY CENTURY BATTERY	350.00
EFT64676	22/05/2026	VISION POWER	676.50
INV 20474	13/05/2026	INSTALL SINGLE PHASE DIN MOUNT POWER CONSUMPTION METER – DERBY RECREATION CENTRE	676.50
EFT64677	22/05/2026	VISIMAX (BUCCI HOLDINGS PTY LTD)	3,143.72

INV 2017	08/05/2026	SUPPLY DOG TRAP, CAT/POSSUM TRAP PLUS FREIGHT	3,143.72
EFT64678	22/05/2026	WESTCOAST BUILDING AND CONSTRUCTION	95,297.92
INV 2005	13/05/2026	GRANT FUNDED - DERBY RECREATION CENTRE LIGHTING & FENCING UPGRADE	95,297.92
EFT64679	22/05/2026	WALALAKOO ABORIGINAL CORPORATION	5,000.00
INV GRANT 2026	19/05/2026	COMMUNITY GRANT PROGRAM FOR WALALAKOO NAIDOC BALL	5,000.00
EFT64680	22/05/2026	WATERTORQUE GROUP PTY LTD	3,322.80
INV WT0031735	06/05/2026	SUPPLY BORE PUMP, HOSE, CABLE & BORE CAP	3,047.80
INV WT0031792	09/05/2026	SUPPLY 8M HOSE & JOINERS PLUS FREIGHT	275.00
EFT64681	22/05/2026	WATTLEUP TRACTORS	1,687.00
INV 1329807	07/05/2026	SUPPLY STARTER MOTOR	1,687.00
EFT64682	29/05/2026	SUPAGAS PTY LIMITED	247.50
INV C647679-3-2026	31/03/2026	RENTAL CHARGED & EQUIPMENT HELD LPG 45KG	247.50
EFT64683	29/05/2026	AUSTRALIA POST	43.68
INV 1014716625	03/05/2026	POSTAGE COSTS FOR APRIL 2026	43.68
EFT64684	29/05/2026	AUSTRALIAN SERVICES UNION	106.00
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	106.00
EFT64685	29/05/2026	BISHOPS TRANSPORT PTY LTD	112.99
INV B358576	15/05/2026	FREIGHT - ROSHER & CITY TOYOTA TO SDWK	112.99
EFT64686	29/05/2026	WORKSAFE DIVISION DEPARTMENT LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY	3,754.26
INV PERMIT2802	28/02/2026	BSL FEBRUARY 2026	3,697.61
INV PERMIT3103	31/03/2026	BSL MARCH 2026	56.65
EFT64687	29/05/2026	OFFICE NATIONAL BROOME (THE BOSS SHOP)	541.75
INV 1142817	28/05/2026	PRINTER COPY COUNTS	440.35
INV 1142818	28/05/2026	PRINTER COPY COUNTS	101.40
EFT64688	29/05/2026	BP FITZROY CROSSING	485.80
INV 01500092	04/02/2026	200 LITRE OF UNLEADED FUEL FX SHIRE DEPOT	485.80
EFT64689	29/05/2026	COLLIERS INTERNATIONAL ENGINEERING & DESIGN WA PTY LTD	60,533.00
INV 42837	20/05/2026	DETAILED DESIGN FOR FAIRBAIRN ST RECONSTRUCTION	60,533.00
EFT64690	29/05/2026	WINC	567.00
INV 9050327792	24/04/2026	STATIONERY TOP UP	567.00
EFT64691	29/05/2026	DEPUTY CHILD SUPPORT REGISTRAR	83.83
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	83.83
EFT64692	29/05/2026	DERBY BUILDING SUPPLIES	1,004.84
INV 610791	19/05/2026	SUPPLY LANE DEADBOLT POLISHED & SATIN CYLINDER	176.80
INV 610792	19/05/2026	SUPPLY SUTTON BIT DRILL PANEL & JOBBER	15.86

INV 610873	20/05/2026	SUPPLY 1X STIHL HIGH PRESSURE CLEANER	632.20
INV 610937	21/05/2026	SUPPLY WATTYL KILLRUST SPRAY PRIMER	16.32
INV 610955	21/05/2026	SUPPLY SUPERSEAL TRIMDECK EAVES	163.66
EFT64693	29/05/2026	DERBY 4X4 & MARINE	11.53
INV 42965-65746	20/05/2026	SUPPLY SWAY BAR FRT D RUBBER	11.53
EFT64694	29/05/2026	DERBY HARDWARE MITRE10	1,885.63
INV 10647002	11/05/2026	SUPPLY JOINER HOSE REPAIR 18MM	14.00
INV 10647103	12/05/2026	SUPPLY TEMP FENCING GALVANIZED 2400X 2100	1,799.80
INV 10647077	12/05/2026	SUPPLY H/SECURITY PADBOLT 2X	16.98
INV 10647245	14/05/2026	SUPPLY BRUSH SMOOTH COAT 50MM	9.99
INV 10647273	15/05/2026	SUPPLY SANDING BLOCK FOAM	9.99
INV 10647274	15/05/2026	SUPPLY TRAP EXTENSION ADJUSTABLE	14.99
INV 10647450	18/05/2026	SUPPLY BRUSH SMOOTH COAT 2X	16.30
INV 10647603	20/05/2026	SUPPLY ANCHOR SLEEVE ZINC	3.58
EFT64695	29/05/2026	DWA INDUSTRIAL RESOURCES PTY LTD	781.00
INV 02024847	18/05/2026	SUPPLY ABRASIVE BLAST TRACTOR & PRIME TYRE RIM	423.50
INV 02025255	18/05/2026	SUPPLY, MARK & CUT STEEL CHECKER PLATE	357.50
EFT64696	29/05/2026	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	550.00
INV REIMB2205	22/05/2026	RETURN BOND FOR HIRE OF COMMUNITY ROOM & PROJECTOR	550.00
EFT64697	29/05/2026	ELDERS LIMITED (DERBY BRANCH)	3,415.57
INV 101-SI001088536	21/05/2026	SUPPLY IRRIGATION CABLE & FREIGHT	407.00
INV 101-SI001088781	21/05/2026	RETICULATION/IRRIGATION SUPPLIES	3,008.57
EFT64698	29/05/2026	BASS TECHNOLOGY GROUP T/AS FX COMM & AV	39,499.41
INV 8230740	07/05/2026	SDWK CCTV REPAIR IN DERBY AND FITZROY CROSSING	39,499.41
EFT64699	29/05/2026	DEPARTMENT OF FIRE AND EMERGENCY SERVICES.	27,832.54
INV 161096	21/05/2026	2025/26 ESL Q4 CONTRIBUTION	27,832.54
EFT64700	29/05/2026	THE FITZROY RIVER LODGE	2,200.00
INV 13257	22/05/2026	NATIONAL VOLUNTEER WEEK DINNER - 21/5/2026	2,200.00
EFT64701	29/05/2026	GEOFFREY ANDREW DAVIS	1,429.59
INV ALLOW3105	31/05/2026	MAY 2026 COUNCILLOR ATTENDANCE FEE & ALLOWANCE	1,429.59
EFT64702	29/05/2026	PATRICIA GAULT	1,429.59
INV ALLOW3105	31/05/2026	MAY 2026 COUNCILOR ATTENDANCE FEE & ALLOWANCE	1,429.59
EFT64703	29/05/2026	GABRIELLA BARUNGA	103.00
INV REIMB2705	27/05/2026	REFUND FOR BUS TICKET	103.00
EFT64704	29/05/2026	GREENFIELD TECHNICAL SERVICES	37,116.33

INV 5124	21/05/2026	AGRN1288 - FLOOD DAMAGE – DAMAGE ASSESSMENT	37,116.33
EFT64705	29/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	1,225.77
INV 588670	19/05/2026	8/12 LOCH ST DERBY FOR 19/03/2026 TO 18/05/2026	493.54
INV 586387	19/05/2026	UNIT 5/12 LOCH ST DERBY FOR 19/03/2026 TO 18/05/2026	117.42
INV 584130	25/05/2026	4/20 CLARENDON ST DERBY FOR 24/03/2026 - 21/05/2026,	400.92
INV 592144	25/05/2026	9 TOWER PL DERBY FOR 01/05/2026 - 22/05/2026	213.89
EFT64706	29/05/2026	CONNECT CALL CENTRE SERVICES	344.08
INV 121751	15/05/2026	OVERCALLS FEE FOR CONTRACT - APRIL 2026	344.08
EFT64707	29/05/2026	K&M ELECTRICAL SERVICES	35,937.22
INV 804	16/05/2026	WHARF UNDERGROUND SUB-MAIN REPLACEMENT	35,937.22
EFT64708	29/05/2026	KERRISSA O'MEARA	1,788.38
INV ALLOW3105	31/05/2026	MAY 2026 COUNCILLOR ATTENDANCE FEE & ALLOWANCE	1,788.38
EFT64709	29/05/2026	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	5,085.00
INV SI-018456	30/04/2026	DIPLOMA OF LOCAL GOVERNMENT FOR CR GAULT	5,085.00
EFT64710	29/05/2026	LACHLAN CARRACHER	1,245.12
INV ALLOW3105	31/05/2026	MAY 2026 COUNCILLOR ATTENDANCE FEE & ALLOWANCE	1,245.12
EFT64711	29/05/2026	LAURIE SHAW	1,429.59
INV ALLOW3105	31/05/2026	MAY 2026 COUNCILLOR ATTENDANCE FEE & ALLOWANCE	1,429.59
EFT64712	29/05/2026	LEAH UMBAGAI	1,429.59
INV ALLOW3105	31/05/2026	MAY 2026 COUNCILLOR ATTENDANCE FEE & ALLOWANCE	1,429.59
EFT64713	29/05/2026	MAXXIA PTY LTD	6,830.76
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	4,007.30
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	2,319.97
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	57.88
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	445.61
EFT64714	29/05/2026	TYREPOWER FITZROY CROSSING	65.00
INV 104949	08/05/2026	PUNCTURE REPAIR	65.00
EFT64715	29/05/2026	NIKITA TAYLOR	240.92
INV REIMB2705	27/05/2026	UTILITY SUBSIDY: POWER FOR 08/04/2026 TO 30/04/2026	240.92
EFT64716	29/05/2026	NORTH WEST LOCKSMITH	220.00
INV 34686	11/05/2026	INSTALL NEW RESTRICTED CYLINDER LOCK – DERBY CIVIC CENTRE	220.00
EFT64717	29/05/2026	ADAM RUSSELL CORNISH	1,429.59
INV ALLOW3105	31/05/2026	MAY 2026 COUNCILLOR ATTENDANCE FEE & ALLOWANCE	1,429.59
EFT64718	29/05/2026	PETER JOHN MCCUMSTIE	2,864.76
INV ALLOW3105	31/05/2026	MAY 2026 PRESIDENT ATTENDANCE FEE & ALLOWANCE	2,864.76

EFT64719	29/05/2026	E & MJ ROSHER PTY LTD	424.84
INV 1509077	13/05/2026	SUPPLY KUBOTA PARTS	424.84
EFT64720	29/05/2026	SEEK LIMITED	3,219.15
INV 701815631	10/04/2026	JOB VACANCY ADVERTISEMENT	359.15
INV 701815583	10/04/2026	PRE-PURCHASE OF JOB ADVERTISEMENTS	2,860.00
EFT64721	29/05/2026	STAR FOUNDATION	200.00
INV REIMB2705	27/05/2026	RETURN BOND FOR HIRE OF UNDERCOVER COURTS	200.00
EFT64722	29/05/2026	TARUNDA SUPERMARKET	1,284.51
INV 3018724	24/05/2023	SOFT DRINK FOR FITZROY NATIONAL VOLUNTEER DINNER 24/05/2023	187.85
INV 50137054	24/05/2023	FOOD SUPPLIES FOR FITZROY NATIONAL RECONCILIATION WEEK	590.00
INV 10110778	05/03/2025	FRUIT FOR JUNIOR FOOTY PROGRAM 05/03/2025	127.23
INV 20149064	12/03/2025	FOOD SUPPLIES FOR CUPPA CIRCLE PROGRAM 12/03/2025	116.75
INV 10115623	19/03/2025	FRUIT FOR JUNIOR FOOTY PROGRAM 19/03/2025	112.92
INV 30136888	01/04/2026	FOOD SUPPLIES FOR YOUTH PROGRAM	149.76
EFT64723	29/05/2026	VALERIE ROSS	1,429.59
INV ALLOW3105	31/05/2026	MAY 2026 COUNCILLOR ATTENDANCE FEE & ALLOWANCE	1,429.59
EFT64724	29/05/2026	VISION POWER	17,943.20
INV 20310	15/03/2026	FIRE ALARM INSPECTION & RCD TESTING – DERBY STAFF HOUSING	15,325.20
INV 20393	12/04/2026	ELECTRICAL & FIRE COMPLIANCE SERVICES FOR FITZROY STAFF HOUSES	2,618.00
EFT64725	29/05/2026	VIZONA PTY LTD	14,712.50
INV 0733	13/05/2026	SUPPLY SOLAR LIGHTING SYSTEMS – JETTY WALKWAY	14,712.50
EFT64726	29/05/2026	WALALAKOO ABORIGINAL CORPORATION	600.00
INV REIMB2105	21/05/2026	RETURN BOND FOR HIRE COMMUNITY ROOM & \$300 ADMIN ERROR	600.00
EFT64727	29/05/2026	WATTNOW ELECTRICAL	609.51
INV 15357	25/05/2026	REPLACE TUBE & EXHAUST FAN – 4 WOOLLYBUTT CORNER	609.51
		TOTAL	\$2,033,549.90

FEE PAYMENTS – MUNI ACCOUNT

PAYMENT ID	DATES	CREDITOR / INVOICE DETAILS	AMOUNT
980	01/05/2026	DOT - DOT PAYMENT	1,428.05

980	06/05/2026	BEX - BPOINT FEES	61.60
980	06/05/2026	EXC - EXCESS TRANSACTIONS FEE	77.00
980	06/05/2026	DOT - DOT PAYMENT	3,941.95
980	07/05/2026	BAS4 - ATO - IAS PAYMENT - PAYG WITHHOLDING	77,987.00
980	07/05/2026	IINET - IINET 225211599 (\$109.99)	109.99
980	07/05/2026	DOT - DOT PAYMENT	1,454.75
980	07/05/2026	GHA - GREYHOUND AUSTRALIA	2,882.00
980	11/05/2026	DOT - DOT PAYMENT	3,107.85
980	13/05/2026	DOT - DOT PAYMENT	2,013.00
980	14/05/2026	DOT - DOT PAYMENT	868.65
980	15/05/2026	DOT - DOT PAYMENT	2,164.60
980	15/05/2026	BEX - BPOINT FEES	30.22
980	14/05/2026	GHA - GREYHOUND AUSTRALIA	1,234.00
980	18/05/2026	GHA - GREYHOUND AUSTRALIA	2,119.99
980	20/05/2026	DOT - DOT PAYMENT	1,475.75
980	21/05/2026	DOT - DOT PAYMENT	2,575.35
980	22/05/2026	DOT - DOT PAYMENT	1,841.65
980	01/05/2026	EXC - EXCESS TRANSACTIONS FEE	33.25
980	25/05/2026	DOT - DOT PAYMENT	2,513.25
980	26/05/2026	BAS4 - ATO - IAS PAYMENT - PAYG WITHHOLDING	70,844.00
980	27/05/2026	DOT - DOT PAYMENT	1,617.95
980	28/05/2026	DOT - DOT PAYMENT	2,610.10
980	28/05/2026	GHA - GREYHOUND AUSTRALIA	1,757.00
980	29/05/2026	DOT - DOT PAYMENT	3,712.20
980	01/05/2026	EXC - EXCESS TRANSACTIONS FEE	41.80
980	01/05/2026	EXC - EXCESS TRANSACTIONS FEE	8.80
980	04/05/2026	MER - MERCHANT FEES	49.50
980	04/05/2026	MER - MERCHANT FEES	90.86
980	04/05/2026	MER - MERCHANT FEES	434.29
980	04/05/2026	DOT - DOT PAYMENT	2,080.90
DD23620.1	05/05/2026	AWARE SUPER	25,941.53
INV SUPER	05/05/2026	SUPERANNUATION	21,098.78
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	3,787.95
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	400.00
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	154.80

INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	500.00
DD23620.2	05/05/2026	GESB EMPLOYER SERVICES	726.64
INV SUPER	05/05/2026	SUPERANNUATION	726.64
DD23620.3	05/05/2026	MLC SUPER FUND	136.86
INV SUPER	05/05/2026	SUPERANNUATION	136.86
DD23620.4	05/05/2026	BT PANORAMA SUPER	643.06
INV SUPER	05/05/2026	SUPERANNUATION	643.06
DD23620.5	05/05/2026	CARE SUPER	450.80
INV SUPER	05/05/2026	SUPERANNUATION	450.80
DD23620.6	05/05/2026	Q SUPER	1,128.45
INV SUPER	05/05/2026	SUPERANNUATION	824.64
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	303.81
DD23620.7	05/05/2026	PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	960.89
INV SUPER	05/05/2026	SUPERANNUATION	860.89
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	100.00
DD23620.8	05/05/2026	UNI SUPER LIMITED	382.13
INV SUPER	05/05/2026	SUPERANNUATION	382.13
DD23620.9	05/05/2026	MYNORTH SUPER	342.84
INV SUPER	05/05/2026	SUPERANNUATION	342.84
DD23643.1	04/05/2026	HOUSING AUTHORITY	4,440.00
INV 04052026	04/05/2026	RENT - 7X PROPERTIES	4,440.00
DD23648.1	01/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	2,286.83
INV 207319	01/05/2026	LOT 175 EMANUEL WAY, FX FOR 11/02/2026 TO 13/04/2026	1,854.55
INV 349785	01/05/2026	LOT 231 GREAT NORTHERN HIGHWAY, FX FOR 11/02/2026 TO 13/04/2026	224.52
INV 421774	01/05/2026	LOT 199 FORREST RD, FX FOR 11/02/2026 TO 13/04/2026	207.76
DD23648.2	06/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	3,723.74
INV 335373	06/05/2026	7 MILLARD ST, DERBY FOR 14/02/2026 TO 16/04/2026	2,575.88
INV 167790	06/05/2026	LOT 1326 WINDJANA RD, DERBY FOR 14/02/2026 TO 16/04/2026	854.85
INV 152662	06/05/2026	LOT 1326 GIBB RIVER RD, DERBY FOR 14/02/2026 TO 16/04/2026	162.31
INV 416399	06/05/2026	11 CORKWOOD CT, DERBY FOR 14/02/2026 TO 16/04/2026	130.70
DD23661.1	19/05/2026	AWARE SUPER	24,397.94
INV SUPER	19/05/2026	SUPERANNUATION	19,763.77
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	3,579.36
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	400.00
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	154.81

INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	500.00
DD23661.2	19/05/2026	GESB EMPLOYER SERVICES	944.80
INV SUPER	19/05/2026	SUPERANNUATION	944.80
DD23661.3	19/05/2026	MLC SUPER FUND	182.88
INV SUPER	19/05/2026	SUPERANNUATION	182.88
DD23661.4	19/05/2026	BT PANORAMA SUPER	578.75
INV SUPER	19/05/2026	SUPERANNUATION	578.75
DD23661.5	19/05/2026	CARE SUPER	450.80
INV SUPER	19/05/2026	SUPERANNUATION	450.80
DD23661.6	19/05/2026	Q SUPER	1,015.74
INV SUPER	19/05/2026	SUPERANNUATION	742.27
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	273.47
DD23661.7	19/05/2026	PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	960.89
INV SUPER	19/05/2026	SUPERANNUATION	860.89
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	100.00
DD23661.8	19/05/2026	UNI SUPER LIMITED	114.64
INV SUPER	19/05/2026	SUPERANNUATION	114.64
DD23661.9	19/05/2026	MYNORTH SUPER	342.84
INV SUPER	19/05/2026	SUPERANNUATION	342.84
DD23663.1	18/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	130.53
INV 107820	18/05/2026	UNIT A/84 DURACK ST, CABBALLIN FOR 26/02/2026 TO 29/04/2026	130.53
DD23663.2	19/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	21,106.98
INV 220780	19/05/2026	915 STREETLIGHTS FOR 01/04/2026 TO 30/04/2026	21,023.94
INV 523100	19/05/2026	CCTV AT BAOBAB WAY, DERBY FOR 01/04/2026 TO 30/04/2026	83.04
DD23664.1	19/05/2026	WATER CORPORATION	39.16
INV 9023533812	19/05/2026	14-18 KNOWSLEY ST, DERBY (LOT 1142) FOR 19/03/2026 TO 24/04/2026	39.16
DD23676.1	25/05/2026	WATER CORPORATION	263.72
INV 9018700655	25/05/2026	FLYNN DR, FITZROY LOT 302 RES 36824 FOR 01/05/2026 TO 30/06/2026	263.72
DD23677.1	20/05/2026	AUSTRALIAN SUPER	542.71
INV COUNCILLORS APR 2026	20/05/2026	APRIL 2026 COUNCILLOR SUPERANNUATION	542.71
DD23677.2	20/05/2026	AWARE SUPER	222.07
INV COUNCILLORS APR 2026	20/05/2026	APRIL 2026 COUNCILLOR SUPERANNUATION	222.07
DD23677.3	20/05/2026	HOST PLUS SUPERANNUATION FUND	166.55
INV COUNCILLORS APR 2026	20/05/2026	APRIL 2026 COUNCILLOR SUPERANNUATION	166.55
DD23678.1	21/05/2026	THE SHELL COMPANY OF AUSTRALIA LIMITED	656.97

INV FUEL - APR26	21/05/2026	SHELL FUEL - APR 2026	656.97
DD23682.1	21/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	1,317.03
INV 333902	21/05/2026	24 LOCH ST, DERBY FOR 03/04/2026 TO 04/05/2026	1,184.43
INV 517343	21/05/2026	LOC 26818 WHARF RD, DERBY FOR 03/04/2026 TO 04/05/2026	66.30
INV 424950	21/05/2026	LOT 26818 WHARF RD, DERBY FOR 03/04/2026 TO 04/05/2026	66.30
DD23682.2	22/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	15,963.02
INV 172452	22/05/2026	LOT 199 FORREST RD, FX FOR 08/04/2026 TO 05/05/2026	4,813.87
INV 166519	22/05/2026	ASHLEY ST, DERBY FOR 08/04/2026 TO 05/05/2026	4,329.87
INV 321183	22/05/2026	30 CLARENDON ST, DERBY FOR 08/04/2026 TO 05/05/2026	3,588.99
INV 312249	22/05/2026	LOT 143 DERBY HIGHWAY FOR 08/04/2026 TO 05/05/2026	3,230.29
DD23683.1	25/05/2026	HOUSING AUTHORITY	1,160.00
INV 25052026	25/05/2026	RENT - (REF 41046646)	1,160.00
DD23699.1	12/05/2026	TELSTRA LIMITED	74.94
INV 1718873800	12/05/2026	SERVICES AND EQUIPMENT RENTAL TO 19/05/2026	74.94
DD23699.2	25/05/2026	TELSTRA LIMITED	3,920.14
INV 0463459000	25/05/2026	MAIN LINE BILLING - MAY 2026	3,920.14
DD23700.1	25/05/2026	TELSTRA LIMITED	935.04
INV 4174249435	25/05/2026	MOBILE PHONE SERVICES - MAY 2026	935.04
DD23700.2	21/05/2026	TELSTRA LIMITED	40.00
INV 4275260919	21/05/2026	MOBILE SERVICE - MAY 2026	40.00
DD23701.1	18/05/2026	TELSTRA LIMITED	550.00
INV 4275260810	18/05/2026	SATELLITE BILLING - MAY 2026	550.00
DD23702.1	07/05/2026	ANZ COMMERCIAL CARD SERVICES CENTRE	12,258.47
INV ANZ LAR	07/05/2026	CREDIT CARD FOR 13/03/2026 TO 12/04/2026	3,863.23
INV ANZ JBZ	07/05/2026	CREDIT CARD FOR 13/03/2026 TO 12/04/2026	1,474.96
INV ANZ WNE	07/05/2026	CREDIT CARD FOR 13/03/2026 TO 12/04/2026	785.93
INV ANZ LLW	07/05/2026	CREDIT CARD FOR 13/03/2026 TO 12/04/2026	3,382.35
INV CREDIT	07/05/2026	CREDIT CARD FOR 13/03/2026 TO 12/04/2026	2,752.00
DD23704.1	27/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	712.51
INV 198764	27/05/2026	LOT 128 GREAT NORTHERN HIGHWAY, FX FOR 11/04/2026 TO 08/05/2026	712.51
DD23704.2	28/05/2026	HORIZON POWER - ACCOUNT PAYMENTS	794.09
INV 163546	28/05/2026	LOT 32 AIRPORT RD, FX FOR 12/03/2026 TO 11/05/2026	635.47
INV 163224	28/05/2026	LOT 99999 FALLON RD, FX FOR 12/03/2026 TO 11/05/2026	158.62
DD23705.1	20/05/2026	BOND ADMINISTRATOR	120.00
INV BOND 28341/26	20/05/2026	RENTAL BOND FOR 13B HOLMAN ST, DERBY - 28341/26	120.00

DD23705.2	27/05/2026	BOND ADMINISTRATOR	860.00
INV BOND 31008/26	27/05/2026	RENTAL BOND FOR 19 WOOLLYBUTT CNR, DERBY - 31008/26	860.00
DD23620.10	05/05/2026	REST SUPERANNUATION	5,250.10
INV SUPER	05/05/2026	SUPERANNUATION	4,529.58
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	720.52
DD23620.11	05/05/2026	HOST PLUS SUPERANNUATION FUND	3,793.78
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	450.00
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	56.94
INV SUPER	05/05/2026	SUPERANNUATION	3,081.70
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	205.14
DD23620.12	05/05/2026	CFS EDGE SUPER AND PENSION	1,667.72
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	449.00
INV SUPER	05/05/2026	SUPERANNUATION	1,218.72
DD23620.13	05/05/2026	THE EQUISUPER SUPERANNUATION FUND	968.80
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	260.83
INV SUPER	05/05/2026	SUPERANNUATION	707.97
DD23620.14	05/05/2026	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	2,353.52
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	362.44
INV SUPER	05/05/2026	SUPERANNUATION	1,991.08
DD23620.15	05/05/2026	MLC SUPER NOMINEES PTY LTD	50.42
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	50.42
DD23620.16	05/05/2026	AUSTRALIAN SUPER	8,473.25
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	845.26
INV DEDUCTION	05/05/2026	PAYROLL DEDUCTION	435.23
INV SUPER	05/05/2026	SUPERANNUATION	7,192.76
DD23620.17	05/05/2026	ING SUPERANNUATION FUND	442.58
INV SUPER	05/05/2026	SUPERANNUATION	442.58
DD23620.18	05/05/2026	RAIZ SUPER	312.85
INV SUPER	05/05/2026	SUPERANNUATION	312.85
DD23661.10	19/05/2026	REST SUPERANNUATION	5,234.79
INV SUPER	19/05/2026	SUPERANNUATION	4,508.11
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	726.68
DD23661.11	19/05/2026	HOST PLUS SUPERANNUATION FUND	3,553.78
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	450.00
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	56.94

INV SUPER	19/05/2026	SUPERANNUATION	2,841.70
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	205.14
DD23661.12	19/05/2026	CFS EDGE SUPER AND PENSION	1,667.72
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	449.00
INV SUPER	19/05/2026	SUPERANNUATION	1,218.72
DD23661.13	19/05/2026	THE EQUISUPER SUPERANNUATION FUND	968.80
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	260.83
INV SUPER	19/05/2026	SUPERANNUATION	707.97
DD23661.14	19/05/2026	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	2,353.54
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	362.45
INV SUPER	19/05/2026	SUPERANNUATION	1,991.09
DD23661.15	19/05/2026	MLC SUPER NOMINEES PTY LTD	67.38
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	67.38
DD23661.16	19/05/2026	AUSTRALIAN SUPER	7,942.23
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	845.26
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	435.23
INV SUPER	19/05/2026	SUPERANNUATION	6,619.36
INV DEDUCTION	19/05/2026	PAYROLL DEDUCTION	42.38
DD23661.17	19/05/2026	ING SUPERANNUATION FUND	455.97
INV SUPER	19/05/2026	SUPERANNUATION	455.97
DD23661.18	19/05/2026	RAIZ SUPER	275.55
INV SUPER	19/05/2026	SUPERANNUATION	275.55
PE05/05/2026	5/05/2026	NET PAY	\$259,531.74
PE19/05/2026	19/05/2026	NET PAY	\$212,713.01
		TOTAL	\$841,231.81


**The Shire Of Derby / West Kimberley
ANZ Corporate Credit Card Reconciliation
Period Reporting: 13/03/2026 to 12/04/2026**

Card Holder : Tamara Clarkson


Date	Transaction Description	GST (Y/N)	Amount (GST Excl)	GST	Amount (GST Incl)	Account	Receipt Provided	Comments
7/04/2026	INK STATION MARRICKVILLE	Y	\$ 411.20	\$ 41.12	\$ 452.32	121402150	Yes	Ink for Administration Centre printer
7/04/2026	Reddy Express 6960 Fitzroy Cross	Y	\$ 19.09	\$ 1.91	\$ 21.00	120401090	Yes	Travel expenses for President attending meeting on 01.04.26 with Minister Punch in Fitzroy Crossing.
7/04/2026	ALL FLAGS AND SIGNS P Maddington	Y	\$ 955.39	\$ 95.54	\$ 1,050.93	BM001	Yes	Council Chambers Honours Board gold vinyl lettering update
7/04/2026	SQ *RUSTYS BAKESHOP ABN 9 Derby	Y	\$ 17.73	\$ 1.77	\$ 19.50	120401090	Yes	Refreshments for President and Staff - FX Meeting 01.04.26
1/04/2026	BP BROOME CENTRAL 6075 BROOME	Y	\$ 91.03	\$ 9.10	\$ 100.13	EX08	Yes	Fuel for 3KW while attending the Women in Leadership Forum
31/03/2026	STARLINK INTERNET Sydney	Y	\$ 98.18	\$ 9.82	\$ 108.00	121402190	Yes	Extra WIFI required for Derby Administration Centre 28.03.26 - 28.04.26
30/03/2026	STARLINK INTERNET Sydney	Y	\$ 379.09	\$ 37.91	\$ 417.00	121402190	Yes	WIFI subscription for 3x SDWK buildings 27.03.26 - 27.04.2026
26/03/2026	STARLINK INTERNET Sydney	Y	\$ 505.45	\$ 50.55	\$ 556.00	121402190	Yes	WIFI subscription for 5x SDWK buildings 23.03.26 - 23.04.2026
25/03/2026	WOOLWORTHS/131-135 LOCH S DERBY	F	\$ 16.00	0	\$ 16.00	120401870	Yes	Council Refreshments - 2 x cartons bottled water
25/03/2026	Intuit Mailchimp Sydney	Y	\$ 58.71	\$ 5.87	\$ 64.58	121402410	Yes	Media contacts subscription
25/03/2026	BROOME INTERNATIONAL A BENTLEY	Y	\$ 62.73	\$ 6.27	\$ 69.00	EX08	No	Parking for 3KW while in Perth for CEO Connection Forum 20.03.26 - 22.03.26. Receipt not printed, statutory declaration signed and witnessed.
23/03/2026	WANEWSDTI OSBORNE PARK	Y	\$ 29.09	\$ 2.91	\$ 32.00	121402410	Yes	The West Australian/Sunday Times Digital Edition subscription charge for 21.03.26 - 17.04.26
23/03/2026	Crown Towers Perth Burswood	Y	\$ 175.64	\$ 17.56	\$ 193.20	EX08	Yes	Accommodation for CEO to attend CEO Connection Forum 20.03.26
23/03/2026	EB *2026 Kimberley Eco 801-413-7200	Y	\$ 181.82	\$ 18.18	\$ 200.00	EX08	Yes	4 x tickets for Director Management Team to attend the Kimberley Economic Forum Welcome Sundowner event 27.05.2026
23/03/2026	Crown Towers Perth Burswood	Y	\$ 377.02	\$ 37.70	\$ 414.72	EX08	Yes	Deposit for CEO accommodation - attended CEO Connection Forum 20.03.26
23/03/2026	GM TAXIPAY MASCOT	Y	\$ 42.29	\$ 4.23	\$ 46.52	EX08	Yes	CEO travel Airport to Accommodation while attending CEO Connection Forum in Perth 20.03.26
19/03/2026	NEAPSBISTRO Derby	Y	\$ 25.45	\$ 2.55	\$ 28.00	EX08	Yes	Refreshments for CEO and President meeting
19/03/2026	NEAPSBISTRO Derby	Y	\$ 34.55	\$ 3.45	\$ 38.00	EX08	Yes	Refreshments for CEO and President meeting
19/03/2026	Vistaprint Australia PTY Derrimut	Y	\$ 33.03	\$ 3.30	\$ 36.33	121402150	Yes	250 x CEO business cards
TOTAL \$					3,863.23			

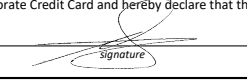
Card Holder Declaration:
I, as the card holder, am responsible for all transactions on my Corporate Credit Card and hereby declare that the expenditure detailed on this statement was approved for work related purposes in accordance with the Transaction Card Policy and Procurement Policy of the Shire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


Tamara Clarkson
Chief Executive Officer


Signature

8 June 2026
Date


Card Holder : Jill Brazil									
Date	Transaction Description	GST (Y/N)	Amount (GST Excl)	GST	Amount (GST Incl)	Account	Receipt Provided	Comments	
10/04/2026	APPLE.COM/BILL SYDNEY	Y	\$ 9.08	\$ 0.91	\$ 9.99	121402870	No	Subscription charge	
7/04/2026	WOOLWORTHS/131-135 LOCH S DERBY	Y	\$ 22.73	\$ 2.27	\$ 25.00	121402870	Yes	Kitchen supplies purchased for Administration Centre staff.	
7/04/2026	APPLE.COM/BILL SYDNEY	Y	\$ 9.08	\$ 0.91	\$ 9.99	121402870	No	Subscription charge	
27/03/2026	APPLE.COM/BILL SYDNEY	Y	\$ 9.08	\$ 0.91	\$ 9.99	121402870	No	Subscription charge	
20/03/2026	APPLE.COM/BILL SYDNEY	Y	\$ 9.08	\$ 0.91	\$ 9.99	121402870	No	Subscription charge	
19/03/2026	Crown Towers Perth Burswood	Y	\$ 1,281.82	\$ 128.18	\$ 1,410.00	EX08	Yes	Accommodation for Director Corporate Services to attend LG Professionals WA 2026 Finance Professionals Conference.	
			TOTAL \$		1,474.96				
<p>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 Jill Brazil Director Corporate Services</p> <p style="text-align: center;"> <u>8 June 2026</u> Date</p> <p style="text-align: right;">Signed on behalf of DCS due to leave</p>									

Card Holder : Wayne Neate									
Date	Transaction Description	GST (Y/N)	Amount (GST Excl)	GST	Amount (GST Incl)	Account	Receipt Provided	Comments	
26/03/2026	EC* SYDNEYTOOLS ROSELANDS	Y	\$ 2,501.82	\$ 250.18	\$ 2,752.00	121404180	Yes	Supplies for SDWK workshop with specialised tools to perform various tasks/jobs that are otherwise outsourced	
23/03/2026	PROPERTY INSPECT MGR PERTH	Y	\$ 507.57	\$ 50.76	\$ 558.33	121402410	Yes	Property Inspection Manager Premium 12 month subscription renewal.	
16/03/2026	SHIRE OF DERBY WEST KI DERBY	Y	\$ 206.91	\$ 20.69	\$ 227.60	121404160	Yes	Fine for failing to return a number plate from 2 x unlicensed trailers - KW 15529 and 1UAP 667	
16/03/2026	EC* SYDNEYTOOLS ROSELANDS	Y	-\$ 2,501.82	-\$ 250.18	-\$ 2,752.00	121404180	Yes	Refund for payment incorrectly charged twice.	
			TOTAL \$		785.93				
<p>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 Wayne Neate Director Infrastructure</p> <p style="text-align: center;"> <u>5/06/2026</u> Date</p>									


Card Holder : Luke Lawrence									
Date	Transaction Description	GST (Y/N)	Amount (GST Excl)	GST	Amount (GST Incl)	Account	Receipt Provided	Comments	
30/03/2026	JOB TRAINER AJUST SOUTH PERTH	F	\$ 148.00	0	\$ 148.00	EP0004	Yes	Payment for WA Approved Manager Certification for staff member - this is a requirement to sell liquor at KAPP opening night.	
30/03/2026	MODERN TEACHING AIDS FRENCHS FORES	Y	\$ 807.86	\$ 80.79	\$ 888.65	121103400	Yes	Wooden table and stools for the Fitzroy Crossing Library childrens area. Required to support seating and activity space within the library	
30/03/2026	SP GRACE MAGGIE CHELTENHAM	Y	\$ 461.86	\$ 46.19	\$ 508.05	121103400	Yes	Purchase of 1 x sensory tatami mat for the Fitzroy Crossing Library childrens area.	
30/03/2026	SP LILLY AND LOLLY BURRANEER	Y	\$ 670.91	\$ 67.09	\$ 738.00	121103400	Yes	Purchase of 2 x large Curved Rectangle Pinboards for installation in the Fitzroy Crossing Library childrens area.	
30/03/2026	KMART Mulgrave	Y	\$ 283.29	\$ 28.33	\$ 311.62	121103400	Yes	Purchase of 2 x Olkiture Bookshelf Bookcase Display Shelves for use in the Fitzroy Crossing Library childrens area. Unable to pay by Purchase Order for online orders. These items are not available in store.	
13/03/2026	Military Shop 61261232908	Y	\$ 716.39	\$ 71.64	\$ 788.03	EP0037	Yes	Purchase of 8 reusable wreaths to use at the Fitzroy Crossing ANZAC Day and Remembrance Day services.	
TOTAL					\$ 3,382.35				
<p>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 Luke Lawrence Director Community Planning</p> <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;">  <i>signature</i> </div> <div style="text-align: center;"> <p>11.06.26 <i>Date</i></p> </div> </div>									

TOTAL PURCHASES FOR ABOVE STATED PERIOD \$ 9,506.47
PAYMENTS AND OTHER CREDITS \$ 2,752.00
INTEREST CHARGES \$ -
CLOSING BALANCE \$ 12,258.47

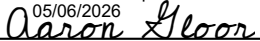
Procurement Approval

Name	Tamara Clarkson	8 June 2026
Position	Chief Executive Officer	
Date		
Signature		

Reconciliation Processed

Name	Ashlee Doust
Position	Accounts Payable Officer
Date	05/06/2026
Signature	

Reconciliation Certified

Name	Aaron Gloor
Position	A/Director Corporate Services
Date	05/06/2026
Signature	

16 COMMUNITY SERVICES

Nil

17 DEVELOPMENT SERVICES

17.1 FACILITY FEE WAIVER REQUEST - DERBY DISTRICT HIGH SCHOOL

File Number: CS/FS/2

Author: Santana Altham, Manager Community Development

Responsible Officer: Luke Lawrence, Director Community Planning

Authority/Discretion: Executive

SUMMARY

Council to consider and waive the hire fees for Derby District High School (DDHS) to enable the use of the Derby Airport Function Centre during the scheduled closure of the Derby Civic Centre.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

The Derby Civic Centre is scheduled to close from 7 July to 26 November 2026 to accommodate refurbishment works. DDHS have confirmed the facility hire booking during the closure period and now require an alternative venue to deliver their event. To minimise disruption and support continuity of community events, the Derby Airport Function Centre is proposed as a replacement venue for this event, and waiving 50% of the facility hire fees associated with offering the alternative venue.

Booking/Event	Dates	Venue	Daily Rate	Hire Cost	Bond	Total Payable
Derby District High School w/alcohol (Theatre Restaurant)	27 August to 30 August 2026 (4 days)	Derby Civic Centre	\$860*	\$3,440*	\$2,000*	\$5,440*
	27 August to 30 August 2026 (4 days)	Derby Airport	\$3,500*	\$14,000*	\$4,000*	\$18,000*

**all quoted fees and charges based on the Draft Fees and Charges 2026/27 and inclusive of GST.*

The total hire fee amounts to \$14,000, applicable for the proposed waiver of 50% for Derby District High School. All bond fees remain payable.

STATUTORY ENVIRONMENT

Local Government Act 1995 Part 6 – Financial Management applies in that 6.12 (1) (b) grants council the power to waive or grant concession in relation to any amount of money.

POLICY IMPLICATIONS

Community Funding Scheme Policy provides guidance as to the provision of financial and non-monetary assistance to community groups and non-for-profit organisations by the Shire.

FINANCIAL IMPLICATIONS

If approved, the total waived is \$7,000, reducing facility hire income for the 2026/27 financial year.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
2. Community	2.2 Healthy Communities	2.2.1 Build, maintain and maximise the use of community facilities
2. Community	2.2 Healthy Communities	2.2.4 Conduct and/or promote healthy lifestyle initiatives and living standards
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
Reputation: Negative public perception of the Shire if the fee waiver is denied.	Possible	Moderate	Medium	Approve the fee waivers and provide alternative venue access.

CONSULTATION

DDHS have been notified of the Derby Civic Centre closure and the impact on their booking. Correspondence continues to clarify any requests, changes, potential additional fees and address operational matters.

COMMENT

The Derby Civic Centre closure period unavoidably impacts DDHS who has an existing confirmed and paid facility hire booking. DDHS delivers a significant event that contribute to local community engagement, wellbeing, and inclusive celebration.

Providing the Derby Airport Function Centre at a reduced cost, ensures continuity of important community events, minimised financial disadvantage to the affected organisation and a proactive and supportive response from the Shire during the required closure period of the Derby Civic Centre.

This approach aligns with the Shire’s commitment to supporting community organisations and minimising the impacts any necessary and unavoidable disruptions.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

Nil

RECOMMENDATION

That Council

- 1. NOTE the offer of the Derby Airport Function Centre as an alternative venue for Derby District High School during the Derby Civic Centre closure period; and**
- 2. APPROVE to waive 50% of the Derby Airport Function Centre facility hire fee of \$14,000, resulting in a fee waiver of \$7,000, with the \$4,000 bond remaining payable.**

18 INFRASTRUCTURE

18.1 AWARD OF TENDER T6-25/26 PROVISION OF CLEANING SERVICES FOR BUILDINGS AND FACILITIES IN FITZROY CROSSING

File Number: 0450

Author: Jesse Kennaugh, Asset Coordinator

Responsible Officer: Robert Barratt, Manager Assets and Works

Authority/Discretion: Executive

SUMMARY

This report seeks Council to consider awarding Tender T6-25/26 which is the provision of cleaning services for buildings and facilities in Fitzroy Crossing to Cleaning Gardening and Tree Services.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

Cleaning of various Shire office buildings and facilities within Fitzroy Crossing had historically been undertaken on an ad-hoc basis, including periods where cleaning services were not consistently delivered. This resulted in ongoing dissatisfaction from the community and users of the Shire's facilities regarding the presentation and cleanliness of Council assets.

Following the engagement of the prior contractor under the most recent cleaning services contract, cleaning services have been undertaken on a scheduled and consistent basis across the Shire's buildings and facilities within Fitzroy Crossing. Since the implementation of these scheduled services, the standard and presentation of facilities has improved significantly, resulting in increased satisfaction from facility users and improved public perception of the Shire's facilities.

STATUTORY ENVIRONMENT

Health (Public Buildings) Regulation 1992 – describes references to the provision of hygienic public amenity

Local Government Act 1995 – Section 3.57 Tenders for the providing goods or services

Local Government (Functions and General) Regulations 1996 Part 4 – Tenders for providing goods and services.

POLICY IMPLICATIONS

Procurement of Goods and Services

Regional Price Preference

FINANCIAL IMPLICATIONS

The proposed contract pricing is higher than in previous years due to increased labour costs, including higher rates applicable for weekend work and public holidays. In addition, CPI-related increases have contributed to higher operational costs, including housing, transport and general goods and services.

The new contract includes cleaning of the following buildings and facilities in Fitzroy Crossing:

- Public toilets (Forrest Road and Fitzroy Crossing Airport)
- Visitors Centre (Administration, Public Library and adjoining kitchen space)
- Shire Depot (Works Crew office including lunch room and ablutions)
- Short Stay Accommodation (located at the Shire Depot)
- Fitzroy Crossing Community Hall
- Fitzroy Crossing Basketball Courts changerooms and ablutions.

The proposed contract is a 3-year contract, for 2026/27, 2027/28 and 2028/29. The pricing contained in the confidential attachment is a fixed price for the term of the contract across the three years, however within the contract it does allow for modification of the scope of works which can be modified to increase or decrease services. This will then still allow for the budget process to modify services according to the available finances at the time.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
2. Community	2.2 Healthy 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
Property: The buildings and facilities are not maintained and cleaned to a reasonable standard, impacting on health concerns and useability.	Almost Certain	Moderate	Medium	The Council implements cleaning service commensurate to the services across other areas of the Shire and improves the level of service delivery in Fitzroy Crossing
People Health & Safety: No cleaning at key, well patronised Shire sites may result in unhealthy public areas.	Almost Certain	Moderate	High	Continuation of the contracted services

<p>Reputation: The Shire’s reputation is diminished due to the inability to clean and maintain its buildings and facilities appropriately.</p>	<p>Almost Certain</p>	<p>Moderate</p>	<p>High</p>	<p>The Council implements cleaning service commensurate to the services across other areas of the Shire and improves the level of service delivery in Fitzroy Crossing</p>
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CONSULTATION

Tender T6-25/26 Provision of Cleaning Services for Buildings and Facilities in Fitzroy Crossing was advertised through local and state-wide forums as required by legislation. The tender closed at 12.00pm on Wednesday 20 May 2026.

The tender period provided a minimum of 21 days for interested individuals and companies to prepare and submit responses, including the opportunity to inspect and review the buildings and facilities included within the scope of works.

In developing the service levels and operational requirements that formed the basis of the tender, consultation was undertaken with local staff and relevant management teams to ensure the specifications reflected operational needs and expected service levels.

COMMENT

It is recommended that the tender be awarded to the selected contractor on the basis of best value for money. While the recommended tenderer did not submit the lowest-priced tender, the submission demonstrated strong value through continuity of service delivery, established operational capability within Fitzroy Crossing, and evidence of the ability to maintain a consistently high standard of cleaning services.

The assessment process identified that a number of alternative providers, although having a presence within the Kimberley region and/or Fitzroy Crossing, are not locally based. Additionally, locally based providers either did not submit a tender response or submitted pricing significantly beyond the available budget allocation. Other submissions received were from eastern states-based contractors that do not currently have an established presence within the Kimberley region, which raised concerns regarding operational responsiveness, staff resourcing, mobilisation capability and continuity of service delivery.

Alternative submissions with lower pricing may be engaged to undertake the works, however it has historically been difficult to attract and retain suitable cleaning staff in Fitzroy Crossing. As such, there is a risk element that engaging an alternative provider may result in prolonged periods of reduced service levels, limited operational flexibility and potential interruptions to cleaning services.

The recommended contractor has demonstrated an established capacity to provide reliable and consistent service delivery, which is considered to represent the best overall value to the Shire when balancing cost, service continuity, operational reliability and quality outcomes.

The selection criteria for the tender were as follows:

Criteria	%
Relevant Experience	15%
Capacity to Deliver & Resources	15%
Quality/Suitability	10%
Key Personnel & Skills	15%
Demonstrated Understanding	15%
Local Content	10%
Risk	10%
Price	10%

Officers consider the recommended tenderer capable of undertaking the required works and recommends that the tender be awarded based on the information and submissions provided through the tender evaluation process.

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS

- 1. Tender T6-25/26 Provision of Cleaning Services for Buildings and Facilities in Fitzroy Crossing Scoring Sheet - Confidential**

RECOMMENDATION

That Council by ABSOLUTE MAJORITY:

- 1. AWARD Tender T6-25/26 Provision of Cleaning Services for Buildings and Facilities in Fitzroy Crossing to Cleaning Gardening and Tree Services; and**
- 2. AUTHORISE the Chief Executive Officer to execute the contract in accordance with the scope of works within the tender.**

18.2 AWARD OF TENDER T7-25/26 PROVISION OF CLEANING SERVICES FOR BUILDINGS AND FACILITIES IN DERBY**File Number: 0450****Author: Jesse Kennaugh, Asset Coordinator****Responsible Officer: Robert Barratt, Manager Assets and Works****Authority/Discretion: Executive****SUMMARY**

This report seeks Council to consider awarding Tender T7-25/26 which is the provision of cleaning services for buildings and facilities in Derby to the Trustee for Schipper Family Trust operating as Skippers Cleaning.

DISCLOSURE OF ANY INTEREST

Nil by Author and Nil by Responsible Officer.

BACKGROUND

Cleaning of various Shire office buildings and facilities within Derby has previously been undertaken through varying contractual arrangements over a number of years, including periods where services were delivered under separate contracts covering Shire offices and facilities, and public toilets. This arrangement resulted in increased administrative oversight requirements and the need to manage multiple service standards.

At the Ordinary Council Meeting held on Wednesday 18 June 2025 (CC064/25), Council (Commissioner) approved the consolidation of all cleaning services for buildings and facilities in Derby into a single contract. This included the combining and rationalisation of contracts C02-2023 and C03-2023 into a single general services contract to improve operational efficiency, streamline contract management, and reduce the administrative resources required to coordinate and monitor service delivery. This provides greater consistency in service delivery and clearer accountability for performance outcomes across all facilities.

Since the implementation of scheduled and consistent cleaning services, the standard and presentation of facilities has improved, resulting in increased satisfaction from facility users and improved public perception of the Shire's facilities. This has demonstrated the ongoing need for consistent and reliable cleaning services across Shire-managed assets.

STATUTORY ENVIRONMENT

Health (Public Buildings) Regulation 1992 – describes references to the provision of hygienic public amenity

Local Government Act 1995 – Section 3.57 Tenders for the providing goods or services

Local Government (Functions and General) Regulations 1996 Part 4 – Tenders for providing goods and services.

POLICY IMPLICATIONS

Procurement of Goods and Services

Regional Price Preference

FINANCIAL IMPLICATIONS

The proposed contract pricing is higher than in previous years due to increased labour costs, including higher rates applicable for weekend work and public holidays. In addition, CPI-related increases have contributed to higher operational costs, including housing, transport, and general goods and services.

The new contract includes cleaning of the following buildings and facilities in Derby:

SCHEDULE A

- Civic Centre
- Depot
- Airport
- Recreation Centre
- Executive Services Office
- Administration Centre
- Council Chambers and Library
- President and Councillor Office
- Youth Centre
- Derby Memorial Swimming Pool
- Wharfinger House Museum
- Derby Short Stay Accommodation (located at the Shire Depot)

SCHEDULE B

- Derby Jetty public toilets
- Nicholson Square changerooms and toilets
- Lytton Park public toilets

The proposed contract is a 3-year contract, for 2026/27, 2027/28 and 2028/29. The pricing contained in the confidential attachment is a fixed price for the term of the contract across the three years, however within the contract it does allow for modification of the scope of works which can be modified to increase or decrease services. This will then still allow for the budget process to modify services according to the available finances at the time.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
2. Community	2.2 Healthy 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
<p>Property: The Buildings and facilities are not maintained and cleaned to a reasonable standard, impacting on health concerns and useability.</p>	Almost Certain	Moderate	Medium	The Council implements cleaning service commensurate to the services across other areas of the Shire and improves the level of service delivery in Fitzroy Crossing
<p>People Health & Safety: No cleaning at key, well patronised Shire sites may result in unhealthy public areas.</p>	Almost Certain	Moderate	High	Continuation of the contracted services
<p>Reputation: The Shire’s reputation is diminished due to the inability to clean and maintain its buildings and facilities appropriately.</p>	Almost Certain	Moderate	High	The Council implements cleaning service commensurate to the services across other areas of the Shire and improves the level of service delivery in Fitzroy Crossing

CONSULTATION

Tender T7-25/26 being the Provision of Cleaning Services for Buildings and Facilities in Derby was advertised through local and state-wide forums as required by legislation. The tender closed at 12.00pm on Wednesday 20 May 2026.

The tender period provided a minimum of 21 days for interested individuals and companies to prepare and submit responses, including the opportunity to inspect and review the buildings and facilities included within the scope of works.

In developing the service levels and operational requirements that formed the basis of the tender, consultation was undertaken with local staff and relevant management teams to ensure the specifications reflected operational needs and expected service levels.

COMMENT

Following completion of the tender evaluation process, the recommended submission is considered to provide the most advantageous outcome to the Shire when assessed against pricing, demonstrated capability, local operational presence and ability to deliver the required service standards over the term of the contract.

Although the preferred respondent was not the lowest-priced submission received, the evaluation identified significant benefit in the contractor’s demonstrated experience delivering cleaning services within the Derby Shire area, established workforce arrangements, and proven ability to

consistently maintain service levels across Shire-managed facilities. These factors were considered particularly important in ensuring continuity of operations and minimising the risk of service disruption.

A number of tender responses were received from contractors operating outside the Kimberley region, including eastern states-based businesses with no established local presence. Concerns were identified regarding the practical delivery of the contract requirements, including mobilisation timeframes, availability of suitably resourced personnel, responsiveness to operational issues, and long-term service reliability.

The evaluation process also identified that some lower-priced submissions did not meet mandatory compliance requirements and were therefore unable to progress through the full assessment process. In addition, some local or regional operators did not submit a conforming tender response.

Based on the overall assessment outcomes, the recommended contractor is considered to offer the strongest combination of operational capability, local knowledge, service reliability and value for money, while providing confidence in the ongoing delivery of cleaning services to the required standard across Shire facilities.

The selection criteria for the tender were as follows:

Criteria	%
Relevant Experience	15%
Capacity to Deliver & Resources	15%
Quality/Suitability	10%
Key Personnel & Skills	15%
Demonstrated Understanding	15%
Local Content	10%
Risk	10%
Price	10%

Officers consider the recommended tenderer capable of undertaking the required works and recommends that the tender be awarded based on the information and submissions provided through the tender evaluation process.

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS

- Tender T7-25/26 Provision of Cleaning Services for Buildings and Facilities in Derby Scoring Sheet - Confidential**

RECOMMENDATION

That Council by ABSOLUTE MAJORITY:

- 1. AWARD Tender T7-25/26 Provision of Cleaning Services for Buildings and Facilities in Derby to the Trustee for Schipper Family Trust; and**
- 2. AUTHORISE the Chief Executive Officer to execute the contract in accordance with the scope of works within the tender.**

19 URGENT BUSINESS**20 MATTERS FOR WHICH THE MEETING MAY BE CLOSED****RECOMMENDATION**

That Council CONSIDERS the confidential report(s) listed below in a meeting closed to the public in accordance with Section 5.23(2) of the *Local Government Act 1995*:

20.1 Minutes of the CEO Performance Review Committee Meeting held on 19 June 2026

This matter is considered to be confidential under section 5.23 - (2)(b) and (4)(b) of the *Local Government Act* as it deals with a matter relating to the recruitment or employment of the CEO or a senior employee, including:

(i) the termination of employment; or

(ii) a review of performance under section 5.38 of the Act and Information relating to the personal affairs of an individual.

20.2 Rates Exemption - A101980 41 Clarendon Street Derby

This matter is considered to be confidential under section 5.23 - (4)(a) of the *Local Government Act* as it deals with Legal advice, or other information, over which the local government holds legal professional privilege.

20.3 Rates Exemption - A100511 145 Loch Street Derby

This matter is considered to be confidential under section 5.23 - (4)(a) of the *Local Government Act* as it deals with Legal advice, or other information, over which the local government holds legal professional privilege.

RECOMMENDATION

That Council by **ABSOLUTE MAJORITY**:

1. **ACCEPT** the Minutes of the CEO Performance Review Committee Meeting held 19 June 2026; and
2. **ADOPT** the recommendations as below:
 - (a) **NOTE** the Salaries and Allowances Tribunal Determination of 4 April 2026 (effective 1 July 2026);
 - (b) **NOTE** the outcomes of the Elected Member Performance Survey undertaken in June 2026 with the Chief Executive Officer being assessed at 'Exceeds Expectations' in this year's performance appraisal;
 - (c) **ADOPT** the modified performance criteria metrics for the 2026/27 performance period outlined in Section 7.4 of this confidential report;
 - (d) **APPROVE** a variation to the Chief Executive Officer's contract Total Reward Package as per option 3 set out within Attachment 1 at Section 6.6, ensuring any increase is reflected in the isolation allowance and a travel allowance increase to \$5,000;
 - (e) **APPROVE** an increase of \$10,000 allowance towards the professional development of the Chief Executive Office for the successful completion of Australian Institute of Company Directors (AICD) Diploma.
 - (f) **DIRECT** the CEO Performance Review Committee to conduct the next CEO Performance and Total Remuneration Package review in or before June 2027;
 - (g) **ENDORSE** the Shire of Derby/West Kimberley CEO Review 2026, in accordance with Division 3 of the *Local Government (Administration) Regulations Schedule 2 clause 18*; and
 - (h) **NOTIFY** the Chief Executive Officer of results of this performance review in accordance with Division 3 of the *Local Government (Administration) Regulations Schedule 2 clause 19*.

RECOMMENDATION

That Council by **ABSOLUTE MAJORITY REFUSE** to grant the 2025/26 rates exemption request for 41 Clarendon Street, Derby WA 6728.

RECOMMENDATION

That Council by **ABSOLUTE MAJORITY**:

1. **REFUSE** the 2026/27 rates exemption application for 145 Loch Street, Derby; and
2. **APPROVE** a 50% concession on the 2026/27 rates for 145 Loch Street, Derby; and
3. **DIRECT** the Chief Executive Officer to inform the applicant that:
 - a. the concession does not include waste and Emergency Service Levy charges; and
 - b. rates concession requests must be re-applied for annually by 31 May of each calendar year.

21 CLOSURE

21.1 Date of Next Meeting

The next ordinary meeting of Council will be held 5:30pm Thursday 23 July 2026 at the Council Chambers, 31 Clarendon Street, Derby.

21.2 Closure of Meeting